



Post Office Box 3005
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Jacksonville, Florida 32206-0005
www.jaxport.com

March 29, 2021

ADDENDUM NO. 01
TO
SPECIFICATIONS AND CONTRACT DOCUMENTS
FOR
INVITATION TO BID
TMT WESTROCK PROPERTY CLEARING
AND GRUBBING
JPA CONTRACT NO. C-1728

The item(s) of this Addendum shall modify and become a part of the contractual documents for this project as of this date. (Failure to acknowledge this addendum will be grounds for rejection of proposal.)

ATTACHMENTS TO CONTRACT SPECIFICATIONS

Attachment No. 1

The Minutes of the Pre-Bid Meeting held on Monday, March 22, 2021, 10:00 AM.

Attachment No. 2

Response to questions received via email.

Acknowledgment of the following addenda is hereby made:

Addendum #1, Dated: _____ Initials _____

Company _____

NOTE: THIS ADDENDUM SHALL BE ACKNOWLEDGED IN YOUR ITB SUBMISSION, FAILURE TO ACKNOWLEDGE ADDENDUM WILL BE GROUNDS FOR REJECTION OF ITB.

PLEASE VISIT <http://www.jaxport.com/procurement/active-solicitations> OR CALL THE PROCUREMENT DEPARTMENT AT (904) 357-3017, PRIOR TO THE ITB SUBMISSION OPENING TO DETERMINE IF ANY ADDENDA HAVE BEEN RELEASED ON THIS CONTRACT.

PRE-BID MEETING MINUTES
JPA Contract: ITB C-1728
TMT WESTROCK CLEARING & GRUBBING

Date: Monday, March 22, 2021

Time: 10:00 AM

Good morning! It is now **10:00 AM** on **Monday, March 22, 2021** and the Pre-Bid Meeting for JPA Contract No. **ITB C-1728 TMT WESTROCK CLEARING & GRUBBING** will now begin. "In an effort to slow the spread of the Covid-19 virus and to encourage social distancing, in accordance with the CDC Guidelines, JAXPORT continues to take proactive measures to keep our workplace safe and prevent the spread of COVID 19. Therefore, this meeting is being held via "GoToMeeting" teleconference which allows interested persons to view and participate remotely."

This meeting is subject to Florida Sunshine Laws and therefore, is being recorded.

We will begin the meeting by introducing JAXPORT Staff Members:

JAXPORT STAFF IN ATTENDANCE:

Name: Sandra Platt	Title: Sr. Contract Specialist
Name: Jackie Glass	Title: Director, Procurement Services
Name: Retta Rogers	Title: Manager, Procurement Services
Name: James Bennett	Title: Sr. Director, Engineering & Construction
Name: Marvin Grieve	Title: Director, Project Management
Name: Jose Vazquez	Title: Project Manager
Name: Brian Williams	Title: Coordinator, SEB Programs

IDENTIFY MEMBERS OF PUBLIC ATTENDEES

Please clearly state your name and the company you are representing. *(Allow time for each person to speak, add their name to the Attendance list, and ask again at the conclusion of the meeting for verification).*

COMPANIES' ATTENDANCE RECORD OF PRE-BID MEETING	
REPRESENTING AGENT	COMPANY'S NAME
1. John Pressley	Graham County Land Company
2. David Hinson	J.D. Hinson Company
3. Kim Bochnia	Hager Construction Company
4. Andres Leon	All Construction and Development
5. Alvaro A. Rios	TG Utility Company, Inc.

Instructions for all participants/members of the public –

- i. To avoid any microphones transmitting sounds that causes feedback, echoes or sounds that will otherwise cause a disruption to this meeting, participants (regardless of how they are accessing this meeting) are asked to keep their microphones on "mute" at all times when *not* speaking. PLEASE TAKE A MOMENT AND "MUTE" YOUR MICs FOR THIS MEETING.

- ii. Any individual who wishes to speak, should “*unmute*” their microphones and wait to be recognized by the host before speaking.
- iii. When called upon, please announce your name and the company you are representing.
- iv. Each person speaking should do so clearly and slowly to ensure they are heard and understood for recording purposes and by other participants and attendees.

Key Dates:

- **Questions:** Any questions after the meeting must be e-mailed with the **SUBJECT: ITB_C-1728** to my attention at sandra.platt@jaxport.com. Please do not send questions to anyone else. The deadline to submit questions by e-mail is: **Wednesday, March 24, 2021 at 12:00 PM (EST)**, after that time no questions will be answered concerning this ITB.
- **Bids Due:** **Monday, April 5, 2021, at 2:00PM (EST)**. Invitation to Bids and all required supplemental material listed in the bid documents, must be submitted in **PDF Format Only** through E-Builder. Bids and supplemental documents submitted through Email or Fax will not be accepted or considered. **Until further notice, JAXPORT is not accepting any ITB packages submitted by Mail or Hand-Deliveries due to the current COVID-19 situation. Please visit the JAXPORT’s website at www.jaxport.com for more information and updates.**

The PDF file name should read **“C-1728 TMT WESTROCK CLEARING & GRUBBING”**

INVITATION TO BID DOCUMENTS

The Invitation to Bid document can be obtained from our website: <https://www.jaxport.com/procurement/active-solicitations/>. If you should have any questions regarding the solicitation package, please submit them **by e-mail to Sandra Platt, Sr. Contract Specialist at: sandra.platt@jaxport.com or through E-Builder.**

- **Acknowledgment of Addenda** *(It is mandatory that the bidder acknowledge all addenda, the system will not allow you to submit your proposal until the addenda is acknowledged).*
- **Bidder Requirements:** Page BCF-1 (list of documents required to be submitted with bid.)
- **Bid Form – Total Lump Sum Base Bid (Items 1 – 6)**
- **Time for Completion – 120 calendar days after issuance of NTP to successful bidder.**
- **Liquidated Damages - \$1,045.00 per day**
- **No SEB Goals, however, DBE participation is Encouraged**
- **Scope of Services Overview – Marvin Grieve, Director, Project Management and Jose Vazquez, Project Manager**

SEB Requirements: Mr. Brian Williams, Coordinator, SEB Programs, addressed the requirements for the DBE requirements.

Scope of Services: Marvin Grieve, Director, Project Management and Mr. Jose Vazquez, Project Manager gave an overview of the Scope of Work as outlined in the specification documents.

Question & Answers: Questions asked during the meeting were addressed, however, it was stated that questions should be sent via email submission to Sandra.Platt@jaxport.com to be properly addressed via Addendum.

Note: These minutes shall become a part of the solicitation documents and contract agreement. Any corrections, additions or errors will be brought to the attention of the Project Manager within 5 days after receipt of the minutes. It shall be the responsibility of the contractor submitting a proposal for this contract to ensure that all Subcontractors, Suppliers and of services that are incorporated into his proposal have received benefit of the minutes and any addenda that may be issued.

Questions during meeting were addressed and bidders were advised to submit all questions in writing via email to Sandra.platt@jaxport.com. Response to all questions will be answered via Addendum and submitted to all prospective bidders.

There were no additional questions.

Site Visit: The site is available for visiting, please contact Sandra Platt (904) 357-3017 if you wish to visit the site.

Thank you for your participation and we look forward to your bid submission.

Meeting adjourned at **10:21** AM.

Prepared By: *Sandra Platt, Sr. Contract Specialist (JAXPORT)*



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**INVITATION TO BID JPA CONTRACT NO.: C-1728
TMT WESTROCK PROPERTY CLEARING & GRUBBING**

RESPONSE TO QUESTIONS

1. Will the Bed trailers be moved by JAXPORT upon request?

ANSWER : Yes. Per the Scope of Work (Page 2) in the bid documents , Section Maintenance of Traffic: "Clearing and Grubbing in Areas T3-T10 will be restricted due to Crowley's use of the property. Areas T3, T4, T5 and T10 will be completed prior to working on Areas T6, T7, T8, and T9. This work will be coordinated and scheduled prior to commencing the work in the Crowley lease area." The Contractor will be required to notify in advance their intentions to work on all areas that are in use by JAXPORT and Tenants. Strict coordination is needed to work on those areas.