



Post Office Box 3005
2831 Talleyrand Avenue
Jacksonville, Florida 32206-0005
www.jaxport.com

September 15, 2021

ADDENDUM NO. 01
TO
SPECIFICATIONS AND CONTRACT DOCUMENTS
FOR
REQUEST FOR PROPOSAL
DESIGN-BUILD TERMINAL FACILITIES BUILDINGS
JPA CONTRACT NO. C-1752

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. 01

Pre-Proposal Meeting Minutes held on Tuesday, September 7, 2021 at 10:00 AM.

ATTACHMENT NO. 02

Response to Questions

Acknowledgment of the following addenda is hereby made:

Addendum #1, Dated: _____ Initials _____

Company _____

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

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

PRE-PROPOSAL MEETING MINUTES
JPA Contract: ITB C-1752
DESIGN-BUILD TERMINAL FACILITIES BUILDINGS

Date: September 7, 2021

Time: 10:00 AM

Good morning! It is now **10:00 AM** on **Tuesday, September 7, 2021** and the Pre-Bid Meeting for JPA Contract No. **ITB C-1752 DESIGN-BUILD** 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: Retta Rogers	Title: Manager, Procurement Services
Name: Beth McCague	Title: Chief Financial Officer
Name: Marvin Grieve	Title: Director, Project Management
Name: Cliff Baker	Title: Director, Engineering & Construction Support
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-PROPOSAL MEETING	
REPRESENTING AGENT	COMPANY'S NAME
1. Peggy Johnson	CAP Contract
2. Carlos Gonzalez	Haskell
3. Michael Baker	
4. Bill Bishop	
5. Rafael Caldera	Arkest, LLC
6. Chase Patterson	Patterson Construction Group
7. Wendy MCAally	Forsyth
8. Ben Kinsey	Allen & Graham
9. Morgan Young	E. Vaughn Rivers
10. Tom Fallin	Wood PLC
11. Jennifer Nash	
12. Carrie Harrison	C.H.C.I. Construction

PRE-PROPOSAL MEETING INSTRUCTIONS
JPA Contract: ITB C-1752
DESIGN-BUILD TERMINAL FACILITIES BUILDINGS

13. April Campbell	Pars Construction Services LLC
--------------------	--------------------------------

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.

Questions and Addenda:

Any questions after the meeting and site visit must be by e-mailed 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: **Friday, September 10, 2021 at 10:00 AM (EST)**

SOQ's and Technical Proposals are Due: Wednesday, September 22, 2021 at 2:00 PM

Statements of Qualification, Technical Specification and Price Proposal and all required supplemental material as described in “Proposer Contents and Format”, must be submitted in **PDF Format Only** through E-Builder. RFP packages and supplemental documents submitted through Email or Fax will not be accepted or considered. **Until further notice, JAXPORT is *not* accepting any RFP packages submitted by Mail or Hand-Deliveries due to the current COVID-19 situation. Please visit JAXPORT’s website at www.jaxport.com for more information and updates.**

The RFP package (SOQ and Technical Proposal) PDF file name should read **“C-1752 Terminal Facilities Building – SOQ and Technical Proposal.”**

C
QUALIFICATION & TECHNICAL PROPOSAL PROCESS

Two Step Selection Process: Step-One Qualifications and Technical Proposals (See pages 8 -13).

(a) Qualification Criteria – Pass/Fail Evaluation

- Proposers History
- Proposers Engineer of Record
- Licensed Contractor
- Project Staffing
- Experience Modification Rate

(b) Technical Proposal Criteria

- Project Approach 60 Points

PRE-PROPOSAL MEETING INSTRUCTIONS
JPA Contract: ITB C-1752
DESIGN-BUILD TERMINAL FACILITIES BUILDINGS

- | | |
|-------------------|-----------|
| • Schedule | 15 Points |
| • Safety | 15 Points |
| • Quality Control | 10 Points |

TOTAL MAXIMUM **100 Points**

Step Two – Price Proposals

Price Proposals will be Opened: Friday, October 1, 2021 at 2:00PM

Only competitive range qualified proposers will be invited, under a separate invitation key, to submit a price proposal. The RFP package (Price Proposal) PDF file name should read "**C-1752 Terminal Facilities Building – Price Proposal.**" For Proposal submission, please refer to pages 19.

RFP package (SOQ and Technical Proposal) must be submitted prior to 2:00 PM (EST), WEDNESDAY, SEPTEMBER 22, 2021 and RFP package (Price Proposal) must be submitted prior to 2:00 PM (EST), FRIDAY, OCTOBER 1, 2021. The submit button in E-Builder will deactivate exactly at 2:00 PM (EST) and you will not be permitted to submit your proposal regardless of where you are in the process. Please plan accordingly.

ADDENDA

It is Mandatory that the Proposers shall acknowledge the inclusion of all addenda on the signature page. Acknowledgement shall be by initials and date. **Failure to acknowledge all addenda shall result in rejection of the Proposers RFP package.**

At the Bid Opening for Price Proposals on **Friday, October 1, 2021 at 2:00PM**, The Manager of Procurement will announce the Evaluation Committee's average technical score for each proposer prior to the opening of the price proposals.

The proposer to be recommended for an award of this project will be that Proposer whose adjusted score is the lowest and is the most qualified and capable bidder. JAXPORT does reserves the right to waive any informalities in any bid.

Budget: \$299,300, with 100% funding by JAXPORT. JAXPORT has determined that the SEB participation is **100% JSEB/DBA/SBA/MBE/WBE for this project.**

Time for Completion: The "**Design Phase**" shall be **Seventy-Four (74)** calendar days from issuance Design Phase NTP. "**Construction Phase**" shall be **Ninety (90)** calendar days in duration and shall commence with issuance by JAXPORT of a Construction Phase NTP. All work shall be completed no later than **One Hundred Eighty (180)** Calendar Days after issuance of the Design Phase Notice to Proceed.

Liquidated Damages for this project are **\$1,197/per calendar day** per FDOT Standards

The Warranty for this project is **One (1) Year** from date of Substantial Completion.

PRE-PROPOSAL MEETING INSTRUCTIONS
JPA Contract: ITB C-1752
DESIGN-BUILD TERMINAL FACILITIES BUILDINGS

There is a bid bond required to be submitted with the price proposal. That information is on page 22.

An optional site visit of the facility may be scheduled at the request of interested contractors.

Note: These minutes shall become a part of the bid 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 services that are incorporated into his proposal have received benefit of the minutes and any addenda that may be issued.

Meeting adjourned.



Post Office Box 3005
2831 Talleyrand Avenue
Jacksonville, Florida 32206-0005

REQUEST FOR PROPOSAL

**JPA CONTRACT NO.: C-1752
DESIGN-BUILD TERMINAL FACILITIES BUILDINGS
RESPONSE TO QUESTIONS**

1. The RFP Section I.F mentions that SEB participation is 100%. Does that mean that: 1) the GC and all subcontractors are required to be SEB qualified, or 2) that any GC (SEB or non-SEB) can propose and all of their subcontractors must be SEB qualified?

ANSWER:

- (1) No, This project as stated, is Sheltered for SEB Participation of 100%, meaning only Certified Small Businesses Enterprises are able to bid on this project. The Submitter of the bid must be a Certified Small Business Enterprise, as outlined in the bid package (see Article V Section 5.02 for acceptable certifications).
- (2) No, The submitter of the bid must be a Certified Small Business Enterprise and must perform at least 50% of the total values of the work as outlined in Article V of the bid package, under Section 5.05