



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

September 13, 2021

**ADDENDUM NO. 01**  
**TO**  
**SPECIFICATIONS AND CONTRACT DOCUMENTS**  
**FOR**  
**INVITATION TO BID**  
**PCOB LOBBY AND RESTROOM REMODEL**  
**JPA CONTRACT NO. C-1784**

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-Bid Meeting Minutes held on Tuesday, September 2, 2021 @ 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 BID SUBMISSION, FAILURE TO ACKNOWLEDGE ADDENDUM WILL BE GROUNDS FOR REJECTION OF BID.**

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

**PRE-BID MEETING MEETINGS**  
**JPA Contract: ITB C-1784**  
**PCOB LOBBY AND RESTROOM REMODEL**

**Date:** Thursday, September 2, 2021

**Time:** 10:00 AM

Good morning! It is now **10:00 AM** on **Thursday, September 2, 2021** and the Pre-Bid Meeting for JPA Contract No. **ITB C-1784 PCOB LOBBY AND RESTROOM REMODEL** 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: James Bennett	Title: Sr. Director, Engineering & Construction
Name: Marvin Grieve	Title: Director, Project Management
Name: Chris Crouch	Title: Manager, Risk & Compliance
Name: Justin Higgins	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).*

<b>COMPANIES' ATTENDANCE RECORD OF PRE-BID MEETING</b>	
<b>REPRESENTING AGENT</b>	<b>COMPANY'S NAME</b>
<b>1. April Campbell</b>	Pars Construction
<b>2. Lindsay Niedzwiecki</b>	SimRobotics Corp
<b>3. David Garcia</b>	Zephyr Construction Management LLC
<b>4. Kenneth Keene</b>	JL Ruby Construction
<b>5. Chris Todd</b>	Commercial Specialties
<b>6. Rafael Caldera</b>	Arkest, LLC
<b>7. Dean Vetter</b>	DVC3 LLC
<b>8. Andrea Jablonski</b>	SimRobotics Corp
<b>9. Americus Spencer-Harold</b>	Spencer Construction & Engineering
<b>10. Brian Hudson</b>	GEC Trucking & Construction, Inc.
<b>11. Morgan Young</b>	E. Vaughn Rivers, Inc.

**Instructions for all participants/members of the public –**

**ATTACHMENT NO. 1**

- 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-1784** to my attention at [sandra.platt@jaxport.com](mailto: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)** After that time no questions will be answered concerning this ITB.
- **Bids Due: Friday, September 17, 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 JAXPORT's website at [www.jaxport.com](http://www.jaxport.com) for more information and updates.**
- **Site Visit:** Friday, September 2, 2021, at 2:00 PM (EST), PCOB 1<sup>st</sup> Floor Lobby, 2831 Talleyrand Avenue.

The PDF file name should read "**PCOB LOBBY AND RESTROOM REMODEL**"

**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](mailto: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 – Lump Sum Bid Amount**
- **Time for Completion – Refer to Special Conditions, page SC-2 Item 1** *120 calendar days after issuance of Construction NTP to successful bidder.*
- **Liquidated Damages - \$964.00 per day**
- **100% Sheltered SEB** certified JSEB/DBA/SBA/WBE/MBE companies – Article V
- **Scope of Services Overview** – Marvin Grieve, Director, Project Management

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

**Insurance Requirements:** Mr. Chris Crouch, Manager, Risk & Compliance, addressed the Insurance Requirements for the project.

**Scope of Services:** Mr. Marv Grieve, Director, Project Management 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](mailto: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 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](mailto:Sandra.platt@jaxport.com). Response to all questions will be answered via Addendum and submitted to all prospective bidders.

There were no additional questions.

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

Meeting adjourned at 10:24 AM.

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



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## INVITATION TO BID

### JPA CONTRACT NO.: C-1784 PCOB LOBBY AND RESTROOM REMODEL

#### RESPONSE TO QUESTIONS

1. What entities do you recognize for being certified JSEB/DBE/SBA/WBE/MBE?

**ANSWER:** Please see Article V, Section 5.02 of the bid package.

2. Where can we go to search which companies are certified and qualified for this project?

**ANSWER:** Please see Article V, Section 5.02 of the bid package.

3. Are you accepting SBA's and WBE's that are certified under SAM's government site?

**ANSWER:** Yes, please see Article V, Section 5.02 of the bid package.

4. The project is to be completed in 120 calendar days. Is this only for construction or for submittals as well?

**ANSWER:** An Administrative Notice to Proceed will be issued after approval of Contractor's Bond and Insurance. This will allow for the Contractor to obtain the COJ Building Permit and process submittals. Once a COJ Building Permit is received, a Construction Notice to Proceed will be issued and Contractor will have 120 days to complete the project.

5. Where can the dumpster be placed?

**ANSWER:** Dumpster can be placed directly outside the exterior door scheduled to be removed and closed.

6. Has an asbestos survey been completed for the building?

**ANSWER:** JAXPORT will perform the asbestos survey and provide the certification for Contractor to submit to COJ for permit application. Contractor is not responsible for asbestos removal.

7. Can you provide the prevailing wages you would like to use for certified payroll?

**ANSWER:** There are no prevailing wage rates required for this contract.

8. Is the only background check required e-verify? Is a TWIC required?

**ANSWER:** Yes. No TWIC badges are required to work in the PCOB.

9. With the interior slab being cut for drainage work, who will be responsible for the termite treatment?

**ANSWER:** Contractor is responsible for termite treatment.

10. The Daltile Lindpoint tile has trim available vs cove base tile as shown on A301. Do you want the bullnose, wall bullnose, wall bullnose corner, quarter round, and/or quarter round corner?

**ANSWER:** Bullnose at the top of the wainscot; butt joint wall and floor tile at the base.