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May 16, 2023

ADDENDUM NO. 01
TO
SPECIFICATIONS AND CONTRACT DOCUMENTS
FOR
INVITATION TO BID
INSTALL TWO (2) RAILROAD CROSSING GATES AT BIMT
JPA CONTRACT NO. C-1791R

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.)

PHYSICAL CHANGES TO CONTRACT SPECIFICATIONS

Item No. 01

Reference to "Bid Documents" and "Required Documents", Bid Form BF-2 TO BF-3, **REMOVE** duplicate pages ONLY. All other pages shall remain unchanged.

ATTACHMENTS TO CONTRACT SPECIFICATIONS

Attachment No. 01

Pre-Bid Meeting Minutes from meeting held on Wednesday, May 10, 2023 at 10:00 AM.

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 MINUTES
JPA Contract: ITB C-1791R
INSTALL TWO (2) RAILROAD CROSSING GATES AT BIMT**

Date: Wednesday, May 10, 2023

Time: 10:00 AM

Good morning! It is now **10:00 AM** on **Wednesday, May 10, 2023** and the Pre-Bid Meeting for JPA Contract No. **ITB C-1791R INSTALL TWO (2) RAILROAD CROSSING GATES AT BIMT** will now begin. This meeting is being held via "ZOOM Meeting" teleconference which allows interested persons to view and participate remotely."

Please type your name and the company you represent in the "Chat Box".

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: Lisa Gee	Title: Director, Procurement Services
Name: Retta Rogers	Title: Manager, Procurement Services
Name: Marvin Grieve	Title: Director, Project Management
Name: Jose Vazquez	Title: Director, Project Management
Name: Michael Johnson	Title: Director, Engineering & Construction Support
Name: Brian Williams	Title: Coordinator, SEB Programs
Name: Angel Iosua	Title: Inventory Clerk TMT
Name: Brandon Braziel	Title: Project Manager
Name: JoAnna Gamble	Title: Asst. Manager, Public Safety Operations
Name: Kenneth Page	Title: Tenant Liaison
Name: Ellen Carmosino	Title: Construction Program Administrator
Name: Bobbi Mullins	Title: Coordinator, Construction Contracts
Name: Ron Alford	Title: Manager, Terminal Operations

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. Jonny Barton	CGC, 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-1791R** 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: **Monday, May 15, 2023 at 3:00 PM (EST)** After that time no questions will be answered concerning this ITB.
- **Site Visit:** An Optional Site Visit will be held **Wednesday, May 10, 2023 at 2:00 PM**. Attendees will meet at Blount Island Marine Terminal, Access Control Building, 9620 Dave Rawls Blvd. Contact Sandra Platt at (904) 357-3017 to have your names added to the list for transportation to the site. Two (2) representatives per company. HARD HATS, SAFETY BOOTS AND VESTS MUST BE WORN.
- **Bids Due:** **Tuesday, June 6, 2023, 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. Please visit JAXPORT's website at www.jaxport.com for more information and updates.**

The PDF file name should read "**C-1791R**"

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. It is mandatory that all required documents be uploaded in e-Builder when submitting your bids.)
- **Bid Form** – *Total Base Bid Amount (Total Items 1 – 8), and Owner's Option (Items 9-21)*
- **Time for Completion** – **Refer to Special Conditions, page SC-2 Item 1 260 calendar days after issuance of Construction NTP to successful bidder.**
- **Liquidated Damages** - *\$1,699.00 per day*
- **This project is fully funded by JAXPORT & State of Florida Grant**
- **SEB** Participation is encouraged (Brian Williams)
- **Scope of Services Overview** – Brandon Braziel, Project Manager

SEB Requirements: Brian Williams, Coordinator, SEB Programs was not available.

Scope of Services: Brandon Braziel, Project Manager, gave an overview of the Scope of Work as outlined in the specification documents.

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: 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.

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

Meeting adjourned at 10:16 AM.

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