

# INVITATION TO BID

ITB No. EQ-1907B



## **BIMT HANJUNG CRANES REFURBISHMENT AND PAINTING (8810, 8811, 8841)**

**ITB DUE DATE: FRIDAY, AUGUST 9, 2024 AT 2:00 PM (ET)**

**Jerrie Gunder, Sr. Contract Specialist**

[Jerrie.Gunder@JAXPORT.com](mailto:Jerrie.Gunder@JAXPORT.com)

PROCUREMENT SERVICES

2831 Talleyrand Avenue, Jacksonville, Florida 32206

[JAXPORT.com/procurement/active-solicitations](https://JAXPORT.com/procurement/active-solicitations)



## **BID RELATED DOCUMENTS**

**FOR**

**BIMT HANJUNG CRANES  
REFURBISHMENT AND PAINTING  
(8810, 8811, 8841)**

**Contract No.: EQ-1907B**

**Blount Island Marine Terminals**

# BID RELATED DOCUMENTS

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**INVITATION TO BID**  
**BIMT HANJUNG CRANES REFURBISHMENT**  
**AND PAINTING (8810, 8811, 8841)**  
**Blount Island Marine Terminal**  
**JAXPORT PROJECT NO.: B2022-13, B2022-14, B2022-15**  
**JAXPORT CONTRACT NO.: EQ-1907B**

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June 27, 2024

Sealed bids will be received by JAXPORT up to **2:00 PM (ET)**, local time, **Friday, August 9, 2024**, at which time they shall be opened via "ZOOM" at: <https://us02web.zoom.us/j/82758755821?pwd=VgCs40haUdhmNaurisBHbcJuT7sUom.1>; **MEETING ID: 827 5875 5821**, **PASS CODE: 237863** for **BIMT HANJUNG CRANES REFURBISHMENT AND PAINTING (8810, 8811, 8841)**.

All bids must be submitted in accordance with specifications and drawings for Contract No. **EQ-1907B**.

**IT IS MANDATORY THAT THE BIDDER SHALL ACKNOWLEDGE THE INCLUSION OF ALL ADDENDA ON THE BID FORM, FORM BF. ACKNOWLEDGEMENT SHALL BE MADE BY INITIALS AND DATE. FAILURE TO ACKNOWLEDGE ALL ADDENDA MAY RESULT IN REJECTION OF THE BID.**

PLEASE VISIT [HTTPS://WWW.JAXPORT.COM/PROCUREMENT/ACTIVE-SOLICITATIONS/](https://www.jaxport.com/procurement/active-solicitations/) PRIOR TO THE BID OPENING TO DETERMINE IF ANY ADDENDA HAVE BEEN RELEASED ON THIS CONTRACT.

A **PRE-BID CONFERENCE** WILL BE HELD ON **Wednesday, July 10, 2024**, at **10:00 AM**, "ZOOM MEETING" at: <https://us02web.zoom.us/j/89254743919?pwd=q2dTXs8eVARaztSYJ6dHaPrBXrvCnm.1>, **MEETING ID: 892 5474 3919**, **PASSCODE: 787810**

**SITE VISIT:** An **Optional Site Visit** will be held on **Wednesday, July 10, 2024** at **2:00 PM**.

**ATTENDANCE BY A REPRESENTATIVE OF EACH PROSPECTIVE BIDDER IS ENCOURAGED.**

Bid and contract bonds are required.

This project is 100% State funded.

The DBE Participation Goal established for this project is **Zero 0%**.

*Retta Rogers*  
Retta Rogers (Jun 28, 2024 12:59 EDT)

Retta Rogers  
Director, Procurement Services  
JAXPORT



# BID CONTENTS AND FORMAT

## BIMT HANJUNG CRANES REFURBISHMENT AND PAINTING (8810, 8811, 8841)

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Interested bidders shall prepare and electronically submit, a bid package consisting of bidder's REQUIREMENTS (a-h), signed FORM BF and any other technical information required in order to be considered for award of this project. JAXPORT no longer accepts any bid packages submitted by mail or hand-delivery. Please visit the JAXPORT's website at [www.jaxport.com](http://www.jaxport.com) for more information and updates. Bids received via email, fax or hand delivery will be declared nonconforming and will not be read or accepted.

1. BIDDER REQUIREMENTS FOR CONTRACT NO.: **EQ-1907B**

NAME OF FIRM: \_\_\_\_\_

The electronically submitted documents shall contain the following information:

- a. Bid bond, certified check or cashier's check for 5 percent of the amount of the bid (See Article 6 in Supplemental Instructions to Bidders).
- b. Form COI, "Conflict of Interest Certificate" statement.
- c. Form PEC, "Sworn Statement on Public Entity Crime."
- d. Bidders Representation and Authorization – Written Statement (Only if necessary).
- e. Form MR, "Bidders Minimum Requirements" (See Article 4 in Supplemental Instructions to Bidders).
- f. Form CCRSC, "Contractor Certification Regarding Scrutinized Companies."
- g. Form E-Verify, "Acknowledgement and Acceptance of E-Verify Compliance."
- h. Form EB-1 "E-Builder User Agreement."

2. **Signed FORM BF, and any technical information required** to be submitted by the specifications.

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Alternatively, the entire bid package must be submitted in **PDF format only** through E-Builder Electronic Bid Submission, in sufficient time to ensure receipt prior to the time specified below.

**Bids must be submitted prior to 2:00 PM (ET), FRIDAY, AUGUST 9, 2024. The submit button will deactivate at exactly 2:00 PM (ET) and you will not be permitted to submit your bid regardless of where you are in the process. Please plan accordingly.**

The PDF file name(s) should read "**EQ-1907B.**" "How to Submit Your Bid Response in E-Builder" is provided as "Attachment No. 1." Additional instructions on how to navigate in E-Builder, click the below link to access the "**Bidders Portal Instructional Training Video**":

<https://resources.e-builder.net/bidding/e-builder-bidders-portal-instructional-training-video>

It is the sole responsibility of the Bidder to have its bid submitted to JAXPORT as specified herein before the aforementioned date and time. For the purpose of the ITB, a Bid is considered delivered when confirmation of delivery is provided by E-Builder. Bidders must ensure that its electronic submission in E-Builder can be assessed and viewed at the time of the Bid Opening. JAXPORT will consider any file that cannot be immediately accessed and viewed at the time of the Bid Opening (including, but not limited to encrypted files, password protected files, or incompatible files) to be blank or incomplete, as context requires, and, therefore, unacceptable. Bidders will not be permitted to unencrypt files, remove password protections, or resubmit documents after Bid Opening to make a file viewable if those documents are required with Bid. All expenses for submitting Bids to JAXPORT are to be borne by the Bidder and will not be borne, charged to or reimbursed by JAXPORT in any manner or under any circumstance.

If your firm does not intend to submit a bid for this project, please complete Form NB and fax to (904) 357-3077 or e-mail to [Jerrie.Gunder@JAXPORT.com](mailto:Jerrie.Gunder@JAXPORT.com)

## **"NO BID" RESPONSE**

### **BIMT HANJUNG CRANES REFURBISHMENT AND PAINTING (8810, 8811, 8841)**

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PROJECT: **BIMT Hanjung Cranes Refurbishment & Painting (8810, 8811, 8841)**

CONTRACT NO. **EQ-1907B**

BID OPENING DATE: **Friday, August 9, 2024**      TIME: **2:00 PM (ET)**

If your firm does not intend to submit a bid for this project, please provide us with the information requested below and fax to (904) 357-3077 or e-mail to

[Jerrie.Gunder@JAXPORT.com](mailto:Jerrie.Gunder@JAXPORT.com)

NAME OF FIRM: \_\_\_\_\_

We are unable to submit a bid for this project for the following reasons:

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_

TELEPHONE: (     )

We (     ) are / (     ) are not interested in bidding on similar JAXPORT projects in the future.

# **SUPPLEMENTAL INSTRUCTIONS TO BIDDERS**

## **BIMT HANJUNG CRANES REFURBISHMENT AND PAINTING (8810, 8811, 8841)**

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# **SUPPLEMENTAL INSTRUCTIONS TO BIDDERS**

## **BIMT HANJUNG CRANES REFURBISHMENT AND PAINTING (8810, 8811, 8841)**

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### **1. AUTHENTICATION OF BID FORM**

All bids submitted for this project shall be signed as outlined below. **FAILURE ON THE PART OF THE INDIVIDUAL, PARTNERSHIP OR CORPORATION TO SIGN THE BID, FORM BF, WILL CONSTITUTE A MATERIAL IRREGULARITY AND SHALL RESULT IN THE REJECTION OF THE BID.**

- a. If made by an individual, FORM BF shall show the name and business address of the individual or firm and shall be signed by the individual or authorized representative of the individual.
- b. If made by a partnership, FORM BF shall show the name and business address of the partnership and shall be signed by a partner or authorized representative of the partnership.
- c. If made by a corporation, FORM BF shall show the name and business address of the corporation and shall be signed by an officer or an authorized representative of the corporation.

### **2. AWARD OF CONTRACT**

JAXPORT reserves the right to award this contract to the lowest, responsive, responsible bidder, whose bid is fully conforming to the requirements of the bid documents. Nevertheless, JAXPORT reserves the right to waive informalities and minor irregularities in any bid, to reject any or all bids, and to accept the bid which, in its judgment, will be in the best interest of JAXPORT. JAXPORT will be the sole judge of which Bid will be in its best interest and its decision will be final.

JAXPORT reserves the right to award this contract to the bidder offering the lowest price consistent with meeting all specifications, terms, conditions, delivery requirements set forth on this bid. No award will be made until all necessary inquiries have been made into the responsibility of the lowest conforming bidder and JAXPORT is satisfied that the lowest bidder met all the requirements, is qualified and has the necessary organization, capital and resources required to perform the work under the terms and conditions of the contract. JAXPORT reserves the right to accept or reject any or all Bids, in whole or in part.

### **3. BID AMENDMENTS**

Bid price amendments are permissible if received by JAXPORT Procurement Services, via E-Builder electronic submission, prior to the bid opening time stated in the "Invitation to Bid."

Refer to **Attachment No. 1** "How to Submit Your Bid Response in E-Builder" for additional instructions on how to navigate in E-Builder. Click the below link to access the **"Bidders Portal Instructional Training Video"**:

# SUPPLEMENTAL INSTRUCTIONS TO BIDDERS

## BIMT HANJUNG CRANES REFURBISHMENT AND PAINTING (8810, 8811, 8841)

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<https://resources.e-builder.net/bidding/e-builder-bidders-portal-instructional-training-video>

It is the responsibility of the individual, partnership, or corporation submitting the bid to ensure that any amendment, is made prior to the bid opening time stated in the "Invitation to Bid." JAXPORT accepts no responsibility for late amendments, and bidders shall not be permitted to modify their bids after the specified time for the bid opening. EMAIL, MAIL AND FACSIMILE TRANSMISSION OF AMENDMENTS TO JAXPORT WILL NOT BE ACCEPTED.

All amendments must be signed by an individual authorized to sign the bid. An unsigned amendment shall be considered nonconforming and will therefore cause the amendment to be rejected. No amendment shall be withdrawn after the closing date and time specified herein.

### 4. BIDDERS MINIMUM REQUIREMENTS

Contractors are required to upload via E-Builder Electronic Bid Submission FORM MR, "BIDDERS MINIMUM REQUIREMENTS," and include it as part of the "BIDDER REQUIREMENTS" (see section "Bid Contents and Format"). Before an award is made, Minimum Requirements of the apparent low conforming bidders will be examined to determine the Contractor's financial responsibility and work history, experience and current workload. Additional information may be requested if JAXPORT considers it necessary to make a proper evaluation. Based on the review of the Contractor's financial condition, previous experience, current workload or any other information included on BIDDERS MINIMUM REQUIREMENTS or subsequently requested from the Contractor, JAXPORT reserves the right to reject any Contractor's bid, should, in JAXPORT's sole judgment, the Contractor is or appears to be unqualified or incapable of successfully completing the project in a timely manner.

The Minimum Requirements requires a financial statement as outlined in Section 119.071, Florida Statutes, and provides:

"Any financial statement which an agency requires a prospective bidder to submit in order to pre-qualify for bidding or for responding to a Bid for a road or any other public works' project is exempt from s. 119.071 (1c) and s.24(a), Art. I of the State Constitution."

### 5. BID FORM

The bidder shall submit the bid on Bid FORM BF furnished herein. If additional forms are required, they may be secured from JAXPORT or may be duplicated. The bidder shall state the price, typewritten or written in ink, in numerals, for which the bidder proposes to do each item of work. See "BID CONTENTS AND FORMAT" section for more details.

**NOTE: IT IS MANDATORY THAT THE BIDDER SHALL ACKNOWLEDGE THE INCLUSION OF ALL ADDENDA ON THE BID FORM, FORM BF. ACKNOWLEDGEMENT SHALL BE MADE BY INITIALS AND DATE. FAILURE TO**

# SUPPLEMENTAL INSTRUCTIONS TO BIDDERS

## BIMT HANJUNG CRANES REFURBISHMENT AND PAINTING (8810, 8811, 8841)

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**ACKNOWLEDGE ALL ADDENDA MAY RESULT IN REJECTION OF THE BID.**

**PLEASE VISIT [HTTPS://WWW.JAXPORT.COM/PROCUREMENT/ACTIVE-SOLICITATIONS/](https://www.jaxport.com/procurement/active-solicitations/) PRIOR TO THE BID OPENING TO DETERMINE IF ANY ADDENDA HAVE BEEN RELEASED ON THIS CONTRACT.**

### **6. BID GUARANTY**

Each bidder shall furnish with the bid a bid bond in an amount not less than **5** percent of the total bid, as a guaranty that the bid will not be withdrawn for a period of **90** calendar days after opening of bids. As soon as practicable after the opening of bids, any checks submitted as guaranty by bidders who are not among the three lowest cost, responsive, responsible bidders will be returned. Checks submitted by the remaining bidders will be returned after execution of the Agreement and submittal of the required bonds by the successful bidder.

If contract bond is not furnished within the time stated herein, the bid guaranty will be forfeited and the contract may be awarded the next low conforming bidder. **THE BID BOND MUST BE SECURED FROM AND EXECUTED BY AN AGENCY DULY-LICENSED TO DO BUSINESS IN THE STATE OF FLORIDA, PURSUANT TO CHAPTER 255 OF THE FLORIDA STATUTES, SECTION 255.05. FAILURE TO FURNISH THE BID GUARANTY, INCLUDING POWER OF ATTORNEY, IF REQUIRED, WILL CONSTITUTE A MATERIAL IRREGULARITY AND SHALL RESULT IN THE REJECTION OF THE BID.**

If a bid bond is used, it shall be written through a Surety bond agency and with a Surety company meeting the same specifications as those required for contract bonds.

The bid bond provided by the Owner of the Property/Contracting Public Entity may be utilized (see Form BBF). Surety's standard bond form for State of Florida is acceptable. Refer also to "Surety Bonds" of the "General Conditions."

### **7. BID OPENING - PROCEDURE**

At the time and place stated in the "Invitation to Bid," JAXPORT's representative will announce the close of bidding and commence with the Bid Opening. Bidders are invited to attend the **ZOOM Meeting** proceedings.

The Bidder's name and the total amount used for basis of award will be the only information read aloud.

### **8. EXAMINATION OF DRAWINGS, SPECIFICATIONS, AND SITE OF WORK**

The bidder is advised, before submitting a bid, to visit the site of the proposed work and become familiar with the nature and extent of the work and any local conditions that may in any manner affect the work to be done, and equipment, materials, and labor

# **SUPPLEMENTAL INSTRUCTIONS TO BIDDERS**

## **BIMT HANJUNG CRANES REFURBISHMENT AND PAINTING (8810, 8811, 8841)**

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required. The bidder is required to examine carefully the drawings and specifications and contract forms, and to be informed regarding any and all conditions and requirements contained herein that may in any manner affect the work to be performed. No allowances will be made for conditions overlooked or ignored by the bidder.

### **9. EXECUTION OF THE AGREEMENT**

The individual, firm, or corporation to which the contract has been awarded shall sign the Agreement and return it within ten (10) calendar days after receipt from JAXPORT.

### **10. FAILURE TO EXECUTE THE AGREEMENT**

Failure on the part of the successful bidder to execute the Agreement as required will be just cause for the annulment of the award, and in the event of the revocation of the award, the bidder shall forfeit the Bid Guaranty. This forfeiture shall not be construed as a penalty, but as reasonable, fixed and liquidated damages because of the bidder's failure to enter into contract with JAXPORT.

### **11. FAMILIARITY WITH LAWS**

The bidder shall be familiar and comply with all Federal, State, and local laws, ordinances, rules and regulations that in any manner affect the work. Lack of such knowledge on the part of the bidder will in no way relieve the bidder from any responsibility.

### **12. FLORIDA STATE SALES TAX**

It is the bidder's sole responsibility to incorporate any and all applicable taxes into the bid. However, Chapter 212 of the Florida Statutes provides JAXPORT with sales tax exemption for all procurements made directly by JAXPORT. After a contract has been awarded, certain items which have been included in this bid may be purchased directly by JAXPORT in order to benefit from this tax savings program (See Special Conditions, Section 10, Tax Savings Program, General for more information).

### **13. OMISSIONS, DISCREPANCIES AND ADDENDA**

- a. Should an omission or discrepancy be found in the bidding documents, or if there is any doubt as to the meaning, the bidder shall notify JAXPORT Procurement Services, in writing, in sufficient time in order that an addendum might be issued to all prospective bidders, if necessary.
- b. Any addenda issued by JAXPORT for the purposes of changing the intent of the plans and specifications or clarifying the meaning of same shall be binding in the same way as if written in the specifications. All addenda will be issued by Procurement Services prior to the bid opening. It is each



# **SUPPLEMENTAL INSTRUCTIONS TO BIDDERS**

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bidder's sole responsibility to verify they have received all addenda in sufficient time to properly evaluate their contents before submitting a bid. It is the usual practice for JAXPORT to email addenda to known prospective bidders, but JAXPORT does not guarantee that all bidders will receive addenda in this manner in due time before the bid opening.

- c. It is mandatory that the bidder shall acknowledge the inclusion of all addenda on the bid form, FORM BF. Acknowledgement shall be by initials and date. Failure to acknowledge all addenda may result in rejection of the bid.

### **14. PROTEST PROCEDURES**

Respondents shall file any protest regarding this RFP in writing, in accordance with JAXPORT's Protest Procedures promulgated on SOP- 1215 Procurement Code for the Jacksonville Port Authority, available at <https://www.jaxport.com/procurement/>

### **15. PUBLIC MEETING REQUIREMENTS**

JAXPORT complies with Section 286.011 of the Florida Statutes. Therefore certain types of staff meetings and meetings of JAXPORT Awards Committee, and Board of Directors are required to be held in public, with sufficient notice made of the time and date of the meeting(s). All notices of public meetings are posted in the lobby of JAXPORT, 2831 Talleyrand Avenue, Jacksonville, FL 32206 and on JAXPORT's website at [www.jaxport.com](http://www.jaxport.com). For information concerning when the project(s) will be submitted for award, contact JAXPORT Procurement Services at telephone (904) 357-3017, Monday through Friday.

### **16. REQUIREMENTS OF THE BIDDERS**

The successful bidder shall hold a current Contractor's certificate for the type of work to be performed, if it is required by JAXPORT and under applicable law. Evidence of such certificate shall be presented before contract award, or it may be requested with the Bidder's REQUIREMENTS at the time of bid.

In addition, Plumbing and Electrical Contractors and Subcontractors shall be required to hold current certificates issued by the City of Jacksonville qualifying them to perform such work. Chapter 489.103, Florida Statutes, provides that Contractors involved in work on bridges, roads, highways, railroads, or utilities and services incidental thereto, and certain specialties are exempt from licensing by the State of Florida. The Florida Department of Business and Professional Regulation, advises that wharves, airfield pavements, and fences are included among the specialties which are exempt from licensing.

# SUPPLEMENTAL INSTRUCTIONS TO BIDDERS

## BIMT HANJUNG CRANES REFURBISHMENT AND PAINTING (8810, 8811, 8841)

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### 17. STATEMENTS BY BIDDERS

- a. **CONFLICT OF INTEREST** - Pursuant to Chapter 112 of the Florida Statutes, Bidders are required to complete and submit with their bids a "Conflict of Interest" statement. Form COI is provided in the bid documents for that purpose and must be included as part of the "BIDDER REQUIREMENTS" at the time bids are submitted.

Subcontractors, Vendors, and Suppliers selected by JAXPORT to participate in the Tax Savings Program will be required to submit Conflict of Interest statements prior to any Purchase Orders being issued. The Prime Contractor shall be responsible for obtaining those statements from Subcontractors, Vendors and Suppliers and providing same to JAXPORT in a timely manner. Refer to the "Special Conditions" entitled, "Tax Savings Program – General" of the contract documents for more details on the Tax Savings Program.

- b. **PUBLIC ENTITY CRIME** - Pursuant to Chapter 287 of the Florida Statutes, Bidders are required to complete and submit with their bids a Sworn Statement Pursuant to Section 287.133 (3) (a), Florida Statutes, on Public Entity Crimes. Form PEC is provided in the bid documents for that purpose and must be included as part of the "BIDDER REQUIREMENTS" at the time bids are submitted.

A person or affiliate placed on the convicted vendor list following a conviction for a public entity crime is prohibited from doing any of the following for a period of 36 months from the date of being placed on the convicted vendor list:

- Submitting a bid on a contract to provide any goods or services to a public entity;
- Submitting a bid on a contract with a public entity for the construction or repair of a public building or public work;
- Submitting bids on leases of real property to a public entity;
- Being awarded or performing work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and
- Transacting business with any public entity in excess of Category Two threshold amount (\$35,000) provided in section 287.017 of the Florida Statutes.

- c. **DISCRIMINATORY VENDOR LIST** – An entity or affiliate placed on the discriminatory vendor list pursuant to section 287.134 of the Florida Statutes may not:

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- Submit a bid on a contract to provide any goods or services to a public entity;
- Submit a bid on a contract with a public entity for the construction or repair of a public building or public work;
- Submit bids on leases of real property to a public entity;
- Be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; or
- Transact business with any public entity.
- To view a current list, visit:  
[http://www.dms.myflorida.com/business\\_operations/state\\_purchasing/vendor\\_information/convicted\\_suspended\\_discriminatory\\_complaints\\_vendor\\_lists](http://www.dms.myflorida.com/business_operations/state_purchasing/vendor_information/convicted_suspended_discriminatory_complaints_vendor_lists)

**d. BIDDERS REPRESENTATION AND AUTHORIZATION** – In submitting a bid, each Bidder understands, represents, and acknowledges the following (if the Bidder cannot so certify to any of the following, the Bidder shall submit with its response a written explanation of why it cannot do so).

- The Bidder is not currently under suspension or debarment by the State or any other governmental authority.
- To the best of the knowledge of the person signing the bid documents, the Bidder, its affiliates, subsidiaries, directors, officers, and employees are not currently under investigation by any governmental authority and have not in the last ten (10) years been convicted or found liable for any act prohibited by law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract.
- Bidder has not within the last five (5) years, had a delinquent obligations to the State or any other governmental authority, including a claim for liquidated damages under any other contract.
- The bid submission is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive response.
- The prices and amounts have been arrived at independently and without consultation, communication, or agreement with any other respondent or potential respondent; neither the prices nor amounts, actual or approximate, have been disclosed to any Bidder or potential Bidder, and they will not be disclosed before the solicitation bid opening.
- The Bidder has fully informed the Buyer in writing of all convictions of

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## **BIMT HANJUNG CRANES REFURBISHMENT AND PAINTING (8810, 8811, 8841)**

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the firm, its affiliates (as defined in section 287.133(1)(a) of the Florida Statutes), and all directors, officers, and employees of the firm and its affiliates for violation of state or federal antitrust laws with respect to a public contract for violation of any misrepresentation with respect to a public contract. This includes disclosure of the names of current employees who were convicted of contract crimes while in the employ of another company.

- The product(s) offered by the Bidder will conform to the specifications without exception.
- The Bidder has read and understands the Contract terms and conditions, and the submission is made in conformance with those terms and conditions.
- If an award is made to the Bidder, the Bidder agrees that it intends to be legally bound to the Contract that is formed with JAXPORT.
- The Bidder has made a diligent inquiry of its employees and agents responsible for preparing, approving, or submitting the bid response, and has been advised by each of them that he or she has not participated in any communication, consultation, discussion, agreement, collusion, act or other conduct inconsistent with any of the statements and representations made in the response.
- The respondent shall indemnify, defend, and hold harmless the Buyer and its employees against any cost, damage, or expense which may be incurred or be caused by any error in the respondent's preparation of its bid.
- All information provided by, and representations made by, the Bidder are material and important and will be relied upon by the Buyer in awarding the Contract. Any misstatement shall be treated as fraudulent concealment from the Buyer of the true facts relating to submission of the bid. A misrepresentation shall be punishable under law, including, but not limited to, Chapter 817 of the Florida Statutes.
- That the Bidder has carefully examined the site of the work and that from his/her investigations has been satisfied as to the nature and location of the work, the kind and extent of the equipment and other facilities needed for the performance of the work, the general and local conditions, all difficulties to be encountered, and all other items which in any way affect the work or its performance.
- That the Bidder is in full compliance with all federal, state, and local laws and regulations and shall fully comply with the same during the entire term of the contract.

# **SUPPLEMENTAL INSTRUCTIONS TO BIDDERS**

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**e. SCRUTINIZED COMPANIES – ACTIVITIES IN SUDAN AND/OR IRAN**

Section 287.135 of the Florida Statutes prohibits agencies from contracting with a company on the Scrutinized Companies with Activities in Sudan List or on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, lists created pursuant to section 215.473, Florida Statutes, for goods or services over \$1,000,000.

Bidders are required to complete and submit with their bids a Contractor Certification Regarding Scrutinized Companies, Form CCRSC is provided in the bid documents for that purpose and must be included as part of the "BIDDER REQUIREMENTS" at the time bids are submitted.

Bidder must certify that it is not listed on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to section 215.473, Florida Statutes. Pursuant to section 287.135(5), F.S., Contractor agrees JAXPORT may terminate this contract immediately without penalty if the Contractor is found to have submitted a false certification or if Contractor is placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

**f. INSPECTOR GENERAL COOPERATION**

Pursuant to Chapter 20 of the Florida Statutes, Contractors and Subcontractors agree to cooperate with the inspector general in any investigation, audit inspection, review, or hearing pursuant to Section 20.055(5). In submitting a bid, each corporation, partnership, or person understands and will comply with this section.

### **18. E-VERIFY PROGRAM FOR EMPLOYMENT VERIFICATION**

The successful bidder agrees to utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the contractor during the term of this contract. Successful bidders must include in all subcontracts the requirement that subcontractors performing work or providing goods and services utilize the E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term. The successful bidder further agrees to maintain records of its participation and compliance and its subcontractor's participation and compliance with the provisions of the E-Verify program, and to make such records available to JAXPORT upon request. Failure to comply with this requirement will be considered a material breach of the contract.

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### 19. DISADVANTAGED BUSINESS ENTERPRISE (DBE) POLICY

#### a. DBE POLICY AND OBLIGATION:

It is the policy of JAXPORT that DBEs, as defined in 49 C.F.R. Part 26, as amended, shall have the opportunity to participate in the performance of contracts financed in whole or in part with FDOT funds under this contract. The DBE requirements of applicable federal and state laws and regulations apply to this contract. JAXPORT and its contractors agree to ensure that DBEs have the opportunity to participate in the performance of this contract. In this regard, all contractors shall take all necessary and reasonable steps in accordance with applicable federal and state laws and regulations to ensure that the DBEs have the opportunity to perform contracts. JAXPORT's contractors and subcontractors shall not discriminate on the basis of race, color, national origin or sex in the award and performance of contracts, entered pursuant to this contract.

- b. **DBE UTILIZATION** – The Department of Transportation (DOT) began its race neutral DBE program on January 1, 2000. Contract specific goals are not placed on State/Federal contracts; however, the DOT has an overall 24.3% goal it must achieve. JAXPORT has adopted the DOT's DBE Program goal. The DBE participation goal for this contract is **0%**; however, DBE participation is strongly encouraged. Further information about the DOT's DBE Program goal can be found at: [www.dot.state.fl.us/equalopportunityoffice/](http://www.dot.state.fl.us/equalopportunityoffice/).

JAXPORT will be monitoring potential or anticipated DBE utilization for contracts. When the low bidder executes the contract, information will be requested of the contractor's anticipated DBE participation for the project. While the utilization is not mandatory in order to be awarded the project, continuing utilization of DBE firms on contracts supports the success of Florida's Voluntary DBE Program, and supports contractors' Equal Employment Opportunity and DBE Affirmative Action Programs.

FDOT's search engine for the business directory can be found at: <https://www3.dot.state.fl.us/EqualOpportunityOffice/biznet/mainmenu.asp>

- c. **CONTRACT ASSURANCE** – The Contractor, Subrecipient or Subcontractor shall not discriminate on the basis of race, color, national origin or sex in the performance of this contract. The Contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of Department-assisted contracts. Failure of the Contractor to carry out these requirements is a material breach of this contract, which may result in the

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termination of this contract or such other remedy as JAXPORT deems appropriate, which may include, but is not limited to, 18-009.

1. Withholding monthly progress payments
2. Assessing sanctions;
3. Liquidated damages; and/or
4. Disqualifying the Contractor from future bidding as non-responsible.

d. **RECORDS AND REPORTS** – Contractors are required to provide the following information to JAXPORT's Procurement Department SEB Programs Coordinator for verification.

1. Anticipated DBE Participation Statement (Form No. DBE-1)

The "Anticipated DBE Participation Statement" shall be completed and submitted by the Contractor at the pre-construction conference. The Statement must only include companies certified as a DBE. The Statement can and should be updated when additions or deletions are made through the life of the contract. This will not become a mandatory part of the contract. It will assist JAXPORT and FDOT in tracking planned or estimated DBE participation.

The Contractor must submit the Statement to:

JAXPORT Procurement Department  
SEB Programs Coordinator  
2831 Talleyrand Avenue  
Jacksonville, Florida 32206  
Office Number: (904) 357-3003  
Fax Number: (904) 357-3077

JAXPORT will review and approve the completed form and send the Statement to the District LAP Administrator or designee who will forward the information to the Department's Equal Opportunity Office at the following address:

Florida Department of Transportation  
Equal Opportunity Office  
605 Suwannee Street, MS-65  
Tallahassee, Florida 32399-0450  
Fax Number: (850) 414-4879

2. Instructions for Reporting Actual Payments

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JAXPORT is required to report data on actual payments, minority status, and the type of work of all Subcontractors, Subconsultants, and major Suppliers. Each month the JAXPORT must report actual payments (including retainage) to all DBE Subcontractors, Subconsultants, and Suppliers. Payments to all non-DBE Subcontractors and Subconsultants can be reported either monthly or at the end of the project. Local Agency may submit this information to the District LAP Administrator or designee manually or electronically in an Excel spreadsheet.

Subsequently, Prime Contractors are required to report payments made to DBE Subcontractors manually or electronically to JAXPORT's SEB Programs Coordinator on the **"Contractor's Monthly Report" FORM 5.**

### e. RESOURCES

**Florida Department of Transportation**

**Equal Opportunity Office**

<http://www.dot.state.fl.us/equalopportunityoffice/>

**49 CFR Part 26**

<https://www.civilrights.dot.gov/page/dbe-library>

**Disadvantaged Business Enterprise Directory**

<https://www3.dot.state.fl.us/EqualOpportunityOffice/biznet/mainmenu.asp>

## 20. PUBLIC RECORDS

In accordance with Section 119.0701, Florida Statutes, the Contractor shall:

- (a) Keep and maintain public records required by JAXPORT to perform the services; and
- (b) Upon request from JAXPORT's custodian of public records, provide JAXPORT with a copy of the requested records or allow records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided for in Chapter 119, Florida Statutes, or as otherwise provided by law; and



# **SUPPLEMENTAL INSTRUCTIONS TO BIDDERS**

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- (c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Contract term and following completion of this Contract if Contractor does not transfer the records to JAXPORT; and
- (d) Upon completion of this Contract, transfer to JAXPORT at no cost all public records in possession of Contractor or keep and maintain public records required by JAXPORT to perform the service. If Contractor transfers all public records to JAXPORT upon completion of this Contract, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Contractor keeps and maintains public records upon completion of this Contract, Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to JAXPORT upon request from JAXPORT's custodian of public records in a format that is compatible with JAXPORT's information technology systems.

The above requirements apply to a "Contractor" as defined in Section, 119.0701, Florida Statutes.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, IT IS THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT. CONTACT JAXPORT'S CUSTODIAN OF PUBLIC RECORDS AT (904) 357-3091 [public.records@jaxport.com](mailto:public.records@jaxport.com); JACKSONVILLE PORT AUTHORITY, PUBLIC RECORDS REQUEST, 2831 TALLEYRAND AVENUE, JACKSONVILLE, FLORIDA 32206.

### **21. SECURITY IMPLEMENTATION PROCEDURE**

JAXPORT's rigid security standards include the Federal Transportation Worker Identification Credential (TWIC) program, which is administered by the Transportation Security Administration. The TWIC is required for unescorted access to all JAXPORT terminals. It is your responsibility as the Prime Contractor to ensure that all of your employees and sub-contract personnel working for your company have been properly screened and credentialed with the TWIC, and the JAXPORT Business Purpose Credential.

#### **Transportation Worker Identification Credential (TWIC)**

The TWIC is required for all Prime Contractor/Sub-Contractor employees working on the job site for this Contract. This credential is for all personnel requiring unescorted access

# **SUPPLEMENTAL INSTRUCTIONS TO BIDDERS**

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to secure-restricted areas of Maritime Transportation Security Act (MTSA)-regulated facilities. TSA will issue a tamper-resistant "Smart Card" containing the person's biometric (fingerprint template) to allow for a positive link between the card and the individual.

The fee for obtaining each TWIC® is \$125.25, and the credential is valid for five years. The pre-enrollment process can be initiated online at <https://universalenroll.dhs.gov/> or at an IdentoGo TSA's Universal Enrollment Service Center.

### **TWIC: Universal Enrollment Centers**

The Jacksonville Universal Enrollment Center is located at: 2121 Corporate Square Blvd. Building A, Suite 165, Jacksonville, FL 32216. The office hours are Monday-Friday: 09:00 AM –11:00AM / 12:00PM- 6:00 PM, For general information you can call the TWIC Call Center at 1-855-347-8371, Monday-Friday, 8 a.m. to 10 p.m. Eastern Time.

### **JAXPORT Business Purpose Credential**

In addition to the TWIC, JAXPORT requires a JAXPORT Business Purpose Credential to be issued and registered at JAXPORT's Access Control Center located at the 9620 Dave Rawls Blvd. Jacksonville Fl. 32226 (Brick Building next to the Main Gate concourse). Hours of operation are Monday-Friday 7:30AM-4:30PM. The JAXPORT Business Purpose Credential is issued at no cost but expires at the end of the contract provisions.

The JAXPORT prime contractor is responsible for sponsoring all sub-contractors for the JAXPORT Business Purpose Credential.

Federal Training Requirement: (33CFR 105.215) Maritime Security Awareness Training

**JAXPORT is a federally regulated facility under the Maritime Transportation Security Act of 2002 (MTSA) as codified under the US Code of Federal Regulation 33 CFR Chapter 1, Subchapter H Part 105.**

*33 CFR 105.215-Security training for all other facility personnel.* All other facility personnel, including contractors, whether part-time, full-time, temporary, or permanent, must have knowledge of Maritime security measures and relevant aspects of the TWIC program, through training or equivalent job experience.

To meet the requirements of 33 CFR 105.215; the Prime Contractor/Sub-Contractor employees and all support personnel: Engineers, Suppliers, Truck Drivers, Laborers, Delivery persons etc. (NO EXCEPTIONS) are required to attend JAXPORT's Maritime Security Training given every Wednesday (10am, 2pm & 5pm) at JAXPORT's Access Control Building. Contact the JAXPORT Access Control Center to arrange for the training. JAXPORT will work with Contractors to conduct timely Maritime Security Training classes

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for larger groups.

All Prime Contractor/Sub-Contractor employees working on the job site for JAXPORT are required to attend JAXPORT's 33 CFR 105.215 (Security/Safety Training for All Other Facility Personnel) class at a cost of \$35.00 per person. Arraignments can be made by calling JAXPORT Access Control Phone# (904) 357-3344.

### **TWIC Escort Provisions**

To ensure contractors can begin work after they receive a Notice to Proceed, JAXPORT will allow prime contractors to have dedicated employee TWIC Escort(s) to handle those contractor employees who have not yet received their TWIC. Escorted employees must have a TWIC receipt validated by Access Control to receive a temporary JAXPORT Business Purpose credential.

Contractor deliveries from -TWIC vendors may be escorted by JAXPORT approved Prime Contractor escorts. The prime contractor will be required to submit a request for TWIC Escort privileges to [accesscontrol@jaxport.com](mailto:accesscontrol@jaxport.com) . Once approved, the contractor's employee(s) will attend a JAXPORT provided MTSA TWIC Escort Class in addition to the standard MTSA 33 CFR 105.215 Security Class at a combined cost of \$55.00. **These authorized individual(s) must have no collateral duties that will separate the escort from the escorted visitor while serving as escort.** Note - Limitations to the number of TWIC Escort authorizations will be set by the JAXPORT Public Safety Department.

Truck drivers, vendors, labor may not conduct escorts.

A Contractor authorized by JAXPORT to conduct an escort of a non-TWIC holder in a restricted area must have:

- Successfully completed MTSA 33 CFR 105.215 Security/ Escort Class at \$55.00
- Have a valid TWIC on their person
- Have an approved JAXPORT TWIC ESCORT credential on their person
- Have a tamper-resistant laminated government issued photo identification card on their person.

TWIC Escorts must complete the JAXPORT TWIC Escort Form daily before getting to the access gate. The form will be kept on file at the JAXPORT Security Operations Center (SOC).

The Prime Contractor assumes full liability for the escorted person(s) while on JAXPORT property. The person under escort must have a continuous side by side escort in a secure-restricted area. Federally (USCG / TSA) imposed fines and or consequential damages resulting from a failed TWIC Escort by the Prime or Sub-contractor will be the responsibility of the JAXPORT Prime Contractor regardless of whether it is a direct employee.

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### Federal regulation definition: 33.CFR 101.105

*Escorting means:* ensuring that the escorted individual is continuously accompanied while within a secure area in a manner sufficient to observe whether the escorted individual is engaged in activities other than those for which escorted access was granted. This may be accomplished via having side-by-side companion or monitoring, depending upon where the escorted individual will be granted access. Individuals without TWIC may not enter restricted areas without having an individual who holds a TWIC as a side-by-side companion.

### **JAXPORT TWIC ESCORTS**

JAXPORT may provide TWIC escorts at Tariff rate with advanced notice (Minimum 24 hours).

After review of the Contractors operation; JAXPORT will decide the number of escorts required to meet the federal regulation ratios of TWIC escort per non-TWIC worker. This will be based on operational requirements.

JAXPORT TWIC Escort Tariff Fees are published in JAXPORT's Tariff Schedule. Current rates are: **Mon.-Fri. 7:00 a.m. until 6:00 p.m.** Subject to two hour minimum \$125.00 first two hours; \$125.00 each additional two-hour block thereafter.

**After 6:00 p.m. until 7:00 a.m. weekends, holidays** Subject to two hours minimum \$250.00; \$125.00 each additional two-hour block thereafter.

#### **Examples:**

1. One TWIC Escort for an 8-hour day is \$501.00 (= 4 TWIC Credentials)
2. One TWIC Escort for 1 5-day work week is \$2505.00 (= 20 TWIC Credentials)

#### **NOTE:**

- All persons entering JAXPORT under TWIC Escort are required to have a tamper-resistant laminated government issued photo identification card on their person. The Identification Card must meet the USCG MTSA standards of 33 CFR 101.515. (State issued paper temporary drivers licenses are not acceptable identification).
- Any violations of the JAXPORT USCG approved Facility Security Plans will result in a Security Violation Hearing and be subject to temporary or permanent denial of access onto JAXPORT Terminals or ability to TWIC Escort.

### **Significant Designations on Terminals**

- The terms "secure area" and "restricted area" do not mean the same thing. A **secure area** is defined as "the area over which an owner/operator has implemented security measures for access control." A **restricted area** is defined as "the infrastructure or locations identified in an area, vessel or facility security assessment or by the operator that require limited access and a higher degree of security protection."

# SUPPLEMENTAL INSTRUCTIONS TO BIDDERS

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- Entry through the main gates at Blount Island Marine Terminal (BIMT) constitutes entry into a secure area; tenant-controlled properties are designated as restricted areas per their individual FSPs.
- Entry into the main gates at Talleyrand Marine Terminal (TMT) and Mitsui/TraPac (MOL) Terminal constitutes entry into a restricted area.
- Entry into the cruise terminal provisions gate, crew gate or terminal doors constitutes entry into a restricted area.

### Escorts

**Truck drivers, vendors, labor may not conduct escorts.** The only exception will be given to the ILA President, Vice President and Business Agent when escorting for purposes other than labor.

**Truck Drivers:** Truck drivers at the gate with no TWIC and/or no escort into a restricted area, will be turned around and will be assisted by security traffic control to safely park until such time as the escort arrives. Truck drivers are responsible for making contact with their approved escort; JAXPORT security is not responsible for arranging or providing escorts. Escort must assume written custody of the driver. For cargo trucks, escorts may be in a vehicle providing the escort is able to visually observe the escorted at all times. This policy DOES NOT apply to POVs.

**Contractors:** Contractors without a JAXPORT badge and TWIC to access the port will be under escort as defined in this policy.

**Contract Security (performing security duties):** Must have a JAXPORT credential and a TWIC badge and may not be escorted.

**Hired Escorts:** Hired escorts would be commercial companies providing escort services for tenants in restricted areas; they must be sponsored by a tenant and may be vetted and approved with additional training and an administrative fee.

**Vendors:** Vendors without a TWIC will be turned away unless they have a dedicated & approved TWIC escort.

**Visitors:** According to Florida State Law, visitors without JAXPORT credentials may only visit five times in a 90-day period; this policy will remain in effect. Visitors should be vetted at least 24-hours in advance and await escort at the gate where they are seeking access. **A person with a TWIC badge, but without a JAXPORT credential will be treated as a "5/90" visitor.**

**Vessel Crewmembers:** When a vessel visits a JAXPORT terminal, the vessel's crew commonly needs to work in the immediate vicinity of their vessel (handling lines, taking draft readings, etc.). Some vessel crew may not have a TWIC, or they may not be U.S. Merchant Mariners. Although the dock, pier, or platform the vessel

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is moored to, is defined as a restricted area. There is no requirement to escort any of the vessel crewmembers that do not have a TWIC while they work alongside their vessel. **The area of dock directly adjacent to the vessel and extending in shore 18 feet from the vessel shall be designated the Crewmember Confinement Area (CCA).**

Vessel crewmembers may be escorted by approved escorts provided they complete the *TWIC Escort form* and escort under no more than a 1 to 5 ratio (excluding labor, contractors, and vendors). Prior to and upon completion of the escort, they are to contact the JAXPORT SOC at 904.357.3360.

Vessels, in coordination with the calling facility, shall ensure all crewmembers do not access Restricted Areas without approved escort. Any crewmember found outside the Crew Confinement Area (CCA) without a TWIC or approved escort may be considered a security breach under the JAXPORT FSP.

Seamen Center workers, ship's agents, etc who may pickup crewmembers outside the CCA must have TWIC Escort forms on hand and deliver them to the nearest facility gate once completed.

**New Hire Provision:** If a new hire moves from a secured to a restricted access area, they require side-by-side escort by a TWIC holder at all times. If an individual is a newly hired vessel or facility employee who has applied for but not yet received a TWIC, the owner/operator may grant the individual accompanied access to secure areas of the vessel or facility. This accompanied access may be granted for a period of up to 30 consecutive calendar days from the date of TWIC enrollment, after notification through Homeport that the individual has passed the name-based check. Accompanied access may be extended for an additional 30 days by the local COTP if TSA has not yet issued the new hire's TWIC.

Company/tenant/operator is responsible for reporting and verifying new hires via Homeport.

This provision ***may not*** be used to grant temporary accompanied access to an individual being hired as a CSO, VSO, or FSO or any individual being hired to perform security as a primary duty.

### **Rail Access**

**Rail Access:** It is the Coast Guard's position that, due to the unique aspects of railroad operations that can impact security at MTSA facilities, all railroad crew servicing secure areas of a MTSA facility should possess a TWIC. The following applies at:

**Blount Island Marine Terminal:** CSX will contact JAXPORT SOC via e-mail in advance of train arrival on BIMT to report crew TWIC status; if a crewmember does not possess a TWIC, JAXPORT contract security will provide escort. At no

# **SUPPLEMENTAL INSTRUCTIONS TO BIDDERS**

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time will JAXPORT contract security personnel board trains or cross train tracks.

**Talleyrand Marine Terminal:** All Railroad personnel entering TMT must be in possession of a TWIC.

Any violation of the JAXPORT TWIC rail policy will be treated as a security breach under the JAXPORT FSP.

### **Additional Comments:**

The following standards must be met for escorting in the restricted areas of JAXPORT:

1. Escorts must have in their possession a valid TWIC and a permanent JAXPORT credential.
2. Visitors must have a verified reason to enter the restricted area.
3. Side by side escort requirement must be continual and uninterrupted.
4. The person escorting must be able to immediately contact JAXPORT Security Operations Center at (904.357.3360), as indicated on TWIC Escort Form.
5. JAXPORT Security must be notified if the side by side escort has been compromised or the non TWIC holder engages in unlawful or suspicious activity.
6. Non TWIC holders will not be allowed to occupy a privately-owned vehicle (POV) without a JAXPORT authorized escort.
7. TWIC Escort Form indicates Facility and FSO responsible for the action of the escorted & employees.

TWIC Helpdesk: 1-866-347-8942

## **22. ELECTRONIC DATA REQUIREMENTS (E-BUILDER)**

### **A. General Requirements:**

a) Contractor must purchase at a minimum one (1) user license (see Section 21. H. for details) from JAXPORT and shall provide at a minimum, the following to its staff:

- i. Computer: Minimum Intel Pentium® 4 Processor 2.4 GHz or equivalent processor with 512MB of RAM; recommended Centrino Duo® Processors 1.6 GHz or equivalent with 2GB of RAM, or higher.
- ii. Computer Operation System: Windows XP, Windows Vista, or Windows 7
- iii. Web Browser: Microsoft Internet Explorer 9

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- iv. Work and Spreadsheet Processors: Microsoft Office Word, Excel and Outlook
  - v. Scheduling Software: Microsoft Project or Primavera
  - vi. Internet Service Provider: A reliable ISP in the area of the Project
  - vii. Connection Speed/Minimum Bandwidth: DSL, ADSL or T1 Line for transferring a minimum of 3 Mbps Downstream and 512 Kbps Upstream
- b) Contractor shall provide its management personnel assigned to this Project with access to personal computers and the Internet on a daily basis.

### **B. Project Web Requirements; Use of e-Builder Enterprise:**

This project will utilize a web based project management tool called e-Builder Enterprise™. This web based application is a collaboration tool, which will allow all project team members continuous access through the Internet to important project data as well as up to the minute decision and approval status information.

Contractor shall conduct Project controls, outlined by JAXPORT and the Project Manager, utilizing e-Builder Enterprise™. No additional software will be required. Furthermore, the JAXPORT Engineering and Construction department will assist Contractor in providing training of personnel.

Contractor shall have the responsibility for visiting the Project web site on a daily basis, and as necessary to be kept fully apprised of Project developments, for correspondence, assigned tasks and other matters that transpire on the site. These may include but are not limited to: Contracts, Contract Exhibits, Contract Amendments, Drawing Issuances, Addenda, Bulletins, Permits, Insurance & Bonds, Safety Program Procedures, Safety Notices, Accident Reports, Personnel Injury Reports, Schedules, Site Logistics, Progress Reports, Daily Logs, Non-Conformance Notices, Quality Control Notices, Punch Lists, Meeting Minutes, Requests for Information, Submittal Packages, Substitution Requests, Monthly Payment Request Applications, Supplemental Instructions, Construction Variation Directives, Potential Variation Orders, Variation Order Requests, Variation Orders, and the like. All supporting data including but not limited to shop drawings, product data sheets, manufacturer data sheets and instructions, method statements, safety MSDS sheets, Substitution Requests and the like will be submitted in digital format via e-Builder Enterprise™.

### **C. Electronic File Requirements:**

In addition to the standard closeout submittal requirements detailed elsewhere in the Contract Documents, the Contractor shall also submit all closeout documents including all "As-Built Drawings", catalog cuts and Owner's Operation and Maintenance manuals in digital format. All documents (including as-built drawings) shall be converted or scanned into the Adobe Acrobat (.PDF) file format and uploaded to e-Builder Enterprise™.



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e-Builder Enterprise™ is a comprehensive Project and Program Management system that JAXPORT has implemented for managing documents, communications and costs between the Contractor, Design Consultants and Owner. E-Builder Enterprise™ includes extensive reporting capabilities to facilitate detailed project reporting in a web-based environment that is accessible to all parties and easy to use.

### **D. Central Document Vault:**

e-Builder Enterprise™ system includes a central database that maintains all project information and manages project communications amongst team members.

### **E. Communication/Correspondence:**

e-Builder provides electronic routable communication forms that provide historical tracking, documentation, and increased accountability of project members.

### **F. Project Calendars:**

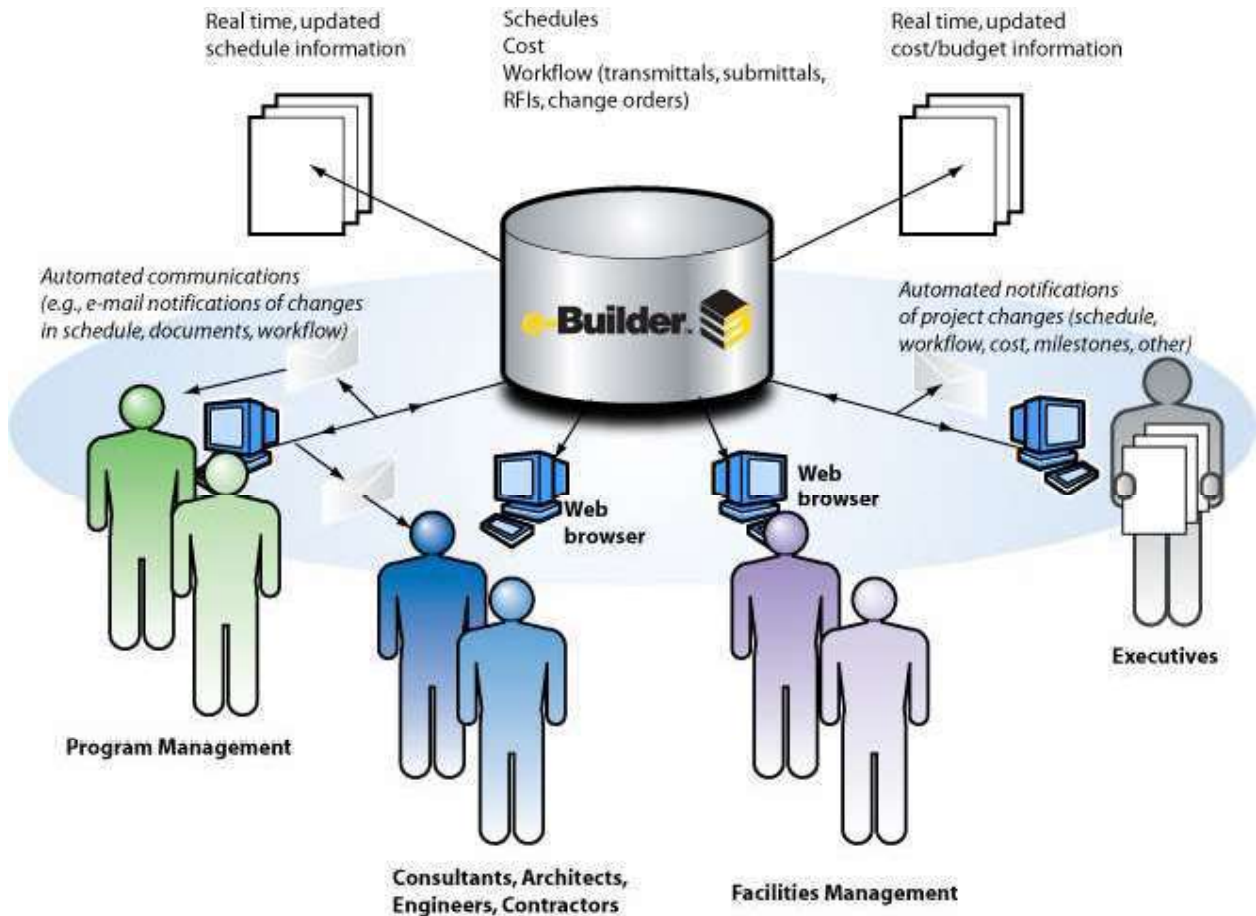
Meetings will be scheduled and maintained centrally on e-Builder Enterprise™.

### **G. Reporting:**

All of the project and program data including documents, communications and costs are accessible through integrated online reports. These reporting tools are completely configurable by each user. All reports can be exported to Excel for added flexibility.

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### E-BUILDER LICENSING REQUIREMENTS

#### H. E-Builder Enterprise™ User Licenses:

Each user license includes full access to e-Builder Enterprise™ including all of the documents and reports mentioned above. Furthermore, each user license provides the e-Builder software as a service (SaS) including:

- All hosting, operation, maintenance and data backup of the e-Builder Enterprise™ software and documents which are maintained in state-of-the-art data centers located throughout the United States.
- Quarterly e-Builder Enterprise™ software enhancements
- Unlimited phone, email and web-based support 24-hours:

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The cost for licenses that the Contractor will need to acquire will be \$1,800.00 per user, per license year and shall remain in effect for a minimum of one year from license activation. Payment must be in the form of a check; payable to JAXPORT for the number of licenses needed by the Contractor and will be collected prior to the Notice-to-Proceed.

Additional licenses can be obtained at any time during the project for the same price and license term by contacting JAXPORT's Project Manager.

## ***How to Submit Your Bid Response in E-Builder***




After reviewing the bid package invitation, use the Response Form tab to submit your bid response.

### **To submit your proposal:**

1. Access the bid package using the “E-Builder Invitation.”
2. Click the **Response Form** tab.
3. On the **Step 1: Bid Form** tab, enter your pricing on the bid form line items.

Ensure that you provide pricing at the level of detail required by the bid manager (if applicable). Some line items may be lump sum, and others may require quantities and unit prices.

- If there are areas that do not pertain to your trade, enter a zero (0) value in that line.
- The Summary box at the top of the page maintains a running total of your entries for reference.

4. Click  (Save). Ensure that your work is saved periodically.
5. *Optional:* To export the bid items to a spreadsheet that you can customize or that you can share with your team, click  (Download). After updating the spreadsheet, click  (Upload) to re-import it.
6. On the **STEP 2: Response Documents** tab, click **Attach Documents**, and upload any supporting document needed to support your bid.
7. On the **STEP 3: Additional Required Info** tab, complete any additional questions or qualification statements that have been established by the bid manager. If any addenda have been issued, you are required to acknowledge receipt of the addenda on this page before submitting your bid.
8. Review the entire Response Form and click **Submit**.
9. When prompted, enter your e-Builder portal password and click **Submit Bid**.

The date and time that you submitted your bid is stamped on your Response Form. You will also receive an email confirmation.


### **Recall your Bid Response** *(only if necessary)*

If you failed to submit all documents or see an error on a page **after submitting** your bid, you can make changes to your bid before the due date/time without any interaction from the bid manager. The bid manager has no record of your bid response until you click Submit again.

### **To recall your bid response**

1. On the **Response Form** tab, click **Recall Bid**.
2. Optionally provide a reason for your recall and then click **Yes, I am sure**.  
Your previous submission information is displayed on the Response Form tab.
3. Click **Submit** to resubmit your bid prior to the bid due date/time.

Additional Notes

- *After the bid due date/time has passed, the Submit button will be disabled. It is critical that you complete the entire process prior to the cut-off time. The system will not permit you to submit your proposal or bid after the deadline regardless of where you are in the process. As stated, the Submit button is systematically disabled promptly at the deadline and JAXPORT is unable to see anything you have uploaded prior to the bid due date/time. No late submissions will be permitted or accepted. Please plan accordingly.*
- If the bid manager adds or changes a bid item, or publishes an addendum, your bid will be set back to a Draft status. You will receive an email notification and will be required to reconfirm your bid and resubmit.
- When you need to step away from entering the quote, click  (Save). It is recommended that you save every 15 minutes. This will ensure that your changes are saved.
- If there are areas that do not pertain to your trade, enter a zero (0) value in that line item.
- If you have your qualifications in Word® or another program, copy and paste them into the qualifications.
- It is required that you acknowledge all the addenda, even if they do not pertain to your trade.
- It is recommended that you submit your quote at least 60 minutes before the due time so that you can rectify any errors. To submit the proposal, you must complete all the fields and acknowledge the addenda items.
- **Failure to submit all information requested will result in a proposal or bid being considered “non-responsive,” and therefore will be rejected.**

**BIDDERS MINIMUM REQUIREMENTS**  
**JAXPORT PROJECT NO.: B2022-13, B2022-14, B2022-15**  
**JAXPORT CONTRACT NO.: EQ-1907B**  
**BIMT HANJUNG CRANES REFURBISHMENT**  
**AND PAINTING (8810, 8811, 8841)**  
**Blount Island Marine Terminal**

**DATE:** \_\_\_\_\_

**Name of Bidder:** \_\_\_\_\_

**Address:** \_\_\_\_\_

The following information is required in connection with your bid under Contract No.  
**EQ-1907B.**

1. Bidder is to furnish a complete set of your company's most recent audited financial statements. If no audited financial statements exist, provide firms most recent balance sheet, income statement, and statement of cash flows prepared internally, approved and attested to by your company president or chief executive officer. If the financial statements are more than 180 days old, the firm shall include evidence signed by an officer of the firm as to current financial condition in relation to the most recent reporting period.
2. Bidder is to furnish names and addresses of banks with which your firm maintains accounts, their telephone numbers and persons to contact.

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3. Bidder is to list all of your current construction contracts.

<b>Owner, Address, Phone #, Contact Name and Email</b>	<b>Work, Scope and Location</b>	<b>Contract Value</b>	<b>Prime Y/N</b>	<b>Percent Complete</b>

- 
4. Are you prepared to accomplish the work in accordance with the project time frame specified on page SC-2 as two hundred seventy (270) calendar days?
- 

5. Bidders list names and addresses of principal trade creditors (principal is defined to mean banks, suppliers, vendors, etc.).
- 
- 
- 

6. Bidder is to list a minimum of five (5) projects similar in nature to the scope of work of this project with a contract value no less than **\$1,000,000.00** over the past ten (10) years, previously performed as the primary Contractor, and date completed. The owners listed may be contacted for reference checks.

Owner, Address, Phone #, Contact Name and Email	Scope of Work	Date Started & Completed	Prime Y/N	Contract Value

7. Bidder is to list gross receipts from construction contracts during last five (5) years.

Year	Gross Receipts From Construction Contracts	Average Annual Volume: \$
		Est. Annual Capacity: \$
	\$	Largest Job in the last 5 Years:
	\$	

	\$	Description:
	\$	
	\$	

8. Bidder is to list officials and key employees who will be engaged on work.

<b>Name</b>	<b>Address</b>	<b>Position</b>

9. In compliance with the General Conditions, Section II: Bidders must provide the names and resumes of the management team (Project Manager and Project Superintendent) to be assigned to this work at all times during the project with full authority to act for you as required by the General Conditions.

Project Manager: \_\_\_\_\_

Project Superintendent: \_\_\_\_\_

10. Bidder is to list major equipment to be employed on contract.

<b>Equipment Type, Capacity and Manufacturer</b>	<b>Age</b>	<b>Condition</b>	<b>Location</b>



- 
11. Bidder is to provide the number of E-Builder licenses and duration needed for completion of the contract.

# of licenses \_\_\_\_\_ Duration of licenses \_\_\_\_\_

12. Have you determined that each proposed subcontractor is technically and financially able to perform the work to be subcontracted and prepared with equipment and personnel to complete the work within the time allowed by the specifications? \_\_\_\_\_

13. Is your firm prepared and equipped to complete the contract within the time prescribed herein? \_\_\_\_\_

14. By execution below your firm acknowledges that it has reviewed the agreement and shall execute the JAXPORT agreement form without exception or qualification.

15. Has your firm been debarred, suspended or otherwise prohibited from submitting a bid in the past 5 years? \_\_\_\_\_ If yes, provide complete details: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

16. Has your firm been terminated for cause on any project in the past 5 years? \_\_\_\_\_ If Yes, all details: \_\_\_\_\_

**Failure to furnish aforementioned information with the bid package may cause the bid to be non-responsive. Failure to assign the aforementioned management team to the project is a material breach of the contract that may result in termination of the contract in accordance with the General Conditions.**

**BIDDER (Company Name):** \_\_\_\_\_

**By (Signature):** \_\_\_\_\_

**Typed Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

# CONFLICT OF INTEREST CERTIFICATE

**EXHIBIT B**

**JAXPORT Contract No.: EQ-1907B**

Bidder must execute either Section I or Sections II and III, hereunder, as required by Chapter 112 of the Florida Statutes. Failure to execute either Section I or Section II and Section III may result in the rejection of this bid/Bid.

## SECTION I

I hereby certify that no public officer or employee of JAXPORT has a material financial interest or any business entity of which the officer, director or employee of the officer's, director's or employee's spouse or child is an officer, partner, director, or proprietor or in which such officer, director or employee or the official's, director's or employee's spouse or child, or any combination of them, has a material interest in this contract.

"Material Interest" means direct or indirect ownership of more than 10 percent of the total assets or capital stock of any business entity.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Name of Official (type or print)

\_\_\_\_\_  
Business Address

\_\_\_\_\_  
City and State

\_\_\_\_\_  
Zip Code

# CONFLICT OF INTEREST CERTIFICATE

**EXHIBIT B**

**JAXPORT Contract No.: EQ-1907B**

## SECTION II

I hereby certify that the following named public official(s) and/or JAXPORT employee(s) having material financial interest(s) (in excess of 10%) in this company have each filed Section III (Public Official Disclosure) with JAXPORT, Office of the Executive Director, 2831 Talleyrand Avenue, Jacksonville, Florida 32206-0005 prior to the time of bid opening.

Name	Title or Position	Date of PUBLIC OFFICIAL DISCLOSURE Filing

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Name of Official (type or print)

\_\_\_\_\_  
Business Address

\_\_\_\_\_  
City and State

\_\_\_\_\_  
Zip Code

# CONFLICT OF INTEREST CERTIFICATE

**EXHIBIT B**

**JAXPORT Contract No.: EQ-1907B**

## **SECTION III (Public Official Disclosure)**

JAXPORT requires that a public official who has a financial interest in a bid or contract make a disclosure at the time that the bid or contract is submitted or at the time that the public official acquires a financial interest in the bid or contract. Please provide disclosure, if applicable, with bid.

**Public Official Signature:**\_\_\_\_\_

**Public Official Name:**\_\_\_\_\_

**Public Position Held:**\_\_\_\_\_

**Position or Relationship with Bidder:**\_\_\_\_\_

**Date:**\_\_\_\_\_

**BID FORM**  
**JAXPORT PROJECT NO.: B2022-13, B2022-14, B2022-15**  
**JAXPORT CONTRACT NO.: EQ-1907B**  
**BIMT HANJUNG CRANES REFURBISHMENT**  
**AND PAINTING (8810, 8811, 8841)**  
**Blount Island Marine Terminal**

**BIDDER'S NAME:** \_\_\_\_\_

The undersigned hereby proposes to furnish all materials, equipment, labor, and supervision for the above identified project, in accordance with the specifications and drawings for Contract No. **EQ-1907B**, at the following price:

**Scope of Work:** Furnish all labor, materials, equipment, incidentals, and supervision necessary to refurbish three (3) Hanjung Cranes identified as 8810, 8811, and 8841 (Owner's Option) located at Blount Island Marine Terminal.

<b>BID PROPOSAL FORM</b>		
<b>A. BIMT HANJUNG CRANE 8810 and 8811 REFURBISHMENT - BASE BID LUMP SUM ITEMS (ROLL BACK, TROLLEY RAILS, FESTOON REPLACEMENT/ CORROSION REPAIRS/COMPONENT REPLACEMENT, CRANE PAINTING AND LOGO PLACEMENT)</b>		
<b>Item Number</b>	<b>Description</b>	<b>Total Item Amount</b>
1	Mobilization (60%) / Demobilization (40%): Includes Initial Mob to BIMT/Final Demob from BIMT	\$
2	Hanjung 8810 (BIMT): Roll Back	\$
3	Hanjung 8810 (BIMT): Trolley Rail system replacement	\$
4	Hanjung 8810 (BIMT): Festoon System replacement	\$
5	Hanjung 8810 (BIMT): Critical Structures Repairs/Painting and Spot Corrosion Removal and Painting (Entire Crane)	\$
6	Hanjung 8810 (BIMT): Galvanized Surfaces Corrosion Removal and Painting (Entire Crane)	\$
7	Hanjung 8810 (BIMT): Machinery, Electrical & Engine Houses, Saw-cut and removal of approx. (6") of the exterior perimeter wall and replace with welded material and painting.	\$
8	Hanjung 8810 (BIMT): Operator's Cab, Boom Hoist Station, Engine Room, Drive Room & Machinery House – Roof Painting	\$
9	Hanjung 8810 (BIMT): Replacement of self closing gates, lighting rods and grounding straps	\$
10	Hanjung 8810 (BIMT): Machinery House additional work – Remove of gutters and two (2) A/C units	\$
11	Hanjung 8810 (BIMT): Install JAXPORT Logo on east and west side of crane (10x10 Eastside and 10x20 Westside)	\$
<b>TOTAL BASE BID HANJUNG 8810 (Items 2-11):</b>		<b>\$</b>
12	Hanjung 8811 (BIMT): Roll Back	\$
13	Hanjung 8811 (BIMT): Trolley Rail system replacement	\$
14	Hanjung 8811 (BIMT): Festoon System replacement	\$
15	Hanjung 8811 (BIMT): Critical Structures Repairs/Painting and Spot Corrosion Removal and Painting (Entire Crane)	\$
16	Hanjung 8811 (BIMT): Galvanized Surfaces Corrosion Removal and Painting (Entire Crane)	\$
17	Hanjung 8811 (BIMT): Machinery, Electrical & Engine Houses, Saw-cut and removal of approx. (6") of the exterior perimeter wall and replace with welded material and painting.	\$
18	Hanjung 8811 (BIMT): Operator's Cab, Boom Hoist Station, Engine Room, Drive Room & Machinery House – Roof Painting	\$
19	Hanjung 8811 (BIMT): Replacement of self closing gates, lighting rods and grounding straps	\$
20	Hanjung 8811 (BIMT): Machinery House additional work – Remove of gutters and two (2) A/C units	\$
21	Hanjung 8811 (BIMT): Install JAXPORT Logo on east and west side of crane (10x10 Eastside and 10x20 Westside)	\$
<b>TOTAL BASE BID HANJUNG 8811 (Items 12-21):</b>		<b>\$</b>

**BID FORM**  
**JAXPORT PROJECT NO.: B2022-13, B2022-14, B2022-15**  
**JAXPORT CONTRACT NO.: EQ-1907B**  
**BIMT HANJUNG CRANES REFURBISHMENT**  
**AND PAINTING (8810, 8811, 8841)**  
**Blount Island Marine Terminal**

B. OWNER'S OPTIONS 1: HANJUNG CRANE 8841- ENTIRE CRANE UPGRADES				
Item Number	Description	Total Item Amount		
22	Mobilization (60%) / Demobilization (40%): Includes Initial Mob to BIMT/Final Demob from BIMT for Crane 8841 (items 22-32)	\$		
23	Hanjung 8841 (BIMT): Roll Back	\$		
24	Hanjung 8841 (BIMT): Trolley Rail system replacement	\$		
25	Hanjung 8841 (BIMT): Festoon System replacement	\$		
26	Hanjung 8841 (BIMT): Critical Structures Repairs/Painting and Spot Corrosion Removal and Painting (Entire Crane)	\$		
27	Hanjung 8841 (BIMT): Galvanized Surfaces Corrosion Removal and Painting (Entire Crane)	\$		
28	Hanjung 8841 (BIMT): Machinery, Electrical & Engine Houses, Saw-cut and removal of approx. (6") of the exterior perimeter wall and replace with welded material and painting.	\$		
29	Hanjung 8841 (BIMT): Operator's Cab, Boom Hoist Station, Engine Room, Drive Room & Machinery House – Roof Painting	\$		
30	Hanjung 8841 (BIMT): Replacement of self closing gates, lighting rods and grounding straps	\$		
31	Hanjung 8841 (BIMT): Machinery House additional work – Remove of gutters and two (2) A/C units	\$		
32	Hanjung 8841 (BIMT): Install JAXPORT Logo on east and west side of crane (10x10 Eastside and 10x20 Westside)	\$		
OWNERS OPTION 1 - HANJUNG 8841 (Items 22-31):		\$		
OWNER'S OPTION # 2: Hanjung 8810, 8811 AND 8841 BOOM SHEAVE REPLACEMENT				
		QTY	Item Amount	Total Item Amount
33	Hanjung 8810, 8811 & 8841 (BIMT): Boom Sheave Replacement on the Apex	3	\$	\$
OWNER'S OPTION # 3: Hanjung 8810, 8811 AND 8841 TRIM, LIST AND SKEW CYLINDER REBUILD				
		QTY	Item Amount	Total Item Amount
34	Hanjung 8810, 8811 & 8841 (BIMT): TRIM, LIST AND SKEW CYLINDER REBUILD	3	\$	\$
BID SUMMARY				
C. SUM OF ALL LUMP SUM BASE BID WORK (A): Items 1 - 21				\$
D. SUM OF ALL LUMP SUM OWNER'S OPTIONS WORK (B) Items 22-34				\$
E. TOTAL BID AMOUNT (LINES C + D) Items 1 - 34				\$
PROJECTS # B2022-13, B2022-14, B2022-15 / CONTRACT # 1907B				
NOTES:	BASIS OF AWARD IS TOTAL BASE BID (LINE C). OWNER MAY CHOOSE A QUANTITY OF 1, 2 OR 3 OF OWNERS OPTION #2 AND/OR OWNERS OPTION #3.			

(Submission of more than one bid form for the same work by an individual, firm, partnership or corporation under the same or different names and/or any alterations, exceptions or comments contained within the bid form shall be grounds for rejection of the bid)

**Basis of Award:** The Authority reserves the right to award to the Bidder whose price is the lowest, based on Total Base Bid (Line A) Items 1-21, subject to the availability of appropriated funds.

**BID FORM**  
**JAXPORT PROJECT NO.: B2022-13, B2022-14, B2022-15**  
**JAXPORT CONTRACT NO.: EQ-1907B**  
**BIMT HANJUNG CRANES REFURBISHMENT**  
**AND PAINTING (8810, 8811, 8841)**  
**Blount Island Marine Terminal**

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JAXPORT reserves the right to award this contract to the lowest, responsive, responsible bidder, whose bid is fully conforming to the requirements of the bid documents. Nevertheless, JAXPORT reserves the right to waive informalities or minor irregularities in any bid, to reject any or all bids, and to accept the bid which, in its judgment, will be in the best interest of JAXPORT. JAXPORT will be the sole judge of which proposal will be in its best interest and its decision will be final.

JAXPORT reserves the right to award this contract to the bidder offering the lowest price consistent with meeting all specifications, terms, conditions, delivery requirements set forth on this bid. No award will be made until all necessary inquiries have been made into the responsibility of the lowest conforming bidder and JAXPORT is satisfied that the lowest bidder met all the requirements, is qualified and has the necessary organization, capital and resources required to perform the work under the terms and conditions of the contract. JAXPORT reserves the right to accept or reject any or all proposals, in whole or in part.

The required bid guaranty is attached hereto (see "Supplemental Instructions to Bidders") of the contract documents.

Acknowledgment of the following addenda is hereby made (see "Supplemental Instructions to Bidders"):

Addendum No. 1, Dated: \_\_\_\_\_ Initials: \_\_\_\_\_

Addendum No. 2, Dated: \_\_\_\_\_ Initials: \_\_\_\_\_

Addendum No. 3, Dated: \_\_\_\_\_ Initials: \_\_\_\_\_

Addendum No. 4, Dated: \_\_\_\_\_ Initials: \_\_\_\_\_

See also "Bid Contents and Format" section of the "Supplemental Instructions to Bidders".

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Name of Contractor

AUTHENTICATION (see "Supplemental Instructions to Bidders")

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Firm

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Business Address

City

State

Zip Code

**BID FORM**  
**JAXPORT PROJECT NO.: B2022-13, B2022-14, B2022-15**  
**JAXPORT CONTRACT NO.: EQ-1907B**  
**BIMT HANJUNG CRANES REFURBISHMENT**  
**AND PAINTING (8810, 8811, 8841)**  
**Blount Island Marine Terminal**

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Mailing Address, if different from above

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Authorized Signature

Date Executed

---

Typed Name

Title

---

E-Mail Address

---

Telephone Number

Facsimile Number

---

Company Federal Tax I.D. No.

Company's Business License No.



**BID BOND FORM**  
**JAXPORT PROJECT NO.: B2022-13, B2022-14, B2022-15**  
**JAXPORT CONTRACT NO.: EQ-1907B**  
**BIMT HANJUNG CRANES REFURBISHMENT**  
**AND PAINTING (8810, 8811, 8841)**  
**Blount Island Marine Terminal**

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KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned,  
\_\_\_\_\_ as  
Principal and \_\_\_\_\_ as  
Surety, are hereby held and firmly bound unto JAXPORT, in the sum of  
\_\_\_\_\_ dollars (\$\_\_\_\_\_) as liquidated damages for payment  
of which, well and truly to be made, we hereby jointly and severally bind ourselves, our  
heirs, executors, administrators, successors and assigns.

The Conditions of the above obligation are such that whereas the Principal has  
submitted to JAXPORT, a certain Bid attached hereto and hereby made part hereof, to  
enter into a Contract Agreement in writing, for construction of  
\_\_\_\_\_.

NOW THEREFORE,

- (a) If said Bid shall be rejected or withdrawn as provided in the Instructions  
to Bidders attached hereto or, in the alternative,
- (b) If said Bid shall be accepted and the Principal shall sign and deliver a  
formal contract document in the form of the Contract Agreement attached  
hereto (properly completed in accordance with said Bid) and shall furnish  
the specified Bonds required by Section V of the Contract Documents in  
the amount equal to one hundred percent (100%) of the base bid within  
ten (10) consecutive days after the receipt of said contract,

thence this obligation shall be void, otherwise, it shall remain in force and effect; it  
being expressly understood and agreed that the liability of the Surety for any and all  
claims hereunder in no event shall exceed the amount of this obligation as herein  
stated.

The Surety, for value received, hereby stipulates and agrees that the obligations  
of said Surety and its bond shall be in no way impaired or affected by an extension of

**BID BOND FORM**  
**JAXPORT PROJECT NO.: B2022-13, B2022-14, B2022-15**  
**JAXPORT CONTRACT NO.: EQ-1907B**  
**BIMT HANJUNG CRANES REFURBISHMENT**  
**AND PAINTING (8810, 8811, 8841)**  
**Blount Island Marine Terminal**

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the time within which such Bid may be accepted, and said Surety does hereby waive notice of any extension.

The sum herein stated shall be due and payable to JAXPORT, and the "Surety" herein agrees to pay said sum immediately upon demand of said JAXPORT in good and lawful money of United States of America; as liquidated damages for failure thereof of said "Principal".

IN WITNESS WHEREOF, the said \_\_\_\_\_,  
by means of physical presence or online notarization and as "Principal" herein, has caused these presents to be signed in its name by its \_\_\_\_\_ and attested by its \_\_\_\_\_ under its corporate seal, and the said \_\_\_\_\_ as "Surety" herein, has caused these presents to be signed in its name by its \_\_\_\_\_ and attested by its \_\_\_\_\_ under its corporate seal, this \_\_\_\_\_  
Day of \_\_\_\_\_ A.D., 20\_\_\_\_.

\_\_\_\_\_  
AS PRINCIPAL

ATTEST:

\_\_\_\_\_  
Its \_\_\_\_\_

**Signed, Sealed and Delivered  
In the presence of:**

\_\_\_\_\_  
\_\_\_\_\_

Its \_\_\_\_\_  
By \_\_\_\_\_  
AS SURETY

# ELECTRONIC DATA REQUIREMENTS (E-BUILDER)

**Exhibit**

**JAXPORT CONTRACT NO.: EQ-1907B**

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Contractor agrees to the following:

"The E-Builder system is for authorized users only. Unauthorized use of this system is strictly prohibited and may be subject to criminal prosecution. Use of this network constitutes consent to monitoring retrieval and disclosure of any information stored within the system for any purpose including criminal prosecution. Information contained within this system is confidential, intended for the licensed users and may contain information that is proprietary to the user, and/or privileged, confidential and/or otherwise exempt from disclosure under applicable state and federal law. Use by anyone other than the licensed users is not a waiver of any applicable privilege."

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Signature

---

Company Name

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Name of Official (type or print)

---

Business Address

---

City and State

---

Zip Code



**SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(A),  
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

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6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **(Indicate which statement applies.)**

\_\_\_\_\_ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent of July 1, 1989.

\_\_\_\_\_ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

\_\_\_\_\_ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. **(Attach a copy of the final order)**

**I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.**

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(date)

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

PERSONALLY APPEARED BEFORE ME, the undersigned authority, by means of physical presence or online notarization \_\_\_\_\_ who, after  
(name of individual signing)  
first being sworn by me, affixed his/her signature in the space provided above on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

My commission expires:

## **CONTRACTOR CERTIFICATION REGARDING SCRUTINIZED COMPANIES LISTS**

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Respondent Contractor Name: \_\_\_\_\_

Contractor FEIN: \_\_\_\_\_

Contractor's Authorized Representative Name and Title:

\_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Section 287.135 of the Florida Statutes prohibits agencies from contracting with a company on the Scrutinized Companies with Activities in Sudan List or on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, lists created pursuant to section 215.473, Florida Statutes, for goods or services over \$1,000,000.

As the person authorized to sign on behalf of Respondent, I hereby certify that this company, listed above by "Respondent Contractor Name," complies fully with the law and is not listed on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List. I understand that pursuant to section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees, and/or costs.

So Certified:

Authorized Representative's Signature \_\_\_\_\_

Date Signed: \_\_\_\_\_

## **ACKNOWLEDGEMENT AND ACCEPTANCE OF E-VERIFY COMPLIANCE**

### **E-VERIFY PROGRAM FOR EMPLOYMENT VERIFICATION**

In accordance with the Governor of Florida, Executive Order Number 11-02 (Verification of Employment Status), whereas, Federal law requires employers to employ only individuals eligible to work in the United States; and whereas, the Department of Homeland Security's E-Verify system allows employers to quickly verify in an efficient and cost effective manner;

The Contractor agrees to utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Contractor during the term of the contract. Contractors must include in all subcontracts the requirement that all subcontractors performing work or providing goods and services utilize the E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term. The Contractor further agrees to maintain records of its participation and compliance and its subcontractor's participation and compliance with the provisions of the E-Verify program, and to make such records available to JAXPORT upon request. Failure to comply with this requirement will be considered a material breach of the contract.

**By signing below, I acknowledge that I have reviewed, accept and will comply with the regulations pertaining to the E-Verify program.**

---

Company Name

Name of Official (Please Print)

---

Signature of Principal

Title:

Date



## **SCOPE OF WORK**

**FOR**

**BIMT HANJUNG CRANES  
REFURBISHMENT AND PAINTING  
(8810, 8811, 8841)**

**Project No.: B2022-13, B2022-14, B2022-15**

**Contract No.: EQ-1907B**

**Blount Island Marine Terminal**



## **Scope of Work**

Project work will be identified and shown in the contract drawings to refurbish three (3) Hanjung Cranes identified as 8810, 8811, and 8841 (Owner's Option) located at Blount Island Marine Terminal. The work will include, but not limited to all labor, material, equipment, supervision, testing, incidentals, means and methods to:

### **Base Bid:**

- Roll back for each crane (move the crane from dock crane tracks to refurbishment/service designated area).
- Trolley Rail System Replacement for each crane, remove and replace existing trolley rail system of Hanjung Cranes 8810 and 8811 (trolley rails system to be provided by JAXPORT).
- Replace Festoon systems for each crane. The contractor will be responsible for the complete replacement of the festoon system of Hanjung Cranes 8810 and 8811. This includes the removal and disposal of the existing festoon system and the installation, wiring, testing, and commissioning of the new festoon system, which will be provided by JAXPORT. Additionally, the contractor must remove and dispose of the existing festoon railway brackets and supply and install new JAXPORT-approved railway brackets. All work must comply with relevant safety regulations and JAXPORT's standards.
- Perform corrosion repairs and corrosion control upgrades, to include, but not limited to: critical structures repairs and painting, spot corrosion removal and painting, galvanized steel surface painting and crane painting. This will also include: all paint products for each specified paint system and all application equipment; all surface preparation materials and equipment, hand held and mechanical; all containment for wet abrasive blasting & disposal systems and operations for removing existing paint chips and other residue removed from the crane as a result of surface preparation; scaffolding, man lifts and other equipment necessary to access the specific areas described in these technical specifications. The contractor will also make this equipment available to JAXPORT staff for inspection services.
- Replace personnel opening safety chains with galvanized self-closing gates (9) locations per crane.
- Replace boom tip and apex lightning rods, 2 per crane, 1 at the Apex and 1 at the boom tip along with any ground bonding straps located throughout the cranes.
- Machinery and Electrical Houses, Saw-cut and removal of (6" approximately) of the exterior wall sections to remove corroded wall sections and replace with appropriate material which can be prepped and painted to match crane.

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- Entire Crane Painting – (Crane 8810 and 8811)
- Operator's Cab, Boom Hoist Station, Engine Room, Drive Room & Machinery House – Roof Painting (Each Crane).
- For additional information and details on the Scope of Work and Specifications of this project/contract, carefully review this document and all other project documents, including but not limited to: project drawings, specifications, photos and Bid Form.
- The work for this contract is to be performed during the crane scheduled outage whereby each crane (Hanjung # 8810 and 8811), will be removed from service and rolled back to a refurbishment/service designated area. Only one crane will be placed out of service during the time period and rolled back to the service area.
- Machinery House additional work required – Remove the rain gutters and two (2) window A/C units. Repair areas with welded material and paint (Each Crane).
- Structural issues and /or Hole Repair Required – Inform Owner Immediately when identified to determine corrective measures. (How to quantify or place in bid form)
- JAXPORT Logo Installation to be painted on east and west side of machinery house (Size 10X10 on east side and 10X20 on west side).

**Owners Option 1:**

- Crane 8841 (Owners Option), All upgrades performed on the previous two (2) Cranes 8810 and Crane 8811, as described/specified in the Base Bid Section above, will also be performed on this Crane 8841 as an owner's option. Due to time constraints, it is anticipated that the roll back and intended rehabilitation services for the crane will be delayed. The contractor should make allowances for this delay, which could be a period of 6-months (180-Days) added to the construction schedule. Any additional charges incurred as a result postponing the start of Crane 8841 construction services shall be included in this owner's option.

**Owners Option 2:**

- Boom Sheave Replacement on the Apex for each Crane (Owners Option), (remove existing apex boom sheaves x10 each crane and replace with new sheaves) JAXPORT will provide the sheaves for installation.

**Owners Option 3:**

- Trim, List, and Skew Cylinder rebuild for each crane (Owners Option), remove existing TLS cylinders x4 each crane and have them fully rebuilt, painted then reinstalled.

The service area is located behind the crane's operating area and identified on the contract drawings (Exhibit 1 Drawings). All work to be performed on the crane is to be completed prior

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to the crane being re-installed onto the gantry rails and placed back into service. Only one crane can be out of service at any specific time.

Project shall be phased per crane. This work is to be performed during scheduled outages whereby the individual crane will be removed from service and rolled back into a service area behind the crane's operating area. All work on this crane is to be completed prior to the crane being re-installed on the gantry rails before the next crane in the sequence is taken out of service for its repairs. The Contractor shall be responsible to establish the sequence of work per crane to complete the project. This project is time sensitive therefore, it is anticipated that the notice to proceed (NTP) will be issued in early September 2024.

All labor performed, materials and equipment to be furnished shall be in accordance and compliance with all applicable local, state and federal codes, standards and regulations, including structural, environmental and safety related standards. The Work will also be performed in accordance with all JAXPORT's bid/contract documents. The Contractor will adhere to all notes and technical specifications as written and referenced herein.

### **General Notes**

TWIC and JAXPORT badges are required for access to the Blount Island Marine Terminal.

The Contractor is responsible to visit, inspect, evaluate, and assess all areas where Work is required prior to the bidding and prior to the crane entering the refurbishment/service area.

The Contractor will take due care to protect and prevent damage to any and all JAXPORT and/or tenant adjacent property. The Contractor is responsible for any damage caused to existing Owner property caused by his/her Operations. All areas affected by the construction will be restored to pre-construction conditions.

The site refurbishment/service area will be cleaned and maintained daily. No accumulation of debris and waste material will be stored or allowed to be stockpiled. The site area is to be left in an operational condition each day that will not impede or cause damage to Owner operations.

All waste and debris generated from this project will be removed from JPA Property by the Contractor. This includes, but it is not limited to, the existing trolley rail system components, it's wiring and all parts/components being replaced. All associated scraps, old paint, containment for wet abrasive blasting materials, and trash not identified as to be retained by JAXPORT will be removed.

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Compliance with all applicable safety requirements will be the responsibility of the Contractor. The Contractor will be required to submit a Safety Plan, and implement the plan during the execution of the project.

Where applicable: all new plates and structural shapes will be fabricated and installed to match the original construction and material grade; structural steel repairs will be performed in accordance with AISC Steel Construction Manual, latest edition; all work is to be performed by trained workers experienced in similar projects; all welding is to be performed per AWS and by AWS certified welders.

JAXPORT Progress and Performance Inspections - JAXPORT reserves the right to inspect the crane for progress and quality of work at any time during the project activities. All equipment used to access the crane will be made available to JAXPORT to facilitate the inspections.

**Work Plan / MOT Plan**

The Contractor will prepare and submit for approval a Work Plan showing approximate footprint of the construction/installation areas, type and quantity of equipment and personnel, and control devices (if needed) to identify the work areas. Refurbishment/service areas are adjacent to active operations, and pedestrian and vehicular traffic areas. Strict coordination is required between the Contractor and the JPA. The Contractor will keep all work areas clearly identified and isolated. In case that vehicular traffic is anticipated to be impacted, the Contractor will prepare and implement a MOT plan. The MOT Plan should follow the FDOT standards.

**Work hours:**

Approved hours for project work are 24 Hours/day, 7 days a week. Strict coordination is needed during the execution of the project, to ensure minimal impact to JAXPORT/Tenants operations. If overnight and weekend work will take place, the Contractor will familiarize himself, and work within with the applicable local, state, and federal noise restriction ordinances and codes.

For information and details on coordination, submittals, project duration, warranty, insurance and bonds, contract documents, etc. refer to all project documents, including but not necessarily limited to: drawings, specifications, Special Instructions to Bidders, General Conditions, Special Conditions.

**Project duration:**

Project total duration is 180 calendar days, for cranes 8810 and 8811 (if Owner's Option 1 is not executed). This accounts for 90 calendar days per crane to be fully refurbished (crane to roll back,

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refurbishment, painting and re-install on gantry rails). If Owner's Option 1 is executed, then a 180-day delay period between finishing crane 8811 and starting crane 8841 will be in effect. The total time allotted for this project will be (#8810-90-days + #8811-90days + Delay Period -180 days + #8841-90 days)= Total Project duration(450-days). Prior to the end of the construction services conducted on Crane 8811, JAXPORT will provide a 30-day written notice indicating the delay period and subsequent intent for starting Crane 8841 construction services. The contractor is responsible to clean and remove all material stored and debris from the designated roll back area upon the completion of Crane 8811 construction services. The area shall be left in the same manner as it was when possession was given.

**Coordination and Points of Contact:**

From roll back to re-installing to gantry rails, a very strict coordination and effective communication is needed between the Contractor, and all JAXPORT's parties involved/impacted. Main JAXPORT's POC's for this project are:

- JAXPORT's Engineering & Construction – Michael Johnson; 904-357-3013; 904-676-7542
- JAXPORT's Equipment – Brandon Blanton; 904-357-3208; 904-362-0340
- JAXPORT's Terminal Operations / Facilities
  - Blount Island Marine Terminal – Chris Good; 904-357-3210; 904-545-6838
  - JAXPORT's Vessel Planning – Barry Nelson; 904-357-3204; 904-738-6384

**Submittals:**

Submittals to be provided by the Contractor for review/approval will include, but not limited to:

- Work Plan/Sequence
- Lifting/Rigging Plan
- Equipment to be used
- Work Schedule (Weekly)
- MOT Plan
- Safety Plan

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- Weather (Storm/Hurricane) Plan
- All materials to be used (steel, welding, paint, etc.)
- Welders / Workers Certifications
- Thermite welding plan; Weldlok clip base welding plan
- Scaffolding system/certificates
- Containment plan/system

**References:**

In addition to this document with SOW and Specifications, the Contractor will refer to and carefully review all documents in the Bid Package, including but not limited to: Photos section of Bid Package, Drawings section of Bid Package, Data Sheets and Instructions section of Bid Package.

**Technical Specifications and Notes**

**I. Corrosion Repairs and Controls**

**A. General**

The Contractor shall be responsible to determine the best means and methods to perform all work included in this contract. The following are minimum recommendations for works related to corrosion control and painting:

1. The small critical structures areas are to be mechanically cleaned to bare metal, "de-salted" and prepared for painting.
2. The rest of the crane's preparation is typically best accomplished with high pressure water blasting to remove the loose paint coat(s) and profile the paint that continues to adhere to the crane which can then be painted over.
3. The water / paint spray mix needs to be contained by the contractor's erected containment. The Contractor shall be responsible to determine and submit containment for wet abrasive blasting method(s). The Contractor is responsible to provide environmental measures to prevent contamination, debris, paint etc. to get into the adjacent storm water drains.
4. The field drains also need mesh containment to permit clean water to drain, but retain the debris.
5. Field painting is typically done with rollers and brushes. With the normal wind exposure, spray painting is too difficult to apply consistently. For smaller components and/or parts, spray painting can be accommodated provided there is

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a containment area erected for inside spraying and the spray paint residue is controlled. The contractor will contact JAXPORT to discuss the means and methods for spraying options prior to receiving approval.

6. The Contractor will provide in writing a 5-year paint adhesion warranty.

**Surface Preparation and Paint System for Entire Crane Painting**

Remove all loose scale, rust and loose paint by mechanical means (needle gun, chipping hammer, power wire wheel) to SSPC-SP2 & SP3. It is also acceptable to use dustless blasting or vapor blasting methods for scale, rust and loose paint removal.

Painting Contractor's containment for wet abrasive blasting shall be sufficient to reclaim all removed debris for offsite disposal by the contractor.

Clean all surfaces to be painted with Chlor-Rid Salt remover or approved equivalent in accordance with the manufacturer's instructions.

Apply paint system by brush or roller in accordance with the PPG manufacturer's instructions:

- a. **Amerlock Clear Sealer:** This acts as a protective layer to seal the surface 1-2mil DFT.
- b. **Amercoat 240 Primer:** Serves as a base coat to enhance adhesion and corrosion resistance 4-6mil DFT. (Gray color)
- c. **PSX 700T2101 RAL1013 (Oyster):** This is the finishing coat, providing the desired color and additional protection 7mil DFT.

**Roof Coating/Paint**

1. Prepare **all roofs** (operator's cab, machinery house, engine room, boom station, and drive room) to SSPC-SP11 or 12 in severely corroded areas with a standard to SSPC-SP2 & SP3 minimum. Finish paint by brush or roller with a Carboline paint system as follows:
  - a. Prime coat of Carbozinc 11 primer 3 mils DFT
  - b. Intermediate coat of Carboguard 890 epoxy 6-8 mils DFT
  - c. Finish coat of 133HB polyurethane. The color is to match RAL 1013 Oyster white. 3-5 mils DFT

**B. Galvanized steel painting**

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All galvanized surfaces and components of each crane will be included for painting unless otherwise noted herein.

**Preparation & Painting**

Remove all loose scale, rust and loose galvanized coating by mechanical means (needle gun, chipping hammer, power wire wheel) to SSPC-SP2 & SP3.

Painting Contractor's containment system will be sufficient to reclaim all removed blasting debris for offsite disposal.

For smaller components (e.g. walkway bar grating), spray painting can be allowed provided there is a containment area established, for the removal and spraying of the component, which controls the spray residue. The contractor will contact JAXPORT to discuss the means and methods for spraying options prior to receiving approval.

Clean all surfaces to be painted with *Chlor-Rid* Salt remover or approved equivalent in accordance with the manufacturer's instructions.

Apply paint system by brush or roller in accordance with the manufacturer's instructions:

Sherwin Williams **Corothane® I Mio-Aluminum**

1<sup>st</sup> coat Corothane I Aluminum @ 3.0 mils (75 microns) dft

2<sup>nd</sup> coat Corothane I Aluminum @ 3.0 mils (75 microns) dft

**II. Crane roll back and components/parts replacement**

**A. STS Crane Roll Back (refer to provided drawings):**

The Contractor will be responsible to provide all necessary materials for the roll back. The Contractor will be responsible to provide all necessary equipment for the roll back.

See provided sketch showing roll back area location. Final location is subject to change and will be identified prior to the start of the project.

JAXPORT and the winning contractor will hold a special safety meeting to discuss hurricane planning and mitigation.

**B. Complete Trolley Rail Replacement (refer to provided drawings):**



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All trolley Rail, rail pad, and rail clips/base and bolts will be provided/supplied by JAXPORT. Not supplied by JAXPORT, all thermite welding kits, welding supplies, and or rail bed build up material. However, JAXPORT does not anticipate the rail bed requiring build-up.

Material list provided by JAXPORT:

- New JIS37A U71Mn grade rail, consist of 20 pieces (EACH CRANE) @ 10 meters long each with blank ends, 29.76 metric tons. Includes welding procedure for thermite welding.
- Gantrex MK9.1- F 120 Series Double-Crown RailLok™ rail pad made from maximized-width galvanized steel reinforced synthetic rubber with enhanced top and bottom edge seals for prevention of ingress of dirt and water. For use under JIS37A rail. Pad is 9/32" (7 mm) thick, prior to compression, 200 meters (EACH CRANE).
- Gantrex WeldLok™ 24Z adjustable crane rail clip galvanized ductile iron upper component w/bonded rubber nose, includes welding procedure for base. Includes grade 5 hex head cap screw galvanized assembly. For use with JIS37A rail on Gantrex pad and will fit 9120/12/40 clip assembly, count 728 (EACH CRANE).

The Contractor will be responsible to provide all necessary equipment for the complete trolley rail replacement and installation.

Once the old trolley rail, pad and clips are removed, it is the contractor's responsibility to build up the rail to the appropriate specifications at the landside and waterside off the boom hinge. It is also the contractor's responsibility to dispose of the old trolley rail, pad, and clips.

**C. Complete festoon and railway bracket replacement**

The new festoon system will be provided by JAXPORT. Material list provided by JAXPORT:

Saddles, rollers, tag lines, shock bungees, and cables complete.

1/4C AWG – 138meters (x3 runs) = 1358', 4/6C AWG – 138meters (x1 run) = 453', 12/30C

AWG – 138meters (x2 runs) = 906', F-EDH1A1J-12-G6-012-M2 12 Fiber Loose Tube MM

Armored (x2 runs) = 906' for (EACH CRANE).

The Contractor will be responsible to provide all necessary equipment for the complete festoon installation, to include, but not limited to, terminate wiring on conductors and fiber to make crane fully functional from the operator's cab, and ground station. Once the old festoon is removed, JAXPORT would like to keep the best saddle(x1) for each crane to be stored in the machinery house. It will be the contractor's responsibility to dispose of the old festoon and its associated parts.

The contractor is responsible for the removal and disposal of the existing festoon railway brackets and must supply and install new Jaxport-approved railway brackets (suggesting a standard i-beam or "C" channel replacement). All work must comply with relevant safety regulations and Jaxport's standards.

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**A. Apex boom sheave replacement (Owners Option)**

1. Secure the boom cables properly to prevent damage during the replacement process.
2. Follow the correct procedures for removing the boom sheave pin and sheave. Be cautious to not cause any damage to the pin and related hardware.
3. Inspect the sheave pin to confirm it meets the manufacturer's guidelines. Make necessary repairs if any issues are identified.
4. Implement corrosion control measures while the sheaves are removed.
5. Paint as part of the maintenance process.
6. Replace the old sheaves with new ones provided by Jaxport.
7. Ensure all components are restored to their original operation.
8. Test the boom operation to guarantee there is no sheave play or errors in the installation process.

**B. Trim, list, and Skew (TLS) x4 removal, rebuild, re-install (Owners Option)**

1. Secure the hoist cables properly to prevent any damage.
2. Secure all hydraulic lines to avoid accidental spills.
3. Properly remove the snag load detection system.
4. Remove each cylinder carefully to prevent any damages.
5. Thoroughly inspect and rebuild each cylinder to the original manufacturer's specifications.
6. Replace any deteriorated or broken hydraulic lines, hardware, or related parts.
7. Place the cylinders back on the crane, ensuring all connections are correct.
8. Return cables to their normal operating position.
9. Test the TLS system to ensure proper installation.