



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3883

ADDENDUM NO. 1

ITB 19-010 Apparatus Bay Door Replacement

This addendum is issued as supplemental information to the bid package for clarification of certain matters of both a general and a technical nature. The referenced Invitation to Bid (ITB) package is hereby amended in accordance with the following items:

1) Attachments:

- a. Sign-in sheet*
- b. Meeting minutes*
- c. Current aerial depicting limit of work and laydown areas*

All Bidders shall acknowledge receipt and acceptance of this Addendum No. 1 with Attachment by submitting the addendum with their proposal. Proposals submitted without acknowledgement or without this Addendum may be considered non-responsive.

Signature

Name of Business



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***ITB 19-010 - Replacement of Bay Doors - Truman Annex Fire
Station - NAS Key West***
Meeting Minutes
April 16, 2019

Location: KWCH Job Site Teleconference

Subject of Meeting: Pre-Bidders Meeting

Status of Minutes: Draft Final

Attendees	Company
Kreed Howell	CKW
Johnny Yongue	CKW
Christian Brisson	Pedro Falcon

*By Telephone

Distribution of Notes other than attendees: Steve McAlearney, Engineering Director
Greg Veliz, Assistant City Manager
Jim Scholl, City Manager

A mandatory Pre-Bidders meeting for the Replacement of Bay Doors at the Truman Annex Fire Station was held at 10:00 AM on Tuesday, April 16, 2019 in the City Manager's Conference Room Key West City Hall.

The outline for these minutes was the original agenda used for the meeting. Discussion items from the meeting are italicized and identified in *red*.

These minutes will be incorporated along with various attachments and additional discussion items in Addendum No. 1



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ITB 19-010 - Replacement of Bay Doors - Truman Annex Fire Station - NAS Key West

▪ **Project Overview**

- The intent of this project is to remove and replace the existing apparatus bay doors at the Truman Annex Fire Station, Building 507, Naval Air Station, Key West, Florida. The basic scope of work are as follows:
 - Remove two (2) existing overhead coiling steel doors, operating motors and associated controls. Dispose of all materials removed off Government property.
 - Provide and install new overhead coiling steel apparatus bay doors, complete with motor operators and controls, electric eye and automatic reverse device.
 - New doors shall include manual means to open doors in case of power failure.
 - New doors shall include radio operated open/close devices that can be operated from a vehicle.
 - New doors shall meet local wind load requirements. Complete assembly shall meet or exceed requirements of ASCE 7.
 - Factory finish coating on doors shall be appropriate for waterfront environment.
 - *Staff re-iterated the importance of the Contractors responsibility to obtain all relevant information needed for precise estimation and the City is NOT responsible for verifying quantities.*
- **Time of Completion**
 - The time of completion of the work to be performed under this Contract is the essence of the Contract. Delays and extensions of time may be allowed in accordance with the provisions stated in the General Conditions.
 - The project shall be completed in 75 calendar days from the date of Notice to Proceed.
 - *Staff explained the Navy's force protection protocol relative to base access, e.g., complete base lock-down.*
- **Work Days – Hours**
 - *All work shall be accomplished between the hours of 7:30 a.m. and 4:30 p.m., Monday through Friday (excluding Federal Holidays) unless other times are specifically pre-arranged with the Contracting Officer's representative*
- **Critical Dates and Times**
 - *Bid advertisement / issue date – April 1, 2019*
 - *Mandatory Pre-Bid – April 16, 2019*
 - *Final Date for Inquiries – May 2, 2019*
 - *Final RFI Response Date – May 9, 2019*
 - *Bid Opening – 3:00 p.m. May 15, 2019*
 - *Estimated Commission Award – June 6, 2019*
 - *Estimated Issuance of Notice of Award – June 11, 2019*
 - *Estimated issuance of Notice to Proceed – June 26, 2019*



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- **Contractor Responsibilities:**
 - Contractor is responsible for any and all permits associated with this project.
 - *Staff corrected the above statement and explained that a CKW Building Permit will not be required.*
 - Contractor shall verify elevations and location of existing facilities shown on drawings prior to start of construction.
 - *Staff again expressed how important the above referenced item is.*
 - Site Security – Fencing – Parking – Laydown area
 - *See attached aerial for notated laydown and parking locations*
 - Limit of Work
 - *See attached*
 - Contractor should expect delays when accessing restricted areas. All areas are within NASKW and within the controlled perimeter.
 - *See previous comments*
 - Contractor is responsible for providing all materials, equipment, and labor necessary to complete the scope of work

- **Security Requirements:**
 - All individuals working at the Naval Air Station Complex and associated Annexes shall obtain an individual Identification Card issued by the Naval Air Station Pass and ID Office. Each individual shall present two original forms of identification: photo ID, such as State Driver's License, or Pass Port; and Original Social Security Card. The firm shall provide Employment Eligibility Verification in accordance with Homeland Security requirements. Pass and ID Forms and additional instructions will be issued to the Contractor upon award of the Contract.
 - Identification Badge and Installation Access: All contractors, suppliers and vendors must have a Defense Biometric Identification System (DBIDS) credential for base access. Obtain access to the installation by participating in the DBIDS. Costs for obtaining passes through the DBIDS are the responsibility of the Contractor. One-day passes, issued through the Base Pass and Identification Office will be furnished without charge. Furnish a completed EMPLOYMENT ELIGIBILITY VERIFICATION (DHS FORM I-9) form for all personnel requesting badges.
 - *Staff informed Bidders that it will be the responsibility of the awarded Contractor to make sure their staff could meet the requirements mentioned above.*

- **Attachments:**
 - Project Location and Limit of Work

Apparatus Door Replacement

Legend

Parking

Dumpster

Laydown Area



