



THE CITY OF KEY WEST

1300 White Street
Key West, FL 33040

**ADDENDUM NO. 1 – DESIGN-BUILD KEY WEST TRANSIT
FUEL ISLAND CANOPY
ITB 18-013**

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 bid package is hereby addended in accordance with the following items:

- Pre-bid meeting Minutes
- Answers to ITB questions
- Sign-in sheet

All Bidders shall acknowledge receipt and acceptance of this Addendum No. 1 by submitting the addendum with their proposal. This Addendum does not alter the bid-opening date of February 14th, 2018 at 3:30pm. Proposals submitted without acknowledgement or without this Addendum may be considered non-responsive.

Signature

Name of Business



**Design-Build Key West Transit Fuel Island Canopy
Non-mandatory Pre-Bid Meeting Minutes
January 23rd, 2018, 11:00 a.m.**

1. Attendees

City of Key West: Steve McAlearney, Senior Project Manager
Jim Bouquet, Engineering Director
Rod Delostrinos, Transportation Director
Carolyn Haia, Transit Grants and Projects Manager

Potential Bidders: Robert Blanchard, D. L. Porter Constructors, Inc.

2. Pre-Bid Agenda/Presentation

A. *Introductions:*

a. Attendee Introductions

B. *Request for Proposal critical milestones:*

a. Deadline for Inquiries: February 2, 2018
b. Final Addenda Issued: February 9, 2018
c. Bids Due By: 3:30 p.m., February 14, 2018

C. *Project Scope and Description:*

a. Location of Project Site:
i. 5701 College Road, Stock Island, FL

b. Bidder/Contractors Requirements:
i. Review Scope of Work.
ii. Bidder responsible for all permitting and code compliance.
iii. Bidder to provide Owner, within 30 days of Notice to Proceed, a review set of design drawings prepared, stamped and signed by a Florida-licensed Professional Engineer.
iv. Federal Grant Dollars: please ensure completion/acknowledgement of ALL required forms noted in bid documents.
v. Bidder must maintain access to fuel busses and other vehicles.
vi. Design must provide access for periodic maintenance and inspection of AST.

c. Hours of Operation:
i. Noise Ordinance, Monday through Friday 8 a.m –7 p.m., Saturday 9 a.m.– 4 p.m.

D. *Instruction to Bidders / Proposal*

a. Type and Preparation of Proposals:
i. The cost for the work is to be submitted on a Lump Sum basis.
ii. Bidder shall complete and submit required forms

b. Submission of Bids:
i. ALL Bids shall be made on the Bid form provided and contain (1) Original bid package & (2) Flash Drives containing a single PDF file of the entire bid package.

E. *Insurance and Bonds*

a. Performance and Payment Bonds
i. The successful Bidder shall file with the City, at the time of delivery of the signed Contract, a Performance and Payment Bond found on the form provided in the ITB documents and CKW Business License Tax Receipt.

F. Time of Completion

a. Target City Commission award March 6, 2018 with work complete September 30, 2018.

3. Answers to ITB Questions

There were no Bidder questions.

4. Tour of Project Site

Meeting concluded 11:30.

