



THE CITY OF KEY WEST

1300 White St.
Key West, FL 33040

ADDENDUM #1

Project: TS44061801

KEY WEST PARK-N-RIDE ELEVATOR REPLACEMENT

Invitation to Bid: ITB 18-019

August 27, 2018

This Addendum is issued as supplemental information to the bid package for clarification of certain matters of both general and technical nature. The referenced bid package is amended as follows:

1. The Bids Due Date and Time are not changed by this Addendum#1.
2. Attached are minutes (2 pages) from the pre-bid meeting.
3. Attached is the sign-in sheet (1 page) listing confirmed attendees of the non-mandatory pre-bid site visit.

All Bidders shall acknowledge receipt and acceptance of this Addendum No. 1 by acknowledging Addendum No. 1 in the space provided for this purpose on their proposal. Bids submitted without acknowledgement may be considered non-responsive.



City of Key West

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

Park-n-Ride Elevator Replacement ITB 18-019

Pre-Bid Meeting Minutes

Tuesday, August 14, 2018 10:00 AM

1. Sign-in sheet attached.

2. Project Scope Overview

- Single hydraulic jack elevator car replacement.
- Controls modernization.
- Electrical.
- Pit sump pump to be replaced as part of base bid scope. Connect to existing plumbing for outflow.
- Hydraulic cylinder condition assessment/rebuild (included in base bid).
- If it is determined the cylinder should be replaced a change order will be required and funding will be by the allowance designated for that purpose.
- Contingency allowance is included for jack replacement and/or additional electrical work as required.

3. Project Schedule

- Bid Opening Date – Wednesday, August 29th at 3:00 PM
- City Commission Award Construction Contract – September 2018
- Construction Contract Notice to Proceed Issuance – early October 2018
- Construction Contract Completion – early April, 2019
- No work 10/20/2018 through 10/28/2018 Fantasy Fest
- No work 11/22/2018 through 11/25/2018 Thanksgiving
- No work 12/22/2018 through 1/1/2019 Christmas/New Years.

4. Bid Preparation Consideration Topics

- Bid Preparation requires submitting Bid Proposals per the Invitation to Bid and Instructions to Bidder stipulations – reference pages 5 through 13.
- Cone of Silence.
- Bid Preparation Questions must be submitted only in writing and no later than August 22, 2018. Answers to written questions provided by published Addendum.
- Bid Type – Lump sum price bid with alternates.
- Contract Award basis on the lowest total base bid.
- Performance and Payment Bonds are a Contract Requirement.
- Notice to Proceed issuance after City Commission approval to award begins contract clock.

5. Project General Considerations

- All permitting costs shall be directly-reimbursable from the included permit allowance as specified on the Bid Form. Permitting fees are not to be included in the lump sum bid for "Remove and Replace Existing Elevator."
- Davis-Bacon wage-controlled project, certified payroll required submitted to Carolyn Haia, Key West Transportation Dept.
- Submittals, long-lead items. City will expedite review where possible.
- Electrical work: a licensed electrician is to be on-site at all times while electrical work is taking place, energized or not.
- Lock-out, tag-out plan shall be a required submittal.

Key to the Caribbean – average yearly temperature 77 ° Fahrenheit.



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- Project laydown area will be provided.
- Parking will be provided for workers.
- Establishment and maintenance of a secure perimeter and public safety are fully the Contractor's responsibility. Compliance with OSHA regulations is to be considered a minimum requirement.
- Park-n-ride regular operations must not be hindered. Any shutdowns must be scheduled and coordinated in advance. Consider one week a minimum requirement for advance notice.
- Weekly project meeting during actual construction period. Biweekly otherwise.
- The new elevator car is not specified to include a window as the existing car does.
- The elevator breaker is to be replaced in the first floor main electrical panel. No other electrical work is included in the base bid for this room.
- Cat6 wiring and provision for addition of a future security camera is to be included in the base bid per Scope of Work statement page 94 of Bid Documents.

