

ADDENDUM 1
TO REQUEST FOR PROPOSAL
STEP 1- QUALIFICATIONS SUBMITTAL FOR
NORTH CARGO BERTH 5 & 6
PUR-RFP-11-12/CN 11-004
FOR
CANAVERAL PORT AUTHORITY
October 12, 2011

This addendum is issued as part of the Bidding Documents for the above described project. The changes incorporated in this addendum shall be considered as a part of the documents and shall supersede, amend, add to, clarify, or subtract from those conditions shown in the original documents. The bidder shall take care to coordinate modifications herein with all trades and disciplines related to the work. The Bidder shall acknowledge receipt of this addendum on the Bid Form by addendum number and date. Failure to do so may subject Bidder to disqualification.

SENT VIA U-SEND-IT – 6 PAGES TOTAL (including attachments)

_____(NAME OF YOUR COMPANY)

NOTE:

PLEASE SIGN _____ AND **RETURN THIS FIRST SHEET ONLY** VIA
E-MAIL OR FAX to KAREN PAPPAS. KPAPPAS@PORTCANAVERAL.COM or (321) 783-3522 Fax

THIS VERIFIES THAT YOU HAVE RECEIVED THE ADDENDUM.

GENERAL

1. THE PROPOSAL SUBMISSION DATE REMAINS MONDAY, OCTOBER 24, 2011 at 2:00 PM (EDT).

SPECIFICATIONS

1. INSTRUCTIONS TO PROPOSERS - IP-3: 2.02, Scope of Work, B: Change budget amount to \$25,000,000.
2. See attached revised PROPSAL TENDER FORM, PT-1 and PT-2 with corrected budget amount.

DRAWINGS

1. There are no drawing changes at this time.

QUESTIONS AND RESPONSES:

1. **CIF-001:** Per Section 3.01.A.1, proposals will provide proof of adequate bonding capacity. Tab 7 must include a list of current and pending contracts and a description of how firms will meet current contract obligations and also this contract. Does this constitute "proof of adequate bonding capacity" or should we also include a letter of bondability or other statement from our surety?

RESPONSE: Tab 7 is the current workload the firm currently has under contract or is expected to have under contract and how the firm's resources (supervision, manpower equipment) will be affected if they are awarded another project. Bonding capacity will only show the firm's financial assurance that they can perform the project.

2. **CIF-002:** Please clarify what is meant by "OSHA Recordable safety violations or incidents recorded and non-recorded." Our assumption is that we should provide Recordable Incident Rates and any OSHA Citations?

RESPONSE: Tab 14 is the firm's statement and commitment to safety. If you have any safety violation issued by OSHA or any other Safety Certified firm then this must be stated. OSHA 300 logs are also an acceptable form to identify any safety incidents.

3. **CIF-003:** Please confirm that the project will be fully designed by the Port's design consultant and that this project is not a design-build contract, or further clarify the extent of design and/or permitting, that is required. It appears that the Proposer will only need its own design consultant for the development of value engineering innovations. Is this correct?

RESPONSE: The project will be fully designed by the Port's design consultant which will be completed in time when the Step 2 Package is issued. As this project will not require tie back anchoring and test piles will already be driven and calculations performed, a Specialty Design Engineer will only be required for the development of the value engineering innovations.

4. **CIF-004:** The given max points for each of the 22 tabs is helpful, but will the Port Authority please consider providing a descriptive model for scoring to assist contractors in preparing responsive proposals, particularly detailing what attributes the Port will consider to be of higher value in Tab 4 and Tab 9?

RESPONSE: As stated in the instruction, there is no modeling for the determination of points awarded to each section and the scoring is subjective by each evaluator. The selection committee will be no less than 3 and no more than 5 reviewers comprised of technical and non-technical members. The purpose of this Step 1 proposal is to determine the most qualified firm to complete this project and the Tabs identify what information the selection committee wants to see and the points determine how important the information

is under each tab.

5. **CIF-005:** It appears that Tab 10 was inadvertently omitted from the list of tabbed sections in the Step 1 list of tabs. Please confirm whether this is correct.

RESPONSE: You are correct. Tab 10 was pulled/ omitted as the information requested was not applicable to this project..

6. **CIF-006:** Assuming that this project is not a design-build project, should Tab 9 Resumes continue to include a Licensed Staff Engineer? If yes, what will be significance of the information that the contractor would list for the Licensed Staff Engineer to the scoring of Tab 9?

RESPONSE: See response to CIF-003 above.

7. **CIF-007:** Assuming that this project is not a design-build project, does Tab 6 Consultants become an unnecessary Tab? If Tab 6 is to remain as it currently reads, please clarify if the term "consultant" is referring to a professionally licensed firm or individual, and please provide further details as to the List of Services that the Port contemplates might be performed by such consultants.

RESPONSE: Consultants not only include a licensed Specialty Design Engineer, if not in house but testing services for density, pile driving and concrete testing. Some firms may use consultants for scheduling and document control.

8. **CIF-008:** Qualification Data – Is the ten million dollars an aggregate of projects, or are individual projects of ten million each required?

RESPONSE: The \$10,000,000 in port marine construction is based on individual projects under Tab 4. The \$5,000,000 in Tab 5 is also for individual projects.

9. **CIF-009:** Will the contractor be responsible for the design of the new structures and utilities & signed and sealed construction drawings? Will the engineer (Halcrow) provide additional design criteria such as loading assumptions, factors of safety and utility demands?

RESPONSE: See response to CIF-003 above.

10. **CIF-010:** Under Tab 3 the RFP asks for a list of relevant projects within the last 10 years while the GSA Form, question 3.5, requires a list of projects completed in the past 5 years. Please clarify whether 2 separate project lists are required.

RESPONSE: It is up to the proposing firm to determine what information they want to provide which gives them the best chance to show that their qualifications will get them selected.

11. **CIF-011:** The GSA Form A305-1986 to be submitted under Tab 3 requires several attachments including a list of contracts in progress, completed projects and an audited financial statement. The RFP has a maximum page limit of 100 pages. Our financial statement is 21 pages long. We respectfully request that the GSA form attachments be excluded from the page count.

RESPONSE: Due to the expected submission of RFP's for the selection committee to review, we will allow the number of pages to be increased by 20 for a maximum page count of 120 pages.

12. **CIF-012:** In reviewing the requirements of Tab 3 – GSA Standard Forms, which requires the completion of AIA Document 305, we are concerned that providing the additional documents required in Sections 3.4, 3.5 and 5.1 will not allow us to adequately address the remaining tabs without exceeding the 100 page limit. Our audited financials alone are 34 pages. Is it possible to exclude all attachments to this section from the page count? Additionally, some of the information requested to be attached is almost a duplication of other tab requirements. In the requirements of this Tab, you have referenced going back 10 years, however, the AIA Document 305 references going back 5 years. Please also clarify this discrepancy.

RESPONSE: See response to CIF-011 above. The AIA Document 305 may require only 5 years but the Port under Tab 4 requires proof of 10 years experience.

13. **CIF-013:** In reference to tabs 4 & 5, can the qualifications include experience from affiliated companies?.

RESPONSE: Qualifications under all tabs must come from the company who will be under direct contract with the Port.

END OF ADDENDUM #1
Issued via USendIt
by
authority of the Canaveral Port Authority

PROPOSAL TENDER FORM

THIS VERSION OF THE PROPOSAL TENDER FORM SHALL BE COMPLETED AND SUBMITTED WITH THE STEP 1.

PROPOSAL/TENDER FORM

Submitted: _____
(Date)

Canaveral Port Authority
445 Challenger Road, Suite 301
Cape Canaveral, FL 32920

The undersigned, as Proposer, hereby declares that the only persons interested in this proposal as principal are named herein and that no person other than herein mentioned has any interest in this proposal or in the contract to be entered into; that this proposal is made without connection with any other person, firm or parties making a proposal; and that it is, in all respects, made fairly and in good faith without collusion or fraud.

The Proposer further declares that he has examined the site of the work or is comfortable with the work conditions and informed himself fully of all conditions pertaining to the place where the work is to be done; that he has examined this agreement and all addenda thereto furnished before the opening of the proposal, as acknowledged below; and that he has satisfied himself about the work to be performed and that he has submitted the required Proposal Guarantee and all other required information with the proposal.

The Proposer agrees that during Step 2 (Price, Schedule and Technical Package), if the Proposer has been Short-listed in Step 1, to contract with the Canaveral Port Authority, a political subdivision of the State of Florida, to furnish all necessary labor, materials, equipment, machinery, tools, apparatus, shop drawings, and incidentals necessary to fabricate, and install the NORTH CARGO BERTHS 5 & 6, located at the West Turning Basin, Port Canaveral, Florida. to the best of the Proposer's abilities within the time limits specified and the \$25,000,000 (US dollar) budget available the "work" described by the agreement.

NOTE: Bid and Performance and Payment Guarantees are only required in Step 2, by those contractors who are short listed.

The Proposer also agrees, for Step 2, to furnish the required Performance and Payment Guarantee for not less than the total proposal price, and to furnish the required Certificate(s) of Insurance. The undersigned further agrees that the bid guarantee accompanying the bid shall be forfeited if he fails to execute said contract, or fails to furnish the required Performance and Payment Guarantee within 15 calendar days after being notified of the award of the Contract, or fails to furnish required insurance certificates within 15 days of being notified on intent of award.

NORTH CARGO BERTH 5 & 6
PUR-RFP-11-12/CN 11-004

In the event of arithmetic errors, the Proposer agrees that these errors are errors which may be corrected by the Owner.

The Proposer certifies that no principals or corporate officers of the firm were principals or corporate officers in another firm at the time such other firm was suspended within the last two years from doing business with the Owner; except as stated below:

Name of Company/Corporation: _____

Principal: _____

Date of this Agreement: _____

END OF SECTION