



## AGENDA

**Pre-Bid Conference  
for  
Airport Road Improvements  
at  
Boca Raton Airport**

**Task 47**

**PROJECT FUNDED BY:**  
Florida Department of Transportation  
and  
Boca Raton Airport Authority

**Wednesday, November 4, 2020  
2:00 PM  
Boca Raton Airport**

1. **OWNER OF PROJECT**  
**Boca Raton Airport Authority (BRAA)**  
Clara Bennett                      Executive Director  
Scott Kohut                         Deputy Director  
Travis Bryan                        Operations Director
  
2. **AIRPORT'S GENERAL CONSULTANT**  
**Ricondo & Associates, Inc.**  
Pete Ricondo ([pricondo@ricondo.com](mailto:pricondo@ricondo.com))  
Bryce A. Wagner ([bwagner@ricondo.com](mailto:bwagner@ricondo.com))
  
3. **DESIGN TEAM**  
**American Infrastructure Development, Inc.**  
Elton Smith ([esmith@aidinc.us](mailto:esmith@aidinc.us))  
Mark Jansen ([mjansen@aidinc.us](mailto:mjansen@aidinc.us))  
  
**Hiller's Electrical Engineering, Inc.**  
Amy Champagne ([achampagne@hillersee.com](mailto:achampagne@hillersee.com))  
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**Hauber, Fowler and Associates, LLC**  
Sharon Hauber ([sharon@hauberfowler.com](mailto:sharon@hauberfowler.com))
  
4. **DBE COMPLIANCE OFFICER**  
**Dickey Consulting Services, Inc.**  
Sheryl Dickey ([sdickey@dickeyinc.com](mailto:sdickey@dickeyinc.com))

5. **BID SUBMITTAL DATE**      **Wednesday, November 25, 2020; 2:00 pm, Local Time**  
 Boca Raton Airport (BCT)  
 903 NW 35<sup>th</sup> Street  
 Boca Raton, Florida 33431  
 Attn: Travis Bryan, Operations Director  
 Phone: (561) 391-2202 x209

Bid proposals must be submitted on the forms provided by BRAA and accompanied by a bid security in the form of a certified check, cashier's check, money order or a bid bond, submitted on the form provided, in favor of BRAA in the amount of not less than five percent (5%) of the bid price. Bidders are required to submit three (3) sealed copies of their Bid with all required documentation, complete.

6. **BID DOCUMENTS**

- Contract Manual w/Bid Form, Drawings, Technical Specifications, and Addenda
- FDOT Bridge and Roadway Standards (Technical Spec. Section P 100)

Access by contacting Boca Raton Airport. Contact Person: Travis Bryan, Operations Mngr.  
 Phone: (561) 391-2202; e-mail- [travis@bocaairport.com](mailto:travis@bocaairport.com)

7. **PROJECT FUNDING AND PAYMENT APPLICATION PROCESS**

The project is funded through various Florida Department of Transportation grants. The low responsive and responsible bidder will assist the Airport Authority in the development of the payment application AIA sheet(s) for facilitating monthly payments through the available grants during the construction phase.

8. **PROJECT BID FORM, MOBILIZATION, AND ALLOWANCE ACCOUNT (W-103)**

Bid Form 4.1 – 4.10

BASE BID: Schedules A, B, C, D; Additive Alternate I, Additive Alternate II

Basis for Award will be low responsive bidder for the Base Bid (Schedules A thru D)

Bid Alternates will be awarded at the discretion of the Airport Authority per the contract manual.

Mobilization (Schedule A; C105-1) is limited by technical specification to 10% of total project bid calculated and submitted by the bidder for Schedules A, B, C, and D of the Bid Form.

General Building Allowance Account (W-103; \$100,000)

The General Building Allowance Account (above) is an allowance (ALL) to be used at the sole discretion of the Boca Raton Airport Authority for unforeseen costs directly related to the project, per the provisions of the contract for changes.

9. **SAFETY AND SECURITY**

Maintenance of Traffic (MOT)

Safety Plan

Job Site Security

10. **CONTRACT TERM AND COMPLETION SCHEDULE**

Administrative Activities Period (NTP)	45	Calendar Days
Notice to Proceed (NTP – Construction Period)	270	Calendar Days
<u>Substantial to Final Completion (close-out)</u>	<u>30</u>	<u>Calendar Days</u>
Total (Calendar Days)	345	Calendar Days

Work Hours (daytime): 8:00 AM – 4:30 PM, Monday - Friday

Night Work: 10:00 PM – 6:00 AM Sunday night through Friday morning

#### 45-Day Administrative Period Principle Requirements

- AIA Development (Payment Application)
- Project Permitting (City of Boca Raton)
- Quality Control Plan
- Safety Plan
- CPM Schedule w/Milestones (FPL-ATT notices; traffic phasing; closures)
- Submittals for Long Lead Items

#### 11. DBE PARTICIPATION REQUIREMENTS

- 14.59% DBE Goal

#### 12. PERMIT FEES

Low responsive and responsible bidder will coordinate with the Boca Raton Airport Authority for the completion and submittal of Permit Application(s) to City of Boca Raton (Building Department) for project permits. Permit fees issued by the City of Boca Raton will be paid for by the Airport Authority. Low responsive and responsible bidder will pull all permits and schedule inspections as required by the City of Boca Raton.

Low responsive and responsible bidder will submit and provide all payments for "Notice of Intent" to Florida Department of Environmental Protection (FDPE) for ALL Permits and Licenses required for the (SWPPP).

#### 13. CLARIFICATIONS/REQUESTS FOR INFORMATION

All questions pertaining to design and construction must be in writing. E-mail all questions to: Travis Bryan, Operations Director; [travis@bocaairport.com](mailto:travis@bocaairport.com).

**Last date to submit questions is Tuesday, November 17, 2020, 2:00 PM EST.**

#### 14. PROJECT SCOPE

Electrical site work (Jim Kappes; Hillers Electrical Engineering, Inc. - HEE)

- Florida Power & Light (FPL) Demolition (power pole to duct bank)
- FPL Easement Development (License Agreements)
- FPL Notice of Completion; FPL Provided Materials; Lead Time and Scheduling (critical path)
- Temporary Power Coordination (Low Responsive Bidder-Airport)
- Existing Utility "Locates"
- FPL Street Lighting
- Non-work hours

Civil site work (Elton Smith; American Infrastructure Development, Inc. - AID)

- Roadway Widening Limit; Overall Project Limit; Stationing
- Staging Area
- Maintenance of Traffic Phasing Plan
- Clearing and Grubbing (misc. trees)
- Existing Utility "Locates" (Existing Gas Line)

Hardscape and Landscape site work (Hauber, Fowler and Assoc., LLC - HFA)

- Driveway Entrance Features
- Airport Monument Signs
- Landscape and Irrigation
- Existing Utilities "Locates" and Tree Planting
- Bid Alternate I

#### 15. BIDDER QUESTIONS AND ANSWERS