

**ADDENDUM NO. 1**  
**TO THE CONSTRUCTION DOCUMENTS**  
**FOR THE**  
**SECURITY SYTEM ENHANCEMENTS PROJECT**  
**BOCA RATON AIRPORT**  
**BOCA RATON, FLORIDA**

**Project funded by:**

**FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT)**

**MARCH 15, 2022**

**PAGE 1 of 1**

**TO: ALL HOLDERS OF CONTRACT DOCUMENTS**

- a. Your attention is directed to the following interpretations of, changes in, and additions to the Contract Specifications and Plans for the above named project at Boca Raton Airport, Boca Raton, Florida.
- b. This Addendum is part of the Contract Documents and Plans, and the bidders are required to acknowledge receipt of this Addendum in the space provided below.

This addendum includes the following (see attachments):

- 1. **PRE-BID MEETING MINUTES**  
The Pre-Bid Conference Meeting Minutes, Sign in Sheet (attendees)
- 2. **CONTRACTOR RFI'S**  
RFI's 1 thru 3 (Responses to Bidders Questions)

NOTE: **Sign and Return Addendum #1 Cover with Bids**

Acknowledged: \_\_\_\_\_ signature of Bidder

Name of Bidder: \_\_\_\_\_ Date: \_\_\_\_\_

**END OF ADDENDUM NO. 1**



## MINUTES

### Pre-Bid Conference

### SECURITY SYSTEM ENHANCEMENTS at Boca Raton Airport

#### PROJECT FUNDED BY:

Florida Department of Transportation  
and  
Boca Raton Airport Authority

**Tuesday, March 8, 2022**

**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.**

Bryce A. Wagner, PM ([bwagner@ricondo.com](mailto:bwagner@ricondo.com))

3. **DESIGN TEAM**

**Reynolds Smith and Hill**

Jim Pangburn, PSP ([Jim.Pangburn@rsandh.com](mailto:Jim.Pangburn@rsandh.com))  
Robert Fletcher, PSP ([Robert.Fletcher@rsandh.com](mailto:Robert.Fletcher@rsandh.com))

**Quantum Electrical Engineering, Inc.**

Amy Champagne, PE ([amy.champagne@quantum-ee.com](mailto:amy.champagne@quantum-ee.com))  
Jim Kappes ([james.kappes@quantum-ee.com](mailto:james.kappes@quantum-ee.com))  
Mike Beldowicz ([michael.beldowicz@quantum-e-e.com](mailto:michael.beldowicz@quantum-e-e.com))

All introductions were made. See attached sign-in sheet.

4. **BID SUBMITTAL DATE**

**Tuesday March 29, 2022; 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 Submittal; continued)**

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.

Ricondo reviewed the bid submittal procedures, including the use of the forms provided in the contract bid documents (see above).

5. **BID DOCUMENTS** – Plans, Specifications, (and Addenda) can be obtained by contacting Boca Raton Airport.

Contact

Travis Bryan, Airport Operations Manager

Phone: (561) 391-2202 Ext. 210

e-mail- [travis@bocaairport.com](mailto:travis@bocaairport.com)

- Non-Disclosure Agreements – NDA's

Ricondo stated that the contract bid documents included plans, technical specifications, and the contract manual. Ricondo stated that non-disclosure agreement forms were available on-line for perspective bidders to execute and return to the Airport in order to receive the contract bid documents. The Airport stated all plan holders had already submitted non-disclosure agreements.

6. **CONTRACTOR BID AND AWARD PROCESS**

- EOR Bid Evaluations
- Board Approvals
- Anticipated NTP for Contract Work (Administrative period): April-May, 2022)

Ricondo reviewed the bid submittal and award process and confirmed that upon receiving and opening bids, the EOR would review all bids and confirm that all bids are responsive and responsible per the terms of the contract. A recommendation to award will be provided to the Airport by the EOR, and the award will be presented to the Boca Raton Airport Authority at the monthly board meeting.

The Airport stated that they anticipated the contract award and the initial notice-to-proceed (NTP) to be issued in April/May.

7. **DBE PARTICIPATION REQUIREMENT**

- 16.56% D/MBE Goal
- DBE Bid Document Submittals
- Good Faith Effort

Ricondo reviewed the DBE goal and the contract requirement for perspective bidders to proceed per terms of "good faith effort."

C&S Engineering (DBE-M/WBE compliance) clarified that the contract included M/WBE classifications and that the goals should be met with this understanding.

C&S Engineering (DBE-M/WBE compliance) also stated that the Florida Department for Transportation (FDOT) was the certifying authority for DBE compliance.

## 8. PERMIT FEES - NA

Ricondo stated that there were no permits required for the completion of the proposed scope of work.

## 9. PROJECT SCOPE

Security Systems and Infrastructure (Robert Fetcher, Reynolds, Smith and Hills)

- Staging area and gate access (GC-Airport coordination)
  - The Boca Raton Airport Authority assumes no responsibility for security of areas used for daily contractor employee parking and material storage.
  - Staging area is shown on Sheets ES002, Security Site Plan.
- Base Bid and five (5) additive Bid Alternates
  - Base Bid: Perimeter gate security upgrades, ACS/VMS headend (Vault) and workstation (Admin Building).
  - Bid Alt 1: New fiber from ATCT to BRAA office and Gate 22 via directional bore. Note that a new camera pole located inside the perimeter fence will require FAA review and approval via form 7460-1. **This form shall be filed by the Contractor.**
  - Bid Alt 2: Replacement of signage.
  - Bid Alt 3: ATCT security upgrades.
  - Bid Alt 4: Admin Building security upgrades.
  - Bid Alt 5: Customs Building security upgrades.

Reynolds, Smith & Hills (RS&H) reviewed the above scope of work. RS&H reviewed how the Base Bid and Bid Alternate sheets are noted to illustrate how to differentiate the Bid Alternates from the Base Bid scope of work.

Electrical Scope of Work (Jim Kappes; Quantum Electrical Engineering)

- Site (gate) lighting upgrades
- Base Bid: Airfield Electrical Vault and Perimeter Gates 1, 3, 5, 9, 11, 15, 16 and 22 electrical upgrades.
- Bid Alt 1: Perimeter Gate 23 electrical upgrades.
- Bid Alt 5: Customs Building electrical upgrades.

Quantum Electrical Engineering reviewed the above scope of work.

## 10. CONTRACT TERM AND COMPLETION SCHEDULE

NTP 1 Administrative Activities Period	30	Calendar Days
NTP 2 Material Procurement Period	90	Calendar Days
Construction Period	145	Calendar Days
<u>Substantial to Final Completion (close-out)</u>	<u>30</u>	<u>Calendar Days</u>
Total (Calendar Days are Cumulative and include holidays)	295	Calendar Days

### Work Hours (Construction)

8:00 AM – 4:30 PM, Monday through Friday

Ricondo reviewed the contract durations and stated that NTP 2 would be the beginning of the combined 90 calendar day and 145 calendar day durations for material procurement and construction. Ricondo explained that the 90 calendar day procurement period was provided for the

Ordering, payment, and delivery of materials, in particular the long lead time materials. Ricondo stated that the payment (reimbursement) for direct material costs would be processed as “furnished materials.”

**30-Day Administrative Period** (Preliminary Work Tasks – Article 3 “Contract Time”)

- Material and Equipment List
- Material and Equipment Shop Drawings, Cut Sheets
- CPM Schedule with Critical Milestones
- Schedule(s) of Values (Lump Sum Items)

Ricondo reviewed the “preliminary work tasks” identified in the contract under Article 3. Ricondo stated the 30 calendar day administrative period is provided to allow adequate time for the contractor preparation and submittal of the “material and equipment list”, shop drawings, and schedules.

Ricondo stated the schedule of values for all lump sum items of work identified in the contract bid form are required to be broken down into separate “schedule of values” with applicable and distinct pay items for each scope of work.

**90 Calendar Day Procurement Period** (material long lead times)

- Furnished Materials; Article 5 - “Method of Billing and Payment”

Ricondo reiterated that partial payments for furnished materials would be processed by the Airport per the terms of Article 5 for “furnished materials.” Ricondo stated that the 90 calendar day period for procurement would include contractor establishing an on-site storage facility at the projects designated staging area for all procured materials, and the contractor will need to store furnished materials at these facilities at the designated staging area until they are ready to be incorporated into the project scope.

**11. BID FORM (BF Pg 4.1)**

- Base Bid (basis for award)
- Additive Alternates 1 thru 5
- Lump Sum Items (schedule of values TBD by low, responsive, responsible bidder)
- Mobilization – 10% cap (base bid, alternates)
- General Allowance Account (\$100,000.00; T&M; direct reimbursement on approvals)

Ricondo reviewed the bid form provided in the contract documents. Ricondo stated that the Base Bid would be the basis for contract award to the low responsive and responsible bidder.

Ricondo stated that the bid form included additive alternates 1 thru 5, and that the additive alternates will be awarded at the Airport’s discretion, and in any combination, 1 and 2, 1, 3 and 5, 1 and 5, etc.

Ricondo reiterated that all lump sum items in the bid form will require development into applicable schedule of values for EOR review and approval.

Ricondo stated the mobilization line items were covered under technical specifications and costs for mobilization were capped at 10% of base bid and each individual additive alternate total(s).

Ricondo stated that the general allowance account was provided to process payments for unforeseen or changes in contract scope of work, and as direct reimbursements per Article 39 “Value of Changes in Work.”

**12. Performance Bonds, Payment Bonds, and Insurance Requirements**

- Performance Bond and Payment Bond – Article 4, General Conditions
- Insurance Requirements – Article 7, General Conditions

Ricondo stated bonding and insurance requirements were provided in the respective contract specifications (above).

**13. BID DOCUMENT CLARIFICATIONS/REQUESTS FOR INFORMATION**

All questions pertaining to design and construction must be in writing.

E-mail all questions to: Travis Bryan, Airport Operations Director [travis@bocairport.com](mailto:travis@bocairport.com)

Last date to submit questions is Tuesday, March 22, 2022; 2:00 PM EST.

Ricondo stated that responses to all perspective bidder questions would be provided through issuance of addenda, and that the last day for questions was Tuesday, March 22, 2022. All questions are to be provided in writing to Travis Bryan, "Airport Operations Manager."

**14. SAFETY AND SECURITY – Security badges are required to operate on the Airport Operations Area (AOA). Cost per badge is \$25 dollars per badge and shall be considered incidental to the work bid.**

The Airport reviewed the badging requirements and fees for airfield access (above).

**15. PROJECT SPECIFIC DATA**

- Directional bore schedules
- Airfield access, coordination, protection of existing structures/infrastructure (EMAS)

Ricondo reviewed the contract directional bore requirements and proximity to existing airfield utilities. Ricondo stated that contractors should be prepared to provide all existing utility locates and identify areas of risk before performing any work, including the EMAS bed on the northeast end of the Airfield.

The Airport noted proposed directional bore locations and additional existing utilities in proximity to hangars A-6 and A-8.

**16. CONTRACTOR QUESTIONS/CLARIFICATIONS – OPEN DISCUSSION**



**Addendum #1  
Security System Enhancements**

**Requests for Information (RFI's)**

1. Question: What size conduit is required for the directional bore?

Response: Refer to detail 5 on sheet ES506. Conduit size is 4" schedule 80 HDPE.

2. Question: What actual vehicle gates hardware is being replaced?

Response: The gate hardware replacement is limited to the gate roller replacement and if awarded the signage in Bid Alternate No. 2. Other work at the gates will include the addition of magnetic switches, replacement/addition of surge suppression devices and new I/O modules for the access control system, replacement of the card reader pedestals and long-range card readers, replacement/addition of new surveillance cameras, and the replacement or addition of new camera poles in certain locations as indicated on the drawings.

3. Question: Are we interfacing the 2 doors getting readers at Admin building with the fire alarm, so they automatically unlock if the fire alarm is triggered? If so, who is the current fire alarm vendor for the existing panel?

Response: Yes, door locks shall be interfaced with the fire alarm system. Refer to door detail on sheet ES503. The current fire alarm vendor is "Simplex Grinnel."

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