

ADDENDUM NO. 1
TO THE CONTRACT DOCUMENTS
(PROJECT MANUAL, TECHNICAL SPECIFICATIONS AND DESIGN DRAWINGS)
FOR THE ADMINISTRATION BUILDING IMPROVEMENTS PROJECT
BID NO. 2024-BRAA-01
BOCA RATON AIRPORT - BOCA RATON, FLORIDA

Project funded by:

FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) AND THE BRAA

March 15, 2024

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.
- c. Addendums are to be submitted along with the Bid Documents for a complete Bid.

This addendum includes the following (see attachments):

- 1. **Invitation to Bid (Revised):** the following changes have been made to the procurement schedule:

New (revised) Deadline for Requests for Clarification:

~~Tuesday, 3/19/2024~~ **Friday, 3/22/2024**, (2:00 PM, local time)

New (revised) Deadline for Submission and Bid Opening:

~~Friday, 3/29/2024~~, **Thursday, 4/4/2024**, (2:00 PM, local time)

- 2. **Pre-Bid Meeting Agenda (attached)**
- 3. **Pre-Bid Meeting Summary (attached)**

Acknowledged: _____ (Signature of Bidder)

Name of Bidder: _____ Date: _____

INVITATION TO BID

BID NO. 2024-BRAA-001

PROJECT: Administration Building Improvements

NOTICE IS HEREBY GIVEN, that Boca Raton Airport Authority (hereinafter referred to as “BRAA”), will receive sealed bids from General Contractors or other qualified contractors, at:

Boca Raton Airport Authority
903 NW 35th Street
Boca Raton, Florida 33431
Attn.: Travis Bryan, Airport Operations Manager

Until the hour of **2:00 PM**, Local Time, on ~~3/29/2024~~ **4/4/2024** and said bids will be opened and publicly read immediately thereafter in the conference room, at the above address, on the same day.

Project Description:

The project consists of improvements to the Airport Authority’s Administration Building at the Boca Raton Airport (BCT). The Boca Raton Airport Authority (BRAA) wishes to enhance its administration offices to better accommodate public meetings. The purpose of these enhancements is to expand the functionality of the building beyond administrative and management offices to include meeting space adequate for public meetings and monthly BRAA meetings thereby minimizing the need for renting space going forward and to improve the BRAA’s emergency preparedness and response. The proposed improvements include:

- Modifications to the existing Conference Room 113 to provide a new large scale opening in the existing structural masonry bearing wall between the Conference Room 113 and Break Room 112 to expand the usable area of the Conference Room into the current Break Room area in order to function as a larger Board Room for Board meetings.
- Provide new movable wall partition in the new opening to close it off as needed, and a second new movable wall partition in Break Room 112 to screen the cabinets, sink and counter during Board meetings.
- Relocation of the existing fixed video screen to the opposite side of Conference Room 113 within the existing millwork and replacing the ceiling mounted projector with a new multi-functional large screen fixed flat-screen display.
- Provide an A/V control desk millwork station to house the A/V equipment and allow for operation of the A/V broadcast during Board meetings.
- Modifications to Open Offices 128 and 129, comprising the installation of new permanent wall partitions and door to divide the space into 3 individual offices. ME/FP revisions would also be provided as needed to accommodate renovations.
- Modifications to Storage 103, Badging 103A and Storage 104 to remove walls and doors and open up this area to one large storage room to accommodate the storage previously utilized in Open Offices 128 and 129.

- Install a new shower in Toilet Room 107 for use as an emergency shower and for times when the building is being used as an emergency response facility.
- Provide Mechanical, Electrical and Fire Protection (ME/FP) revisions as needed to accommodate renovations.

Scheduled hours for performing all work:

8:00 AM to 4:30 PM, local time; Monday through Friday

The work must conform to the plans and specifications, which may be obtained digitally or examined on or after 3/4/2024 at:

Boca Raton Airport Authority
903 NW 35th Street
Boca Raton, Florida 33431
Contact Person: Travis Bryan, Airport Operations Manager
(561) 391-2202; e-mail: travis@bocaairport.com

Bidders requiring plans and specifications to be mailed must submit a Federal Express account number to the Boca Raton Airport Authority. The bill will be charged to the recipient's account.

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.

Date of Advertisement:	Sunday, 3/3/2024, (2:00 PM, local time)
Date of Pre-Bid Conference:	Tuesday, 3/12/2024, (10:00 AM, local time)
Deadline for Requests for Clarification:	Tuesday, 3/19/2024 Friday, 3/22/2024, (2:00 PM, local time)
Deadline for Submission and Bid Opening:	Friday, 3/29/2024 Thursday, 4/4/2024, (2:00 PM, local time)



AGENDA

**Pre-Bid Conference
for
Administration Building Improvements
at
Boca Raton Airport**

BID NO. 2024-BRAA-001

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

**Tuesday, March 12, 2024
10:00 AM
Boca Raton Airport**

1. OWNER

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.

3. DESIGNER/ENGINEERS

HDg Architecture
Craig Hanson, AIA, NCARB, LEED AP (chanson@hdg-arc.com)
Natalia Aguzino (naguzino@hdg-arc.com)

4. BID SUBMITTAL DATE

Friday, March 29, 2024; 2:00 pm, Local Time
Boca Raton Airport (BCT)
903 NW 35th Street
Boca Raton, Florida 33431
Attn: Travis Bryan, Operations Director
Phone: (561) 391-2202, Extension 210

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.

Administration Building Improvements
BID NO. 2024-BRAA-001
Pre-Bid Conference
March 12, 2024

5. **BID DOCUMENTS** – Plans, Specifications, and Addenda can be obtained by contacting Boca Raton Airport. Contact Person:

Travis Bryan, Operations Director
Phone: (561) 391-2202 Ext. 210
e-mail- travis@bocaairport.com

6. **BID FORM**

Allowance Account

Line Item 13 General Allowance Account \$35,000 (W 103)

7. **CONTRACT TERM AND COMPLETION SCHEDULE**

Administrative Activities Period (NTP)	60	Calendar Days
Notice to Proceed (NTP – Construction Period)	90	Calendar Days
<u>Substantial to Final Completion (close-out)</u>	<u>60</u>	<u>Calendar Days</u>
Total (Calendar Days are Cumulative)	210	Calendar Days

60-Day Administrative Period Activities

- Quality Control Plan
- Safety Plan
- CPM Schedule with Critical Milestones
- Submittals for Long Lead Items
- Procurement time for Long Lead Items

8. **CONTRACTOR BIDS AND ANTICIPATED CONTRACT AWARD**

- Anticipated NTP for Contract Work (Administrative period): soon after the May 2024 Board Meeting

9. **DBE PARTICIPATION REQUIREMENTS – C&S Companies (C&S)**

- 14.32% DBE Goal
- Good Faith Efforts

10. **SAFETY AND SECURITY**

Security badges are required to operate on the Airport Operations Area (AOA). If any staging of materials or access to the AOA is anticipated, security badges will be required. Cost per badge is \$25 dollars per badge and shall be considered incidental to the work bid.

11. **PERMIT FEES**

Contractor All permits and licenses required by federal, state or local laws, rules and regulations necessary for the prosecution of the Work undertaken by Contractor pursuant to this Contract shall be secured and paid for by Contractor. Refer to Article 11 (page CD 24 of 59) for additional information on Permits, Licenses and Impact Fees.

12. BID DOCUMENT 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

Last date to submit questions is Tuesday, March 19, 2024, 2:00 PM EST.

13. PROJECT SCOPE

The proposed improvements include:

- Modifications to the existing Conference Room 113 to provide a new large scale opening in the existing structural masonry bearing wall between the Conference Room 113 and Break Room 112 to expand the usable area of the Conference Room into the current Break Room area in order to function as a larger Board Room for Board meetings.
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- Install a new shower in Toilet Room 107 for use as emergency shower and for times when the building is being used as an emergency response facility.
- Provide Mechanical, Electrical and Fire Protection (ME/FP) revisions as needed to accommodate renovations.

14. CONTRACTOR QUESTIONS/CLARIFICATIONS

MEETING SUMMARY

Pre-Bid Meeting - Administration Building Improvements

Boca Raton Airport

BID NO. 2024-BRAA-001

Date: March 12, 2024. Time: 10:00 - 11:00 a.m.

Host: Travis Bryan, Boca Raton Airport Operations Director.

Meeting minutes

- Travis Bryan opened the meeting with Introductions. Boca Raton Airport Authority representatives present included Mr. Bryan, Mr. Robert Pratt (Operations Coordinator), and Mr. Jadon Headlam.
- Bid Submittal deadline (Friday, March 29, 2024; 2:00 pm, Local Time) was emphasized. Three (3) hard copies of the bid, accompanied by a bid bond in favor of BRAA in the amount of not less than five percent (5%) of the bid price shall be provided.
- The intended timing for award of the contract is the Authority's May 2024 Board Meeting.
- The DBE goal is set at 14.32%. Mr. Bryan emphasized the need to provide the Statement of Good Faith Efforts per the Project Manual (Instruction to Bidders and Bid Forms) if the DBE goal cannot be met.
- It is not anticipated that any aspects of the Project will be in the Air Operations Area, and as such, the need for airport badging is not anticipated. However, should airport badges be needed, their cost is \$25 per badge, and the cost should be included as an incidental cost within the bid price.
- Regarding permitting, the Boca Raton Airport Authority is a special district of the state and not subject to all of the Palm Beach County and City of Boca Raton permitting requirements. Nonetheless, there are certain approvals and fees that apply which the Contractor shall cover as incidental costs to the Project and his/her bid.
- Mr. Bryan noted that the last date to submit questions is Tuesday, March 19, 2024, 2:00 PM, local time.
- Mr. Craig Hanson was introduced as the Design Architect. Mr. Bryan then provided a general overview of the project scope (as noted in the Agenda).
- Participants were asked if there were any questions on the project and contract/project requirements. The following questions were presented and responded to:

Question 1: Who is C&S companies?

Answer 1: They are the firm that supports the Authority with its DBE Program, and will participate in the Project for the review of invoices and the accompanying DBE firm utilization reports to ensure the DBE requirement is met.

Question 2: The plans call for Hufcor partitions. Is this the only company we would consider?

Answer 2: we would consider other Movable Partition manufacturers that have a product equal to Hufcor and that meet the design and quality standards in the technical specifications.

Supplemental information to the response presented during the Pre-Bid Meeting:

Please refer Spec Section 10 22 39 "Folding Partition Panels" (excerpt included below) which lists the basis of design as Moduflex Model 410 MD by Panelfold, Inc. It also allows for "or equals" from Customfold, Emco, FolDoor or Kwik-Wall.

D. Smoke-Developed Index: 450 or less.

2. Fire Growth Contribution: Complying with acceptance criteria of local code and authorities having jurisdiction when tested according to NFPA 265 Method B Protocol or NFPA 286.

2.2 OPERABLE ACOUSTICAL PANELS

- A. Basis of Design Product and Manufacturer, **Moduflex Model 410 MD by Panelfold, Inc.**, individual panels with offset stacking as indicated on floor plans, or equal by one of the following

1. **Customfold, Inc.**
2. **Emco**
3. **FolDoor Operable Walls**
4. **Kwik-Wall**

- B. Panel Configuration: Manually operated, Omni-directional individual panels

- C. Panel Construction: As required to support panel from suspension components and with reinforcement for hardware attachment. Fabricate panels with tight hairline joints and concealed fasteners. Fabricate panels so finished in-place partition is rigid; level; plumb; aligned, with tight joints and uniform appearance; and free of bow, warp, twist, deformation, and surface and finish irregularities.

- D. Dimensions: Fabricate operable acoustical panel partitions to form an assembled system of dimensions indicated and verified by field measurements.

1. Panel Width: Standard widths.

- E. STC: Not less than 51.

- F. Panel Weight: 12 psf maximum.

- G. Panel Thickness: 4 inches thick.

- H. Panel Materials:

1. Steel Frame: 16 gauge roll formed or extruded aluminum

In the drawings there is a detail in the upper right of Sheet A706 which shows the Hufcor 600 series panels illustration. This detail was included to illustrate the folding/pivot option. Hufcor would also be acceptable if the product is available within the Project's award period.

- The Pre-bid Meeting then ended.