



# LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

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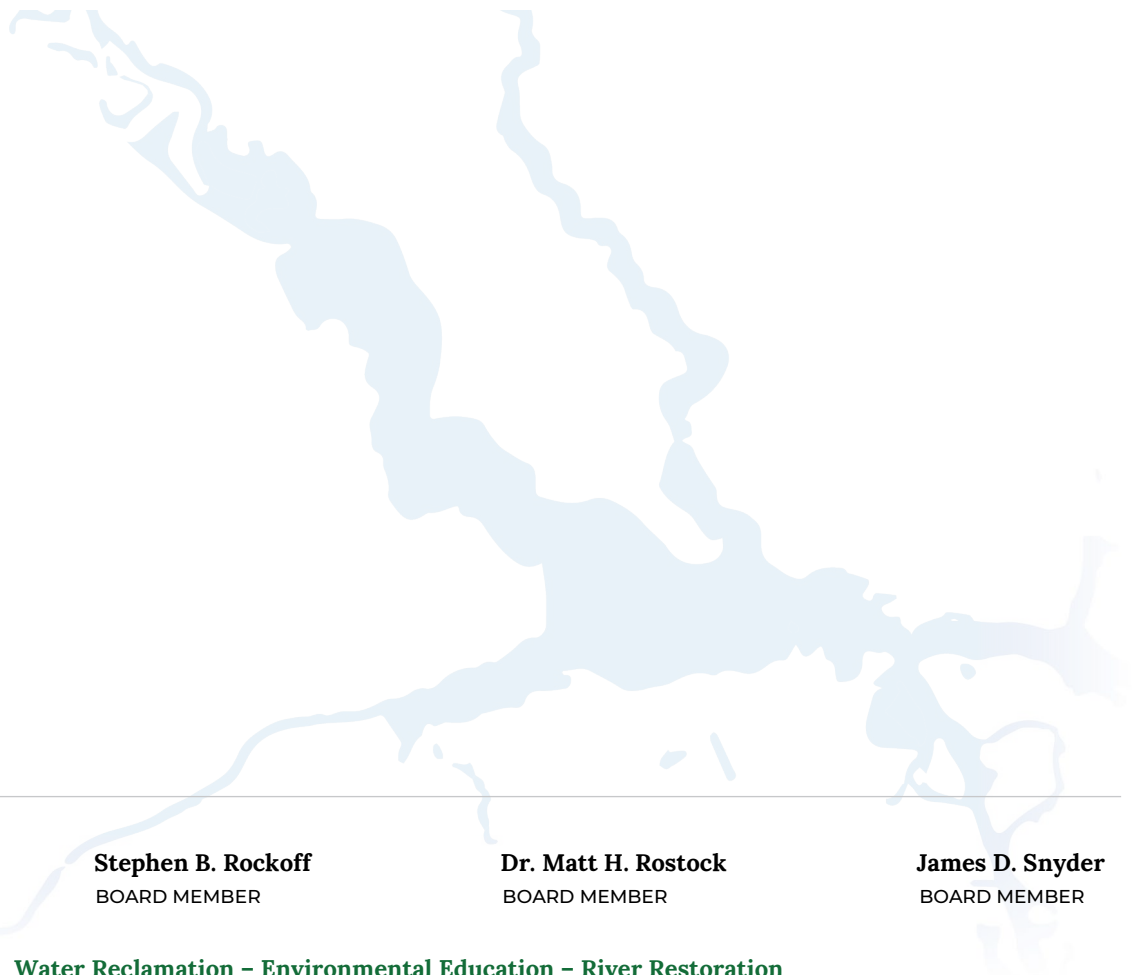
D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

[loxahatcheeriver.org](http://loxahatcheeriver.org)

**ITB #22-009-00119**  
**Science Center at Jupiter Inlet Lighthouse Outstanding Natural Area**  
**List of Attendees and Meeting Minutes**  
**Addendum #2**

The Pre-Bid list of attendees and the meeting minutes are on the following pages. Meeting minutes are noted in black ink and clarifications on several questions are noted in blue ink.

Please note that questions are due by December 6, 2022, and can be submitted to [purchasing@lrecd.org](mailto:purchasing@lrecd.org).



**Gordon M. Boggie**  
CHAIRMAN

**Stephen B. Rockoff**  
BOARD MEMBER

**Dr. Matt H. Rostock**  
BOARD MEMBER

**James D. Snyder**  
BOARD MEMBER



Loxahatchee River District  
Science Center at Jupiter Inlet Lighthouse Outstanding Natural Area  
Non-Mandatory Pre-Bid Meeting  
Tuesday, November 29, 2:00pm  
Microsoft Teams  
**MINUTES**

1. Introduction
  - a. Project Team Members
    - i. D. Albrey Arrington, Executive Director
    - ii. Kris Dean, Deputy Executive Director and Director of Engineering
    - iii. Suzanne Dombrowski, Consultant Project Manager, Chen Moore and Associates
    - iv. Tanya McCormick, Consultant Landscape Architect, Chen Moore and Associates
    - v. Daniela Martinat, Consultant Engineer, Chen Moore and Associates

2. Attendance -

**Members in Attendance:** Kris Dean, Loxahatchee River District (LRD)

Albrey Arrington, LRD  
Suzanne Dombrowski, Chen Moore and Associates (CMA)  
Tanya McCormick, CMA  
Daniela Martinat, CMA  
Chalicia  
Iris Stone  
Javier Gonzalez  
Madelyn Harshaw  
Mires Shukla  
Paul Bickham  
Rafael Caldera  
Sharyn Allen  
Whitney Durrance

*Text shown in black is from the meeting agenda. Text shown in blue reflect meeting discussions that are in addition to the agenda items.*

3. Submittal Procedure
  - a. Bid Opening Date and Time  
2:00 P.M. Local Time, December 13, 2022  
All bids will be received via DemandStar.
  - b. Bid Requirements:
    - i. Instructions to Bidders
    - ii. Proposal
    - iii. Bid Security (Certified Check or Bidder's Guaranty Bond) in amount of 10 percent of the bid total
    - iv. Questionnaire
    - v. Sworn Statement Under Section 287.133(3)(a)



- vi. Condensed current financial statement
  - vii. Base Bid
  - viii. Please be sure to thoroughly read the Instructions to Bidders and the Bid Form to avoid disqualifications because of errors
- c. Questions shall be directed to Kris Dean via email, [kris.dean@lrecd.org](mailto:kris.dean@lrecd.org) no later than December 6, 2022.

#### 4. Project Overview

- a. Project Location:
  - i. Jupiter Lighthouse Outstanding Natural Area.
- b. This project includes the redevelopment of facilities with two (2) structures and associated site work. Site improvements include parking, site furnishings, pathways, landscape and irrigation.
  - *It is important that the contractor knows that the project is located on Federal land. Leaving the project work area could be considered trespassing by the Bureau of Land Management (BLM) and will have corresponding repercussions.*
  - *The houses are historic and protected structures. The Contractor should be sure to provide the required care to protect their structural integrity during construction.*
- c. The work consists of:
  - i. Site clearing and installation of landscaping, irrigation and parking.
  - ii. Renovations including structural, mechanical, electrical, plumbing, and architectural features.
  - iii. Installation of signage and site furnishings.
- d. Coordination requirements
  - i. Archaeological inspection of the project site excavation areas.
  - ii. Gopher tortoises burrowing areas.
    - *Tree protection for the trees to remain should be implemented.*
    - *Currently there is a septic-to-sewer conversion project taking place in the Jupiter Inlet Outstanding Natural Area (ONA). It is anticipated that the project will be completed by the time sanitary connections from the houses are to be made and the Contractor will be connecting to a low-pressure sewer system. The improvements under with the septic-to-sewer project are denoted in these plans as "By Others".*
- e. Pre-construction Video
  - i. Prior to beginning work, the Contractor shall have a continue color audio-video recording taken of the entire project area to serve as a record of preconstruction conditions. Any video submitted that was performed by the Contractor shall be immediately rejected.
- f. All materials and workmanship shall meet the Florida Building Code and all other regulatory requirements.
- g. Existing utilities are depicted on the plan. Contractor is responsible for field verifying all exiting utility locations prior to construction.
  - i. Contractor required to support existing utilities during construction. Cost of supporting existing utilities shall be included in the line item cost for adjacent work.
- h. Front End Documents
  - i. Instructions to Bidders, pages 3 – 14, are to be read in full.
  - ii. Bid Security, Article 3, should be used for the Bid Bond and Public Construction Bond, Article 5, should be used for the Public Construction Bond.
- i. Bidders should take notice of the construction timeline and be aware that time is of the essence with this project.
- j. This is a line item project.



- i. No separate payment will be made for any item that is not specifically set forth in the Contract Documents and all costs therefore shall be included in the line item unit price named in the Bid Schedule.
  - ii. No additional payment will be made for performing required tests and the furnishing of accurate As-built.
  - iii. All work shall include for all bid items to be completed, tested and ready for acceptance by Loxahatchee River District.
  - iv. No separate cost will be provided for dewatering.
  - v. The Bid Form includes bid alternates which will be considered credits and not add-on.
  - k. Record drawing requirements are included in Article 9, section D and Article 10, Section 10.26 of the Technical Specifications.
5. Inspections
- a. Inspections will be performed by Engineer, Loxahatchee River District (LRD) and BLM.
    - *Inspections will be performed under the CMA contract to ensure compliance with applicable building codes. Because the project is located in Federal lands, local municipalities will not be inspecting the project and the Contractor will not be obtaining a building permit.*
6. Project Meetings
- a. Preconstruction Conference
    - i. After the award of Contract, a pre-construction work conference will be held between the Contractor, Engineer, District, and others affected by the work.
    - ii. The Contractor shall bring a copy of the proposed work schedule for approval by the Engineer.
    - iii. Location and time TBD.
  - b. Progress Meetings
    - i. To be held on a bi-weekly basis
    - ii. Location and times are TBD.
7. Staging Area
- a. Storage and/or staging areas are the responsibility of the contractor and shall be determined after construction award.
  - b. It shall be the responsibility of the Contractor to ensure all storage and/or staging areas are cleaned and returned to prior conditions or better. Screening may be required in accordance with local ordinances. No additional compensation will be provided to the Contractor.
8. Permits
- a. Contractor shall obtain NPDES Notice of Intent from Florida Department of Environmental Protection.
9. Bonds required per the General Contract:
- a. Bid Bond (10% of bid)
  - b. Public Construction Bond (full amount of contract price)
10. Engineer's Estimate for Base Bid: \$1,486,000
11. Tentative Schedule



- a. Questions due by December 6, 2022
- b. Addenda issued (if necessary) by December 9, 2022
- c. Bids Open Date: 2:00PM Local Time, December 13, 2022
- *Instructions to Bidders Item 2: Bid Security required in the amount of 10% of bid. Scanned copy to be included in bid on the Bid Due date. Original must be submitted within 48 hours of Bid Due date or the Bid will be deemed non-responsive. Original Bid Bond due not later than December 15, 2022 at 2:00 pm. Submit Bid Bonds to:  
Kris Dean, P.E.,  
Deputy Executive Director/Director of Engineering Services  
Loxahatchee River Environmental Control District  
2500 Jupiter Park Drive  
Jupiter, FL 33458*
- d. Award of Bid: January 19, 2023
- e. Notice to Proceed: January 2023
- f. Construction Duration:
  - i. Substantial Completion 356 calendar days from NTP
  - ii. Final Completion 65 calendar days from Substantial Completion

12. Questions

*Contractor inquired about conducting a site visit prior to the bid due date. Site visits will be available on December 1 and December 8, 9:00am – 10:00am.*