



LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

TEL: (561) 747-5700

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D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

Loxahatchee River Subaqueous Force Main Replacement

R20036/23-006-00128

Pre-bid Meeting Minutes - DRAFT

July 10, 2024

2:00 PM

1. Introductions:
 - a. Owner – Loxahatchee River Environmental Control District
 - b. Engineer – Mock-Roos
2. Non-mandatory Pre-Bid Meeting: Attendance will be recorded from TEAMS attendees
3. Intent:
 - a. Inform bidders about project. Point out items of interest and ensure bidders understand what the project entails.
4. Changes
 - a. Nothing said in this meeting changes the Bidding Documents.
 - b. Any changes will be addressed by Addendum.
5. Qualifications
 - a. Have successfully performed as Prime Contractor on a minimum of 5 similar projects in the past 5 years. Similar projects shall include horizontal directional drill installations with a minimum diameter of 16” – DR11 and length of 1,000 linear feet across open water. Qualifying projects shall be complete and shall not have been assessed Liquidated Damages, terminated, suspended or defaulted.
6. Contract Time
 - a. Substantial: 180 Days
 - b. Final: 65 Days from Substantial
7. Notice to Proceed
 - a. Issued within 90 days of Contract Award
 - b. Award scheduled for August 15, 2024
8. Insurance Requirements – Special Conditions 9.08
 - a. Insurance requirements apply to prime-contractor and subcontractors.
9. Bond Requirements
 - a. Bid Bond
 - i. 10% of Bid Amount
 - ii. Due within 48 hours of Bid Due Date. Bid Bonds due by 2:15 p.m. local time on July 25, 2024
 - b. Public Construction Bond
 - i. 100% of contract amount

Stephen B. Rockoff
CHAIRMAN

Kevin L. Baker
BOARD MEMBER

Gordon M. Boggie
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

Clinton R. Yerkes
BOARD MEMBER

- a. Maintenance Bond
 - i. 50% of contract amount
 - ii. Effective from Final Completion to 1 year from Final Completion.
 - iii. Surety Company Requirements
 1. Is admitted/authorized to do business in the State of Florida and complies with the provisions of Section 255.05, Florida Statutes;
 2. Has been in business and has a record of successful continuous operations for at least five (5) years;
 3. Files a certified copy of a power of attorney with the signed Bid, Public Construction, or Maintenance bonds;
 4. Bonds list the surety's agency name, address, and telephone number on all bonds;
 5. Bests Ratings: Class VII or better
2. Health Safety and Environmental Performance
 - a. Instructions to Bidders, paragraph 24.
 - b. Bid submittal to include
 - i. OSHA Form 300A
 - ii. Experience Modification Rating Letter
 - iii. Health Safety and Environmental Program
 - iv. Training Records for previous 36 months
3. Contractor Evaluation Report – Appendix B
 - a. Evaluations will be used for future bid evaluations
4. Liquidated Damages
 - a. Substantial: \$100/calendar day
 - b. Final: \$50/calendar day
5. Bids
 - a. Due Date
 - i. Bids – July 23, 2024 2:15 p.m. local time
 - ii. Bonds – July 25, 2024, 2:15 p.m. local time
 - b. Bid Format – PDF
 - c. Bid Bond Format – Hard Copy submit to:

Kris Dean, Deputy Executive Director
 Loxahatchee River Environmental Control District
 2500 Jupiter Park Drive
 Jupiter, FL 33458

- d. Bid Venue - This solicitation has been issued as an Electronic Bid with the same title on DemandStar. To submit a response for this bid electronically follow the instructions on DemandStar. Electronic responses are the only method allowed for Bidders to respond to this solicitation. Bids shall be submitted on or before the date and time specified. Bid bonds shall be submitted as a hard copy to the District within 48 hours of submittal.
6. Work Hours: 7:00 am to 4:00 pm **Work hours will be adjusted as necessary for directional drill work.**

7. Holiday Schedule
 - a. Monday, September 2, 2024 – Labor Day
 - b. Monday, November 11, 2024 – Veteran’s Day
 - c. Thursday and Friday, November 28 and 29, 2024 – Thanksgiving
 - d. Tuesday and Wednesday, December 24 and 25, 2024 – Christmas
 - e. Wednesday, January 1, 2025 – New Years Day
 - f. Monday, January 20, 2025 – Marting Luther King Day
 - g. Monday, May 28, 2025 – Memorial Day
 - h. Monday, June 16, 2025 – Juneteenth
 - i. Friday, July 4, 2025 – Independence Day
 - j. Monday, September 1, 2025– Labor Day
 - k. Tuesday, November 11, 2025 – Veteran’s Day
 - l. Thursday and Friday, November 27 and 28, 2025 – Thanksgiving
 - m. Wednesday and Thursday, December 24 and 25, 2025 - Christmas

QUESTIONS: (See question/responses Addendum 001)

Attendees:

John Cairnes, Mock Roos

Spencer Schroeder, Mock Roos

Tyler Thompson, Mock Roos

Courtney Jones, LRECD

Liz Ramirez, TB Landmark

Russ DesErmia, TLC Diversified

Dewey Noble, Quality Enterprises

Jacob Ertle, Felix Civil Construction

Kira Whinery, DBE Utility Services

Chuck Emering ADS, Accurate Drilling Systems

Mark Mitchell, Mears HDD

Sharyn Allen, LRECD

Kris Dean, LRECD