



**Addendum #1
Solicitation No. BS-2024-004**

DATE: March 18, 2024
TO: All Prospective Bidders
RE: **IFB for Drexel Meter Stack & Circuit Replacement (Re-bid)**

The following additions and/or modifications to the Invitation for Bids (IFB) posted to the PBCHA website, on March 10, 2024, will become part of the Drexel Meter Stack Circuit Replacement (Re-bid). The IFB closing date will remain the same Monday, March 25th, 2024, at 2:00pm.

1. Pre-Bid Meeting Minutes Transcript
2. Questions and Answers

Every effort will be made to maintain this schedule. However, all dates are subject to change if it is deemed to be in the best interest of PBCHA.

Sincerely,

Julian Cover, ECF Engineering Consultants
Project Manager

Return of this Addendum is not mandatory; however, the Respondent is responsible for its contents and is requested to sign and submit this Addendum with its response to the IFB.

ACKNOWLEDGED:

For: _____
(Company Name)

By: _____

Date: _____



Meeting Minutes

<u>Date:</u>	03/18/2024
<u>Time:</u>	1:00 pm – 1:37 pm
<u>Attendees:</u> Julian Cover, ECF Engineering Consultants Ayub Sheik, ECF Engineering Consultants Stephanie Sherels, ECF Engineering Consultants LaQuavial Pace, PBCHA April Burkhead, PBCHA Anthony Rau, PBCHA Contractors Felipe Fraxeedas	 Cory Ramcharan Arnold Serrette Alfredo Sandoval
Open remarks/Safety message:	Ayub Sheik, PE – ECF Engineer Consultants

PRE-BID CONFERENCE MEETING MINUTES

Drexel Meter Stack & Circuit Replacement (Re-bid) BS-2024-004

AGENDA

- 1. Introduction**
- 2. Project Overview**
- 3. Specifications and Requirements**
- 4. Timelines**
- 5. Questions and Answer Session**
- 6. Next Steps**

MEETING PROCEEDINGS

- 1. The pre-bid conference was held on Monday, March 18th, 2024, at 1745 Drexel Road, West Palm Beach, FL 33417**
- 2. Four bidders attended the pre-bid meeting at 1:00pm.**
- 3. Ayub Sheikh from ECF delivered the opening remarks followed by the introduction of ECF, PBCHA, and Contractors.**
- 4. It was stated that there was a 30-day execution once the permit was obtained and that it must be energized within 4 business days.**
- 5. Regarding the Penalty Damage Clause, it was stated that there would be a penalty of \$2,100 per day for days that extended past the allotted time when units remained without power. The allotted time is 4 days associated residential units remain without power is 4 days.**
- 6. It was emphasized that power shutdowns must be coordinated with FPL, ECF, and the contractor.**
- 7. Question posed who is to be the contact person? Julian Cover, Project Manager, is to be the main point of contact.**
- 8. LaQuavial Pace outlined that the work hours for Drexel were Monday through Thursday, 8:00AM to 5:30PM, and requested to be informed if work was needed on a Saturday.**
- 9. LaQuavial Pace advised to inform ECF in case of any delays.**
- 10. Anthony Rau asked about the model to be used, Ayub Sheikh responded that it could be found in the submittal clause and specifications.**

- 11. A walkthrough of the South Tower Electrical Room and outside transformer had been conducted.**
- 12. In response to an inquiry about the replacement of the feeder, ECF's Ayub Sheikh stated that there would be no feeder replacement.**
- 13. A question was asked if the main breaker to the 600 needed to be replaced, Ayub Sheikh responded, yes.**
- 14. The pre-bid walkthrough was concluded at 1:37pm and Ayub Sheikh, thanked the contractors for attending.**