



**IFB ADDENDUM #1
Solicitation No. BS-2024-002**

DATE: February 15, 2024
TO: All Prospective Bidders
RE: **IFB for Drexel Meter Stack & Circuit Replacement**

The following additions and/or modifications to the Invitation for Bids (IFB) posted to the PBCHA website, on February 05, 2024, will become part of the Drexel Meter Stack & Circuit Replacement. The IFB closing date will remain the same Monday, March 4th, 2024, at 2:00pm.

- 1. Pre-proposal 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>	02/15/2024
<u>Time:</u>	10:00AM – 10:33am
<u>Attendees:</u>	
Julian Cover, ECF Engineering Consultants	Mohammed Aziz, ECF Engineering Consultants
Geo Madruga, A1 Mechanical Services	Wilfred Arrel, CPS Electric
Phillipa Rolle, Brown Electrical Solutions	Diane Wilson, PBCHA
Vincent Brown, Brown Electrical Solutions	LaQuavial Pace, PBCHA
Mark Phillips, ECF Engineering Consultants	April Burkhead, PBCHA
Ahsan Houston, ECF Engineering Consultants	Jessica Canedo, PBCHA
Ayub Sheik, ECF Engineering Consultants	
Open remarks/Safety message:	Ayub Sheik, PE – ECF Engineer Consultants

PRE-BID CONFERENCE MEETING MINUTES

Drexel Meter Stack & Circuit Replacement BS-2024-002

1. The pre-bid conference was held on Thursday, February 15th, 2024, at 1745 Drexel Road, West Palm Beach, FL 33417
2. 10:03am Meeting Begins
3. 10:05am Introduction of ECF Consultants
4. 10:06am Introduction of Attendees
5. 10:07am Project Overview given by PBCHA's Engineering Consultant Ayub Sheik of ECF
6. Question from attendee regarding location of meters. Ayub answers that the meter bank is in the South Tower Electrical Room.
7. 10:08am Ayub Sheik goes over Specifications and Requirements of the IFB
8. Question regarding who ECF's FPL Contact for scheduling is? **See answer in Q & A section below.**
9. 10:12am Ayub Sheik explains the Timeline for project. The last day to submit sealed bids to The Palm Beach County Housing Authority at 3333 Forest Hill Blvd., West Palm Beach, FL 33406 by Monday March 4th, 2024, at 2pm. Last Day to submit RFI is February 23rd, 2024, by 5pm. Engineer will respond by February 27th, 2024, by 5pm to RFI's.
10. 10:15am Ayub explains the 2 bid scenarios with respect to availability of retail meter banks versus meter banks purchased from the manufacturer. Proposers are

allowed to submit prices and timelines for both meter bank purchase scenarios. **See additional answer in Q & A section below.**

11. An attendee asked what hours they are allowed to work. PBCHA staff answered that the working hours are Monday – Thursday 7:30am – 6pm. If work is necessary outside of those hours, staff and ECF must be informed ahead of time to coordinate.
12. Ayub spoke about penalty damages. Penalty damages will be charged at \$250.00 per day for all calendar days that extend past the allotted time excluding the actual days when associated residential units remain without power supply. Penalty damages will be charged at \$2100.00 per day for all calendar days that extend past the allotted time when associated residential units remain without power supply.
13. Attendee asked if there was a current budget for the project. Ayub declined to answer.
14. 10:20am Ayub explained that the contract time is 60 calendar days, plus material & equipment lead time from the factory to the job site. 30 of those days are for permitting. The other 30 days are meant for project planning and coordination by the contractor with PBCHA, ECF & Authorities having jurisdiction.
15. Attendee asked who pays for permitting? **See answer in Q & A section below.**
16. Attendee asked if this is a Davis Bacon Project? **See answer in Q & A section below.**
17. Attendee asked if there are any requirements for Section 3? **See answer in Q & A section below.**

18. 10:24am Payment performance bond details? PBCHA staff answers that any project over \$25,000 a performance bond is required. **See additional answer in Q & A section below.**
19. Are GC allowed to bid? **See answer in Q & A section below.**
20. 10:25am A walkthrough of the transformer and meter room was conducted.
21. Attendee asked if the 14 residents will be relocated? PBCHA staff answers that they will be temporarily relocated to hotels.
22. 10:30am Attendee asked if more measurements for equipment was required could the contractor revisit the site? **See answer in Q & A section below.**
23. 10:33am Prebid walk through ends.

QUESTIONS & ANSWERS

Q1. Who is ECF's utility coordination contact at FPL?

A1. Utility coordination will flow through ECF, and we will schedule accordingly with our contact at FPL for the selected contractor.

Q2. What are the two bid scenarios?

A2. The two bid scenarios are ex-stock (readily available at) and non-stock (not physically kept on hand).

Q3. What are the allowable construction working hours?

A3. Construction hours are limited to Monday – Thursday 7:30am – 6pm. Coordination with ECF & PBCHA is required for construction work outside of those hours. The



allocated time for associated residential units to remain without power supply shall be 4 calendar days.

Q4. How are penalty damages assessed?

A4. Penalty damages will be charged at \$250.00 per day for all calendar days that extend past the allotted time excluding the actual days when associated residential units remain without power supply. Penalty damages will be charged at \$2100.00 per day for all calendar days that extend past the allotted time when associated residential units remain without power supply.

Q5. Do you have a current budget?

A5. Yes, but it's confidential.

Q6. Who pays for permitting?

A6. Contractor pays for permitting.

Q7. Is this a Davis – Bacon Project?

A7. Yes

Q8. Do we have any requirements for Section 3?

A8. Yes, HUD Section 3 requirements apply.

Q9. What are the details regarding the payment performance bonds?

A9. A required 10% Bid Bond, 100% Performance Bond, and a 100% Payment Bond will be based on the Gross Total contract fee. Bid Bond must stay in effect for 90 days. P&P bond to be submitted within 14 days of Notice of Intent to Award Contract.

Q10. Are General Contractors allowed to bid for the project?

A10. Yes.

Q11. Will the fourteen residents be relocated?

A11. Yes

Q12. How will relocated residents be housed while power is off?

A12. The residents will be housed in hotels while the power is off.

Q13. If the contractor needs to come back to measurement equipment to see if it fits correctly in the electrical room, can they?

A13. Yes