

**ADDENDUM NO. 1**  
**to the**  
**PROJECT DOCUMENTS AND SPECIFICATIONS**  
**for**  
**DESTIN-FORT WALTON BEACH AIRPORT**  
**FUEL FARM EXPANSION**  
**(ITB AP 17-18)**

**Prepared for:**  
**OKALOOSA COUNTY**

**Prepared By:**



**320 Bayshore Drive, Suite A**  
**Niceville, Florida 32578-2425**

**AVCON Project No. 2017.050.02**

**Addendum Date: February 14, 2018**

Note: The bidder shall acknowledge receipt of this addendum on the Bid Form, Page BF-1 in the space provided.

**ADDENDUM NO. 1  
DESTIN-FORT WALTON BEACH AIRPORT  
FUEL FARM EXPANSION  
(ITB AP 17-18)**

- Date of Issue:** February 14, 2018
- Bid Submittal Deadline:** February 21, 2018 @ 2:00 p.m. (Central Standard Time) **(No Change)**  
302 North Wilson Street, Conference Room #305, Crestview, Florida 32536
- Notice to all Plan Holders:** Please insert this addendum (2 pages including cover, excluding attachments) into your copy of the Project Bid Documents.

The following changes to the Project Documents and Specifications are issued by the Engineer and shall have the same force and effect as though part of the original issue:

**A. Changes to the Project Documents and Specifications:**

- 1. Specification 9800 **REVISE** Section 1.2 C. of Specification 9800 – Fuel System Protective Coatings to read as follows:

~~“The coating system shall be warranted for a ten (10) year period. The tanks shall have Steel Tanks Institute’s F921 30-year limited warranty for corrosion and the manufacturer’s 1-year warranty for material defects and workmanship.~~

**B. Additional Information:**

- 1. Responses to Questions Please find attached responses to plan-holder questions attached as **Attachment A** (1 page) hereto.
- 2. Pre-Bid Conference Minutes Please find attached the Pre-Bid Conference Minutes and sign-in sheet attached as **Attachment B** (6 pages) hereto.

**END OF ADDENDUM NO. 1**

**Responses to Plan Holder Questions  
VPS Fuel Farm Expansion  
(ITB AP 17-18)  
February 14, 2018**

- 1. Do you have a list of plan holders or attendees who were on-hand for the Pre-Bid Conference held on February 1st?**

Response: The Pre-Bid Conference meeting minutes and sign-in sheet will be included in Addendum No. 1 which will be uploaded to the following website:

<http://www.co.okaloosa.fl.us/purchasing/current-solicitations>

- 2. We are not aware of a tank manufacturer providing a 10-year warranty for the interior coating. Can Specification 9800 – Fuel System Protective Coatings be revised?**

Response: The language in Specification 9800 will be revised in Addendum No. 1.




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**MEMORANDUM**

**Date:** February 1, 2018  
**To:** File – 2017.050.02/Meetings  
**CC:** Quinton Williams (FDOT), Meeting Attendees (noted on attached sheet)  
**From:** John Collins, AVCON, Inc. (850-678-0050)   
**Re:** Minutes from Pre-Bid Conference on February 1, 2018  
 Fuel Farm Expansion  
 Destin-Fort Walton Beach Airport

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**MINUTES**

A project Pre-Bid Conference was held on February 1, 2018 from 1:00 - 2:00 p.m. in Conference Room No. 1 at the Destin-Fort Walton Beach Airport with members from Okaloosa County Airports, Okaloosa County Purchasing, AVCON, and interested contractor representatives. A site visit was conducted following this meeting with all interested meeting attendees.

The following minutes represent a summary of the salient issues discussed. They are not intended to be a verbatim transcript of the meeting or a part of the contract documents. These minutes are for informational purposes only.

A copy of the meeting agenda and a list of meeting participants are attached. General introductions were made by Mr. John Collins, Project Manager for AVCON INC. followed by a review of the purpose of the meeting. The following items were discussed:

- **Introduction:** Mr. John Collins welcomed attendees and thanked them for their interest in the project. He stated that the project is located in the southeast portion of the Destin-Fort Walton Beach Airport and is located outside of the Airport Operations Area (AOA) fence. The locations of the Destin-Fort Walton Beach Airport and the proposed fuel farm expansion were depicted on a PowerPoint presentation.
- **Initial Activities:** Contractor shall field verify all existing conditions. The initial site preparation shall include installation of silt fence and erosion control improvements.
- **Scope of Work:** This project consists of two new 25,000-gallon, double-walled, above-ground tanks with concrete foundations and piers, new ladders and catwalks, new piping to integrate these new tanks into the overall fuel storage system, relocation of fuel pumps and concrete island, relocation of waste-tank, replacement of five existing area lights with LED fixtures, and electrical infrastructure improvements.
- **Bid Schedule:** A single lump sum price shall be provided for all work specified in the Bid Documents. Do additive alternates are included in the Bid Documents.
- **Construction Phasing:** The construction phasing for this project is critical since the fuel farm may not be out of operation during airport operating hours. Any work that requires the fuel farm to be out of operation may only occur during night-time hours and exact hours shall be coordinated with the

**Fuel Farm Expansion Pre-Bid Conference Minutes**  
**Destin-Fort Walton Beach Airport**  
**February 1, 2018**  
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airport. Any work requiring a shut-down of the fuel farm shall be coordinated with the airport ahead of time and the contractor shall keep all removed equipment onsite in case the new installation cannot be complete by the established time and the existing equipment must be re-installed to put the fuel farm back in operation. Detailed phasing and sequence of work notes are provided throughout the electrical and plumbing sheets.

- **Construction Permits:** This project will require a Hot Works permit from Eglin AFB for any welding and an Okaloosa County Building Permit. Design Documents will be provided to the Okaloosa County Building Department before the County issues NTP for the construction work. The FAA airspace studies have been submitted and approved by the FAA.
- **Safety:** No smoking will be permitted inside of the fuel farm fence and the contractor is responsible for restricting access through the gates to contractor personnel only. Gates shall remain closed unless attended by contractor personnel
- **Crane Plan:** The contractor shall submit a crane lift plan identifying the proposed location(s) of the crane for approval by the airport. The crane shall be positioned to avoid impacts to fuel truck access and movements. The crane shall be properly marked and lighted in accordance with FAA requirements and the FAA Airspace Determinations.
- **Staging & Dust Control:** Dust control is an important requirement of this project. The contractor shall minimize dust to protect equipment and operations in the vicinity. The contractor shall utilize the staging and stockpile locations indicated in the plans. The contractor shall be responsible for daily inspections to check for debris on access roads. The contractor is also responsible for placing non-gravel stabilization between the staging area and the adjacent access road to minimize tracking of sediment onto the access roads.
- **Bid Date:** Mr. Collins began a review of the administrative items. The bid date is Wednesday, February 21, 2018, until 2:00 p.m. central time at the County office in Crestview. Bids shall be sealed. Bids received after the specified time will not be considered. The bids will be opened and read aloud to all interested parties.
- **Basis of Award:** The basis of award shall be based on the lowest responsive bid amount.
- **Bid Documents:** The documents required to be submitted with the bid are listed in the Bid Form.
- **Low Bidder:** After the bid date, the County will meet with the low bidder to review its bid and determine if there are any issues that may require future change orders.
- **Bid Hold Period:** Bids will be valid for 120 days following the bid date.
- **Contract Time:** The contract time to substantial completion is 150 days and the contract time to final completion is 180 days. In accordance with Item 5 on Page BF-2 of 6, if the contractor can demonstrate via certified letter from the 25,000-gallon Jet-A fuel-tank manufacturer that the lead-time from shop drawing approval to on-site delivery exceeds 10 weeks, the County will add the additional lead-time required to the contract time.
- **Liquidated Damages:** Liquidated damages are included in the Okaloosa County Standard Clauses in the bid documents. The amount of these damages is dependent upon the contract amount.
- **Future Addenda:** An addendum is anticipated to revise the fuel-tank coating warranty period to read as follows, "The tanks shall have Steel Tanks Institute F921 30-year limited warranty for corrosion and the manufacturer's 1-year warranty for material defects and workmanship".

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**Destin-Fort Walton Beach Airport**  
**February 1, 2018**  
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- **Insurance:** The Bid Documents require \$1M of general liability insurance. See Page BOC 4 of 6 for additional insurance requirements.
- **Disadvantaged Business Enterprise:** FDOT and County policies require a Disadvantaged Business Enterprise participation goal of 11.065%. It is the contractor's responsibility to make a good faith effort to meet this goal.
- **E-Verify:** The contractor shall adhere to all E-Verify requirements as stated in the E-Verify Compliance Certification form which shall be completed and submitted with the bid.
- **Bi-Weekly Construction Meetings:** The contractor shall host bi-weekly construction status meetings at the Destin-Fort Walton Beach Airport to review the status of the project.
- **Contractor Qualifications:** In accordance with Section 3 of the Instructions to Contractors Section, the General Contractor shall have prior experience during the last five (5) years with fuel farm construction. This experience shall be required as a minimum qualification for this award. Failure to provide projects meeting this criteria with references in the Contractor's Qualification Questionnaire, Page CQQ 1 of 3, of the Bid Documents shall deem the contractor's proposal incomplete.
- **Mailing of Bid Submittals:** Mr. Matthew Young with the Okaloosa County Purchasing Department informed the meeting attendees that Crestview is not a guaranteed next-day delivery location so the bidders should plan accordingly.
- **Questions:** Mr. Collins explained the deadline for Contractor questions is close of business on Tuesday, February 13, 2018. Contractor questions shall be coordinated with the Okaloosa County Purchasing Department in writing.

**END OF MINUTES**

**FUEL FARM EXPANSION AT  
DESTIN-FORT WALTON BEACH AIRPORT  
Okaloosa County, Florida**

**PRE-BID CONFERENCE  
February 1, 2018 – 1:00 pm CDT**

**AGENDA**

**I. INTRODUCTION OF PARTICIPANTS**

- A. Owner -** Okaloosa County
- B. Engineer-** AVCON, INC.
- C. Funding Agency -** Okaloosa County, Florida Department of Transportation (FDOT)

**II. PURPOSE**

To review project scope, clarify and explain the construction scope, procedures, and safety measures associated with the bidding documents, and to answer questions.

**III. SCOPE OF WORK**

**A. Description of Project**

1. General overview
2. Site preparation
  - a. Erosion control, silt fence
  - b. Demolition
3. Primary Construction elements
  - a. Two new 25,000 double-walled above-ground tanks
  - b. Concrete foundations and piers
  - c. New ladders and catwalks
  - d. Integrate piping into existing on-load and off-load piping system
  - e. Demo and replace existing fuel pump island
  - f. New waste tank and foundation
  - g. Replace five existing overhead lights with LED fixtures
  - h. Electrical services for tanks and fuel pump island
  - i. Grounding system

**B. Safety**

1. Safety During Construction Plan:
  - a. Always leaves gates closed
  - b. No smoking inside fence
2. Dust and erosion control
3. Staging and access

**C. Project Phasing/Scheduling**

1. County construction permits
2. Erosion control improvements
3. Detailed electrical and mechanical phasing specified through Bid Documents. Work will require night work and specific phasing to ensure minimum interruptions to fuel access during construction.

**IV. ADMINISTRATION**

**A. Project Schedule and Time**

1. Bids due on Wednesday, February 21, 2018 until 2:00 pm local time at County office.
2. Meeting with Low Bidder to Review Bid
3. Contract Award, within 120 days
4. Duration and Time of Completion, 150 days to substantial, 180 to final

**Pre-Bid Conference: Fuel Farm Expansion**

**February 1, 2018**

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5. Liquidated Damages
  6. Contractor Qualifications
- B. Contract Documents**
1. Lump Sum price
  2. Basis of Award
  3. DBE Goal: 11.065%
  4. \$1M general liability insurance, Builders Risk, see Okaloosa County Standard Clauses, page 4 of 7
- C. Bidding Documents**
- D. Contractor Questions** - Address in writing NLT close of business on Wednesday, February 13, 2018. ATTN: John Collins (jcollins@avconinc.com, 850-678-0040 fax, 850-678-0050 office)

**V. QUESTIONS AND ANSWERS**



## PRE-BID CONFERENCE SIGN- UP SHEET

February 1, 2018 at 1:00 p.m. CDT

Fuel Farm Expansion  
Destin-Fort Walton Beach Airport

NAME	REPRESENTING	TELEPHONE	E-MAIL ADDRESS
Shawn Dominguez	Dominguez Design-Build	(850) 776-9618	Shawn@dominguezdesign-build.com
Matthew Young	Okaloosa Cty Purch.	(850) 689-5960	m.young@co.okaloosa.fl.us
Chris Spearman	Pirkentine	850-777-1169	CHRIS@PIRKENTINECONSTRUCTION.COM
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Oscar Williams	OCA - OPS	850-978-2143	OscarWilliams@co.okaloosa.fl.us
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*jc*