

PRE-SOLICITATION MEETING SCRIPT FOR PUBLIC DISTRIBUTION

Pre-Solicitation Agenda – Venetian Cove Floating Docks

- Welcome to the Pre-Solicitation meeting for the City's Request for Proposal 190302 the Venetian Coves Floating Dock project.
- Pre-Solicitation Meeting is Non-Mandatory. Suppliers not attending this meeting are eligible to submit a response. The project site is a public park so access is not secured and may be visited at any time by interested Suppliers.
- The Meeting is provided both for in-person and virtual attendance through Zoom meeting.
- A recording of this meeting will be posted to the Negometrix platform shortly after the conclusion of this meeting.
- Introduction of City Representatives and EOR.

Cover Solicitation Information

The following information is not new information. It is contained in the Solicitation package. The City is reviewing these items as a courtesy and point of emphasis for items specific to this project. Participants are responsible for thoroughly review the Solicitation package and familiarizing themselves with all the information provided.

- The City of Leesburg invites responses to this Solicitation for the design & build of a new floating dock and boat slips/finger piers on Venetian Cove located at Venetian Gardens as part of the areas overall renovation. The selected Design-Build Team (DBT) will provide both design, construction permitting and construction of the project.
- The estimated project magnitude is \$1.1 to 1.25 million dollars.
- All Solicitation responses must be submitted electronically through the Negometrix platform.
- The City is receiving grant funding through the Florida Fish and Wildlife Commission. These funds are pass through funds from the federal government. Receipt of federal funds requires the following:
 - Federal Contract Provisions are applicable and provided in the Solicitation for your review. All respondents are required to complete and sign the Byrd Anti-Lobbying Certification.
 - Federal Davis-Bacon Act minimum wages are applicable to the Construction portion/costs on this project. The City has provided a Davis-Bacon Wage Determination for determining the minimum wage rates.
- This Solicitation is a Request for Proposal which includes evaluation criteria other than price alone. The evaluation and selection method is provided in the Solicitation. The City will select a Design-Build Team evaluated to be the most qualified, experienced and providing an acceptable schedule.
- This Solicitation is a Design-Build project as defined and permitted by Florida Statute 287.055.

- Permits:
 - The Design-Build Team is responsible for obtaining all permits for construction from the City of Leesburg Building Services Division. Design-Build Team will apply for and pay for these permits. The City will reimburse the DBT at actual permit costs without markup. Do not include a cost for permits in your cost proposal.
 - The City is in the process of and responsible for applying for the Saint Johns River water Management District and United States Army Corp of Engineers Permits.
- **Bid Bond** – A bid bond is required to be provided in response to this Solicitation. The bid bond amount is 5% of the proposed cost.
- **Performance and Payment Bonds** – A performance bond and payment bond will be required to be provided by the contracted Design-Build Team.
- **Pre-Construction Services Agreement** – Should it be deemed necessary based on the work effort required, the City may enter into a pre-construction services agreement for costs related to the design process. The Design-Build Team may request this and the City will determine if it is appropriate for this project.

Questions and Answers

All questions, even those asked here must be submitted through the Question & Answer feature of the Solicitation platform. The City appreciates participants NOT submit questions by email.

All questions submitted will be published prior to an answer being provided so participants know what has been asked. This will hopefully reduce the number of duplicate questions.

The system sends a Question Notification email twice a day, at Noon and Midnight. This email will let you know when questions have been asked and answers have been published.

Project Information

The City has provided a Design Criteria Package in the Solicitation. It consists of 11 drawing sheets.

The Design Criteria package shows 3 fixed piers, 4 gangways, approximately 545 feet of floating dock with finger piers to accommodate 43 vessels. The design includes the location of a future restaurant to be constructed by others.

Notes about the design:

- Finger Pier 1 is shown as having dimensions and signage for sea plane mooring.
- There is also a Boat Club Deck shown on the design. The City is requesting a separate price for this item. If this option is selected the boat club will contract separately with the Design-Build Team. The City will not be a party to design and construction of this item.

The Design Criteria Package specifies a dock manufacturer of EMG Ronautica or **Approved Equal**:

- The City recently completed the construction of a seaplane dock at the Leesburg International Airport. Senior City staff like the look of the dock system used on that project. That dock system was manufactured by EMG Ronautica. The design-criteria package refers to EMG Ronautica or approved equal. The City will consider dock systems other than the EMG Ronautica. Respondents will upload the information they believe will demonstrate the technical equivalency. The City's Engineer of Record will review the information and approve as equivalent or not.
- One of the desirable features for the dock system is to NOT have aluminum decking. The City has provided pictures within the Solicitation of the decking used on the Seaplane Dock system. The use of a composite or synthetic type material for this dock project is highly desirable.

Ask if Public Works or the engineer have anything to add. Anything that is in the Solicitation nothing that is new information.

Open it up to questions from the attendees.

Negometrix Demonstration

Solicitation System Review – Review the Supplier side of the Negometrix online platform.

The City encourages all participants to familiarize yourself with the System in advance of submitting your response. Don't wait until the last moment to 'learn' the platform and submit your response. Should you need assistance using the system please contact the Negometrix Support Desk at the number provided on the 'HELP' page.

Clarification

Engineer of Record (EOR): Stated that the demolition of the existing Boat Club Deck will be removed. Demo of the structure will be completed by others.

EOR: Several Scrivener errors were found and will be corrected in a release of revised plan set.

EOR: Changes for some signs will be made and included an an updated set of plans.

City: Pointed out that the construction of the Bar & Grill reflected on the plans may be under construction at the same time as this project. Respondents should not assume this area will be available for laydown/staging. City affirmed that there should be plenty of room in the immediate area for laydown/staging. It was also pointed out there is a public boat ramp adjacent to the site a well as another boat ramp on the West side of the cove.

Questions

Question: A question related to time for completion was asked.

Answer: The City is looking to the proposers to include a detailed project schedule in the proposal. There is a question where proposers upload the schedule.

Question: A question regarding the laydown area was asked.

Answer: City affirmed there should be plenty of space for laydown/staging. There are several areas next to or very near the project site.

Prepared by

A handwritten signature in black ink that reads "Mike Thornton". The signature is written in a cursive, flowing style.

Mike Thornton, CPPO – Mike Thornton