



JACKSONVILLE AVIATION AUTHORITY

REQUEST FOR QUOTATION NUMBER: 1261-44202

Replacement of PBR Panels on Hangar 13 Lower Roof



**Jacksonville Aviation Authority
Procurement Department
14201 Pecan Park Road, 2nd Floor
Jacksonville, FL 32218**

**Assigned Buyer: Juanita J. Henderson
Procurement Director: Devin Reed**

GENERAL OVERVIEW

The JAA is requesting Quotations from the Contractors awarded a contract under JAA Invitation to Bid (ITB) Roof Repair and Replacement ITB# 10-34-44202 for the replacement of PBR panels on Hangar 13 Lower Roof at Cecil Airport. This bid will also be placed on JAA website for additional bidders for this project.

ITB # 10-34-44202 the successful Bidder must furnish a performance bond in the total amount of the contract upon the execution of the Contract to guarantee the performance of all terms and conditions stated in the Contract. A performance bond will be required for Projects greater than \$5,000.00. The performance bond must be with a corporate surety authorized to do business in the State of Florida and acceptable to the JAA. The bond will be specifically conditioned to perform this Contract. **NO PERSONAL CHECKS ACCEPTED.**

A **MANDATORY** site visit will be held at 8:00 AM (local time), June 28, 2012 at the Cecil Airport 13365 Aeronautical Circle, Jacksonville, Florida, 32221. All potential Bidders **MUST** attend this site visit as a prerequisite to the submittal of a quote.

DELIVERY OF QUOTATIONS

All Quotations must be submitted by July 10, 2012 by 2PM (local time). Quotations can be delivered via email Juanita.henderson@flyjacksonville.com or US mail to the JAA Procurement Department, Attn: Juanita Henderson, 14201 Pecan Park Road, Jacksonville, FL 32218.

Any Quotations received after the above stated time and date will NOT be accepted and/or evaluated. Each Contractor is fully responsible for ensuring that its Quotation is timely received, and shall assume the risk of non-delivery or untimely delivery caused by its chosen delivery method, whether by email, US mail, public carrier or otherwise.

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Scope

1. Remove abandoned aluminum pipe and wire up to first support bracket.
 - Seal existing pipe from water intrusion.
 - Remove and dispose old PBR material and wood framing.
2. Install new galvanized angle framing. (20 gauge minimum).
 - Framing is to be installed horizontally and vertically to support new PBR material.
3. Install new PBR material (24gauge) with color to match West and East ends of Hanger soffit.
4. Attach waterproof top and bottom closure to frame and PBR material.

Note! The **approximate** opening size is 20'wide and 8' tall. Also all joints, top and bottom closure, and fasteners, shall be **waterproof** to prevent intrusion of water to hanger bay or other areas.

Term of Agreement

Payment will be made within 30 days of receipt of an invoice for the service received and accepted by the JAA. **No advance payments, deposits or other partial payments will be authorized.**

Liquidated Damages

- A. Should the Contractor or, in the case of his default, the Surety fail to complete the work within the time stipulated, or within such extra time as may have been granted by the JAA, the Contractor or, in the case of his default, the Surety shall pay to the JAA not as a penalty but as Liquidated Damages the amount so due as determined below.
- B. For each day that any part of the work remains unfinished after the expiration of the contract time allowed, the sum per day hereinafter specified shall be deducted from any monies due the Contractor, or if no money is due the Contractor, the JAA shall have the right to recover said sum or sums from the Contractor, from Surety, or from both.
- C. Liquidated damages for failure to complete the work within the specified time for completion shall be **\$250** per Calendar Day.
- D. No bonus will be allowed for early completion of the work under the time specified in Paragraph 1.
- E. Permitting the Contractor to continue and finish the work, or any part of it, after the expiration of the contract time allowed including extensions of time granted to the Contractor shall, in no way, act as a waiver on the part of the JAA, of the Liquidated Damages due under the Contract.

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Warranty

In addition to special warranties stated in the Technical Specifications, the Contractor agrees to correct or replace any defective materials or workmanship for a period of one (1) year from date of acceptance for Beneficial Occupancy.

Examination of Drawings, Specifications and Site of Work

The Contractor must, before submitting a quotation, visit the site of the proposed work and familiarize themselves with the nature and extent of the work and any local conditions that may be in any manner affect the work to be done and equipment, materials, and labor required. The Contractor is required to examine carefully the drawings and specifications and contract forms. No allowances will be made for conditions overlooked by the Contractor.

Access To Site

All access in and out of the work site shall be coordinated with the JAA. The Contractor will be required to follow all JAA rules and regulations. JAA will provide contact information to the successful Contractor.

Codes

All work performed shall be in accordance with the City of Jacksonville Building Codes as well as any State codes.

Shop Drawings and Samples

- A. Description: Shop drawings, diagrams, illustrations, schedules, performance charts, brochures and other data which are prepared by the Contractor or any Subcontractor, manufacturer, Subcontractor or distributor and which illustrate some portion of the work.
- B. The Contractor shall review, stamp with his approval and submit to the JAA one (1) set of technical information / samples, where required, as described in this section, with reasonable promptness so as to cause no delay in the work.
- C. If the Contractor desires to deviate from the requirements of the Contract Documents, the Contractor shall separately submit all deviations from the requirements of the Contract Documents in shop drawings or samples. The submission shall direct in writing the specific attention of the JAA to the deviations, and shall contain all required data and supporting documentation necessary for an evaluation of the proposed deviation. Any submission or deviation not identified as heretofore mentioned, shall be rejected and require resubmission. Separate written approval of all deviations by the JAA for all design related deviations for all other deviations is required before the Contractor may perform the work covered by such deviation. By requesting a deviation, the Contractor makes the representations contained in this section.
- D. By approving and submitting shop drawings and samples, the Contractor thereby represents that it has determined and verified all field measurements, field construction criteria, materials, catalog numbers and similar data and that the Contractor has checked and coordinated each shop drawing and sample with the requirements of the work of the Contract Documents.
- E. Unless otherwise stated in the Contract Documents, the JAA will review and approve shop drawings and samples within ten (10) days after receipt but only for conformance with the design concept of the project and with the information given in the Contract

Documents. The JAA's approval of a separate item shall not indicate approval of an assembly in which the item functions.

- F. The Contractor shall make corrections required by the Engineer and shall resubmit the required number of corrected shop drawings or new samples until approved. The Contractor shall direct specific attention in writing or on resubmitted shop drawings to revisions other than the corrections requested by the JAA on previous submissions.
- G. The JAA's approval of shop drawing or samples shall not relieve the Contractor of responsibility for any deviations from the requirements of the Contract Documents unless the Contractor has informed the JAA in writing of such deviation at the time of submission and the JAA has given written approval to the specific deviation. The JAA's approval shall not relieve the Contractor from responsibility for errors or omissions in the shop drawings or samples.
- H. The submittal will be reviewed for design intent and general compliance with the information contained in the drawings and specifications. The Contractor is responsible for dimensions, quantities, fabrication processes and methods of constructions, coordination of the Contractor's work with that of all trades. The Contractor shall be responsible for satisfactory performance of his work and supplying a complete and operational system.
- I. No portion of the work requiring a shop drawing or sample submission shall be commenced until the submission has been approved by the JAA. All such portions of the work shall be in accordance with approved shop drawings and samples.
- J. The Contractor is responsible for any delays in job process accruing directly or indirectly from late submissions or resubmissions of shop drawings, product data, or samples. The JAA shall be reimbursed all costs to review any re-submittal subsequent to the second submittal.

Cleaning Requirements

Upon completion of the work, all trash and debris shall be removed from all areas of the building and site. All surfaces shall be thoroughly cleaned with an appropriate cleanser. All costs associated with cleaning shall be incidental to this project and included in the bid. The Contractor shall delineate his proposed cleaning method to the JAA for approval prior to accomplishing this work.

Change in Scope of Services

The JAA without invalidating the Contract, may order extra work or make changes by altering, adding to, or deducting from the work, and the Contract will be adjusted accordingly, based on a mutually agreed upon negotiated price. Changes in the work and the Contract sum may only be changed by prior written agreement executed by the parties with proper authorization to do so.

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Addenda

No interpretation of the meaning of neither any part of the RFQ, nor corrections of any apparent ambiguity, inconsistency or error therein, will be made to any Proposer orally. Every request for written interpretations or corrections **MUST** be written via US Mail, fax, or e-mail to:

Jacksonville Aviation Authority
Procurement Department
Attn: Juanita Henderson
14201 Pecan Park Road South
Jacksonville, FL. 32218
Fax: 904-741-6404
E-mail: juanita.henderson@flyjacksonville.com

Award of Agreement

The JAA reserves the right to accept and reject any or all quotes, in whole or in part. The JAA shall be under no obligation or duty to award the agreement to the lowest proposed price. The JAA reserves the right to award the agreement to multiple company(s) submitting the quote which will be the most advantageous and beneficial to the JAA. The JAA will be the sole judge of which quote(s) will be in its best interest and its decision will be final.

Payment Terms

An original invoice, which must reference the purchase order number, should be mailed the JAA, Attn: Accounts Payable, 14201 Pecan Park Road, Jacksonville, FL 32229. Invoices will be processed in accordance with normal JAA procedures, which is thirty (30) days net after receipt of an approved invoice.

Delivery of Quotes

An original of the proposal and any supplemental material should be submitted via US mail, fax or e-mail to:

Jacksonville Aviation Authority
Procurement Department
Attn: Juanita Henderson
14201 Pecan Park Road South
Jacksonville Fl. 32218
jhenderson@jaa.aero
904-741-6404 (fax)

Quotes will be received until July 10, 2012 @ 2:00 PM (local time)

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Exhibit A
Formal Quote Form

**Jacksonville Aviation Authority
General Maintenance & Small Construction**

Formal Quote Form

PART I - GENERAL

1. Project Title CF PBR Panel Replacement	2. RFQ Number 1261-44202
3. Name of Contractor	4. Submittal Date

PART II - LABOR RELATED COSTS

5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal	\$ -	0	\$ 0.00	
Project Manager	\$ -	0	\$ 0.00	
Superintendent	\$ -	0	\$ 0.00	
		0	\$ 0.00	
		0	\$ 0.00	
		0	\$ 0.00	
		0	\$ 0.00	
		0	\$ 0.00	
TOTAL DIRECT LABOR		0		\$ -

PART III - OTHER COSTS

6. Direct Material Costs			
Material		\$	0.00
Mobilization (only if this was a part of your proposal)		\$	0.00
Equipment		\$	0.00
DIRECT COSTS SUB-TOTAL		\$	0.00
7. SUBCONTRACTS NAME AND COST:			
		\$	0.00
		\$	0.00
		\$	0.00
		\$	0.00
		\$	0.00
SUB-CONTRACT SUB-TOTAL			\$ -

PART IV - SUMMARY

TOTAL AMOUNT OF QUOTE	\$ -
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Warranty on materials: _____ days Warranty on Workmanship: _____ days
 Quote is Valid for: _____ days Manufactures' Warranty: _____ years

Additional Comments:

The total amount of this quote includes and conforms to the scope of work provided under RFQ Number listed above.

Signature: _____ Date: _____

Procurement Review and Approval _____	Date _____
Engineering Review and Approval _____	Date _____