

**OCEAN HIGHWAY & PORT AUTHORITY OF NASSAU COUNTY**  
**REQUEST FOR BIDS – Install of Trelleborg Fender System.**

**Section I INTRODUCTION**

The Ocean Highway & Port Authority of Nassau County, Florida (OHPA/The Port) is seeking proposals from qualified Contractors to provide Civil and Mechanical Work, to Install a Trelleborg Fender System for the Port of Fernandina facilities located at 143-101 Dade Street, Fernandina Beach, Florida. This document is a Request for Bids (RFB) for the services described below and neither obligates OHPA to accept responses from eligible Contractors, nor obligates OHPA to proceed with the project. The RFB establishes minimum requirements a Contractor must meet in order to qualify for consideration as well as information to be included in the Contractor's bid response.

All responding Contractors are solely responsible for carefully examining and appropriately responding to the specifications, conditions and limitations.

The selection of a qualifying Contractor will be made based on OHPA's evaluation and determination of the relative ability of each Contractor to deliver quality service in a cost-effective manner.

This Project is being funded in part by a Florida Department of Transportation grant. Therefore, the selected Contractor must comply with all procedures outlined in the grant agreement which is attached hereto and incorporated herein, as well as any and all applicable procurement requirements, guidelines and laws of the State of Florida.

OHPA is not obligated to accept the lowest bid and reserves the right to reject any and all bids, amend the scope of the project or to cancel/terminate this RFB process, at any time and for any reason. All Contractors must be duly licensed and have the ability to perform work in accordance with all governing federal, state and local authorities and to the satisfaction of those authorities.

**Section II SUBMISSION OF PROPOSALS**

Responses to this RFP are due no later than February 19, 2025, 5PM. Late submittals will not be accepted or considered by OHPA. All proposals shall be delivered to OHPA via email: [ohpanc@gmail.com](mailto:ohpanc@gmail.com). All questions regarding this RFB should also be delivered to the above email address. All questions must be sub-mitted by email no later than 3:00 PM EST. Any responsive submittals received after the above date and time will neither be opened, nor considered, and will be returned or destroyed.

All timely and responsive bidders and their respective response submittals will be listed on OHPA's website. OHPA will hold a public meeting to review and consider all timely and responsive bids. At this meeting OHPA may choose to interview responsive bidders and/or otherwise consider timely submittals to this RFB and may choose to vote to award a Contractor the right to negotiate a contract with OHPA. Such a contract shall encompass the terms and conditions of this RFB as well as additional terms and conditions, as required. OHPA will provide adequate notice and instructions for any public meetings related to this RFB and OHPA's consideration of Contractor submittals.

**Cone of Silence:** Except as otherwise directed by this RFB, upon issuance of this RFB, Contractors may not contact individual OHPA Board members, the Port Operator, or Port staff (other than with questions as outlined above) regarding any and all aspects of this RFB until the entire submittal, evaluation and selection process are concluded.

### **Section III CONTRACT TERM**

Time is of the essence for this Project. Bidders must submit a proposed schedule and timeline for the civil, mechanical and fender install. Bidders will be evaluated in part, by the schedule which they provide.

### **Section IV SCOPE OF SERVICES**

The scope of work consists of awarding a qualified contractor to furnish and install three (3) new Trelleborg Fender Systems to replace the existing systems. The existing fenders have reached the end of their useful life cycle and require complete removal and replacement.

## **Section V INSTRUCTIONS TO BIDDERS**

Each Contractor is to address the following subjects in its response to this RFP. Reference any attachments made in response and include them in the complete response to this RFB:

### **1 Company History and Organization**

Provide a brief company history, and experience in civil, mechanical and fender system experience. Please provide proof of corporate registration and licenses with the State of Florida, Department of State.

### **2 Management Approach**

Describe the means and schedule for all work activities. Include all safety protocols and procedures used on the job site.

### **3 Cost Proposal and Invoicing**

Provide cost breakdowns for each of the following:

- a. Civil
- b. Mechanical
- c. Install of Fenders

### **4 Insurance**

The Contractor shall carry and maintain, with respect to any work or service to be performed at the Port facilities, insurance written by a licensed and responsible insurance company, to provide for the following:

- a. Workers' Compensation as required by applicable statute and Employer's Liability Insurance;
- b. Commercial General Liability Insurance;
- c. Excess-umbrella Insurance, including terrorism coverage;
- d. Include a sample Certificate of Insurance including limits with the response. All policies and certificates shall provide for thirty (30) days notification to OHPA in the event of cancellation, reduction in limits or changes in coverage.

## **Section VI PUBLIC RECORDS**

OHPA is subject to Chapter 119, Florida Statutes. Any and all responsive submittals, communications, or related information, whether hard copy or electronic, are subject to Florida's public records law and will be maintained as such by OHPA. Should OHPA ultimately choose to enter into an agreement or contract with a qualifying responder, the resulting agreement and/or contract will contain statutorily required language identifying the contractor as being subject to and bound by Florida's public records and government in the sunshine laws.

### **Attachments:**

The following attachment contain more in-depth information to assist the proposals to be submitted

# **REQUEST FOR PROPOSAL**

**IN REFERENCE TO**

**FENDER REPLACEMENT  
PORT OF FERNANDINA**

**DECEMBER 10, 2024**

**REV 0**

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## **1 Overview**

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### 1.1 Opportunity

OPHA is seeking a qualified contractor to furnish and install three (3) new Trelleborg Fender Systems to replace the existing systems. The existing fenders have reached the end of their useful life cycle and require complete removal and replacement.

This document outlines the RFP Scope and technical details to provide labor, materials, and equipment to design, fabricate, and provide technical support to execute fender replacement.

### 1.2 Project Location

315 N 2<sup>nd</sup> St

Fernandina Beach, FL 32034

Ops Manager:

Construction Site Contact: Patrick Marler, mobile number 832-696-8528,  
[patrickmarler@savageco.com](mailto:patrickmarler@savageco.com)

### 1.3 Schedule

The RFP and Deliverable Schedule dates are as follows:

Item	
Request for Proposal from OHPA	12/10/2024
Proposal Due	30 Days from RFP Receipt
Purchase Order Issuance	
Final Design and Fabrication	
Equipment Installation	

## 2 Instructions

Proposals should be remitted electronically to the following email address:

[patrickmarler@savageco.com](mailto:patrickmarler@savageco.com)

All Proposals shall contain (update as needed),

- Formal proposal on Company letterhead
- Narrative / clarification of work to be performed with inclusions & exclusions
- Milestone Schedule (Major events: Final Design, Material Procurement, Fabrication, Site Delivery)
- Costs broken down per the following table

Discipline	Cost	Hours	Subcontract
Administration Overhead			
Equipment Design			
Equipment Fab			
Installation Support			

Please submit any question(s) in writing to the undersigned and the OE will respond in writing.

**Kyle Clark**  
*General Manager*  
Office Phone: (904) 420-1078  
Cell Phone: (910) 231-7940  
Email Address: [KyleClark@savageco.com](mailto:KyleClark@savageco.com)

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### **3 Proposal Details**

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#### **3.1 General Items**

Any discrepancies or clarifications regarding the construction documents shall be brought to the attention of the owner's representative in the form of a written Request for Information (RFI). Any unexpected conditions or material changes shall immediately be brought to the attention of the OE.

The contractor shall supply all Supervision and Labor with properly trained and skilled personnel necessary to complete the above listed Scope of Work.

#### **3.2 Work or Services by Others**

- Nassau Terminals, LLC will furnish Engineering design detail drawings and specifications for the product being handled

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### **4 Primary Scope**

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Scope of Work – Specific

- Remove and discard three (3) old fender systems located at 20' South, 500' Mid, and 800' North.
- Ensure proper offsite disposal of old fender systems.
- Furnish and deliver three (3) Trelleborg Fender Systems to the Port of Fernandina. Please note all freight cost associated with procurement and delivery are the contractor's responsibility.
- Assemble and install new Trelleborg Fender Systems according to OEM manual.
- Provide all necessary equipment, cranes and tools for proper and safe installation.
- Maintain a clean work area during project and ensure all debris is removed and site is clean after completion.
- All personnel on-site must have a valid TWIC and must adhere to all onsite safety rules and regulations.



#### **4.1 Supplier Requirements**

- Contractor shall be responsible for meeting all requirements specified and/or referenced in the Purchase Order documents. This includes design, submittals, materials, fabrication, inspection, testing, quality assurance, and shipment.
- Contractor shall have direct control over all sub-suppliers and shall be fully responsible for the Work. All Owner requirements to supplier apply to all sub-suppliers.
- Conflicting Requirements: In the event that sections within the Technical Specification are found to be conflicting, Supplier shall notify Engineer and obtain written direction before proceeding with the Work. In general, the following order of precedence shall be applied by the Supplier:
  - a) Datasheets as listed in the Technical Specification table of contents
  - b) Project specifications as listed in the Technical Specification table of contents
  - c) Engineer design specifications and standards
  - d) Other referenced industry codes/standards/specifications

#### **4.2 Design Criteria**

- All Goods shall be designed and provided in accordance with the criteria detailed in the

**4.3 Spare Parts, Special Tools, Lubricants and Consumables**

- N/A

**4.4 Technical Specifications**

Machine Description Summary:

Refer to Trelborg Fender Specification.

**4.4.1 Material Data for all equipment:**

Material:

Density:

Input Size:

Output Size:

Moisture:

Feed Rate:

Design:

Operating:

Material Temperature:

Min: Max:

Operating Temperature:

Min:

Max:

Expected Uptimes:

Maintenance Intervals:

**4.4.2 Structural Steel**

N/A

#### **4.4.3 Mechanical**

- Trelborg Fender System Consist of the Following:

- a. (1) Closed Back Steel Frontal Panel 7'6" Wide x 8'2" Long to be painted with Trelleborg standard marine epoxy
- b. (2) MV1450x1000 Grade A Leg Fender
- c. (1) UHMW Pad System covering the steel frontal panel, 1.25"(32mm) thick
- d. (4) Fender to Panel Hardware Sets Gr. 8.8 HDG
- e. (4) Fender to Structure Hardware Sets Gr. 8.8 HDG
- f. (1) Weight Chain Assembly
- g. (1) Tension Chain Assembly
- h. (4) Shear Chain Assemblies

Notes:

- Trelleborg Standard QA/QC included
- Trelleborg standard blend of NR/SBR rubber included
- U anchors for chain assemblies included
- All chains and Hardware to be HDG

#### **4.4.4 Electrical**

N/A

#### **4.4.5 Instrumentation**

N/A

#### **4.4.6 Controls**

N/A

#### **4.4.7 Engineering Notes**

All work shall be done in accordance with applicable local and state building codes.

All drawings are to be electronically submitted in both native format and Adobe Acrobat PDF format. All final "Issued for Construction" documents that will be used for permitting are to be paper originals bearing the seal and signature of the registered professional engineer responsible for the design of the structure. Additional record copies of these final "Issued for Construction" documents are to be electronically submitted.

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## **5 Clarifications**

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The contents of this RFP and future project work are covered by the mutually agreed Nassau Terminals, LLC /EC Confidentiality Agreement (NDA).

Nassau Terminals, LLC, at its sole discretion and in compliance with Nassau Terminals, LLC policy, shall use its best efforts to keep confidential, all proposals received from prospective ECs.

Once Proposals are received, they become and remain the property of Nassau Terminals, LLC.

### **Disclaimer of Responsibility and Liability**

The Ocean Highway and Port Authority (OHPA) will not be responsible for any cost or expenses incurred by respondents in preparation, submission, or presentation of their proposal. Additionally, OHPA assumes no liability for any claims, damages, or other expenses arising from the rejection of this proposal.

By submitting a response to this RFP, respondents acknowledge and accept these conditions.

### **Additional Terms**

- a. OHPA/Nassau Terminals reserves the right to cancel this RFP at any time and at its sole discretion. OHPA/Nassau Terminals is not liable or responsible for any costs, expenses, "man-hours" or any other similar such expenditures made by the responding Company/Contractor;
- b. Any and all responses to this RFP are subject to Florida law, specifically Florida's public records law, and the responding Company/Contractor shall be responsible for complying with such applicable laws;

- c. Any and all responses submitted after the Proposal Due Date, as set forth in Section 1.3 of this RFP, will be rejected and returned to the respective responding Company/Contractor unopened;
- d. Any and all responses that do not comply with this RFP will be rejected.

OHPA assumes all Proposals received are completely inclusive of the scope of work outlined herein. The terms of the proposal shall be effective for a minimum of **30 days** from the time of submittal.

### **5.1 Scope Boundaries**

Nassau Terminals, LLC will provide overall project management of the work.

The scope of this work will be for equipment installation work only.

Nassau Terminals, LLC will re-route site traffic to allow for full access to the work area for construction work. The contractor will not have responsibility to create any alternative travel paths for operations dump trucks.

### **5.2 Deliverables**

- An RFP proposal with all costs to perform the work as described in Section 2.
- Final Data Books
  - The Final Databook should include,
    - Any redline drawings
    - Warranties and guarantees

### **5.3 Factory Acceptance Testing (FAT)**

Documentation shall be provided for all Factory Performance Tests, Factory Acceptance Tests, and Site Acceptance Tests. Test documentation shall describe the testing performed, identify test measurements required, and identify results

The Vendor shall prepare a test plan and procedures necessary to systematically verify the performance.

### **5.4 Inspection and Shipping Releases**

Supplier shall not ship any product until the Engineer has been given the opportunity to complete all source inspection points specified on the ITP.

Shipments made without proper shipping release are subject to rejection and Supplier shall be responsible for any cost incurred as a result of non-compliance with instructions.

The contractor is responsible for meeting all requirements specified in the Purchase Order, engineering documents, and referenced information. This also includes materials, equipment, and components from subcontractors and sub-suppliers to the Supplier.

Any changes, deviations, or alterations requested by the Contractor must be approved in writing in accordance with the appropriate RFI or change request process.

### **5.5 Site Acceptance Test**

The contractor shall conduct a test of the system as soon as it has been installed at the jobsite in its final configuration.

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## **6 Manufacturing Schedules & Reports**

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Supplier shall submit a Work progress schedule by the date noted in the VDDR, which shall be considered the baseline.

Activities to be identified include, but are not limited to:

- Mobilization Date
- Work execution tasks in sequence
- Anticipated completion and demobilization date
- Preferred scheduling software is Primavera P6; vendor is expected to provide the schedule in both (.pdf) and native (.xer) formats on a weekly basis. Other submittal frequencies and formats acceptable with Owner's approval.

A progress report shall be provided on a daily basis which identifies,

- Description of key progress activities completed since the last reporting period.
- Description of key activities planned for the next reporting period
- Identification of any non-conformance reports
- Delays: Weather, operational, supply chain, etc.

- Proposed corrective actions

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## **7 Project Controls**

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Tax: sales taxes, use taxes, or duties if applicable, shall be included in the price.

Progress will be reported as a percentage of the deliverables.

Invoices should be sent monthly (Net 30) and will include the following,

- Project Name: Fender Replacement
- Nassau Terminals, LLC Purchase Order Number: TBD
- Invoices to be sent to EngineeringAP@SavageCo.com
- Billing Term

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## **8 Codes, Standards & Specifications**

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Design, fabricate, assemble, and test Equipment so that when operated in accordance with the manufacturer's recommended procedures, it will conform to the latest edition of the following standards:

AWS, ANSI, AISI, ASTM, NEC, OSHA, MSHA

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## **9 Appendix & Reference Documents**

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1. None
2. (add or subtract from list as needed)

#	Document Name/Number	Rev.	Description
1			
2			
3			