



ADDENDUM NO. 01

To: Prospective Bidders

From: David M. Cordingly
City of Mobile

Date: May 20, 2025

Re: **Addendum No. 01**
MPD Traffic Safety Unit
Emergency Generator
City of Mobile Project No.: PD-003-25

BID OPENING DATE: Wednesday, May 28, 2025
BID OPENING TIME: 2:30 pm local time
BID OPENING LOCATION: Government Plaza – Atrium Lobby
205 Government Street
Mobile, Alabama 36602

This Addendum forms a part of the Contract Documents and modifies the original Bidding Documents dated May 7, 2025, as noted below. The Bidder must acknowledge receipt of this Addendum by statement of receipt indicated on the Proposal Form. Failure to do so may subject bidder to disqualification.

GENERAL CLARIFICATIONS:

1. The only hedges intended for removal are correctly shown on Sheet E3.0 – EXISTING ELECTRICAL PLAN. No other landscaping is to be removed.
2. Pre-Bid Conference Meeting Minutes from May 16, 2025, are attached.
3. Pre-Bid Conference Sign-in sheet is attached.
4. The City of Mobile project number **PD-003-25** is to be included on all documents, communications, etc.

Enclosures:

1. The Pre-Bid Conference Meeting Minutes
2. Attendance Roster, dated May 16, 2025

END OF ADDENDUM

MPD TRAFFIC SAFETY UNIT – EMERGENCY GENERATOR
MEETING MINUTES

City of Mobile Project No. PD-003-25



PRE-BID CONFERENCE AGENDA

May 16, 2025 at 9:00 a.m. local time

GENERAL INFORMATION

1. Introduction of Attendees
 - a. The City of Mobile/Mobile Police Department (CoM) – Owner
 - Representative: David Cordingly – Project Manager
 - b. Jaguar Consulting – Consultant
 - Representative: Christina Marie – Electrical Engineer
 - c. Dell Consulting – Sub-Consultants
 - Representative: Michael Pruett – Mechanical Engineer
2. Bid Date / Time / Location / Delivery

Date: May 28, 2025
Time: 2:15 p.m. local time
Location: Elevator Lobby outside City Clerk’s Office (Receptacle marked “City of Mobile Bids”)
Government Plaza, 9th Floor South Tower
205 Government Street
Mobile, Alabama 36602

Delivery: Bids will be received in a secure drop box located in the elevator lobby outside the Office of the City Clerk’s Office. Drop box will be monitored and emptied prior to bid opening. Bidders are strongly encouraged to hand deliver bids to the drop box as FedEx and UPS deliveries may be delayed. Bids will be publicly opened and read at 2:30 PM in the Atrium Lobby of Government Plaza. Additional Bidding instructions are further detailed in the Request for Bids Documents.
3. Eligibility
 - a. As per Contract documents
 - b. Licensed General Contractor in the State of Alabama
 - ~~c. Prequalification was required for General Contractors.~~
 - ~~d. Prequalified Contractors/Subcontractors~~
 - ~~▪ City of Mobile Master List~~
4. Bids
 - a. Preparation/Delivery
 - It is the Contractor’s responsibility to make sure bid is complete per the Contract documents (e.g. bid form, bid bond, sub/supplier list, etc.)
 - It is the Contractor’s responsibility to make sure bids are delivered and received at the designated location on the date and time stated in advertisement for bid or subsequent addenda.
 - b. Proposal Form
 - No alterations shall be made to bid proposal form
 - Be sure to use latest bid proposal form provided during bid process
 - c. Guaranty
 - Bid Guaranty in the form of Bid Bond or Cashier’s Check is required
 - 5% of bid amount, not to exceed \$10,000
 - Use the provided City of Mobile form for Bid Bonds
 - Bid Bond must be executed by a Surety Company duly authorized and qualified to make such bonds in the State of Alabama, payable to the City of Mobile

- Cashier's check, if used, must be drawn on an Alabama bank
 - d. Sales and Use Tax Savings
 - Bidder is not to add or include Sales and Use taxes in their bids
 - Sales tax estimates should be listed on the space designated on the bid form
 - Contractor will need to apply for a tax-exempt certificate with the Department of Revenue to purchase materials tax free. Any delay in obtaining the tax-exempt certificate due in whole or in part to the Contractor will not be cause for an extension of time for completion of the Project nor an increase in price.
 - Basic material & labor breakdown required to allow City of Mobile to apply for Tax Exempt Certificate
 - e. Subcontractors and Suppliers Submittal
 - The low bidder shall submit a complete list of major subcontractors and suppliers within 48 hours of the bid opening. This list should include the license number for all subcontractors and should be on the bidder's letterhead.
 - No substitutions of any subcontractor or supplier identified in the listing will be allowed without written request and approval by City of Mobile, whose decision shall be final.
- 5. Post-Award / Miscellaneous
 - a. Contract Bonds as per Section 7 of Instructions to Bidders
 - Performance Bonds - 100% of contract amount
 - Payment Bonds - Not less than 50% of contract amount
 - ~~b. Each subcontractor engaged in the installation, modification, configuration, programming, or testing of a fire alarm system must have a current Fire Alarm Permit from the Alabama State Fire Marshal's Office. A copy of each fire alarm subcontractor's permit must be provided with the list of subcontractors prior to installation or modification of the fire alarm system.~~
 - c. Bidder awarded the job must show evidence of being registered in the US Government's E-Verify Program
 - d. Pay Application requirements as per the General Conditions
 - e. Contractor shall adhere to the Child Labor Law - No workers on the project under the age of 18
 - f. Minority and Women Owned Participation – City of Mobile is encouraging a goal of 15% for this project. Minority or women owned subcontractors or suppliers should be identified to the Owner using the Subcontracting and Major Supplier Plan form. A directory of DBE Vendors can be found using the ALDOT's Alabama Universal Certification Program (ALUCP) database: <https://cpmsapps2.dot.state.al.us/alucp/searchdirectory#targetElement>
 - g. Davis-Bacon – not applicable.
 - h. Smoking, including the use of electronic cigarettes or similar devices, is prohibited anywhere on job site.
 - i. Mylar reproductions are **NOT** required for this project. PDF and AutoCAD files of the complete plan set will still be required.
- 6. Insurance
 - a. Builder's Risk Coverage
 - ~~▪ Is furnished by Owner

 - Contractor responsible for \$10,000 deductible per occurrence and any claim not covered by the owners builders risk insurance policy – a copy is available upon request
 - See Contractor Insurance Requirements for additional information
 - See General Conditions Article 28 for additional information related to stored material~~
 - Is not furnished by Owner
 - Owner does not provide insurance coverage or other protection for any financial loss or project delay resulting from damage, theft, or any other loss to tools,

- equipment, or materials owned, leased, or rented by the Contractor, employees of the Contractor, or any Subcontractor
 - Contractor may elect to purchase other forms of property insurance or inland marine insurance on tools or equipment, project materials or components awaiting installation at any location or materials or components while being installed
- b. General Liability
 - Commercial General Liability coverage with limits of \$1,000,000 per occurrence, \$1,000,000 aggregate
 - \$ 2,000,000.00 in Excess/Umbrella Coverage
- c. See the Contract Insurance Requirements section of the bid documents for a complete listing of insurance requirements.

PROJECT INFORMATION

7. Basic Project Information

The general scope of work is the removal of an existing generator and the procurement and installation of a new 80kw natural gas generator and the associated (2) 200A Nema 3R Service Entrance rated Automatic Transfer Switches.

8. Anticipated Schedule, Progress and Completion

- a. Anticipated “Letter of Intent” from City of Mobile by or before May 30, 2025.
- b. Anticipated NTP / Mobilization: June 4, 2025.
 - No work shall begin on project until insurance certificates are approved by City of Mobile.
- c. Time for Completion
 - Base Bid Completion Date: July 31, 2025.
- d. Liquidated Damages - \$250.00 per calendar day for completion dates as specified above, plus additional costs associated with resident observation. No additional cost associated with resident observation for work on weekends or holidays prior to specified completion dates.
- e. Contractor to submit a schedule of values with detailed breakdowns of material and labor within 10 days of the Notice to Proceed for progress tracking and management
- f. Contractor to generate and submit detailed construction progress schedule compliant with Section 3.10 of General Conditions and Specification Section 01 3200 ten (10) days after NTP, unless otherwise indicated in the LOI. No claims for time extensions will be granted prior to the submission and approval of a progress schedule compliant with these sections. During the course of the work, the assigned City of Mobile Project Manager will review the progress of completed work and the submission of any supporting documents regarding the progress of the work.
- g. Owner/Consultant/Contractor (OAC) progress meetings to be held per project requirements
- h. Warranty dates shall start at Date of Substantial Completion

9. Job Sign Requirement - Not required

~~10. Construction Staking~~

- ~~a. Shall be the Contractor’s responsibility and shall be performed under the supervision of a Licensed Professional Land Surveyor in the State of Alabama.~~

11. Project Observation / Material Testing

- a. Resident observation will be provided by Owner.
- ~~b. Materials testing and geotechnical recommendations for the Owner will be provided by _____~~
- ~~c. Contractor’s responsibility to coordinate all testing.~~
- ~~d. The Contractor shall submit a QA/QC program in compliance with Specification Section 014000.~~

12. Inspections

Contractor is responsible for ensuring that all inspections are successfully performed in accordance with City of Mobile regulations. 24 – 48 hours’ notice required.

- 48 – 72 hours' notice required.
- b. The Contractor should only schedule inspections when the work to be inspected is complete. reserves the right to deduct costs for additional inspections due to incomplete material or workmanship at the time the Contractor scheduled the initial inspection.

13. Safety

- a. The Contractor shall be responsible for all project safety. Neither the Consultant nor the Owner will be responsible for the Contractor's safety precautions, means, methods, techniques, sequences, or procedures.
- b. Contractor's personnel responsible for safety shall be OSHA certified.
- ~~c. Weekly employee safety meetings will be required with minutes of each meeting kept current. Contractor shall be responsible for coordination, content, scheduling, etc., of safety meetings with employees. Safety meeting minutes with sign in sheets must be current for the contractor's pay request to be approved.~~
- ~~d. The Contractor shall be responsible for maintaining a comprehensive Hot Work Program. See Supplemental General Conditions Section 1.8.~~
- ~~e. Fencing along the limits of construction, including equipment and storage areas, is the Contractor's responsibility unless otherwise directed by the Owner. The cost of any type fencing, barricades, etc. necessary shall be incidental to project. Fencing, barricades, etc., must be maintained according to the project specifications throughout the duration of the project.~~

14. Storm Water and Erosion Control

- a. As per Project Specifications Section 33 2290.
- b. The Contractor shall NOT be responsible for obtaining a NPDES Permit for this project since the disturbed acreage will be less than one (1) acre.
- c. Contractor responsible for implementing all BMP's, installation of all erosion and sedimentation control items, adhering to ADEM, local, and project requirements.

15. Landscape Protection

- a. During the course of the work, Contractor will take all necessary precautions to protect existing trees, shrubs, hedges, etc. on and near the project site as per the Project Specifications
- b. For any landscaping that is destroyed or damaged beyond reasonable repair due in whole or in part to the Contractor's failure to adequately protect it the City of Mobile will assess damages per the Project Specifications

16. Existing Conditions / Constraints

- a. Carefully examine any existing conditions, piping, and premises. Compare drawings with existing conditions. Report any observed discrepancies. It shall be the Contractor's responsibility to properly coordinate the work and to identify problems in a timely manner. Written instructions will be issued by the Engineer to resolve discrepancies

17. Parking for Contractors, Subcontractors and all workers

- a. T.B.D.

~~18. Traffic Control~~

- ~~a. As per Project Specifications~~
- ~~b. Coordinate all activities which may impede automobile, bus, pedestrian, or bicycle traffic with the Project Manager.~~
- ~~c. No deliveries between 7:30 a.m. and 8:15 a.m.~~

19. Working in the City and interaction with staff and public

- a. The safety of pedestrians and staff around the project site will be emphasized throughout the project. Safe pedestrian routing will be established in conjunction with the City of Mobile Project Manager Contractor will maintain such routing throughout the duration of the project.

- b. Notification to Emergency Vehicles (Police, Fire, Rescue, Ambulance, etc.) shall be Contractor's responsibility
- c. Harassing communications or behavior toward pedestrians or staff will not be tolerated and offending individuals will be removed from the project immediately.
- d. Unless otherwise indicated, Contractor shall provide temporary toilet facilities for its employees as well as other workers on the jobsite. Workers on the jobsite shall not use restrooms, break areas, or vending machines within the building or adjacent buildings unless approved by City of Mobile.

20. Existing Utilities

- a. As per Technical Specifications Section 02 2102.
- b. Verify location of utilities prior to construction – Contractor's responsibility. Existing utilities not identified to be relocated shall be protected by the contractor.

ADDENDA, ALLOWANCES, ALTERNATES & UNIT PRICES

21. Addenda

- a. Minutes of Pre-Bid and any other pertinent items discussed shall be issued as Addendum 1
- b. Additional addenda will be issued throughout bid process as warranted electronically by email, including any drawing or specification revisions.
- c. All questions prior to bid should be directed to **Christina Marie at christy@dellconsulting.com** and **David Cordingly at david.cordingly@cityofmobile.com**.
- d. Deadline for questions from bidders: May 21, 2025 by 12:00 p.m. local time.
- e. Deadline for substitution requests: May 21, 2025 by 12:00 p.m. local time.
- f. All questions should be directed to Engineer of Record in writing. Responses will be sent to all bidders. Any pertinent questions that may be asked during site walk-through or site visits should be followed up in writing. Any verbal answers provided should be considered nonbinding.

22. Allowances

- a. Refer to Specification Section 01 2005, ALLOWANCES, for specific details.

23. Alternates

- a. As an add alternate the electrical contractor shall provide a cost to remove the existing switchboard and provide and install a new 400A (200A main circuit breaker) 208Y/120-volt panel to replace the switchboard. The cost is to include all work associated with the removal of the existing equipment, installation of new equipment and the reconnection of all existing loads to remain.

24. Unit Prices - None

25. Other / Miscellaneous - None

OWNER COMMENTS

QUESTIONS / COMMENTS

PROJECT TOUR (OPTIONAL)



PRE-BID CONFERENCE ATTENDANCE ROSTER

PROJECT NAME			PROJECT LOCATION	DATE
MPD TRAFFIC SAFETY UNIT EMERGENCY GENERATOR City of Mobile Project No. PD-003-25			850 Virginia Street Mobile, Alabama 36603	Friday, May 16, 2025
NAME	ORGANIZATION	DBE	PHONE	EMAIL
David Cordingly	City of Mobile Architectural Engineering		(251) 802-2436	david.cordingly@cityofmobile.org
Stevie Clark	City of Mobile Facilities Maintenance		(251) 208-1572	steve.clark@cityofmobile.org
Christina Marie	Jaguar & Dell Consulting		(251) 307-1037	christy@dellconsultingllc.com
Tim Forget	Bill Smith Electric		(251) 349-5724	Tim@billsmithelectric.com
T. Jackson	Jackson Construction and Plumbing, LLC		(251) 529-0303	Jacksoncpllc@gmail.com