

CITY OF MOBILE
ARCHITECTURAL ENGINEERING DEPARTMENT



ADDENDUM NO. 02

To: Prospective Bidders

From: David M. Cordingly
City of Mobile

Date: May 27, 2025

Re: **Addendum No. 02**
MPD Traffic Safety Unit
Emergency Generator
City of Mobile Project No.: PD-003-25

BID OPENING TIME & DATE: Wednesday, May 28, 2025, at 2:30pm 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.

This Addendum to the Bid Documents includes the following:

I. GENERAL / CLARIFICATIONS:

1. It has been brought to my attention that the current Bid Form within the Project Manual has the incorrect project name and number in the document's header.
2. It has been brought to my attention that the Accounting of Sales Tax Form was not originally included in the Project Manual.

II. SPECIFICATIONS:

1. Replace Section 00 1100 - Invitation to Bid in the Project Specifications with the attached "Invitation to Bid" in its entirety.
2. Replace Section 00 4100 - Bid Proposal Form in the Project Specifications with the attached "Bid Proposal Form" in its entirety.
3. Added Section 00 4200 - Accounting of Sales Tax Form in the Project Specifications with the attached "Accounting of Sales Tax Form".

III. DRAWINGS:

1. No changes

IV. REQUEST FOR INFORMATION:

1. No changes

V. ATTACHMENTS:

- A. Specifications
 - Section 00 1100 – Invitation to Bid
 - Section 00 4100 – Bid Proposal Form
 - Section 00 4200 – Accounting of Sales Tax Attachment to Bid Form

END OF ADDENDUM

SECTION 00 1116 - INVITATION TO BID

PART 1 - GENERAL

You are invited to submit a sealed bid for construction of the following facility:

PROJECT NAME: MPD TRAFFIC SAFETY UNIT – EMERGENCY GENERATOR
PROJECT LOCATION: 850 Virginia Street, Mobile, Alabama 36603
PROJECT NUMBER: PD-003-25

1. BID DATE:

- A. Sealed Bids will be received and clocked in until **2:15 PM** local time, **Wednesday, the 28th day of May, 2025**. Bidders shall insert sealed Bids into a receptacle marked “City of Mobile Bids”, located in the elevator lobby outside the City Clerk Office, 9th Floor South Tower, Government Plaza, 205 Government Street, Mobile, Alabama 36602.
- B. All Bids not clocked in at the City Clerk’s Office prior to the time specified, or Bids received after the specified time, will be automatically rejected and returned immediately, unopened.
- C. Bids will be publicly opened and read at **2:30 PM** local time, in the Atrium Lobby of Government Plaza.

2. SPECIFICATIONS AND DRAWINGS:

- A. Specifications and Drawings are on file and may be examined at the following location:
 - a. City of Mobile Bids Website: <https://www.cityofmobile.org/bids>
- B. Contractor may contact **Jaguar Consulting** or City of Mobile Project Manager for access to record drawings, if available. See Section 01 10000 – SUMMARY OF WORK for Project Contact Information.
- C. Bidder shall use complete sets of Bid Documents in preparing their Bid. Neither the Owner nor Architect/Engineer assumes responsibility for errors or misinterpretations resulting from the use of incomplete sets of Bid Documents.
- D. Addenda will be issued via e-mail to all Prospective Bidders who attended the Pre-Bid Conference.
- E. Product Substitutions must be pre-approved before the Bid Date (see Section 01 6300 for requirements)
- F. This is a tax-exempt project. Bidders shall NOT include sales and use taxes with their bid amounts.**

3. BID SURETY: Required on Bids \$50,000.00 or more

- A. A Cashier’s Check drawn on a bank registered to do business in the State of Alabama and which is a member of the Federal Deposit Insurance Corporation, or a Bid Bond payable to Owner, City of Mobile, in the amount of 5% of the Base Bid, but in no event more than \$10,000.00 is required to accompany Bid.

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- B. Bid Bond must be issued by a Surety licensed to do business in the State of Alabama. Bidder shall require the attorney in fact who executes the required bonds on behalf of the surety to affix to the bond a certified and current copy of the power of attorney.
 - C. No Bid may be modified, withdrawn, or canceled for a period of sixty (60) days after the time designated above for receipt of bids.
 - D. The City of Mobile will have sixty (60) days from the bid opening date to award contract.
4. SURETY QUALIFICATIONS:
- A. A Surety authorized to do business in the State of Alabama must issue Bonds.
 - B. If the Base Bid is \$50,000 or more, the Surety must have a minimum rating of A/Class VI as reported by the latest issue of Best Key Rating Guide Property-Casualty published by Alfred M. Best Company, Inc.
5. IRREGULARITIES AND REJECTION:
- A. The City of Mobile reserves the right to waive irregularities in the Bid and in Bidding, and to reject any or all Bids.
6. BIDDER QUALIFICATIONS:
- A. Bids for Work costing \$50,000 or more must be licensed pursuant to current Alabama law and of classifications compliant with the State of Alabama Licensing Board for General Contractors. Note that if the contract amount is \$10,000 or greater, both a Performance Bond and a Labor and Material Payment Bond shall be required. **Before Bidding, Contractor shall verify their license classification of their General Contractors license with the State of Alabama Licensing Board for General Contractors to verify classification is acceptable to perform 51% of the Scope of Work.**
7. NON-RESIDENT CONTRACTORS:
- A. Except for contracts funded in whole or part with funds received from a federal agency, preference shall be given to resident Contractors on the same basis as the nonresident Contractor's state awards contracts to Alabama Contractors bidding in similar circumstances.
 - B. Nonresident Bidders shall, prior to submitting a bid, be registered with the Alabama Secretary of State and the Alabama Department of Revenue. Provide the Secretary of State Business "Entity ID Number" on the Bid Form in the space provided.
8. PRE-BID CONFERENCE:
- A. A **Pre-Bid Conference** for General Contractors will be held in the back parking lot behind the **Mobile Police Department Traffic Safety Unit, located at 850 Virginia Street, Mobile, AL 36603 at 9:00 AM local time Friday, May 16, 2025**, and continue on to the job site.
 - B. Minutes of this conference will be sent out as Addition Information for the project.
9. BID SUBMITTAL:
- A. Bids must be submitted on copies of the Bid Forms furnished in the Bidding Documents.
 - B. Bid, with Bid Security, Sales Tax Form C-3A and other supporting data specified, shall be contained in a sealed, opaque envelope, approximately 9x12 inches or larger and be marked on the outside with the words "**SEALED BID FOR MPD TRAFFIC SAFETY UNIT - EMERGENCY GENERATOR, PROJECT NUMBER: PD-003-25**".

- C. The Bid envelope shall be clearly addressed to the Owner as indicated on the Bid Form and include the bid date, the name, address and State License number and classification of the Bidder issued by the State of Alabama Licensing Board for General Contractors.
- D. All Bids of \$50,000 or more must include the Bidder's State of Alabama General Contractor's License information written on the outside of the bid envelope. Any Bid submitted without such license information may be rejected and returned to the Bidder unopened.
- E. In addition, in large letters on both front and back of envelope, write the following: **DO NOT OPEN UNTIL TWO-THIRTY PM, MAY 28, 2025.**
- F. For a Bid to be valid it shall be delivered at designated location prior to time and date for receipt of Bids indicated in INVITATION TO BID, or prior to any extension thereof issued to Bidders. After that time no Bid will be received or withdrawn.
- G. When sent by mail, preferably special delivery, express service, or registered mail, the sealed Bid, marked as indicated above, shall be enclosed in another envelope for mailing such that the exterior mailing container or envelope may be opened without revealing the contents of the Bid. It is the Contractors responsibility to assure delivery of the bid to the City Clerk's Office prior the time and date established.

10. EQUAL OPPORTUNITY:

- A. The City of Mobile, Alabama is an Equal Opportunity Employer and requires that all Contractors comply with the Equal Employment Opportunity laws and the provisions of the Bid Documents in this regard.
- B. The City of Mobile also encourages and supports the utilization of Minority Business Enterprises on these and all other publicly solicited Bids, and shall be in compliance with the City of Mobile's Minority Utilization Plan as adopted by the City Council.
- C. **All Bid Forms must include an appropriately completed "City of Mobile Subcontracting and Major Supplier Plan" in the envelope with their Bid Form per requirements.** Form shall document DBE Subcontractors participating in the project and, should the total % of DBE participation not meet the 15% minimum, all efforts to obtain DBE Subcontractors shall be documented on or attached to the DBE Form when submitted. During construction, contractors are required to submit a "DBE Utilization Report" with every Pay Application.
- D. Contractors should contact the City of Mobile Supplier Diversity Manager for assistance with DBE Subcontractor information and any questions regarding the DBE Compliance Forms. Contact Archnique Kidd at 251-208-7967 or archnique.kidd@cityofmobile.org.
- E. A Directory of DBE Vendors can be found at ALDOT's Alabama Universal Certification Program (ALUCP) database:
<https://cpmsapps2.dot.state.al.us/alucp/searchdirectory#targetElement>

11. ADDITIONAL BIDDING PROCEDURES:

- A. Refer to the complete information in the Bid Documents prior to submitting a bid. Additional Bidding Procedure information is contained therein, particularly in the specification Section 00 2100 "Instructions to Bidders - AIA Document A701" and in the specification Section 00 2200 "Supplementary Instructions to Bidders".

12. STATE OF ALABAMA IMMIGRATION ACT

“The State of Alabama, under the Beason-Hammon Alabama Taxpayer and Citizen Protection Act, Act No. 2011-535, Alabama Code Section 31-13-1, et. Seq., requires:

- A. That the Contractor shall be enrolled in the E-Verify Program, shall participate in that Program during the performance of the contract, and shall verify the immigration status of every employee who is required to be verified, according to the applicable federal rules and regulations; and
- B. That it will attach to the contract the company’s documentation of enrollment in E-Verify.
- C. The Subcontractor must also enroll in the E-Verify Program prior to performing any work on the contract and shall attach to its sworn affidavit documentation establishing that the Subcontractor is enrolled in the E-Verify Program.

13. PUBLIC CONTRACTS WITH ENTITIES ENGAGING IN CERTAIN BOYCOTT ACTIVITIES

- A. By signing this contract, Contractor further represents and agrees that it is not currently engaged in, nor will it engage in, any boycott of a person or entity based in or doing business with a jurisdiction with which the State of Alabama can enjoy open trade.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 1116

SECTION 00 4100 - BID FORM

Copies of the following Bid Forms shall be used. Bids submitted on alternate forms may be rejected. Fill in all blank spaces with an appropriate entry. Bid Form must be signed by an officer of the company and notarized.

TO: City of Mobile, 205 Government St., P.O. Box 1827, Mobile, AL, 36633

**REF: PROJECT NO.: PD-003-25
PROJECT NAME: MPD TRAFFIC SAFETY UNIT
EMERGENCY GENERATOR
PROJECT LOCATION: 850 Virginia Street
Mobile, Alabama 36603**

In compliance with the Bid Documents and having carefully and thoroughly examined said documents for the subject Work prepared by the City of Mobile, Architectural Engineering Department dated May 7, 2025; and all Addendum (a) Number(s) _____, dated _____, 2025 (**CAUTION:** before submitting any bid it is the Bidder's responsibility to check with the Architectural Engineering Department for all Addenda or special instructions that may impact the Bid) thereto, receipt of which is hereby acknowledged, the premises and all conditions affecting the Work prior to making this Proposal, the Undersigned Bidder, hereby

COMPANY NAME: _____

ADDRESS: _____ **PHONE:** _____

ALABAMA GENERAL CONTRACTOR LICENSE NO. _____

CITY OF MOBILE BUSINESS LICENSE NO. _____

SECRETARY OF STATE OF ALABAMA BUSINESS IDENTITY NO. _____

SECRETARY OF STATE OF ALABAMA ACCOUNT NO. _____

(Note: Secretary of State Account Number shall be filled in only by non-resident bidders)

(Check one) A Corporation A Partnership An Individual Doing Business

hereby proposes to furnish all labor, materials, tools, equipment, and supplies and to sustain all the expenses incurred in performing the Work on the above captioned Project in accordance with the terms of the Contract Documents, and all applicable laws and regulations for the sum listed below. The initial term of the Contract shall extend for Sixty (60) calendar days from the date of the Notice to Proceed.

The Bidder further declares that he is aware of the tax exempt status of the Owner and that sales/use/severance taxes are **excluded** from the amount of the bid.

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BID

Base Bid: _____ **.00**

Contingency Allowance: _____ **\$ 10,000.00**

Total Bid (Base Bid + Allowance): _____ **.00**

(Amount in Figures)

and no/100 dollars

(Amount in Words)

ALTERNATES (See Section 01 2300 – Alternates)

ALTERNATE NO. 1: Remove & Replace the Existing Switchboard Panel.

_____ **Dollars**

(Amount in Words)

(\$ _____ .00)

(Amount in Figures)

(Note: Show amount in both words and figures. In case of discrepancy, the amount in words shall govern). **Bids shall be provided in whole dollar amount with no cents.**

REQUIRED LISTING OF SUBCONTRACTORS/SUPPLIERS: List the subcontractors/suppliers for the trades listed below which you intend to use for the base bid. If no trades are designated, the listing is not required. List yourself for work you intend to self-perform. Any envelope adjustments to this section must be initiated by the bidder. Failure to complete this section may render your bid non-responsive. See Supplemental Instructions to Bidders for additional information.

(List requested trades here, if any)

BID SECURITY: The undersigned Bidder agrees that the attached Bid Security, as a Cashier's Check drawn on a bank registered to do business in the State of Alabama and which is a member of the Federal Deposit Insurance Corporation, or a Bid Bond, made payable to the City of Mobile, in the amount of 5% of the bid amount, but in no event more than \$10,000, as the proper measure of liquidated damages which the City will sustain by the failure of the undersigned to execute the Contract. Said Bid Security shall become the property of the City of Mobile as liquidated damages as specified in the Contract Documents.

AMERICANS WITH DISABILITIES ACT (ADA): The undersigned Bidder agrees to fully comply with all requirements of the Americans with Disabilities Act of 2010 and the Amendment Act.

NONDISCRIMINATION: Contractor shall comply with all Federal, State and local laws concerning nondiscrimination, including but not limited to City of Mobile Ordinance No. 14-034 which requires, inter alia, that all contractors performing work for the City of Mobile not

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discriminate on the basis of race, creed, color, national origin or disability, require that all subcontractors they engage do the same, and make every reasonable effort to assure that fifteen percent of the work performed under contract be awarded to socially and economically disadvantaged individuals and business entities.

SIGNATURE: If the undersigned Bidder is incorporated, the entire legal title of the company followed by "a corporation" should be used. If Bidder is an individual, then that individual's full legal name followed by doing business as (d/b/a) and name of firm, if any, should be used. If Bidder is a partnership, then the full name of each partner should be listed followed by "d/b/a" and name of firm, if any.

Ensure that name and exact arrangement thereof is the same on all forms submitted with this Bid. If a word is abbreviated in the official company name, such as "Co.", then use that abbreviation. If not abbreviated in the official name, spell out.

Bidder agrees not to revoke or withdraw this Bid until sixty (60) calendar days following the time and date for receipt of bids. If notified in writing of the acceptance of this Bid within this time period, Bidder agrees to execute a Contract based on this Bid on the proscribed form within ten (10) calendar days of said notification and to furnish Performance Bond and Materials and Payment Bond as specified.

COMPANY NAME: _____
(Printed or Typed)

BY: _____
(Signature of Company Officer)

COMPANY OFFICER: _____
(Printed or Typed)

TITLE: _____ **DATE:** _____, 2025
(Printed or Typed)

Sworn to and subscribed before me this _____ day of _____, 2025

Notary Public

Attachments:

1. Bid Security, with Power of Attorney
2. Secretary of State Authorization (Out of state bidders only)
3. Sales Tax Form C-3A
4. City of Mobile Subcontractor and Major Supplier Plan

END OF BID FORM

**SECTION 00 4200 - ACCOUNTING OF SALES TAX ATTACHMENT TO BID FORM
SALES TAX FORM C-3A**

To: City of Mobile

Date: _____

Name of Project: MPD TRAFFIC SAFETY UNIT – EMERGENCY GENERATOR
Project Number: PD-003-25

SALES TAX ACCOUNTING

Pursuant to Act 2013-205, Section 1(g) the Contractor accounts for the sales tax NOT included in the bid proposal form as follows:

ESTIMATED SALES TAX AMOUNT

BASE BID: \$ _____

ADD ALT. #1: \$ _____

Failure to provide an accounting of sales tax shall render the bid non-responsive. Other than determining responsiveness, sales tax accounting shall not affect the bid pricing nor be considered in the determination of the lowest responsible and responsive bidder.

Legal Name of Bidder: _____

Mailing Address: _____

***By (Legal Signature):** _____

***Name (type or print):** _____ (Seal)

***Title:** _____

Telephone Number: _____