



Addendum No. 1

To: City of Mobile Bidding Website (and potential Bidders)

From: Jody Russell
City of Mobile Architectural Engineering Department

Re: MPD Mounted Unit
Grand Bay Upgrades - Fencing
Project #PD-052A-24

Date: April 8, 2026

This Addendum forms a part of, and modifies, the Bidding Documents for the above referenced project, dated March 25, 2026. Acknowledge the receipt of this Addendum No. 1 and all subsequent Addenda, if any, in the space provided on the Bid Form. Failure to do so may subject Bid to disqualification.

General:

Clarifications:

- Item 1. The Pre-Bid Meeting Agenda *with no Modifications* and Attendance Roster dated April 7, 2026, are attached and form part of Addendum No. 1. Revisions to the Pre-Bid Agenda are indicated with a strike-through for deletions and *bold italic* typeface for additions. (*no modifications noted*)
- Item 2. All old fencing and debris removed is to be hauled away from the site. Care is to be given as to not leave any metal fasteners or debris that may injure livestock once the project is completed. All old gates and gate operating equipment removed for the project are to be stored on site at the instruction of the facility manager for future use by the facility or City.
- Item 3. All fencing to be installed is to follow the specifications and drawings included in the Project Manual as wood posts with wood rails throughout as requested by the facility.

Item 4. Even though the State has raised the amount to \$100,000 for GC requirements, the City of Mobile still requires a GC license for any project above \$50,000.

As noted in the Project Manual: 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 \$50,000 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.

Item 5. The Project Manual notes moving the new fence lines parallel to the driveway for the base bid and Alternate #1 approximately 1-2' away from the existing fence line. It is permissible to move it approximately 4-6' away from the existing fence line towards the driveway to allow sufficient room around any remaining trees to be left inside the pastures. The exact location will be determined by the Contractor, facility manager, and Project Manager prior to construction.

Item 6. Per the Project Manual and Agenda: Any potential bidder must provide documentation of a project of similar size and construction completed within the last five years along with a person to contact as a reference. This information can be a couple of photos, brief description of the scope, and date of completion. Information can be emailed to jody.russell@cityofmobile.gov and must be submitted by Thursday, April 9th, 2026, by 3 pm. An addendum will be posted by end of day Friday of all approved potential bidders. If a sub-contractor is being used by a General Contractor for the fence, all information required must be provided for the sub-contractor. Any sub-contractor listed for prequalification must be used for the project. If a change in sub-contractor is made once bids have been opened, disqualification may be warranted for the Apparent Low Bidder.

Item 7. A DBE Waiver will be provided for the project due to it having limited trade options. All documentation required for the bid must still be submitted.

Drawings: N/A

RFI's: N/A

ATTACHMENTS

Pre-Bid Meeting Agenda, with no Modifications

Attendance Roster

END OF ADDENDUM NO. 1

**MPD Mounted Unit
Grand Bay Upgrades - Fencing
Project # PD-052A-24**

MANDATORY PRE-BID CONFERENCE

9:00 am April 7, 2026
6160 Gaston Loop Drive
Grand Bay, Alabama 36541

Note: This Agenda is complimentary, for general use as an outline and for discussion during this meeting. Any discussions, questions or clarifications do not relieve you from obligation to comply with the Project Plans and Specifications. All questions shall be communicated to the Project Manager for response and distribution via Addendum. Changes, if there are any, will only be made by written Addendum.

AGENDA

1. Attendance roster. Include a contact person and an e-mail address where any Addenda should be sent. Please write legibly.
2. Introductions - Owner Contacts, Project Manager, Facility Manager.
 - a. Project Manager – City of Mobile – Jody Russell
 - b. Facility Manager – City of Mobile – Christopher Giattina
3. Bidding instructions, forms, special requirements and time.
 - a. Bid Form-use a copy of the bid form. Bids shall be submitted only on the bid form.
 - b. Bid time, date, place – indicated on the Advertisement for Bids; Sealed bids will be received and clocked in until 2:15 pm, Wednesday, the 15th day of April, 2026. Bidders shall insert sealed bids into the box marked “City of Mobile Bids”, located in the elevator lobby outside the office of the City Clerk’s office, 9th Floor South Tower, Government Plaza, 205 Government Street, Mobile, Alabama 36602. Bids will be publicly opened and read at 2:30 pm local time, in the Atrium Lobby of Government Plaza.
 - c. Contingency Allowance shall be utilized only after advance written approval by the Owner. There is a \$10,000.00 Contingency Allowance.
 - d. Work shall be completed within sixty (60) calendar days from Notice to Proceed.
 - e. Prequalification information is required as stipulated in the project manual. Please provide a list of projects similar in size, scope, and timeframe performed within the last five years. Provide a contact for a reference for each project. Information must be provided to the Project Manager by 3pm local time, Thursday, April 9th, to jody.russell@cityofmobile.gov. An Addendum will be issued at end of the day Friday, April 10th, listing all approved installers.
4. Special Instructions or conditions.
 - a. Before submitting a bid for the Work, the bidders shall carefully examine the Bid Documents and visit the site to be aware of existing conditions. Any discrepancy between the documents and the existing conditions shall be submitted as an RFI.
 - b. Any conflict, discrepancy, or confusion between the existing conditions, specifications for work, materials, or equipment and the Contractor does not receive written clarification from the Project Manager prior to the opening of bids, the Contractor shall use the better quality or greater quantity of work in their bid. No change order requests will be entertained for conditions that could have been identified during a site visit.

- c. Any values, dimensions, or linear feet noted in the drawings provided by the City for existing conditions are only approximate and are not to be used to determine the existing conditions. The contractor shall determine his/her own value for each length of fence.
- d. Bids shall be accompanied by a Bid Security equal to 5% of the total bid price, including the allowance, if any. But in no event shall be more than \$10,000.00. Bid security shall be in the form of a Bid Bond or cashier's check payable to the City of Mobile. No Bid Security is required on Bids less than \$10,000.00.
- e. The Bid form, with Bid Security, Sales Tax Form C-3A, City of Mobile Subcontracting and Major Supplier Plan and other supporting data specified, shall be contained in a sealed, opaque envelope, approximately 9x12 inches or larger and marked on the outside with the words "SEALED BID FOR MPD MOUNTED UNIT – GRAND BAY UPGRADES – FENCING – PROJECT NUMBER PD-052A-24".
- f. Bid Envelope adjustments will be accepted if the change is clearly marked, initialed by the person making the change, and a Letter of Authorization signed by an officer of the company identifying the individual by name.
- g. Alternates shall be added cumulatively to the base bid for determining the lowest bidder.
- h. Bid forms may be rejected if they contain any omissions, alterations of forms, additions not called for, conditional bids, alternate bids unless called for, incomplete bids, erasures or irregularities of any kind.
- i. Equal Opportunity:
 - i. 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.
 - ii. 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.
 - iii. **The Contractor shall provide an appropriately completed copy of the "City of Mobile Subcontracting and Major Supplier Plan" in the envelope with their Bid Form.** 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.
 - iv. During construction, contractors are required to submit a "DBE Utilization Report" with every Pay Application.
 - v. Contractors should contact the City of Mobile Small Business Development Manager for assistance with DBE Subcontractor information and any questions regarding the DBE Compliance Forms. Contact Archnique Kidd at 251-208-7967.
- j. No permits are required; however, all submittals shall be approved by the project manager prior to construction.
- k. Addenda – Minutes of Mandatory Pre-Bid Conference, and any other pertinent items discussed shall be issued as an Addendum following the Mandatory Pre-Bid Conference.
- l. Clarifications will be made only by written Addenda and posted online via the bidding website. Questions and Clarifications must be submitted in writing five (5) days prior to bid.
- m. The Contractor shall be responsible for all project safety and security. The Contractor will be responsible for any/all theft, vandalism, or other nefarious acts.
- n. The successful Contractor shall submit a Site Logistics Plan (along with a construction schedule) to coordinate with daily use of the facility for approval prior to mobilization.

5. Additional Requirements at time of Contract execution:

- a. A valid City of Mobile business license for the duration of the contract period

- b. A valid W-9 Tax form and Vendor Information Form must be on file with the City of Mobile.
- c. E-verify Documentation: The Beason-Hammond Taxpayer Protection Act applies to this project. Contractor shall comply with the requirements of this Act and show proof of enrollment in the E-verify program by submitting the electronically generated Federal E-verify document prior to signing the construction contract. (see Project Manual)
- d. Performance Bond and Labor & Material Payment Bond are required.
- e. Certificate of Insurance in amounts and with endorsements as required by the City of Mobile (see Project Manual).

6. Phasing of the Work

- A. Contractor use of premises is as follows:
 - a. Contractor shall have access to the facility site during usual operating hours (typically 7:30-5:00 Monday thru Friday). Additional times may be scheduled with prior approval. Access will be coordinated with the facility manager. Be sure to coordinate all construction with the project manager and facility manager.
 - b. Contractor must provide and maintain portable toilets on site for the duration of the project within 72 hours of Notice to Proceed.
 - c. Contractor may utilize, without cost, the water and electrical service of the facility in moderate amounts.
 - d. Remove waste and surplus materials, rubbish, and construction facilities from the site. On-Site Dumpster location to be coordinated with Owner Contact. Do not use dumpsters on site.
 - e. A mock up is required as described in the project manual prior to construction.
 - f. Receipt of bids is Wednesday, April 15, 2026, as outlined in the Project Manual.
 - g. Any observed ambiguities, discrepancies, omissions or errors in any part of the contract documents shall be submitted as written RFIs to the City of Mobile Project Manager.
 - h. Cut off time for submission of RFIs is 5 calendar days before the bid opening date at 12:00 PM.
 - i. Cut off time for approval of product substitutions is 7 calendar days before the bid opening date at 12:00 pm.
 - j. Official clarifications or corrections will be made by written addendum sent to all registered prospective bidders via e-mail.
 - k. Direct all RFI's and inquiries to the City of Mobile Project Manager via email.
 - l. Meetings: Owner/Architect/Contractor (OAC) progress meetings to be held per project requirements.
 - m. Pre-Construction Conference will be held once a Contractor has been awarded the project and the contract is executed (Notice to Proceed provided).

7. Payment requirements.

- a. Retainage withheld at 5% of the first 50% of Construction Completed until the amount equals 2.5% of the full contract amount.
- b. The final 2.5% of the full contract amount is withheld as retainage until all close out requirements are met, proof of advertisement, warranties, Consent of Surety and release of liens, etc. By State of Alabama Law, notice of final completion of the contract shall be published four times (weeks) in a local newspaper of general circulation.
- c. The City of Mobile is unable to issue payment or deposits on materials that are not on the project site, or in the City of Mobile stored in a climate controlled, bonded warehouse where a City representative can verify their presence and proper storage. Please refer to Construction Contract and General Conditions for more details on payment procedures.

8. Discussion of Scope of Work.

- a. The project includes a Base Bid and three (3) alternates:

Base Bid: The Work consists of removing all existing fence, posts, wires, etc., and replacing it with wood fences and gates as specified in the project manual and drawings. This includes removal of all vegetation along the fence line not marked to remain. (Mechanical methods okay; do not use any chemical or spray methods. If any damages to site created by mechanical removal, contractor to repair all site damages with like or better approved by the Project Manager). Any changes to the existing fence layout are noted in drawings and subject to approval by the project manager prior to installation. Coordination of demolition and installation are to be coordinated with the project manager and facility manager to allow adjustments for the livestock.

Alternate #1: Remove existing fences, posts, wires, etc., and replace them with wood fences and gates as specified in the project manual and drawings noted as Alternate 1. This includes removal of all vegetation along the fence line not marked to remain.

Alternate #2: Remove existing fences, posts, wires, etc., and replace them with wood fences and gates as specified in the project manual and drawings noted as Alternate 2. This includes removal of all vegetation along the fence line not marked to remain.

Alternate #3: Remove existing fences, posts, wires, etc., and replace it with wood fences and wire fences as specified in the project manual and drawings noted as Alternate 3. This includes removal of all vegetation along the fence line not marked to remain.

- b. There is a \$10,000.00 contingency allowance.
- c. If this schedule does not allow enough time to complete work and/or deliver materials, please advise the Project Manager by RFI prior to bidding.

9. City of Mobile Project Manager:

- Jody Russell
- Office: 251-208-1083 or
- Cell: 251-605-4921
- Jody.russell@cityofmobile.gov

10. Walk of Site

11. Adjourn

