PR-010-23 CCTC

PRE-BID QUALIFICATIONS & CONSTRUCTION QUALITY REQUIREMENTS

Project: **Copeland-Cox Tennis Center - Resurfacing**

Owner: CITY OF MOBILE

Please provide all information requested below along with the checklist attached to the prequalification section. Failure to provide all information requested, and failure to provide full disclosure may be cause for rejection by the Owner of any pre-qualification submittal. Attach additional pages as necessary. Please limit the submittal package to 15 pages for the proposal including the qualifications form. Including general marketing type information is strongly discouraged. Only General Contractors who have been approved to bid pursuant to the pre-qualification procedures and criteria established by the Owner will be eligible to bid for the project. All General Contractors must demonstrate successful completion of projects of similar size, type, and complexity. If a General Contractor intends to rely upon the qualifications and experience of subcontractor(s) to demonstrate successful completion of projects of similar size, type, and complexity; the General Contractor's pre-qualification response shall include the information required herein for each subcontractor unless stated otherwise. General Contractors who rely upon the qualifications and experience of subcontractor(s) to demonstrate successful completion of projects of similar size, type, and complexity, and are pre-qualified to bid, shall not change the subcontractor(s) prior to bidding without the Owner's written approval. Changing of listed subcontractor(s) prior to bid without the approval of the Owner may be cause for disqualification at the sole discretion of the Owner. The Owner may, at the Owner's discretion, add additional General Contractors after the due date set forth below. Submittal Deadline: 4:00 PM Central Time November 25, 2026.

Proposals shall be submitted electronically in PDF document format to jody.russell@cityofmobile.gov

Contractors submitting pre-qualification proposals will be notified regarding their pre-qualification status on or around December 2, 2026.

The bid documents are anticipated to be posted on the City of Mobile website on or around December 9, 2026 with bids due on or around December 30, 2026.

PROJECT DESCRIPTION:

Resurfacing of 16 tennis courts located at the Copeland Cox Tennis Center. The work is to include but not limited to:

• Removal of existing asphalt surface

• Preparation of base to apply new asphalt surface to meet ASBA/USTA standards. See attached guidelines.

• Install asphalt surface to meet USTA standards for tennis play. See attached guidelines.

• Removal and replacement of fence fabric and gates around each of three sets of courts

- Posts to remain

• Existing net posts and net post foundations to be removed and replaced with new

• All fence posts to be painted

• Specific sidewalk sections to be replaced

• Acrylic surface applied by certified contractor/subcontractor as approved by owner

Please provide:

A. minimum of 3 projects of similar size and technicality to the proposed project completed within the last five years.
   - Project name
   - Location
   - Initial Cost, Completed Cost
   - Time of Construction

B. Reference for each project including updated information to verify each project.
   A. The project drawing sheets provided with this Request for Proposals are being provided to assist interested General Contractors in evaluating the scope of work and preparing their pre-qualification proposals. **THESE DRAWING SHEETS ARE PROVIDED FOR INFORMATION ONLY.** They are not the final drawings to be issued with the Request for Bids. The Owner will not accept, nor respond to, detailed technical questions regarding these drawings. A two-year warranty will be requested by the owner in lieu of a one-year warranty unless otherwise stated in your proposal.

SECTION 01400

PRE-BID QUALIFICATIONS & CONSTRUCTION QUALITY REQUIREMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. General provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section includes administrative and procedural requirements for general contractor/installer **pre-bid qualifications** and pre-qualification checklist form to be completed and submitted with the sealed bid.

B. The City of Mobile is unable to issue payment or deposits on materials that are not on the project site, unless 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 detail on payment procedures.

C. Contractor's Quality Control Plan

1. Specific quality assurance, control and schedule requirements for individual construction activities are specified in the Sections that specify those activities. Requirements in those Sections may also cover production of standard products.

D. Related:

1. Division 1 Section "Construction Progress Documentation" for developing a schedule of required tests, inspections, submittals, orders, and installation.

1.3 PRE-BID QUALIFICATIONS

A. Due to the sixty (60) day installation schedule and installation requirements, General Contractor and Installer qualifications will be examined prior to the bid. The intent is to pre-qualify general contractors and installers with a proven, successful record of installations of similar size, and similar installation time with occupied facilities. Companies without proven records of success will not be approved for work on this project. Companies who have not met quality requirements and/or construction schedule during other City of Mobile projects will also not be approved for work on this project. The contractor will be provided access to the site seven days a week to complete the project in a timely manner.

B. Submittals indicating proven record of success shall include:
   1. Demonstrate a minimum of 3 years of experience in asphalt resurfacing related to finished playing surfaces for tennis courts or other similar athletic surfaces.
   2. Statement indicating how the company will staff and manage this project. Indicate after hours' work, additional employees, or any other information that would support the case that the general contractor and installer will be able to comply with requirements within the stated timeframe.
   3. By submitting qualification information requested in the initial document, the contractor and/or installer affirm that they are able to provide the materials needed for this project under the payment terms of the contract.
   4. Provide documentation of at least 3 projects of similar size, scope, and timeframe performed for other entities and that support the assertion of successful performance within the last 3 years or documentation of two (2) completed projects exceeding $200,000.00 for the City of Mobile, Architectural Engineering Department in the last five (5) years.
      a. Include project name, year completed and facility owner/operator contact names and numbers for reference.
      b. Indicate size of installation, scope, and installation time of each project listed.
      c. Acrylic surface finish to be applied by a certified contractor approved by the accepted surface material manufacturer.
   5. All potential bidders will be subject to final approval by owner based on experience level of past projects within the past 5 years.

C. **Submit Installer qualifications by 4pm local time Wednesday, November 25, 2026**, to Jody Russell, Project Manager, at jody.russell@cityofmobile.gov. **An addendum will be issued by 4pm local time Wednesday, December 2, 2026, listing approved installers.**

1.4 CONTRACTOR'S QUALITY-CONTROL PLAN FOR CONSTRUCTION

A. Quality-Control Plan, General: Submit quality-control plan and schedule within 2 days of Notice to Proceed. Submit in format acceptable to Owner. Identify personnel, procedures, controls, instructions, tests, records, schedule and forms to be used to carry out Contractor's quality-assurance and quality-control responsibilities.

B. Submittal Procedure: Describe procedures for ensuring compliance with requirements through review and management of submittal process.

C. Continuous Inspection of Workmanship: Describe process for continuous inspection during construction to identify and correct deficiencies in workmanship in addition to testing and inspection specified. Indicate types of corrective actions to be required to bring work into compliance with standards of workmanship established by Contract requirements and approved mockups.

PART 2 - PRODUCTS
(Not Used)

PART 3 - EXECUTION
(Not Used)

END OF SECTION

PRE-BID QUALIFICATIONS & CONSTRUCTION QUALITY REQUIREMENTS FORM

If a General Contractor intends to rely upon the qualifications and experience of subcontractor(s) to demonstrate successful completion of projects of similar size, type, and complexity; the General Contractor's prequalification response shall include the information required herein for each subcontractor unless stated otherwise.

Company Name: _____

City of Mobile Business License #: _____

Address of organization's principal place of business:

_____

_____

Phone: _____

Contact Name: _____

E-mail: _____

Largest Value Similar Project: _____

Current Aggregate Value under Construction: _____

Three Year Average: _____

Surety Company: _____

1. Has your organization ever received a "Notice to Cure" letter (or equivalent) on any unfinished work and/or defective work or defaulted on a contract with any State, County, or City Governmental Agencies?

   Circle one: YES / NO
   (If yes, provide description of the notice and outcome)

2. Is your organization currently, or previously been, involved in a claim that has resulted in a bond claim mediation, arbitration, or litigation on any projects with any State, County, or City Governmental Agencies?

   Circle one: YES / NO
   (If yes, provide description of the claim and outcome)

3. Has your organization completed projects of similar type, size, scope and complexity for projects in excess of $500,000.00 or two (2) projects exceeding $200,000.00 for the City of Mobile, Architectural Engineering Department in the last five (5) years?

   Circle one: YES / NO

   Include project descriptions for three (3) projects of similar type, size, scope and complexity, which have been completed over the past five (5) years or two (2) projects exceeding $200,000.00 for the City of Mobile, Architectural Engineering Department in the last five (5) years. The project descriptions should include, at a minimum, the name, address and telephone number of Owner, Architect, Construction Manager or Program Manager; the original and final Contract value; the original contract completion date and actual completion date.

4. Does your organization have the ability to provide 100% Performance and Payment Bonds for projects up to $1,000,000.00?

   Circle one: YES / NO
   (If yes, provide a bond-ability letter from surety) Not required for subcontractor(s)

5. Confirmation that insurance requirements of the City of Mobile can and will be furnished and a letter of confirmation from your company's underwriter, broker, and/or agent indicating the required liability insurance is either in place or obtainable by the company submitting this pre-qualification proposal: Not required for subcontractor(s)

   Workmen's Compensation Insurance: - Statutory-amount and coverage as required by all applicable laws, rules or regulations of the State of Alabama and the United States of America.

   Employee's Liability Insurance shall be provided for limits of liability not less than:

   A. Bodily Injury by Accident $1,000,000 each accident
   B. Bodily Injury by Disease $1,000,000 each employee
   C. Bodily Injury by Disease $1,000,000 each policy

   The Contractor shall provide Broad Form (commonly termed Comprehensive) General Liability Insurance (including premises-product-completed operations, independent contractors, and blanket contractual liability), specifically covering the obligations assumed by the Contractor for limits of liability not less than:

   A. Bodily Injury $1,000,000 each person
      $1,000,000 each occurrence

   B. Property Damage $1,000,000 each occurrence; or
   C. Bodily Injury and Property Damage $1,000,000 combined single limit

Such comprehensive policy shall include the following:

A. All liability of the Contractor, for the Contractor's Direct Operations.
B. Subcontractor's Operations.
C. Completed Operations Cover, thereby meaning any loss which shall occur after the contract has been completed, but which can be traced back to the Contract.
D. General Aggregate Limit of $2,000,000 shall apply on a "Per Project" Basis.
E. Contractual Liability, meaning thereby; any risk assumed by the Contractor under Hold Harmless Agreements or any other assumption of liability, but specifically items 11.1.1.8.3G herein below
F. Broad Form Property Damage Coverage, including Completed Operations.
G. Personal Injury Liability, with employee's exclusions removed

The Contractor shall carry for himself and shall require that all Subcontractors and all Owners of Automobiles or trucks rented or hired on the contract carry, until the Contract is completed, Comprehensive Automobile Liability Coverage for Bodily Injury and property. Damage for any auto in amounts not less than the minimum amounts as indicated. The Contractor and Subcontractor shall also carry for themselves insurance for all non-owned and hired automobile at the limits of liability as indicated below:

Bodily Injury	$1,000,000 each person $1,000,000 each occurrence
Property damage	$1,000,000 each occurrence; or,
Property damage	$1,000,000 combined single limit
Umbrella/ Excess Liability:	$2,000,000 combined single limit each occurrence for bodily injury and/or property damage

Circle one: YES / NO

6. Provide resumes of key personnel anticipated to be involved in this project. Include the following key personnel.
   A. Principal-In-Charge / Project Executive. Not required for subcontractor(s)
   B. Project Manager Not required for subcontractor(s)