Addendum No. 1

To: Service Contract Providers

From: David Stultz
City of Mobile Building Services Department - Contract Administrator

Re: Service Contract – Various Locations – Fire Alarm Inspection, Maintenance & Repair

Project #SC-018-26

Date: January 26, 2026

This Addendum forms a part of, and modifies, the Bid Documents for the above referenced project, dated January 14, 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 Bidder to disqualification.**

General:

Item 1. The Pre-Bid Conference Agenda and Attendance Roster, dated January 21, form part of Addendum No. 1 as Exhibit A.

Item 2. Five facilities will need to be added in the bid process.
Fire Station #20 – Petrey, MPD Mounted Unit – Grand Bay, Arena Parking Garage, Parks HQ, Public Works Paint and Body, and the Electrical Department.
All available information for each facility has been included below. This will be the first maintenance inspection for the Arena Parking Garage, so a devise list is not currently available. Parks HQ, Electrical Department, and Public Works Paint and Body are older systems with no records on file. Site visits can be scheduled by written notice to the Contract Administrator.
All bids are to be recorded within this Addendum below in Exhibit B – Bid Form.

	FACILITY	ADDRESS	ESTIMATED SQ. FEET
67	Fire Station #20 – Petrey	3471 Dauphin Island Parkway	2,500
68	MPD Mounted Unit – Grand Bay	6160 Gaston Loop, Grand Bay AL, 36541	3,500
69	Arena Parking Garage	200 S. Claiborne Street	1,000 parking spaces
70	Parks HQ	48 N. Sage	14,500
71	Electrical Department	854 Gayle St.	15,400
72	Public Works Paint and Body	901 Kelly St.	20,800

	FACILITY	ADDRESS	PANEL TYPE
67	Fire Station # 20- Petrey	3471 Dauphin Island Parkway	Napco Magnum MA3000
68	MPD Mounted Unit – Grand Bay	6160 Gaston Loop, Grand Bay AL, 36541	Honeywell HPF-PS6

69	Arena Parking Garage	200 S. Claiborne Street	Edwards O-Series
70	Parks HQ	48 N. Sage	DMP XR5FC
71	Electrical Department	854 Gayle St.	DMP XR5FC
72	Public Works Paint and Body	901 Kelly St.	DMP XR5FC

	FACILITY	ADDRESS	AUDIO/VISUAL	DUCT DETECTORS	HEAT DETECTORS	PULL STATIONS	PHOTO SMOKE DETECTORS	VISUAL STROBE	HORNS
67	Fire Station #20 – Petrey	3471 Dauphin Island Parkway	0	0	1	0	1	0	0
68	MPD Mounted Unit – Grand Bay	6160 Gaston Loop, Grand Bay	1	0	2	1	0	1	0
69	Arena Parking Garage	200 S. Claiborne Street							
70	Parks HQ	48 N. Sage							
71	Electrical Department	854 Gayle St.							
72	Public Works Paint and Body	901 Kelly St.							

Exhibit A

ATTENDANCE ROSTER

PURPOSE	PROJECT	LOCATION	DATE
Pre-Bid Conference	SC-018-26 Service Contract - Various Locations - Fire Alarm Inspection, Maintenance & Repair	205 Government Street, South Tower, 5th Floor REAM Confrence Room	1/21/2026

NAME	ORGANIZATION	OFFICE	CELL	EMAIL
David Stultz	City of Mobile		251-709-1428	david.stultz@cityofmobile.gov
Phillip Gunter	Arena Fire Protection		251-489-9957	ty@arenafire.com
Jack Courtney	Hiller Fire		251-455-0533	jcourtney@hillercompanies.com
Justin Strum	VSC Fire and Security		317-468-5416	jstrum@vscfire.com
James Yarbrough	Firetrol Protection Systems		251-300-7382	jyarbrough@firetrol.net
Shawn Meek	City of Mobile		251-358-1412	shawn.meek@cityofmobile.gov
Katrina Englett	AIS		251-753-0596	kenglett@aisprotect.com

Service Contract – Various City Locations – Fire Alarm Inspection, Maintenance & Repair

Project # SC-018-26
PRE-BID Meeting

10:00am Wednesday, January 21, 2026
205 Government Street, Mobile, Alabama 36602

AGENDA

Attendance roster: Include a contact person and an e-mail address where any Addenda should be sent. Please write legibly.
Introductions – Building Services Department, Service Contract Administrator: David Stultz 251-709-1428 cell; david.stultz@cityofmobile.gov

Discussion on the Scope of Work:

1. The scope of this project is to:
2. Provide a Base Bid for all Inspections required for the Fire Alarm System at various locations throughout the City as outlined in the Scope of Work, Exhibit A
3. Unit Pricing as specified on the Bid Form for labor and parts outside the Scope of Work
4. City of Mobile Business License and Certificate of Insurance shall be required by the Service Contractor for the duration of the contract.
5. Generally, the facilities will remain open to the public and City of Mobile maintenance crews. Service Contractor shall provide a monthly schedule to Building Services so site personnel can be informed, or arrangements can be made to access locked facilities.
6. Site access shall be limited to pre-approved locations agreed upon in advance by Building Services. Contractor parking shall not impede the flow of traffic or use of the facility by the City of Mobile, its occupants, or its guests.
7. Service Contractor shall take every precaution to avoid damage to the existing facility and its amenities and shall at their own costs make repairs if damage occurs.
8. Any proposed changes to the Scope of Work shall be submitted to the Building Services Contract Administrator for approval in advance of commencement of any work.
9. Work hours shall typically be 7am to 4pm for Fire Stations & Police Precincts. All other facilities' work hours shall be 8am to 4pm.
10. Upon coordination with the Building Services Contract Administrator, Contractor shall start with the project within 10 days following the written Notice to Proceed.
11. Contract duration is One (1) year from the written Notice to Proceed, with the option, at the City of Mobile's sole discretion, to extend the contract for two (2) terms following the initial year.

Bidding instructions, forms, special requirements and time:

1. Any observed ambiguities, discrepancies, omissions or errors in any part of the contract documents shall be submitted as written RFIs to David Stultz at david.stultz@cityofmobile.gov
2. Official clarifications or corrections will be made by written addendum sent to all registered prospective Bidders via e-mail. Building Services Contract Administrator shall issue all addenda.
3. Cut off time for submission of RFIs is three (3) calendar days prior to the Bid Opening date by 3:00pm.
4. City of Mobile Mun. Code Sec 14-2 requires that the city in all contracts have contractors make every reasonable effort to have at least fifteen percent participation by socially and economically disadvantaged subcontractors and/or material suppliers who are certified as a

Disadvantaged Business Enterprises. Documentation of this effort shall be required and included in the Bid.

5. Receipt of Sealed Bids shall be Wednesday, February 4, 2026, no later than 2:00 pm in the City Clerk's office, 9th Floor, Government Plaza, South Tower. Bids will be publicly opened at 2:30pm on the same day in the Atrium Lobby.
6. Bids shall be submitted only on a copy of the Bid Form included in the Project Manual, and shall include all required forms requested, as applicable. Bids submitted digitally or without the proper documentation or envelope shall be rejected.

Additional Requirements within 10 Days of Contract Award:

1. A valid City of Mobile business license for the duration of the contract period
2. 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 of the construction contract. (see Project Manual)
3. Certificate of Insurance in amounts and with all endorsements as required by the City of Mobile (see attached Certificate of Insurance).
4. A current W-9 Taxpayer Identification Form and City of Mobile Vendor Information Form must be on file with the City of Mobile prior to issuance of Contract.
5. On all documents: City of Mobile Business License, the Alabama Secretary of State Business Identity, the Alabama Secretary of State Certificate of Authority (out of state contractors), E-verify documentation, and ACORD Insurance Form, the Contractors name shall be EXACTLY the same.

Payment requirements.

1. Invoices for services rendered shall be submitted monthly by the Service Contractor to the Building Services Contract Administrator and all Invoices shall be received no later than the 25th day for the month in service.

Review of Scope of Work Exhibits

Adjourn

EXHIBIT B – BID FORM Revised 1/26/2026

The following Bid Format 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, 36633-1827

REF: PROJECT NAME: SERVICE CONTRACT – VARIOUS LOCTIONS – FIRE ALARM INSPECTION, MAINTENANCE & REPAIR

PROJECT LOCATION: VARIOUS CITY OF MOBILE LOCATIONS

PROJECT NO.: SC-018-26

In compliance with the Bid Documents and having carefully and thoroughly examined said documents for the subject Work prepared by the City of Mobile Building Services Department, dated January 14, 2026, and all subsequent Addenda thereto, as verified by the Bidder prior to submission of this Proposal and which are hereby acknowledged, the Undersigned Bidder,

COMPANY NAME: _____

ADDRESS: _____

PHONE: _____ **EMAIL:** _____

CITY OF MOBILE BUSINESS LICENSE NUMBER: _____

CITY OF MOBILE VENDOR NUMBER: _____

SECRETARY OF STATE OF ALABAMA ACCOUNT NUMBER: _____
(Note: The 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, insurance, 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, Scope of Work, and all applicable laws and regulations for the sum listed below.

The Work shall commence on the date of written Notice to Proceed, issued by the City. The term of the Contract shall extend for One (1) year from the date of the Notice to Proceed with the option to renew for Two (2) additional one-year terms, by notifying the Service Contractor not less than Thirty (30) days prior to the expiration date of the preceding term. The City of Mobile shall have the right to extend the Contract at the end of the third year (2nd Additional Term) at the rates listed in Year 3, Schedule of Values, for a period not to exceed Sixty (60) calendar days.

1. BASE BID – As specified in Scope of Work

BASE BID – SERVICE AND MAINTENANCE - shall be based on the following. All totals should be rounded to the nearest whole dollar:

	FACILITY	YEAR 1	YEAR 2	YEAR 3	TOTAL
1	200 Government St.	$	$	$	$
2	311 Building	$	$	$	$
3	Animal Shelter	$	$	$	$
4	Azalea City Golf Course Clubhouse	$	$	$	$
5	Azalea City Golf Course Maintenance Bldg.	$	$	$	$
6	Azalea Road Complex (BIC)	$	$	$	$
7	Ben May Library	$	$	$	$
8	Connie Hudson Senior Center	$	$	$	$
9	Dotch Community Center	$	$	$	$
10	Fire Prevention Bureau	$	$	$	$
11	Fire Station #1 – Freeman	$	$	$	$
12	Fire Station #7 – Seelhorst	$	$	$	$
13	Fire Station #9 – Husband	$	$	$	$
14	Fire Station #12 - Crichton	$	$	$	$
15	Fire Station #16 – Lathan	$	$	$	$
16	Fire Station #18 – Springhill	$	$	$	$
17	Fire Station #28 - Berger	$	$	$	$
18	Public Safety Complex	$	$	$	$
19	Fort Conde	$	$	$	$
20	Gulf Coast Exploreum	$	$	$	$
21	Nation Maritime Museum of the Gulf	$	$	$	$
22	Harmon Recreation Center	$	$	$	$
23	Hillsdale Community Center	$	$	$	$
24	History Museum of Mobile	$	$	$	$
25	Hope Community Center	$	$	$	$
26	Hurtel Street Admin Complex	$	$	$	$
27	James Seals Recreation Center	$	$	$	$
28	Joe Jefferson Playhouse	$	$	$	$
29	Library Administration Building	$	$	$	$
30	Local History & Genealogy Library	$	$	$	$
31	Lyons Park Tennis Center	$	$	$	$
32	Medal of Honor Gymnastic Center	$	$	$	$
33	Michael Figures Community Center	$	$	$	$
34	Michael Dow Amphitheater	$	$	$	$
35	Mobile Convention Center	$	$	$	$
36	Mobile Metro Fire Arms Center	$	$	$	$
37	Mobile Museum of Art	$	$	$	$
38	Mobile, Alabama Cruise Terminal	$	$	$	$
39	Municipal Archives	$	$	$	$
40	Oakleigh House Museum	$	$	$	$
41	Parkway Branch Library	$	$	$	$
42	Parkway S.A.I.L. Center	$	$	$	$
43	Playhouse in the Park	$	$	$	$
44	Police Precinct #1	$	$	$	$
45	Police Precinct #2	$	$	$	$
46	Police Precinct #3	$	$	$	$
47	Police Academy	$	$	$	$
48	Police Headquarters	$	$	$	$
49	Police Impound Lot	$	$	$	$
50	Police Special Ops Building	$	$	$	$
51	Quigley House Museum	$	$	$	$
52	Richards DAR House Museum	$	$	$	$
53	Rickarby Recreation Center	$	$	$	$
54	Saenger Theater	$	$	$	$
55	Special Events Building	$	$	$	$
56	Springhill Recreation Center	$	$	$	$
57	Sullivan Recreation Center	$	$	$	$
58	Tardy Cottage	$	$	$	$

59	Taylor Park Community Center	$	$	$	$
60	Technology Center - MIT	$	$	$	$
61	Telecommunications Bldg.	$	$	$	$
62	Tillman's Corner Community Center	$	$	$	$
63	Toulminville Library	$	$	$	$
64	Tricksey Senior Center	$	$	$	$
65	West Regional Library	$	$	$	$
66	Western Admin Complex (WAC)	$	$	$	$
67	Fire Station #20 – Petrey	$	$	$	$
68	MPD Mounted Unit – Grand Bay	$	$	$	$
69	Arena Parking Garage	$	$	$	$
70	Parks HQ	$	$	$	$
71	Electrical Department	$	$	$	$
72	Public Works Paint and Body	$	$	$	$
TOTALS		$	$	$	$

2. CONTRACT SUM:

The City shall pay the Service Contractor for the term of the Contract, for time and material, subject to additions and deductions provided therein, in current funds, the sum as follows:

Year 1 (Initial Term):

_____and 00/100 Dollars $_____

(Amount in Words) (Amount in Numbers)

Year 2 (First Additional Term):

_____and 00/100 Dollars $_____

(Amount in Words) (Amount in Numbers)

Year 3 (Second Additional Term):

_____and 00/100 Dollars $_____

(Amount in Words) (Amount in Numbers)

Total (Year 1+ Year 2+ Year 3):

_____and 00/100 Dollars $_____

(Amount in Words) (Amount in Numbers)

*Bids shall include all applicable sales and use taxes and shall be provided in whole dollar amount with no cents.

3. ADDITIONAL SERVICES:

UNIT PRICES – for Additional Services as specified in Exhibit A - Scope of Work:

The City of Mobile may also request additional services at varied frequencies, as needed, as directed. The Service Contractor shall give written notice to the City and obtain written authorization from the City before commencing such Services. Unit pricing listed should match the pricing used to formulate the corresponding year's bids above. The following rates shall apply:

Hourly Rates: For work performed outside the basic scope of services and not included in the total Bid:

A. Regular Time (7am to 5pm, Monday through Friday):

Year 1: $_____ per hour; Year 2: $_____ per hour; Year 3: $_____per hour

B. Overtime (5pm to 8am, Monday through Friday, and Weekends):

Year 1: $_____ per hour; Year 2: $_____ per hour; Year 3: $_____per hour

C. Overtime Holidays (Bidder's Holidays):

Year 1: $_____ per hour; Year 2: $_____ per hour; Year 3: $_____per hour

Parts/Material: for furnishing equipment, parts or other materials:
Service Contractor's Direct Cost plus Fifteen percent (15%).

* Direct cost shall be based on the invoiced amount from supplier/manufacturer and shall include all shipping/delivery costs and all applicable sales and use taxes.

The City of Mobile reserves the right to add, remove and modify services, as needed during the term of this Agreement.

5. BID INCLUDES:
Addendum Number _____, Dated _____
Addendum Number _____, Dated _____
Addendum Number _____, Dated _____

6. NON-DISCRIMINATION: The undersigned Bidder certifies that he/she will comply with Federal, State and local laws concerning discrimination, including Chapter 14, Code of the City of Mobile, adopted December 10, 1991, and as amended December 18, 2018.

QUESTIONS: To be answered by all vendors (regardless of whether intending to claim a preference):

A. Do you operate a place of business within the City of Mobile or the City's police jurisdiction? If so, please describe the nature and location of your business facility here, addressing the factors mentioned above.
_____

B. If you do not have a place of business within the City or the City's police jurisdiction, do you operate a place of business within the State of Alabama? If so, please describe.
_____

C. Should the City consider your business: woman-owned, a small business, minority owned, veteran-owned, or disadvantaged-owned?_____. If so, please provide any evidence for why the City should consider your business to be characterized in one or more of these categories. Please submit any current certifications you may have relating to these categories.
_____

7. REFERENCES: Please list a minimum of three (3) professional references, contract information, type of work performed, and date(s) performed. You may add additional references on a separate sheet, if needed.

A. Reference #1
Company Name:_____
Company Address:_____
Telephone:_____
Type of Work:_____
Dates:_____

B. Reference #2
Company Name:_____
Company Address:_____
Telephone:_____
Type of Work:_____
Dates:_____

C. Reference #3
Company Name:_____
Company Address:_____
Telephone:_____
Type of Work:_____
Dates:_____

8. DOCUMENTS TO BE SUBMITTED AT TIME OF BID:

- Bid Form
- Subcontracting & Major Supplier Plan, if applicable
- Secretary of State Authorization (Out of State Bidders Only)
- Any additional information, as required by Project Manual

9. 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 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.

COMPANY NAME:

_____
(Typed)

BY: _____
(Signature of Company Officer)

COMPANY OFFICER: _____
(Typed)

TITLE_____
(Typed)

DATE_____**, 20 ___**

Sworn to and subscribed before me this _____ day of _____, 20 ____

_____
Notary Public