

Do Not Return Via Email or Fax

This is Not an Order

Mailing Address:
P. O. Box 1948
Mobile, Alabama 36633
(251) 208-7434

Purchasing Department
and Package Delivery:
Government Plaza
4th Floor, Room S-408
205 Government St
Mobile, Alabama 36644

READ TERMS AND CONDITIONS
ON REVERSE SIDE OF THIS PAGE
BEFORE BIDDING

Typed by: en Buyer: 002

Please quote the lowest price at which you will furnish the articles listed below

Table with columns: DATE (03/08/2021), BID NO. (5530), DEPARTMENT (PARKS), Commodities to be delivered F.O.B. Mobile to: (As Directed)

This bid must be received and stamped by the Purchasing office not later than: 11:00 AM, Friday, March 26, 2021

Main bid table with columns: QUANTITY, ARTICLES, UNIT, UNIT PRICE (Dollars, Cents), EXTENSION (Dollars, Cents). Article: RIGHT OF WAY DITCH MOWING SERVICES

TOTAL

RETURN ONE SIGNED COPY OF THIS BID
IN ENCLOSED ENVELOPE

State delivery time within ___ days of receipt of P.O.

Firm Name _____

Typed Signature _____

By _____

We will allow a discount ___% 20 days from date of receipt of goods
and correct invoice of completed order.

1. All quotations must be signed with the firm name and by an authorized officer or employee.
2. Verify your bid before submission as it cannot be withdrawn or corrected after being opened. In case of error in extension of prices, the unit price will govern.
3. If you do not bid, return this sheet and state reason. Otherwise, your name may be removed from our mailing list.
4. The right is reserved to reject any, or all quotations, or any portions thereof, and to waive technicalities if deemed to be in the interest of the City of Mobile.
5. This bid shall not be reassignable except by written approval of the Purchasing Agent of the City of Mobile.
6. State brand and model number of each item. All items bid must be new and latest model unless otherwise specified.
7. If bid results are desired, enclose a self-addressed and stamped envelope with your bid. (All or None bids only)
8. Do not include Federal Excise Tax as exemption certificate will be issued in lieu of same. The City is exempt from the Alabama and City sales taxes.
9. PRICES ARE TO BE FIRM AND F.O.B. DESTINATION UNLESS OTHERWISE REQUESTED.
10. BID WILL BE AWARDED ON ALL OR NONE BASIS UNLESS OTHERWISE STATED.
11. Bids received after specified time will be returned un-opened.
12. Failure to observe stated instructions and conditions will constitute grounds for rejection of your bid.
13. Furnish literature, specifications, drawings, photographs, etc., as applicable with the items bid.
14. Vendor May be required to obtain City of Mobile Business License as applicable to City of Mobile Municipal Code Section 34-50. For Business License inquiry contact the Revenue Department at (251) 208-7461 or cityofmobile.org/taxes.php.
15. If a bid bond is required in the published specifications, see below:
Each Bid Shall be Accompanied By A **Cashier's Check, Certified Check, Bank Draft Or Bid Bond** For the Sum Of Five (5) Percent Of The Amount Bid, Made Payable To The City Of Mobile And Certified By A Reputable Banking Institution. All Checks Shall Be Returned Promptly, Except The Check Of The Successful Bidder, Which Shall Be Returned After Fulfilling The Bid.
16. Contracts in excess of \$50,000 require that the successful bidder make every possible effort to have at least fifteen (15) percent of the total value of the contract performed by socially and economically disadvantaged individuals.
17. All bids/bid envelopes must have the bid number noted on the front. Bids that arrive unmarked and are opened in error shall be returned to vendor as an unacceptable bid.
18. If successful vendor's principal place of business is out-of-state, vendor may be required to have a Certificate of Authority to do business in the State of Alabama from the Alabama Secretary of State prior to issuance of a Purchase Order. Vendors are solely responsible for consulting with the Secretary of State to determine whether a Certificate is required. See www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx. Please note that the time between application for and issuance of a Certificate of Authority may be several weeks.
19. Vendors do not need a City of Mobile Business License or Certificate of Authority from the Alabama Secretary of State to submit a bid, but will need to obtain the Business License and Certificate of Authority, if applicable, prior to issuance of a Purchase Order.

BID CONTINUATION SHEET

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	<p>Page 2 of 5</p> <p>If a contractor is unable to fulfill obligations of the contract on any of their awarded ditches, all of the ditches awarded to them will be terminated. The City is the sole determiner of whether the vendor is operating at the capacity required.</p> <p>This bid will be awarded on an area basis or group basis as defined on sheet called, <u>Right of Way Ditch Mowing Service Pricing</u>.</p> <p>The City is interested in starting the mowing as soon as possible, per the attached schedule, therefore Vendors must be properly qualified to do business with the City of Mobile. Vendors shall provide with this bid the following:</p> <ul style="list-style-type: none"> -Their registration number with the Alabama Secretary of State's Office or evidence from the Secretary of State that they do not need to register. -Their City of Mobile Business License Number. -Their registration with the E-Verify Program, Federal and State. -Documentation from their insurance carrier that a Certificate of Insurance can be provided within 1 day of notification. <p>The following is required and must be filled in:</p> <p style="margin-left: 40px;">Registration Number with Secretary of State Office _____</p> <p style="margin-left: 40px;">City of Mobile Business License Number _____</p> <p style="margin-left: 40px;">E-Verify Enrollment Number _____</p> <p style="margin-left: 40px;">Insurance Carrier can provide Certificate of Insurance for City Requirements within ONE (1) day of notification: YES ___ NO ___</p> <p>Contractors who bid on more than one area must show in writing how they will accomplish their proposed bid. This will include a description of equipment and personnel on hand as well as what resources will be added prior to the work beginning.</p>					
			TOTAL			

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 By _____

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BID CONTINUATION SHEET

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	Page 3 of 5					
	<p>City of Mobile reserves the right to inspect a Vendor's equipment prior to award for compliance with equipment specifications and conformance to safety equipment.</p> <p>Vendors will be required to sign a service contract once a Vendor has been determined to be low and meet specifications provided they have the above required items. A blank copy of the Service Contract is included in this bid package.</p> <p>Vendors will be required to perform as per the attached specifications for cutting, edging, trash/litter removal, and blowing.</p> <p>If a contractor fails to meet performance requirements after award of bid, the City could/may have the vendor's entire award and contract cancelled.</p> <p>The City has the right to tell the contractor when to begin a mowing cycle. The City has the right to tell a Vendor when not to execute a mowing cycle due to dry weather/drought, slowing of the growing season or funding.</p> <p>City of Mobile provides with this bid maps and photos of the mowing areas of each of the groups of ditches involved.</p> <p>The contractor shall notify the City every two weeks of the streets that have been completed; the contractor shall be paid for the streets that have been completed during that two week period; the payment shall be based on the percentage of the linear feet of each ditch on each street as compared to the total linear feet of ditches within the contract area, based on the total contract price; if a cycle time for the area exceeds eight weeks, the contractor will be penalized 2% per day of the total cost of those streets that exceeded the eight week cycle.</p> <p>When a Vendor submits their bill for a completed mowing cycle(s), Vendor shall also include the following:</p> <p style="padding-left: 40px;">The Vendor shall provide documentation of the Litter and Trash/Litter Removed from the mowing areas. Vendor shall state the size of the bags and number of bags of Trash/Litter Removed from the ditch mowed.</p>					
			TOTAL			

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BID CONTINUATION SHEET

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	<p style="text-align: center;">Page 4 of 5</p> <p>At the end of the contract, the Vendor shall provide a recap of all Trash/Litter Removed from their contracted ditches.</p> <p>A bid bond is not required.</p> <p>All bids must be submitted in a sealed envelope to the Purchasing Department, Room 408, South Tower, 205 Government Street. All bids must be received and date stamped prior to <u>11:00 A.M., Friday, March 26, 2021.</u></p> <p>Any bids delivered after <u>11:00 A.M., Friday, March 26, 2021,</u> will be returned unopened.</p> <p>It is the responsibility of the Vendor to have their bid package delivered to the Purchasing Department office and date stamped prior to the <u>11:00 A.M., Friday, March 26, 2021,</u> date and time for the bid.</p> <p>Be aware that there is limited parking around 205 Government Street and that you may have to park some distance away.</p> <p>Pricing for this bid to be good for the current mowing season to <u>December 31, 2021.</u></p> <p>Under Alabama law current City of Mobile employees and former employees having left the City of Mobile service for less than two (2) years, cannot bid, hold City contract, or provide goods and services to the City of Mobile.</p> <p>Bidders should pay attention and look for Addendum(s) or updates at the City of Mobile bid site: cityofmobile.org/bids. Look under <u>Bid #5530.</u></p> <p>It is the bidder's responsibility to check for updates and addendums to this bid. The City of Mobile is not responsible if a bidder does not look for or include an Addendum or changes in the bid specifications</p> <p>This is a sealed bid; your response must be in a sealed envelope that has the <u>Bid #5530 and your company name</u> on the outside or the date and time of the bid opening.</p> <p>Bids delivered in unmarked or mismarked envelopes or packages and are opened in error prior to the bid date will be unacceptable and void to the City of Mobile.</p>					
			TOTAL			

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BID CONTINUATION SHEET

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	<p style="text-align: center;">Page 5 of 5</p> <p>The City reserves the right to award some, all, or none of the bids received on this bid.</p> <p>All vendors will be required to provide verification of enrollment in the E-Verify program. Additional information may be found at http://immigration.alabama.gov/</p> <p>If the successful vendor's principal place of business is out-of-state, vendor may be required to have a Certificate of Authority to do business in the State of Alabama from the Secretary of State prior to issuance of a Purchase Order.</p> <p>Vendors are solely responsible for consulting with the Secretary of State to determine whether a Certificate is required. See: www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx. Please note that the time between application for the issuance of a Certificate of Authority may be several weeks.</p> <p>Upon notification, vendor will have 10 business days to provide the Certificate of Authority and the E-Verify numbers to the Purchasing Department before award can be completed. (Vendors will possibly need to pay the expedite fee to meet this requirement because application is not sufficient. We must have a copy of the certificate with your Company ID number).</p> <p>Vendors do not need a City of Mobile Business License or Certificate of Authority from the Alabama Secretary of State, nor the E-Verify for certification to submit a bid, but will need to obtain the Business License and Certificate of Authority verification and/or provide the E-Verify Certification, if applicable, prior to issuance of a Purchase Order.</p> <p>At the option of the City of Mobile and the successful Vendor(s), the award of this bid may be extended for two (2) additional years (Mowing Seasons). If extended, the terms, conditions and pricing shall not change. The City reserves the right to extend some, all, or none of the Ditch Mowing Group awards for a second or third year (Mowing Seasons).</p> <p>State of Alabama Local Vendor Preference Law 41-16-50 (a) and (d) will apply to this purchase.</p> <p>If you have any questions, please feel free to contact the Purchasing Department at purchasing@cityofmobile.org.</p> <p>TO BE AWARDED ON AN ALL OR NONE BASIS.</p>					
			TOTAL			

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By _____

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Maps for this bid may be viewed at:

<https://maps.cityofmobile.org/bids/5530/index.html>

RIGHT OF WAY DITCH MOWING SERVICE PRICING

PRICING SHALL BE A TOTAL PRICE/COST TO MOW

ALL THE DITCHES IN EACH GROUP/AREA

DAUPHIN ISLAND PARKWAY DITCH MOWING

PRICE FOR 1 COMPLETE CYCLE \$ _____

CYPRESS SHORES DITCH MOWING

PRICE FOR 1 COMPLETE CYCLE \$ _____

**City of Mobile
Parks Department**

Ditch Mowing Specifications

Mowing

- Uniformly mow (without scalping or streaking) at the proper height no less than 3.00", no more than 5.00") as measured from the soil line
- Contractor is responsible for mowing all of the areas shown on the supplied maps from the edge of the right of way to the pavement; any questions about this should be directed to the designated City contact
- Mowing equipment shall consist of finishing mowers such as push mowers and string trimmers; bush hog types of mowers are unacceptable
- Blades must be sharp and provide a clean cut
- All guards must be in place
- Clippings need not be removed, but shall be mulched and/or spread uniformly to avoid clumping; large clumps shall be removed
- Litter, including signs, to be removed prior to mowing
- Mowers shall avoid striking ornamental trees; damaged trees shall be replaced, where applicable
- Contractor shall complete each street (including string trimming, blowing) before moving to the next
- To avoid rutting, contractor shall avoid driving heavy mowing equipment on ground that is saturated after heavy rain; ruts shall be repaired

String Trimming

- Vegetation shall be controlled on and around trees, signs, mailboxes, posts, fences, utility poles, light poles, and all stationary objects using a string trimmer
- String trimming shall be considered an integral part of mowing and shall be done at the same time as the mowing operations for each area
- Trimming shall be at the same cutting height listed for the surrounding grass
- Damage to trees is a particular concern with string trimmers; contractor shall ensure that string trimmers do not come into contact with trees; damaged trees shall be replaced

Blowing

- All hard surfaces (asphalt, concrete, gutters) must be blown and be debris free after edging, string trimming, and/or mowing; this includes old debris
- Debris includes: sand, grass, dirt, clippings, litter, silt, asphalt, gravel, etc.
- Clippings and/or leaves may be blown into the surrounding vegetation as long as they are dispersed evenly
- All guards must be in place and safety glasses worn

Litter

- Any manmade object shall be considered litter

Miscellaneous

- Contractor shall have a designated contact and an alternate who is available during work hours; City shall do the same
- Contractor shall notify the designated City contact(s) using e-mail or text message of streets completed every two weeks in accordance with the established schedule. Phone calls or voice mail is insufficient. An inspection will not be performed until the City is properly notified, potentially allowing vegetation to grow or litter to accumulate, which would require the contractor to revisit the site before payment is released.
- When notifying City contact of the completion of a cycle, contractor shall report the number and size of bags of litter collected per cycle by street
- All specifications must be met before payment is released
- Any initial cleanup is included in the bid price.
- City may inspect job site at any time
- Contractor shall set up a Mowers Ahead sign at the beginning and end of the work zone
- Contract employees shall be courteous to the public at all times
- Equipment operators shall yield to pedestrians and avoid disrupting vehicular activity
- This contract is for four complete cycles that are no longer than eight weeks, beginning in April 2021 and ending in November 30, 2021 as shown below:
- The contractor shall notify the City every two weeks of the streets that have been completed; the contractor shall be paid for the streets that have been **completed** during that two week period; the payment shall be based on the percentage of

the linear feet of each ditch on each street as compared to the total linear feet of ditches within the contract area, based on the total contract price; if the cycle time for the area exceeds eight weeks the contractor will be penalized 2% per day of the total cost of those streets that exceeded the eight week cycle.

- If the contractor completes the streets in a period shorter than eight weeks they will be paid on a bi-weekly basis for all streets as they are completed; the contractor may not start the next cycle until the date shown on the above schedule.
- In the event of a natural disaster (a named tropical storm or hurricane) the contract may be suspended for an agreed upon period of time; payment shall not be made for a missed operation
- Any used tires found in or around a ditch will be piled by the contractor in one location accessible to a truck and trailer and the City Public Works' Trash Division contacted for removal.
- Contract employees shall be neat and well groomed and shall wear identifiable uniforms
- Contractor vehicles must be marked with business' name and/or business logo
- Work may be performed during daylight hours (dawn to dusk)
- Clippings, vegetation, or any other debris shall be finely mulched and evenly distributed back into drainage structure; such debris shall be removed from all hard surfaces, including asphalt, concrete, roadways, etc.; this includes old debris
- Tree pruning shall remain the responsibility of the City
- The use of pesticides, including herbicides, insecticides, and fungicides shall not be permitted
- Limbs and other debris shall be removed from the site and disposed of in accordance with the mowing schedule for each designated area
- Contractor shall immediately report any problems such as broken or missing storm drain covers, etc.

Safety

- Contractor shall comply with all applicable OSHA rules and regulations.
- Contractor shall comply with all City of Mobile safety rules and regulations.
- Contractor shall provide effective safety training to employees.
- Contractor shall designate a "competent person" at each work site who has the responsibility and authority to stop work until all safety conditions are met.

- Contractor shall adhere to the requirement contained in the Manual on Uniform Traffic Control Devices. Some examples of which include:
 - Employees working on or adjacent to roadways will wear high visibility garments meeting or exceeding the ANSI 107-2010 Class – II or Class III as required by the MUTCD for the type of traffic hazard.
- Contractors vehicles shall be fitted with a flashing strobe light that is visible in all directions to traffic; Contractors equipment shall also include retro-reflective material visible from all directions and shall have a “slow moving vehicle” placard mounted on equipment that may be operated on or adjacent to the roadway in accordance to applicable law.
- All equipment guards must be in place
- Contractor to take all reasonable precautions to ensure the safety of passing motorists, vehicles, pedestrians and property; the contractor shall be liable for any and all damage to passing vehicles, property or injuries resulting from their work.
- Safety glasses shall be worn when operating power equipment and whenever there is an exposure to an eye injury (including hand sawing, clipping, use of fuels or other chemicals, etc.); hearing protection is recommended when operating power equipment
- The Parks Department has the authority to stop any contract operations that are thought to be hazardous; operations must cease until corrective actions are taken
- Spill control measures shall be in place in the event of a hazardous material spill; appropriate actions shall be taken in the event of a spill; contractor shall notify City in the event of a spill
- Failure to comply with safety issues may result in contract termination.
- Contractor shall notify the City of Mobile of any incidents reported to them.

CYPRESS SHORES GROUP

<u>STREET NAME</u>	<u>LINEAR FEET</u>	<u>PERCENT OF TOTAL LINEAR FEET</u>
AUDUBON DR	3635	6.02%
BLUEGILL DR	1736	2.87%
BOWDEN RD	2722	4.50%
BUCKNELL DR	2330	3.86%
CANAL CIR E	44	0.07%
CANAL DR	3891	6.44%
CLEMSON DR	2063	3.41%
COLBY RD	499	0.83%
COLE DR W	359	0.59%
COLGATE DR	1366	2.26%
CROWN DR	71	0.12%
CYPRESS SHORES DR	1341	2.22%
DOWNEY DR	2077	3.44%
FURMAN DR	4120	6.82%
HIGGINS RD	12354	20.45%
NICHOL DR	1716	2.84%
POINT RD	1832	3.03%
RANGELINE RD	512	0.85%
RANGELINE SERVICE RD	773	1.28%
RUTGERS RD	4620	7.65%
SAWYER AVE	782	1.29%
SHIPYARD RD	3653	6.05%
TODD BLVD	116	0.19%
TODD ACRES DR	3667	6.07%
TRINITY RD	873	1.45%
TUFTS RD	3269	5.41%
TOTAL	60,420	100%

**DAUPHIN ISLAND
PARKWAY GROUP
(3 pages)**

<u>STREET NAME</u>	<u>LINEAR FEET</u>	<u>PERCENT OF TOTAL LINEAR FEET</u>
AIRVIEW DR	627	0.37%
ALBA AVE	2096	1.25%
ALBA CLUB RD	6117	3.66%
ANNWOOD DR	1664	1.00%
ARC RD	5289	3.16%
ARCHER LN	493	0.29%
BAKERS LN	341	0.20%
BAY CRESCENT DR	2095	1.25%
BAY FRONT RD	9227	5.52%
BOYKIN BLVD	7300	4.37%
BROOKMONT DR	1161	0.69%
BRYAN AVE	2152	1.29%
CALBA AVE	62	0.04%
CASSIE LN	3049	1.82%
CASTER ST	623	0.37%
CASTLEWOOD DR N	786	0.47%
CASTLEWOOD DR W	626	0.37%
CEDAR CRES	3392	2.03%
CEDAR POINT RD	2265	1.36%
CHARLOTTE ST	1067	0.64%
CHARMAINE CIR E	478	0.29%
CHARMAINE CIR N	637	0.38%
CHARMAINE CIR W	612	0.37%
CIRCLE CT	140	0.08%
CLUBHOUSE RD	10521	6.30%
COLEY DR	395	0.24%
CREEKWAY DR	2934	1.76%
CREEKWAY DR E	496	0.30%
CREST BROOK DR	204	0.12%
DANIELS RD E	105	0.06%
DANIELS RD N	853	0.51%
DANIELS RD W	568	0.34%
DAUPHIN ISLAND PKWY	9184	5.50%
DAYTONA DR	976	0.58%
DEL MONTE CT	1063	0.64%
DRIFTWOOD DR E	822	0.49%
DRIFTWOOD DR N	2303	1.38%

DRIFTWOOD DR S	1379	0.83%
ELOONG DR	199	0.12%
FAYE ST	100	0.06%
FRIAR LN	672	0.40%
GATOKOCO DR	1887	1.13%
HOPPIN ST	2396	1.43%
INERARITY RD	605	0.36%
JOHNS LN	2599	1.55%
KAYSON CT	1322	0.79%
LARTIGUE AVE E	919	0.55%
LARTIGUE AVE N	376	0.22%
LARTIGUE AVE S	243	0.15%
LEWIS AVE	1379	0.83%
LOIS DR	428	0.26%
LOST RIVER RD	2371	1.42%
MARTIN CT	112	0.07%
MARTINWOOD LN	2044	1.22%
MCVOY AVE	1346	0.81%
MERRY LN	826	0.49%
MILITARY RD	1132	0.68%
NORTH DR	3843	2.30%
PARK AVE	344	0.21%
PARK RD	252	0.15%
PINEHAVEN DR	307	0.18%
PINELAND PL	97	0.06%
PONCE DE LEON DR	773	0.46%
PRIMA VERA LN	1163	0.70%
RIVER FOREST RD	6169	3.69%
RIVERSIDE DR W	121	0.07%
RIVERSIDE DR	10745	6.43%
ROBIN HOOD DR	1678	1.00%
ROSEDALE RD	5917	3.54%
RYDERS LN	177	0.11%
SCENIC DR	2739	1.64%
SCENIC PL	76	0.05%
SEAFARER LN	127	0.08%
SHORE ACRES DR	2662	1.59%
SHORT VAN LIEW RD	1902	1.14%
SMITH AVE	413	0.25%
STAPLES RD	9495	5.68%
STEWART RD	352	0.21%
TALLAHASSEE DR	726	0.43%
TAMPA DR	954	0.57%
TERRELL RD	5829	3.49%
TULSA DR	1110	0.66%

VALLAS DR	868	0.52%
VAN LIEW RD	23	0.01%
VAN LIEW RD E	2072	1.24%
WEAVER RD	18	0.01%
WINSTON RD	885	0.53%
WOOD DR	242	0.14%
TOTAL	167,137	100%



PROCUREMENT DEPARTMENT

Potential bidders are responsible to check this site for any **ADDENDUMS** that are issued. It is the responsibility of the **BIDDER** to check for, download, and include with their **BID RESPONSE** any and all **ADDENDUMS** that are issued for a specific **BID** published by the City of Mobile. Failure to download and include **ADDENDUMS** in your **BID RESPONSE** may cause your bid to be rejected.

This is a sealed bid. Any responses faxed or e-mailed will be rejected.

This is a sealed bid. Any response must be submitted in a sealed envelope with the bid number and bid opening date on the outside of the envelope.

Any response that arrives improperly marked or with no bid number and opening date on the outside of the delivery or express package and opened in error will be rejected and not considered.

It is the responsibility of the bidder to insure that their bid response is delivered to and received in the Purchasing Department before the date and time of the bid opening.

Be sure to read the Terms and Conditions. All bids are F.O.B. Destination unless otherwise stated.

Be sure to sign your bid!

Package/Bid Delivery Address:
Purchasing Department
205 Government St. Room S408
Mobile, AL 36644

(Request First Delivery)