



To: City of Mobile Bidding Website

From: Jody Russell
City of Mobile Architectural Engineering Department

Re: Copeland-Cox Tennis Center
Tennis Court Resurfacing
Project #PR-010-23

&

Medal of Honor Park
Tennis Court Resurfacing
Project #PR-001B-23

Date: July 24, 2025

This Addendum forms a part of, and modifies, the Bidding Documents for the above referenced project, dated July 16, 2025. 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 Bid period has been extended. **The New Bid Opening Date is August 6, 2025.** All other bidding instructions remain the same.
- Item 2. The Pre-Quote Meeting Agenda ***with Modifications*** and Attendance Roster dated July 23, 2025, 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.
- Item 3. Request for Bid Packet with Modifications will be uploaded in a future Addendum.

- Item 4. Clarification on depth of milling and replacement asphalt to be addressed in a future Addendum.
- Item 5. Drain along the courts estimated to have been installed approximately 18 years ago.
- Item 6. Storage of removed items can be placed along the exterior of the fences in the grass.
- Item 7. Asphalt/concrete edge along the fence shall extend to the drain to remove any cracking located at the base of the fence.
- Item 8. Net post sleeves are to be replaced along with a new foundation installed for each post as stipulated in the original bid document drawings.

Drawings: N/A

RFI's: N/A

ATTACHMENTS:

Pre-Quote Meeting Agenda with Modifications
Pre-Quote Meeting Attendance Roster

END OF ADDENDUM NO. 1

**COPELAND-COX TENNIS CENTER
TENNIS COURT RESURFACING
PR-010-23**

**MEDAL OF HONOR PARK
TENNIS COURT RESURFACING
PR-001B-23**

MANDATORY PRE-BID CONFERENCE

9:00 am July 23, 2025,
851 Gaillard Drive, Mobile, Alabama 36608

Directly after to:

And 1711 Hillcrest Road, Mobile, AL 36695

AGENDA

1. Attendance roster. Include a contact person and an e-mail address where a representative can be contacted if necessary. Please write legibly. Addenda will be posted on the City of Mobile Bid Website under the Project. <https://www.cityofmobile.org/bids/> Please check this website for all Addenda prior to submitting your bids. Acknowledge all Addenda on your bid form.
2. Introductions – Jody Russell, City of Mobile, Project Manager
Scott Novack, City of Mobile, Tennis General Manager
3. Discussion of Scope of Work.
 - a. The work shall include the furnishing of all labor, materials, tools and equipment necessary install a 4" (~~1" wear layer~~) **1.5"** layer of asphalt (per Aldot Sections 420 and 424) at existing courts. A Geo Fabric shall be installed between existing base and new wear layer per the attached drawing and specifications on all courts. Asphalt shall taper down to existing elevation of courts 6" from edge and extend to the existing drains.
 - b. Work shall include removing all nets and net posts. New sleeves for the net posts shall be installed by the contractor. New posts shall be provided by the contractor for the City to install. See attached detail, 1/A-1, for the basis of design for the net post sleeve assembly.
 - c. Light poles shall not be removed but should be protected. Any damages to poles are responsibility of the Contractor to repair. Expansion joints to be installed around each light pole base.
 - d. The Owner shall remove all cabanas and umpire chairs before work starts.
 - e. The Contractor is to remove all fence fabric needed to complete the asphalt installation. The contractor is responsible for reattaching all fence fabric components as necessary. Any fence posts damaged will be replaced by the

contractor. Replaced posts must match existing fence posts if damaged and are replaced.

- f. Work shall include milling of existing asphalt to a depth of approximately 1" in order to keep a level playing surface, see attached section 02513.
 - g. No damage to the existing retaining walls during construction. Any damage will be repaired at the contractor's expense. Contractors shall provide a plan to install the asphalt without damaging any concrete.
 - h. Asphalt finished surface shall not hold any water beyond 1/8" depth.
 - i. The edge at the retaining wall and concrete apron shall be smooth and continuous with a smooth and level finish.
 - j. Installation of the asphalt surface is to be smooth and continuous to meet applicable ASTM specifications. The material should be spread by methods in a manner that produces a uniform density and thickness. There should be no uneven areas, unlevel joints, cracking, or loose aggregate. Any uneven surfaces noted by the Project Manager will be repaired correctly at the contractor's expense.
 - k. Contractor is responsible for replacing any fence components bent, cut or broken.
 - l. The Contractor is responsible for replacing any concrete walkways or curbs cracked or broken during construction.
 - m. The contractor is responsible for any damage to the site and must repair any damaged areas including leveling and reseeding.
 - n. A unit price has been requested to paint/resurface one court to meet the ASTM specifications as well as the attached Section 02540. See attached specification Section 02540.
- 4. There is a \$5,000.00 Contingency Allowance. Allowances shall be utilized only after advance written approval by the Owner. At the end of the project, remaining contingency will be returned to the City via Change Order.
 - 5. Protect all existing non-moveable items through the course of construction. Verify with Project Manager if non-moveable item is in conflict with work areas.
 - 6. Before Bidding, Contractor shall verify their license classification of their General Contractors license with the State of Alabama Licensing Board.
 - 7. Contractor shall have access to the site seven days a week, 7:00 am until 6:00 pm unless approved differently by Project Manager.
 - 8. Contractor shall keep an exceptionally clean site. The Tennis Center will continue to operate during normal business hours. All Construction and lay down areas must be protected from public and Tennis Center staff.
 - 9. Contractor may utilize, without cost: power, electricity, toilet, and handwashing facilities, etc. if available in moderation.
 - 10. Remove waste, spoils, surplus materials, rubbish, and construction facilities from the site. On-Site Dumpster location to be coordinated with Owner Contact. Do not use facilities waste bins or dumpsters. Site must be kept clean.
 - 11. Storm and Wastewater:
 - i. Comply with City of Mobile and Alabama Department of Environmental Management requirements. Pay attention to Water Regulations and Allowable Discharges.
 - ii. See City of Mobile Code, Chapter 17, Storm Water Management and Flood Control.
 - 12. Any observed ambiguities, discrepancies, omissions or errors in any part of the contract documents shall be submitted as written RFIs to Jody Russell at Jody.russell@cityofmobile.org

13. Cut off time for submission of RFIs is by 3:00 pm ~~2~~3 days before the bid opening date. All requests are to be submitted via e-mail to Jody Russell.
14. Cut off time for substitution requests is by 3:00 pm ~~2~~3 days before the bid opening date. Substitution approvals are Pre-Bid only. All requests are to be submitted via e-mail to Jody Russell.
15. Official clarifications or corrections will be made by written addendum sent to all registered prospective bidders via e-mail. Only clarifications immortalized in Addendums are valid.
16. Special Instructions or conditions.
 - a. 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, Supplier Diversity Manager for assistance with DBE Subcontractor information and any questions regarding the DBE Compliance Forms. Contact Archnique Kidd at 251-208-7967.
 - b. City of Mobile permits are required for the construction, but are available without cost to the Contractor. General Contractor, Plumbing Contractor, and Electrical Contractor shall have a current \$10,000 Surety Bond on file with the City of Mobile Permitting Division prior to issuance of permits and throughout the contract duration.
17. Bidding instructions, forms, special requirements and time.
 - a. Sealed Bids will be received and clocked in until 2:15 PM local time, Wednesday, the 30th day of July, 2025.
 - b. Bids shall be deposited at the designated location prior to the time and date for receipt of Bids. Bids received after the time and date specified in the Invitation to Bid, or as modified by Addendum, will not be considered. Late Bids will be returned to the Bidder unopened. All Bids not clocked in by 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.
 - d. This is a tax-exempt project. As per the State of Alabama ACT 2013-205, the Alabama Department of Revenue (ADOR) has been granted the authority to

issue a "Certificate of Exemption from Sales and Use Tax for Governmental Entities" on construction projects. Therefore, this project shall qualify for State of Alabama Sales and Use Tax Exemptions under this ACT. It is the responsibility of the Bidder to confirm the potential tax exempt status of their bid with the ADOR and include any such savings in their bid, as well as accounting for same on their bid form attachment Sales Tax Form C-3A.

18. Additional Requirements at time of Contract execution:
 - a. A valid City of Mobile business license for the duration of the contract period
 - b. 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)
 - c. Performance Bond and Labor & Material Payment Bond are required.
 - d. Certificate of Insurance in amounts and with endorsements as required by the City of Mobile (see Project Manual or Request for Quotes documents).
 - e. Builder's Risk Insurance:
 - i. ALL RISK Builder's Risk coverage shall be provided for the Contractor, Owner and all SubContractors for the full amount of the Contract during construction, fabrications, storage, transport and erection of any equipment.
 - ii. Policy provisions and the Certificate of Insurance shall be provided to the Owner.
19. 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 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.
20. Owner/City of Mobile contacts and phone numbers:
 - a. Jody Russell: 251-605-4921 (AE Project Manager)
21. Walk of Site
22. Adjourn

ATTENDANCE ROSTER

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