



ESPALIER
landscape architecture

ADDENDUM

Date: May 26, 2022
Project: **PR-022-21** Matthews Synthetic Turf Field 'A'
Addendum #: 1
Espalier Job #: 2201

1. The pre-bid conference agenda with modifications from the meeting are attached.
2. The pre-bid attendance roster is attached.
3. Omit the word 'scoreboard' from note #5 on Sheet E3.0.
4. Clarification: The official advertisement/release date for the bid documents is May 18, 2022.

End Addendum

**MATTHEWS PARK –
SYNTHETIC TURF FIELD A
PR-022-21
PRE-BID CONFERENCE
9:00 am May 25, 2022
1800 Michael Boulevard, Mobile, Alabama**

AGENDA w/ MODIFICATIONS

1. **Attendance roster.** Include a contact person and an e-mail address where any Addenda should be sent. Please write legibly.
2. **Introductions** – Project Manager and Owner Contacts.
3. **Discussion of Scope of Work.**
 - a. Discuss scope.

Base Bid: The project consists of the demolition of an existing baseball field and construction of a new synthetic turf baseball field. The work also includes two bull pen areas, chain link fencing and gates, masonry backstop wall and net system, batting cage, concrete sidewalks, drinking fountains, scoreboard, and all associated grading, drainage, erosion control, site work, sodding, & equipment, **lighting** etc. for a complete project as described in the bid documents. Contractor shall also provide Video Pipe Inspection and As-Built documentation for permitting.

All construction sites for City of Mobile projects shall be undertaken in accordance with the Clean Water Act; the Alabama Water Pollution Control act; the current version of the Alabama Handbook for Erosion Control, Sediment Control and Stormwater Management on Construction Sites and Urban Areas; and the current version of the Mobile, Alabama City Code Chapter 17 Stormwater Management and Flood Control.
 - b. Protect all existing non-moveable items through the course of construction. Verify with Project Manager if non-moveable item conflicts with work areas.
4. **Special Instructions or conditions.**
 - a. Contractors are to confirm with the Alabama Licensing Board for General Contractors that they hold the required Contractor's License to Bid this project. Contractors found to have illegally bid this project may be subjected to fines by the Alabama Licensing Board for General Contractors and possible rejection of Bid.
 - b. Contractor shall provide sanitary facilities on site at an approved location.
 - c. Contractor may utilize, without cost, the water and electricity, if it's available at the site.
 - d. City of Mobile permits are required for the construction, but are available without cost to the Contractor. General 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.
 - e. Remove waste and surplus materials, rubbish, and construction facilities from the site. Contractor may provide a dumpster and shall coordinate placement with the Project Manager.
 - f. Contractor shall coordinate schedule for work and access to the project site with the Project Manager. Contractor is cautioned that the park will

- remain in use. Maintain a safe and secure job site. A construction fence shall always be maintained around the perimeter of the Work area.
- g. Any observed discrepancies, omissions or errors in any part of the contract documents shall be submitted as written RFIs to Joe Comer at joe@espaliерdesign.com.
 - h. Cut off time for submission of RFIs is 3:00 PM, at least Five (5) calendar days prior to the Bid Opening.
 - i. Submissions for substitutions shall be submitted no later than Five (5) calendar days prior to Bid opening. All submitted information shall include detailed comparisons of all characteristics of the Basis of Design product.
 - j. Official clarifications, corrections or acceptance of substitutions will be made by written addendum sent to all registered prospective bidders via e-mail.
 - k. Work hours are acceptable as correspond to the site hours, generally dusk to dawn, seven days a week, unless other time(s)/day(s) are coordinated with the Owner and agreed upon in advance. Site lighting may be utilized as needed by Contractor until 10:00 pm nightly.

5. Bidding instructions, forms, special requirements and time.

- a. Bid Date is Wednesday, June 8, 2022.
- b. Bid Form with Bid Security, in the form of a Bid Bond or Bid Check is required.
- c. Use of \$50,000.00 Contingency Allowance shall be reviewed and approved by the Owner. Any remaining contingency will be returned to the City of Mobile via Change Order.
- d. This is a tax exempt project.
- e. 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.
- f. Liquidated Damages shall be assessed at a rate of \$250 per calendar day. See project manual for detailed informaton. Project must be substantially completed no later than February 28, 2022 without exception. Contractor may submitt appropriately documented "rain days", for consideration to add days to the contract, but will be unlikely approved if date exceeds February 28, 2022. Contractor is responsible for accelerating schedule in liue of approved work days past February 28, 2022. Delays in materials will not be a reason to postpone work unless Contractor submits written documentation, to be approved, that critical path has been affected.

6. 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. A Performance Bond and Labor & Material Payment Bond is required. (see Project Manual)
- d. Certificate of Insurance in amounts and with endorsements as required by the City of Mobile. (see Project Manual)
- e. Current W-9 form and City of Mobile Vendor Information Form, if same has not been submitted within the last four months. (see Project Manual)
- f. DBE Utilization Report. (see Project Manual)
- g. All of the above MUST be correctly completed and returned to the Project Manager within ten (10) calendar days of Contractor receiving the contract agreement.
- h. Contractor will be required to submit all Pay Applications, Submittals to be reviewed, and email correspondence through E-Builder Project Management Software (at no cost to the Contractor).

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 in a local newspaper of general circulation.

8. PM/Owner/City of Mobile/Engineer contacts and phone numbers:

- Joe Comer: 251-454-3500 (Landscape Architect)
- Shannon McIntyre: 251-508-7752 (Project Manager)

9. Walk of Site and Adjourn

