



## **Addendum No. 1**

To: Pre-Bid Meeting Attendees and Registered Plan holders

From: Elizbeth Miller  
City of Mobile Architectural Engineering Department

Re: Figures Park - Community Center Mechanical Improvements  
Project # PR-035-25

Date: August 8, 2025

This Addendum forms a part of, and modifies, the Request for Bids for the above referenced project, dated August 6, 2025. Acknowledge the receipt of this Addendum No. 1, if any, in the space provided on the Bid Form. Failure to do so may subject Bidder to disqualification.

### **General:**

#### **Clarifications:**

- Item 1. The Pre-Bid Conference Agenda, the Pre-Bid Conference Attendance Roster, dated August 6, 2025, as part of Addendum No. 1.
- Item 2. The Bid, time, place note (#4 on the Agenda) is correct as written.
- Item 3. The Community Center will receive a copy of the Construction Schedule before the work begins to share with Security.
- Item 4. Coordination to open the building and condensing unit cages between city staff and the contractor shall be arranged before start of work.
- Item 5. The vegetation will be cleared from the exterior mechanical areas before the project starts.
- Item 6. The Contractor shall clean the ductwork exterior, as well as interior, in the gymnasium. Any leaks of the ductwork, in the gymnasium, shall be repaired as part of the Base Bid. Contractor shall review and include in bid.
- Item 7. Specification Section 230130 Paragraph 3.3C-2a addresses the requirement for cleaning of the reheat coils inside the air handling units.

**Forms and Specifications:**

Item 1. Replace Section 01230 Alternative Bid Items with Section 01230 Alternative Bid Items, Addendum #1, dated August 8, 2025. Updated paragraph 1.5.A to add the Alternate description.

**Drawings:** N/A

**RFI's:** N/A

**END OF ADDENDUM NO. 1**

## PRE-BID CONFERENCE AGENDA

FOR

CITY OF MOBILE PARK IMPROVEMENTS  
FIGURES PARK COMMUNITY CENTER  
MECHANICAL IMPROVEMENTS  
658 Donald Street C, Mobile, Alabama 36617  
CITY OF MOBILE PROJECT #PR-035-25  
August 6, 2025 AT 9:00 am

*Note: This Agenda is complimentary, for general use as an outline and for discussion during this meeting. Any errors, omissions, or clarifications shall be communicated to the Engineer for distribution. This Agenda does not attempt to be, nor represent, any recapitulation of Project requirements, and does not change or alter same in any respect; Changes, if any, will only be made by written Addendum.*

1. Welcoming remarks. Reminder to sign in on sheet being circulated. Include a contact person and an e-mail address where any Addenda should be sent. 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 bid form.
2. Name of Owner – City of Mobile  
Project Manager – Elizabeth Miller  
Isaiah Engineering personnel:  
Richard Muniz  
Nate Everett  
Maurice Heidelberg  
Brad Bertrand
3. Every General Contractor and every Subcontractor should read and be familiar with all of the “front-end” documents and all of Division 1 of the Project Manual, in addition to the work they are bidding and have to coordinate with.
4. Bid time, date, place – are indicated in the Advertisement for Bids; Sealed bids will be received and clocked in until 2:15 pm, Wednesday, the 20th day of August, 2025 ; bidders shall insert sealed Bids into a receptacle, marked “City of Mobile Bids”, located in the elevator lobby outside the office of the City Clerk Office, 9th Floor South Tower, Government Plaza, 205 Government Street, Mobile, Alabama 36602. Bid will be publicly opened and read at 2:30 PM local time, in the Atrium Lobby of Government Plaza.  
It is the Contractors responsibility to make sure Bid is received prior to bid time or they will not be accepted.
5. Note that Advertisement and Instructions to Bidders should be read by each bidder. For insurance requirements refer to Invitation & Instructions to Bidders in the Project Manual. A Certificate of Insurance evidencing all the minimum requirements must be provided to and accepted by the City of Mobile prior to commencing on the contract.

6. Contractors shall use the Bid Form included in Project Manual, copies of which are furnished to each bidder with Bid Documents.
7. Before submitting a bid for the Work, the bidders shall carefully examine the Bid Documents, visit the site, and satisfy themselves as to the nature and location of the Work, and the general and local conditions, including weather, the general character of the site, the character and extent of existing work within or adjacent to the site and any other work being performed thereon at the time of submission of their bids.
8. Addenda - Minutes of Mandatory Pre-Bid Conference, and any pertinent items discussed shall be issued as Addendum following the Mandatory Pre-Bid Conference.
9. Clarification will be made only by written Addenda posted on the City of Mobile website. Questions and Clarifications must be submitted in writing seven (7) days prior to bid.
10. When the Bid Documents identify three or more sources and the list of sources is not followed by "or approved equal" or similar wording, the bidder's proposal shall be based upon one of the identified sources, unless the bidder obtains "Pre-bid Approval" of another source. Approval of substitutions, if granted, shall not be effective until published by the Engineer in an addendum to the Bid Documents. Requests for substitutions will only be considered seven (7) days prior to bid.
11. If there is a conflict, discrepancy, or confusion between the existing conditions, plans and specifications for work, materials or equipment and the Contractor does not receive written clarification from the Engineer prior to the opening of bids the Contractor shall include the better quality or greater quantity of work in his/her bid.
12. Bids must be submitted on the Bid Form as contained in the Bid Documents; only one copy is required to be submitted.
13. All information requested of the bidder on the Bid Form must be filled in. The form must be completed by typewriter or hand-printed in ink.
14. Bids shall be accompanied by a Bid Security equal to 5% (percent) of the total bid price, including the allowance if any, but in no event not more than \$10,000.00. Bid Security shall be on the form of a Bid Bond or cashier's check payable to the City of Mobile. No Bid Security is required on Bids less than \$10,000.00.
15. Bid, with Bid Security, Sales Tax Form C-3A, City of Mobile Subcontracting and Major Supplier Plan and other supporting data specified, shall be contained in a sealed, opaque envelope, approximately 9x12 inches or larger and be marked on the outside with the words "SEALED BID FOR FIGURES PARK COMMUNITY CENTER MECHANICAL IMPROVEMENTS – PROJECT NUMBER: (PR-035-25)".
16. Performance Assurance and Insurance: The bidder to whom award is made shall provide a Performance Bond equal to 100% of the total Contract Amount (including the allowance) and a Labor and Material Bond equal to 100% of the total contract amount (including the allowance). The accepted Bidder shall also provide insurance as required in section 1.20

NO WORK IS TO BE PERFORMED UNTIL PROOF OF COMPLIANCE WITH THE INSURANCE REQUIREMENTS HAS BEEN RECEIVED BY THE CITY OF MOBILE.

17. A valid City of Mobile business license for the duration of the contract period. 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)
18. Bids may be delivered in person or by mail if ample time is allowed for delivery.
19. Bids will be opened and read publicly at the time and place indicated in the Advertisement for Bids.
20. Alternates, if any, are listed in the Bid Form in the order in which they shall cumulatively add to from the base bid for determining the lowest bidder.
21. Bid Forms may be rejected if they contain any omissions, alterations of forms, additions not called for, conditional bids, alternate bids unless called for, incomplete bids, erasures, or irregularities of any kind.
22. Discussion of Scope of Work.
  - a. Base Bid: The work consists of providing all necessary materials and rigging required to replace two condensing units, DX coils for the associated air handling units, refrigeration piping (between the air handling units and the condensing units, one boiler, and hot water piping accessories as specified in the consultant drawings attached to this project manual including all associated other mechanical and electrical improvements.
  - b. Add Alternate 1: Removal and replacement of AHU-2 & AHU-2 as specified in the consultant drawings attached to this project manual including all associated other mechanical and electrical improvements.
23. Completion Time for Project: Base Bid Completion Time: The Project shall be completed within one-hundred fifty (150) calendar days from the date indicated by the Notice to Proceed. Time begins from date of Official Notice to Proceed.
24. There is a \$30,000.00 Contingency Allowance. Allowances shall be utilized only after advanced written approval by the Owner. At the end of the project, remaining contingency will be returned to the City via Change Order.
25. At the time the Contractor duly awarded the Bid receives the signed Contract and the Notice to Proceed, he shall submit a Schedule of Work Progress to the Architect which reasonably reflects the amount of time required for each Phase of Work and the deadline by which it can be expected that such phase of the Work shall be completed. This Schedule should accurately reflect the date for Substantial Completion, and take into consideration any reasonable contingencies.

26. The Contractor shall be responsible for all project safety. Neither the Engineer nor the Owner will be responsible for the Contractor's safety precautions, means, methods, techniques, sequences, or procedures. Contractor's personnel responsible for safety shall be OSHA certified. Safety barricades (as described in the contract documents) for project, including equipment and storage areas, part of contractors means, methods, techniques, sequences, procedures; cost of any type fencing, barricades, etc. necessary shall be incidental to project.
27. 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.
28. Contractor shall have access to the site five days a week, 7:00 am until 5:00 pm unless approved differently by Project Manager.
29. Contractor shall keep an exceptionally clean site. The Community Center will continue to operate during normal business hours. All Construction and lay down areas must be protected from public and Community Center staff.
30. The Contractor is responsible for protecting the floor in the gymnasium during the project. Any damage to the floor shall be repaired to match the existing floor.
31. Contractor may utilize, without cost: power, electricity, toilet, and handwashing facilities, etc. if available in moderation.
32. Protect all concrete sidewalks, pads and paving. Contractor shall be responsible for re-pouring any concrete cracked or damaged through the course of the work. It is advised that the Contractor document the area before beginning Construction.
33. 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.
  - a. 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.
34. Contractor must obtain permits and arrange for all permit inspections required by the City of Mobile. There is no charge for the Permit. Subcontractors will need to obtain their own permits.
35. Parking for Contractors and their Subs and workers: Shall be coordinated with the Owner.
36. Traffic Control:
  - Coordinate all construction activities with parties having jurisdiction.
  - Particular attention shall also be paid to vehicular and pedestrian traffic and routing of such during project.

37. Meetings: Owner / Engineer / Contractor (OEC) Progress Meeting to be held per project requirements. Pre-Construction Conference will be held once a Contractor has been awarded the project and contract signed.
38. Liquidated Damages: Per Item II Invitation & Instructions to Bidders, 1.24 LIQUIDATED DAMAGES: for non-completion of the work within the time limited agreed upon will be assessed in the amount of actual damages to the Owner but in no event not more than \$250.00 per day.
39. Retainage withheld at 5% of the first 50% of Construction Completed until the amount equals 2.5% of the full contract amount. 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.
40. Closing remarks / questions. Any observed ambiguities, discrepancies, omissions or errors in any part of the contract documents shall be submitted as written RFIs to Elizabeth Miiller at [elizabeth.miller@cityofmobile.org](mailto:elizabeth.miller@cityofmobile.org).

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SECTION 01230

ALTERNATIVE BID ITEMS,  
ADDENDUM #1, DATED AUGUST 8, 2025

PART 1 GENERAL

1.1 RELATED DOCUMENTS

Drawings and general provisions of the Contract, including General Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section Includes
  - 1. Documentation of changes to Contract Sum and/or Contract Time.
- B. Contract Documents contain pertinent requirements for materials and methods to accomplish work described herein.
- C. Provide alternate costs for inclusion in Contract Sum if accepted by Owner.

1.3 RELATED REQUIREMENTS

- A. Owner/Contractor Agreement: Alternates accepted by Owner for incorporation into the Work.
- B. Individual specification sections identified.

1.4 PROCEDURES

- A. Alternates will be exercised at the option of Owner.
- B. Coordinate related work and modify surrounding work as required to complete the work, including changes under each Alternate, when acceptance is designated in Owner/Contractor Agreement.

1.5 DESCRIPTION OF ALTERNATES

- A. Alternate #1: *Remove and replace units AHU-1 and AHU-2.*

PART 2 PRODUCTS Not used

PART 3 EXECUTION Not used

END OF SECTION