



Addendum No. 1

To: Pre-Quote Meeting Attendees and Registered Plan holders

From: Shannon McIntyre
City of Mobile Architectural Engineering Department

Re: James M. Seals, Jr. Park – Pickleball and Tennis Court Improvements
Crawford-Murphy Park – Pickleball and Tennis Court Improvements
Project #PR-058-22

Date: May 11, 2022

This Addendum forms a part of, and modifies, the Request for Quotes for the above referenced project, dated May 8, 2022. Acknowledge the receipt of this Addendum No. 1 and all subsequent Addenda, if any, in the space provided on the Quote Form. Failure to do so may subject Quoter to disqualification.

General:

Clarifications:

- Item 1. The Pre-Quote Meeting Agenda *with Modifications* and Pre-Quote Meeting Acknowledgment Roster, dated May 11, 2022 are attached and form part of Addendum No. 1. Revisions to the Pre-Quote Agenda are indicated with a strike-through for deletions and ***bold italic*** typeface for additions.
- Item 2. All new fencing shall be galvanized in lieu of black vinyl.
- Item 3. Salvage any unused operational equipment (tennis nets and posts) to be delivered to City of Mobile Parks Department.
- Item 4. Install new 10'- wide entrance gate at James M. Seals, Jr. Park courts. Location to be determined.
- Item 5. James M. Seals, Jr. Courts to be accessed via service road parking lot. A utility entrance is available between existing bollards.

Drawings: N/A

RFI's: N/A

END OF ADDENDUM NO. 1

**JAMES M. SEALS, JR. PARK – PICKLEBALL AND TENNIS COURT
IMPROVEMENTS
CRAWFORD-MURPHY PARK – PICKLEBALL AND TENNIS COURT
IMPROVEMENTS
PR-058-22**

PRE-QUOTE MEETING

10:00 am May 11, 2022
540 Texas Street, Mobile, Alabama 36603
351 South Ann Street, Mobile, Alabama 36604

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 - Owner Contacts, AE Project Manager.
3. Pre-Quote requirements: In order to submit a quote, contractors shall be required to review the Request for Quotes and to be on the quoter's list.
4. Discussion of Scope of Work.
 - a. Include the furnishing of all labor, materials, tools and equipment necessary install a 1" playing layer of asphalt to existing courts and paint pickleball and tennis court lines as outlined in this RFQ document.
 - b. There is a \$1,500.00 Contingency Allowance for each location. 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.
 - c. 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.
 - d. 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.
 - e. Before Quoting, Contractor shall verify their license classification of their General Contractors license with the State of Alabama Licensing Board.
 - f. Contractor shall have access to the site seven days a week, 6:00 am until 6:00 pm unless approved differently by Project Manager.
 - g. Contractor shall keep an exceptionally clean site. The Parks will continue to operate during normal business hours. All Construction and lay down areas must be protected from public.
 - h. 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, grade in any ruts level and replace any disturbed existing grass with sod, Bermuda. Sod to be maintained for 30 days and must be alive when installed. It is advised that the Contractor document the area before beginning Construction.
 - i. Contractor may utilize, without cost: power, electricity, toilet, and handwashing facilities, etc. if available in moderation.

- j. 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.
- k. 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.
- l. Any observed ambiguities, discrepancies, omissions or errors in any part of the contract documents shall be submitted as written RFIs to Shannon McIntyre at Shannon.mcintyre@cityofmobile.org.
- m. Cut off time for submission of RFIs is by 3:00 pm 2 days before the quote opening date. All requests are to be submitted via e-mail to Shannon McIntyre.
- n. Cut off time for substitution requests is by 3:00 pm 2 days before the quote opening date. Substitution approvals are Pre-Quote only. All requests are to be submitted via e-mail to Shannon McIntyre.
- o. 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.
- p. The City of Mobile will provide utility line locations within the work area of the park. Contractor shall still be responsible to contact line locators for verification.

5. 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~~ 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.

6. Bidding instructions, forms, special requirements and time.
 - a. Quotes for the above Scope of Work will be received until **3:00 PM on Friday, May 20, 2022**, in the Architectural Engineering Department, 205 Government Street, P.O. Box 1827, Mobile, Alabama 36633. Quotes in amounts less than \$50,000 may be submitted in person, faxed, e-mailed or mailed to the Project Manager at the address indicated. Quotes \$50,000 or greater shall be submitted in a sealed 9"x12" envelope with the Contractor's General Contractors license information written on the outside of the bid envelope. Quotes for \$50,000 or more shall have a Bid Surety payable to Owner, City of Mobile, in the amount of 5% of the Base Quote drawn on an Alabama bank. Contractor is responsible for his quote arriving on time. Quotes will be reviewed in the Architectural Engineering Department following the time established for receipt of Quotes.
 - i. Due to restricted access to Government Plaza offices, it is recommended that Quotes be sent by U.S. Postal Service to Office of the City Clerk, PO Box 1827, 36633-1827, if sent by regular mail. Quoters are responsible for ensuring their quotes arrive by the bid time and date.
 - ii. Or, if sent by another carrier, addressed to the City Clerk, 9TH floor South Tower, Government Plaza, 205 Government Street, Mobile, Alabama 36602. Quoters are responsible for ensuring their bids arrive by the quote time and date.
 - iii. Quoters delivering Quotes in person shall enter Government Plaza at the Joachim Street doors and insert Sealed Bid in the receptacle marked "CITY of MOBILE BIDS", located within the security check point, for pickup by the City Clerk, no later than 3:00 PM local time.
 - b. All Quotes not clocked in by the City Clerk's Office prior to the time specified, or Quotes received after the specified time, will be automatically rejected, and returned immediately, unopened.
 - c. 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.

7. 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.

8. 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.

9. Owner/City of Mobile contacts and phone numbers:

- a. Shannon McIntyre: 251-508-7752 (AE Project Manager)

10. Walk of Site

11. Adjourn

ATTENDANCE ROSTER

MEETING	PROJECT	LOCATION			DATE
Pre-Quote	James M. Seals, Jr. and Crawford-Murphy Parks - Pickleball and Tennis Courts Improvments PR-058-22	540 Texas Street, Mobile, Alabama 36603 351 South Ann Street, Mobile, Alabama 36604			Wednesday, May 11, 2022
NAME	ORGANIZATION	PHONE	FAX	CELL PHONE	E-MAIL
Shannon McIntyre	COM	251-508-7752			Shannon.mcintyre@cityofmobile.org
Penny Kasmia	American Tennis Courts	251-476-4714			penny@americantennis courts.net
Roger Cook	COM	251-208-7632			roger.wk@cityofmobile.org