



Addendum No. 1

To: Service Contract Providers

From: Chad Holm, Project Manager
City of Mobile Building Services Department

Re: Service Contract – Various City of Mobile Facilities – Emergency Generators Preventative Maintenance

Project #SC-011-24

Date: November 8, 2023

This Addendum forms a part of, and modifies, the Bid Documents for the above referenced project, dated November 1, 2023. 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 Bidder to disqualification.

General:

- Item 1. The Pre-Bid Conference Attendance Roster, dated November 8, 2023, and agenda are attached and form part of Addendum No. 1.
- Item 2. DBE Requirements for this project have been waived. The attached DBE Waiver shall be included in the bid packet when submitted by interested parties.

Scope of Work:

- Item 1: An annotated version of Exhibit A has been attached to this Addendum No. 1 and shall serve as the most accurate list the City of Mobile can provide regarding those generators to be included in the Base Bid. This list serves as a general guide to follow for the purposes of bid pricing. The City of Mobile cannot guarantee the overall accuracy of all units at all locations. It is the sole responsibility of a Service Provider to fully inform themselves of all site conditions and verify the individual units prior to the submission of the Bid.

- Item 2: Contractor shall not include line items #28 and #29 from the attached annotated Exhibit A in the Base Bid.
- Item 3: The generator at Louis B. Lathan Station (Line Item #9) shall be under warranty during the March 2024 inspection time. The generator shall not be inspected or serviced at this time. Contractor shall not include the generator as a part of the Base Bid pricing.
- Item 4: The generator at Police Headquarters (Line Item #21) has been determined to be under a previous extended warranty agreement. Contractor shall not include the generator as a part of the Base Bid pricing.

END OF ADDENDUM NO. 1

ATTENDANCE ROSTER

MEETING	PROJECT	LOCATION	DATE
Pre-Bid Conference	Service Contract - Various City of Mobile Facilities - Emergency Generators Preventative Maintenance & Repairs SC-011-24	Various	2023-11-08
NAME	ORGANIZATION	PHONE	FAX
Chad Holm	City of Mobile, B/S Department	251-208-7519	
Jacob Laurence	City of Mobile, REAM Department	251-208-7703	
Travis Howell	Taylor SSI	251-366-3852	
Justin Downey	Thompson Power Systems	251-331-6451	
Brent Colsey	Taylor SSI	251-298-3864	
Chad Clary	IPS/TAW	251-348-3668	
Michael Cunningham	ARCO PS	251-234-0584	
Van Keller	ARCO Power Systems	228-243-9109	
CELL PHONE	E-MAIL		
	chad.holm@cityofmobile.org		
251-422-3312	laurencej@cityofmobile.org		
	Towill.comscot@kellpaucel.com		
	christhowell@thompsontractor.com		
	jdowney@taylorbigred.com		
	brentcolsey@taylorbigred.com		
	chad.clary@ips.us		
	mcunningham@arco.com		
	UKeller@arcs.com		

**Service Contract – Various City of Mobile Facilities – Emergency Generators
Preventative Maintenance & Repairs
Project # SC-011-24
PRE-BID CONFERENCE**

10:00am Wednesday, November 8, 2023
205 Government Street, Mobile, Alabama 36602

AGENDA

1) Attendance roster. Include a contact person and an e-mail address where any Addenda should be sent. Please write legibly.

- A. Introductions – Building Services Department, Project Manager
Chad Holm, 251-208-7519 office; chad.holm@cityofmobile.org
REAM, Operations Manager
Jacob Laurence, 251-422-3312 cell; laurencej@cityofmobile.org

2) Discussion of Scope of Work:

- A. The scope of this project is to:
- 1) Provide a Base Bid for Preventative Maintenance and various required repairs as outlined in the Scope of Work and Exhibit A – Locations and Addresses in the Bid Documents, dated November 1, 2023;
 - 2) Provide said preventative maintenance inspections that shall be annually- one major inspection in March and one minor inspection in October;
 - 3) Replace hoses and belts one time during the contract duration;
 - 4) Unit Pricing as specified on the Bid Form;
 - 5) Best Management Practices for quality control, testings & trouble shooting, manufacturer's recommendations for safe use of fuels, fluids, chemicals, and cleaning solutions, in accordance with all Federal, State, and local laws.
- B. City of Mobile Business License and Certificate of Insurance shall be required by the Service Contractor for the duration of the contract.
- C. Generally, the facilities will remain open to the public and City of Mobile maintenance crews. Service Contractor shall pre-schedule visits for PMs and shall secure the area of the site in which they are working.
- D. Site access shall be limited to pre-approved locations agreed upon in advance by the Building Services Project Manager and the Contractor. Contractor parking shall not impede the flow of traffic or use of the facility by the City of Mobile, its occupants, or its guests.
- E. Service Contractor shall take every precaution to avoid damage to the existing facility and its amenities and shall at their own costs make repairs if damage occurs.
- F. Any proposed changes to the Scope of Work shall be submitted to the Building Services Project Manager for approval in advance of commencement of any work.
- G. Work hours shall typically be 7am to 4pm for Fire Stations & Police Precincts. All other facilities work hours shall be 8am to 4pm.
- H. Upon coordination with the Building Services Project Manager, Contractor shall start with the project within 10 days following the written Notice to Proceed.
- I. Contract duration is One (1) year from the written Notice to Proceed, with the option, at the City of Mobile's sole discretion, to extend the contract for two (2) terms following the initial year.

3) Bidding instructions, forms, special requirements and time:

- A. Any observed ambiguities, discrepancies, omissions or errors in any part of the contract documents shall be submitted as written RFIs to Chad Holm at chad.holm@cityofmobile.org and copied to laurencej@cityofmobile.org
- B. Official clarifications or corrections will be made by written addendum sent to all registered prospective Bidders via e-mail. Building Services Project Manager shall issue all addenda.

- C. Cut off time for submission of RFIs is three (3) calendar days prior to the Bid Opening date by 3:00pm.
- D. City of Mobile Mun. Code Sec 14-2 requires that the city in all contracts have contractors make every reasonable effort to have at least fifteen percent participation by socially and economically disadvantaged subcontractors and/or material suppliers who are certified as a Disadvantaged Business Enterprises. Documentation of this effort shall be required and included in the Bid envelope for all bids \$250,000 or more.
- E. Receipt of Sealed Bids shall be Wednesday, November 22, 2023 no later than 2:15pm in the City Clerk's office, 9th Floor, Government Plaza, South Tower. Bids will be publicly opened at 2:30pm the same day in the Atrium Lobby, Government Plaza.
- F. Bids shall be submitted only on a copy of the Bid Form included in the Bid documents and Bid envelope shall include Bid Security and DBE Documentation, as applicable. Bids submitted digitally or without the proper documentation or envelope shall be rejected.

4) Additional Requirements within 10 Days of Contract Award:

- 1. A valid City of Mobile business license for the duration of the contract period
- 2. 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)
- 3. Certificate of Insurance in amounts and with endorsements as required by the City of Mobile (see attached Certificate of Insurance).
- 4. A current W-9 Taxpayer Identification Form and City of Mobile Vendor Information Form must be on file with the City of Mobile prior to issuance of Contract.
- 5. On all documents: City of Mobile Business License, the Alabama Secretary of State Business Identity, the Alabama Secretary of State Certificate of Authority (out of state contractors), E-verify documentation, and ACORD Insurance Form, the Contractors name shall be EXACTLY the same.

5) Payment requirements.

- a. Invoices for services rendered shall be submitted monthly by the Service Contractor monthly to the Building Services Project Manager. Invoices shall be received no later than the 25th day of each month.

6) Review of Scope of Work Exhibits

7) Adjourn



City of Mobile
Office of Supplier Diversity

**REQUEST FOR WAIVER OF DISADVANTAGED BUSINESS
ENTERPRISE (DBE) GOAL**

Bid/RFP/P.O./Solicitation/Other# SC-011-24 Current Date 10.00 / 18.00 / 2,023.00

Project Description Service Contract- Various COM Facilities- Emergency Generators PM & Repairs

By City of Mobile Department/ Division/ Office/Unattached Board

I hereby request that the DBE participation goal, pursuant to Ordinance of the City Charter and Policy, be waived on the above-referenced project for the following reason(s):
Please attached any supporting documentation.

Preventative maintenance and repairs service contract for City of Mobile emergency generators.

C. B. Holm
Requested By (Department Director)
CHAD HOLM
(Signature) Building Services Project Manager 10/18/2023
(Title) (Date)
251-208-7519 chad.holm@cityofmobile.org
Telephone Number Email Address

Archnique Kidd
Reviewed By (Office of Supplier Diversity)
(Signature) Supplier Diversity Manager 10/31/2023
(Title) (Date)

Approved By (CAO)

ANNOTATED EXHIBIT A – LOCATIONS, ADDRESSES, MANUFACTURERS, & MODELS

This list serves as a general guide to follow for the purposes of bid pricing. The City of Mobile cannot guarantee the overall accuracy of all units at all locations. It is the sole responsibility of a Service Provider to fully inform themselves of all site conditions and verify the individual units prior to the submission of the Bid

	Location Names	Address	Type	Serial number
1	Lloyd J. Freeman Fire Station – FS#1	6801 Overlook Road, 36608	Kohler 45RZG	2130208
2	Central Fire Station – FS#3	701 St. Francis Street, 36602	Kohler 200 REZX	231176
3	H.H. Edwards, Jr. Fire Station – FS#6	2525 Hillcrest Road, 36695	Kohler 30RZG	2130209
4	Frank J. Seelhorst Fire Station – FS#7	5525 Commerce Blvd, 36619	Kohler 60RZ282	607487
5	Husband Fire Station – FS#9	1000 Houston Street, 36606	Kohler 45RZG	2132150
6	John D. Willett Fire Station – FS#11	1004 South Broad Street, 36603	Kohler 60RZG	2129490
7	Crichton Fire Station – FS#12	200 Davenport Avenue, 36606	Generac OE5778WST03	3002144783
8	Toulminville Fire Station – FS#14	2062 Dr. Martin Luther King Avenue, 36617	Kohler 20RZG	2129487
9	Louis B. Lathan Fire Station - #16	1951 South Maryvale Street, 36605	CAT C4.4	CAT00C44KCN400808
10	Douglas A. Melton Fire Station – FS#8/17	57 South Lafayette Street, 36604	Kohler 45RZG	2130208
11	Springhill Fire Station – FS#18	700 Museum Drive, 36608	Kohler 20RZ	2129488
12	Charles McCosker Fire Station – FS#19	1275 Azalea Road, 36693	Kohler 30RZG	2132151
13	L.L. Petry Fire Station – FS#20	3471 Dauphin Island Parkway, 36605	Kohler 20RZ	2129436
14	Henry J. Reid Fire Station – FS#21	512 Stimrad Road, 36610	Kohler 20RZG	2129489
15	M.S. Tapia Fire Station – FS#22	4710 Airport Boulevard, 36608	Kohler 45RZG	2130207
16	C. Dan Simon Fire Station – FS#23	2711 Airport Boulevard, 36606	Kohler 30RZG	2130210
17	Public Safety Complex – FS#26 & Precinct 4	8080 Airport Boulevard, 36608	Kohler 500REOVZB	2269629
18	Edward A. Berger Fire Station – FS#28	7050 Old Military Road, 36582	Generac 1391730100	211422
19	Police Precinct 2	5441 Hwy 90 W. Bldg C, 36619	Kohler 100REZGD	GM81112-GA7
20	Police Precinct 3	2165 St. Stephens Road, 36617	Kohler 150RZD	690008
21	Police Headquarters	2460 Government Boulevard, 36606	Taylor TD450- Remove from list	TPS173949
22	Police Academy	1251 Virginia Street, 36604	Onan 45.ODYJ- 15R/19015E	L820643050
23	Police Traffic Division	850 Virginia Street, 36603	Onan K880179171	20DL4L27832D
24	Police Trailer	Moveable. Location to be determined by use at time of scheduled PM inspection.	MQ Power DCA- 20SPXU2	8720033

25	Garage	770 Gayle Street, 36604	Taylor TD150	TPS111353
26	Garage/Fuel Area	770 Gayle Street, 36604	Oana45.00Y3-15A/10015D	1820643048
27	Facilities Maintenance Carpenter's Shop	850 Owens Street, 36604	Kohler 80RZ82	612002
28	Facilities Maintenance Carpenter's Shop	850 Owens Street, 36604	Remove from Bid List	-----
29	Facilities Maintenance Carpenter's Shop (Trailer-mounted)	Moveable. Location to be determined by use at time of scheduled PM inspection.	Remove from Bid List	-----
30	Electrical Department	854 Gayle Street, 36604	Taylor TD80	TPS075508
31	Truck-mounted	Moveable. Location to be determined by use at time of scheduled PM inspection.	CAT BOSS-P-60	98-3-5387
32	Trailer-mounted	Moveable. Location to be determined by use at time of scheduled PM inspection.	Kohler 60KRC/60REOZJBT	2112010
33	Traffic Engineering	852 Gayle Street, 36604	Taylor TO60	TPS079767
34	MIT	651 Church Street, 36602	Cummings 215GFBB	HM07F210957
35	Telecommunications- Unit 1	107 South Royal Street, 36602	Onan 45EM-4R8/1786A	1060919743
36	Telecommunications- Unit 2	107 South Royal Street, 36602	CAT SR-4	44BS819
37	History Museum	111 South Royal Street, 36602	Kohler 400R0ZU	614365
38	Mobile Museum of Art (MMoA)	4850 Museum Drive, 36608	Cummings E010241322	HC 1434F1
39	GulfQuest Maritime Museum- Unit 1	155 South Water Street, 36602	Generac MG300	
40	GulfQuest Maritime Museum- Unit 2	155 South Water Street, 36602	Generac MG300	
41	GulfQuest Maritime Museum- Unit 3	155 South Water Street, 36602	Generac MG300	
42	Convention Center	1 South Water Street, 36602	Onan 600DFGB	I910423294
43	Cruise Terminal	201 South Water Street, 36602	Kohler 250RZD	2007748
44	Civic Center	401 Civic Center Drive, 36602	Onan 50DGCA	J960619477
45	Exploream Science Center	65 Government Street, 36602	Caterpillar 97A 05545 S	
46	Library - Ben May Main	701 Government Street, 36602	Kohler 125RZG	2141811
47	Library - West Regional	5555 Grelot Road, 36609	Generac SD500	3003887218
48	Hurtel Armory	1900 Hurtel Street, 36605	Taylor TD150	TPS106762
49	Western Administrative Complex (WAC)	4851 Museum Drive, 36608	Taylor T0275	25220