

REQUEST FOR QUOTES

Project Name: Service Contract – Various Facilities – Indoor Plant & Landscape Maintenance (3-Year)

Project Locations: Mobile, Alabama Cruise Terminal, Levels 1 & 2, 201 South Water Street, 36602
City Clerk's Office, 205 Government Street, 9th Floor West, South Tower, 36602

Project Number: SC-013-24

Notice is hereby given that the City of Mobile will receive Quotes for the above stated project on Friday, February 2, 2024, no later than 2:00 PM local time by the City of Mobile Building Services Department. Quotes shall be emailed to the Project Manager, delivered to the 5th Floor, South Tower, Government Plaza, or sent by U. S. Postal Service or another carrier, addressed to Building Services Department 5th Floor South Tower, Government Plaza, 205 Government Street, Mobile, Alabama 36602 (or P. O. Box 1827, 36633-1827, if sent by regular mail via the U. S. Postal Service) no later than 2:00 PM local time.

Bid Documents are on file and may be examined and obtained from the following location:

www.cityofmobile.org/bids/



**ARCHITECTURAL ENGINEERING DEPARTMENT
REQUEST FOR QUOTES
January 19, 2024**

The City of Mobile will receive quotes for the following Project:

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Project Locations: Mobile, Alabama Cruise Terminal, Levels 1 & 2, 201 South Water Street, 36602
City Clerk's Office, 205 Government Street, 9th Floor West, South Tower, 36602

Project Number: SC-013-24

Summary of Work: Include the furnishing of all labor, materials, tools, equipment supplies, and additional plants, necessary for a plant technician(s) to perform work as defined in this Scope of Work, including but not limited to the following tasks:

Water: All plant material shall be watered according to conditions found upon each weekly visit. Many variables shall determine the amount of water used, including but not limited to, weather, lighting, and HVAC usage.

Clean: All plants shall be cleaned during each weekly visit, with dead leaves, broken branches, dust removed. As needed, the service provider shall supply a specially formulated plant polish to further enhance the general appearance of the plants and trees.

Trim & Prune: Trim and/or prune and rotate plants or plant arrangements regularly to keep them uniform in shape and maintain a generally healthy appearance. The task may require rotation between locations at the work site to ensure plants can thrive.

Mulch: In most cases, service provider shall use ground cover plantings to cover soil, retain moisture, and provide temperature control. When this is not practical, service

provider shall use a fire retardant Spanish Moss to enhance the overall appearance of the plant or plant arrangement.

Pest Control: During each weekly visit, all plants and trees shall be inspected for potential plant pests. When found, service provider shall apply an environmentally friendly product to promptly eradicate such pest. If ineffective in a timely basis, the affected plant(s) shall be promptly removed and replaced at no additional charge to the City of Mobile.

Soil Conditioning: Soils are to be monitored for pH levels, trace elements, fertilizer, etc. Although soil nutrients shall vary depending on the time of year, lighting, and type of plant, the service provider shall monitor soil health and adjust as needed to ensure plants can thrive.

Guarantee: Service provider shall provide a plant guarantee on all plant material, soils, and products used during the contracted term. All plants shall be guaranteed to be healthy in appearance and replaced in a timely manner at no additional charge to the City of Mobile should it begin to show evidence of decay, sickness, or other issues. Stolen and vandalized plants shall be the exception to the guarantee herein and shall be pre-priced and pre-approved prior to replacement, upon proper documentation and notification to a site supervisor of the theft or incurred damage.

Specific Requirements:

1) Due to the nature of the Mobile, Alabama Cruise Terminal, the specialized needs of Carnival Cruise Lines (CCL), and the current ship, M/V Spirit, all work must be coordinated with and through the Cruise Terminal Director. Before performing any work, the Service Contractor shall coordinate the time, key access and other conditions for cleaning with the Cruise Terminal Director.

2) Scheduling: Daily times to be determined. Days for cleaning scheduled from the beginning of the Agreement through the end of the Agreement are based on Carnival Cruise Lines' schedule and NOT created by the Cruise Terminal or the Building Services Department of the City of Mobile. At present, Carnival has tentative cruise schedules through 2026, however the schedule is subject to change at a moment's notice.

Important Dates:

Pre-Quote Meeting: There will be NO Pre-Quote meeting for this project.

Quotes Due: Friday, February 2, 2024 at 2:00 PM.

Examination of Documents: Before submitting a Quote, Contractors shall carefully examine this RFQ (including attachments), visit the site, fully inform themselves as to existing conditions and limitations, and include in the Quote a sum to cover the cost of all items included in the RFQ and as necessary to perform the work. The submission of a Quote will be considered as conclusive evidence that the Contractor has made such examination.

Attachments:

A2.09S Government Plaza, 9th Floor, South Tower Floor Plan
A-101 Mobile, Alabama Cruise Terminal Level 1 and 2 Floor Plans
City of Mobile Holiday Schedule 2024

Mobile, Alabama Cruise Terminal 2023-2024 Schedule of Departures and Arrivals

There shall be NO Pre-Quote meeting held for this project and no site visits are scheduled at this time, but may be arranged with the Project Manager upon request. The Project Manager can be contacted at chad.holm@cityofmobile.org The Project Manager shall answer any or all additional inquiries as per the following.

All Requests for Information (RFI's) shall be submitted in writing to the Project Manager no later than 2:00 PM, three (3) business days prior to the Quote submittal date. Responses shall be in the form of a written Addendum issued to all Contractors which shall be posted on the City of Mobile website on the Bid Page. Receipt of all addenda shall be acknowledged by the contractor on the Quote form. Failure to acknowledge Addenda may result in disqualification of the Quote.

Contractors may use on-site utilities and facilities, such as power, water, staff restrooms and designated parking areas as pre-arranged with the Project Manager or the Project Manager's representative. Lock and secure vehicles and tools while working at the facility. Contractor shall have access to the work site(s), as approved by the Owner, between 8:00am - 3:00pm Monday through Friday. Limit use of premises to allow for Owner access and use of each facility. The facilities will remain in use during the contract period, the area must be clear of tools, debris and materials at all times to ensure the safety of the staff and general public. Debris shall be removed and disposed of daily. No temporary storage will be available for this location. Obey all City and Facility regulations.

The Contractor shall deliver the work complete no later than September 30, 2024 during the initial term of the service agreement (pro-rated 1st year term). Term 2 shall run from October 2024 to September 2025. Term 3 shall run from October 2025 to September 2026.

- A. In order to coordinate the Contractor's work schedule with the Owner, within five (5) calendar days of the Quote opening, the Apparent Low Quoter shall meet with the Owner to discuss scope and Owner scheduling and priorities. The Apparent Low Quoter shall then provide a proposed schedule within five (5) calendar days of the initial meeting for Owner review and approval.
- B. Weekly Site visits shall be the ONLY permissible frequency for providing services defined the scope of work. Once the schedule has been approved by the Project Manager, the schedule shall be followed except in the case of building closures due to City holidays and black-out days, which includes Cruise Terminal arrival and departure dates.
- C. A copy of the Cruise Terminal Cruise Schedule and the City of Mobile Holiday Schedule have been attached to aid service providers in the development of their proposed schedule.

Allowance:

No additional funding shall be included in the Quote. Service Provider shall include in the Quote a sum to cover the cost of all items included in the RFQ and as necessary to perform the work. Additional material not included in scope of work: Shall be billed at Service Contractor's direct cost plus Fifteen (15%) percent. All additional work shall be pre-approved by the Building Services Project Manager prior to its start. The City of

Mobile reserves the rights to add, remove and modify units and/or services, as needed, during the term of this Agreement.

Quotes (stipulated sum):

Quotes for the above Scope of Work will be received until **2:00 PM on Friday, February 2, 2024**, in the Building Services Department, 205 Government Street, P.O. Box 1827, Mobile, Alabama 36633. Quotes in amounts less than \$50,000 may be submitted in person, 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.

This is NOT a tax exempt project. Quoters shall include sales and use taxes in their quote amount.

- A. No Quote may be modified, withdrawn, or canceled for a period of sixty (60) calendar days after the time designated for receipt of Quotes.
- B. The City of Mobile will have sixty (60) days from the Quote opening date to award contract.

A City of Mobile Business License is required and must be current at contract execution and throughout duration of contract.

Within ten (10) calendar days from the date of issuance of Contract forms for execution, the Contractor shall deliver to the City of Mobile the following items:

- 1. Proof of enrollment in the Federal E-Verify program (see sample document attached as Exhibit)
- 2. Certificate of Insurance and policy endorsements in accordance with City of Mobile Insurance Requirements (attached as Exhibit with sample documents)
- 4. Company's current W-9 Tax Form and City of Mobile Vendor Information Form (Documents attached). Vendor may also show evidence of enrollment in the City of Mobile's Vendor Registration System:
<https://www.cityofmobile.org/bids/vendor->

Payment(s): The Owner shall pay the Service Contractor for the month of the actual work performed based on approval of the Building Services Project Manager. Payments shall be made in accordance with the approved Schedule of Values each applicable month until project completion. Submit invoices on company letterhead to the City of Mobile monthly, no later than the 25th of each month, to the following address

buildingservices@cityofmobile.org and Cc
chad.holm@cityofmobile.org and **katie.cassil@cityofmobile.org**

Service Contract
Various City of Mobile Facilities-Indoor Plant & Landscape Maintenance
SC-013-24

Liquidated Damages: A time charge equal to two hundred fifty dollars (\$250.00) per calendar day will be made against the Contractor for the entire period that any part of the Work remains uncompleted, the amount of which shall be deducted by the Owner, and shall be retained by the Owner out of monies otherwise due the Contractor in the final payment, not as a penalty, but as liquidated damages sustained.

Contact the Project Manager, Chad Holm, at the City of Mobile, Building Services Department at 251-422-3312 (mobile) or via e-mail at chad.holm@cityofmobile.org for further clarification regarding this Request for Quotes.

QUOTE FORM:

Project Name: Service Contract – Various Facilities – Indoor Plant & Landscape Maintenance (3-Year)

Project Locations: Mobile, Alabama Cruise Terminal, Levels 1 & 2, 201 South Water Street, 36602
City Clerk’s Office, 205 Government Street, 9th Floor West, South Tower, 36602

Project Number: SC-013-24

Company Name: _____

Company Address: _____

Office Phone #: _____ **Fax #:** _____

City of Mobile Business License No.: _____

In compliance with the Request for Quotes prepared by the City of Mobile Building Services Department, dated January 19, 2024, and all Addendum(a) No(s) _____ dated _____, the undersigned does hereby propose to furnish all labor, materials, tools, equipment and supplies and to sustain all expenses incurred in performing the Scope of Work for the amount listed below. The Contractor shall deliver the work complete no later than September 30, 2024 during the initial term of the service agreement (pro-rated 1st year term). Term 2 shall run from October 2024 to September 2025. Term 3 shall run from October 2025 to September 2026.

Quoters shall include sales and use taxes.

Quotes shall be provided in whole dollar amount with no cents.

Mobile, Alabama Cruise Terminal Levels 1 & 2

Total Base Quote Amount (Year 1 / Initial Term – February – September 2024):

Amount in Words
Dollars & No Cents \$ _____ .00

Mobile, Alabama Cruise Terminal Levels 1 & 2

Total Base Quote Amount (Year 2 – October 2024 – September 2025):

Amount in Words
Dollars & No Cents \$ _____ .00

Service Contract
Various City of Mobile Facilities-Indoor Plant & Landscape Maintenance
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Mobile, Alabama Cruise Terminal Levels 1 & 2

Total Base Quote Amount (Year 3 - October 2025 – September 2026):

Amount in Words _____
Dollars & No Cents \$ _____ .00

City Clerk's Office, 9th Floor West

Total Base Quote Amount (Year 1 / Initial Term – February – September 2024):

Amount in Words _____
Dollars & No Cents \$ _____ .00

City Clerk's Office, 9th Floor West

Total Base Quote Amount (Year 2 – October 2024 – September 2025):

Amount in Words _____
Dollars & No Cents \$ _____ .00

City Clerk's Office, 9th Floor West

Total Base Quote Amount (Year 3 - October 2025 – September 2026):

Amount in Words _____
Dollars & No Cents \$ _____ .00

Total Quote Amount (All Years / All Locations – February 2024 – September 2026):

Amount in Words _____
Dollars & No Cents \$ _____ .00

Contact Phone #: _____ **Cell #:** _____

E-mail Address: _____

Signature: _____ **Date:** _____

Printed Name: _____ **Title:** _____

**STANDARD SERVICE CONTRACT AGREEMENT BETWEEN CITY OF
MOBILE AND SERVICE CONTRACTOR**

This **AGREEMENT** made and entered into this _____ day of _____, in the year 20 ____, by and between **THE CITY OF MOBILE**, by its Mayor, duly authorized party of the first part, hereinafter called the "City",

And the **SERVICE CONTRACTOR:**

Address: _____
Phone Number: _____
City of Mobile License Number: _____
City of Mobile Vendor Number: _____

for the following PROJECT:

PROJECT NAME: SERVICE CONTRACT – VARIOUS FACILITIES –
INDOOR PLANT & LANDSCAPE MAINTENANCE

PROJECT LOCATIONS: MOBILE, ALABAMA CRUISE TERMINAL, LEVELS 1 &
2, 201 SOUTH WATER STREET, 36602
CITY CLERK'S OFFICE, 205 GOVERNMENT STREET,
9TH FLOOR WEST, SOUTH TOWER, 36602

PROJECT NUMBER: SC-013-24

County of Mobile
City of Mobile, Alabama

WITNESSETH, that this Service Contractor and City, for the considerations stated herein, agree as follows:

ARTICLE 1. Statement of Work to be Performed:

1.1 The Service Contractor shall furnish all labor, material, tools, equipment supplies and additional plants to provide indoor plant and landscape maintenance at various City of Mobile facilities, as listed, in strict accordance with the Contract Documents as listed in Article 6, all of which are made part hereof, as prepared by or under the direction of the Director of Real Estate & Asset Management.

ARTICLE 2. Term of Contract:

2.1 The work shall be commenced on the date of a written Notice to Proceed issued by the Owner. The Term of the Contract is for a period of one (1) year commencing on the date of the notice to the Service Contractor to proceed with the option to renew for two (2) additional one-year terms, by notifying the Service Contractor not less than Thirty (30) days prior to the expiration date of the preceding term.

ARTICLE 3. Contract Sum:

3.1 The City shall pay the Service Contractor for the Initial Term of the Contract and each of the Two (2) additional terms, subject to additions and deductions provided herein, in current funds, the sum as follows:

Year 1 – Initial Term: Cruise Terminal (February 2024-September 2024)
\$_____ .00

City Clerk’s Office (February 2024-September 2024)
\$_____ .00

Total Year 1: \$_____ .00

Year 2 – Initial Term: Cruise Terminal (October 2024 – September 2025)
\$_____ .00

City Clerk’s Office (October 2024 – September 2025)
\$_____ .00

Total Year 2: \$_____ .00

Year 3 – Initial Term: Cruise Terminal (October 2025 – September 2026)
\$_____ .00

City Clerk’s Office (October 2024 – September 2025)
\$_____ .00

Total Year 3: \$_____ .00

Total Quote Amount (Year 1 + Year 2 + Year 3):

(Amount in Words)

_____ & 00/100 Dollars (\$ _____ .00)
(Amount in Numbers)

3.2 UNIT PRICES: – for Additional Services not specified in the Scope of Work:

Additional Material: Shall be billed at Service Contractor’s direct cost plus Fifteen (15%) percent.

The City of Mobile reserves the rights to add, remove and modify units and/or services, as needed, during the term of this Agreement.

ARTICLE 4. Payments:

4.1 The City shall pay the Service Contractor on account of the Contract as follows:

- A.** Payments shall be made on a monthly basis, for completed work as specified.
- B.** Original letterhead invoices shall be delivered to the Building Services Project Manager for review and approval.
- C.** Payments shall be made for an amount not to exceed the term sum, divided equally by the number of months covered per the term.

ARTICLE 5. Termination of the Contract:

5.1 The Owner or Service Contractor may terminate the Contract upon thirty (30) days written notice. The Owner shall pay the Service Contractor for work executed and for proven loss with respect to materials, equipment, tools and reasonable overhead.

5.2 The Owner shall not make payment to the Service Contractor for profit and damages, as the result of terminating the Contract.

ARTICLE 6. Contract Documents:

6.1 The contract documents consist of this Agreement, General Conditions of the Contract, and the Specifications (all of which are bound in the Project Manual), Addenda issued prior to the execution of the Contract, The Service Contractor's Proposal as accepted by the City, other documents listed in this Agreement, and Modifications issued after the execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. An enumeration of the Contract Documents, other than a Modification, appears below:

- 1.** This Instrument (Agreement)
- 2.** Bid Form
- 3.** Scope of Work
- 4.** General Conditions
- 5.** Exhibit 2 – Office of Supplier Diversity Subcontracting and Major Supplier Plan or Executed DBE Waiver, as applicable
- 6.** Exhibit 4 - E-Verify Documentation
- 7.** Exhibit 5 – W-9 Form – Request for Taxpayer Identification

Number and Certification

8. Exhibit 6 – City of Mobile Vendor Form
9. Exhibit 7 -Certificate of Insurance with endorsements
10. Secretary of State Documentation

ARTICLE 7. Insurance:

7.1 Required coverage:

7.1.1 On or before the inception of this Agreement, and annually thereafter for the duration of this Agreement (or longer if stated otherwise), Contractor and/or any subcontractors shall maintain the following insurance policies on a primary and non-contributing basis.

Workers' Compensation/Employer's Liability:

Regardless of any "minimum requirements" of the State of Alabama, Contractor shall obtain Workers' Compensation insurance covering all workers involved in the Project. Where applicable, U.S. Longshore and Harborworkers Compensation Act Endorsement and/or Maritime Coverage Endorsement shall be attached to the policy. Contractor shall also obtain Employer's Liability insurance with minimum limits of \$1,000,000 each accident, \$1,000,000 disease limits, and \$1,000,000 each employee.

Commercial General Liability:

Contractor shall also obtain Commercial General Liability coverage with the following minimums:

- \$1,000,000 each occurrence (combined single limit for bodily injury and property damage)
- \$1,000,000 Products/Completed Operations aggregate
- \$1,000,000 Personal and Advertising Injury per person/organization
- \$1,000,000 general aggregate per project

Automobile Liability:

Contractor shall also obtain a minimum of \$1,000,000 combined single limit coverage per accident, including owned, hired and non-owned automobiles. *(If Contractor does not own an automobile, but one is used in the execution of the contract, then only "hired and non-owned coverage" is required. If a vehicle is not used in the execution of the contract, then automobile coverage is not required.)*

Commercial Umbrella Liability:

Contractor shall also obtain Umbrella Liability of at least \$1,000,00 per line of coverage over and above the limits of liability required in the Employers Liability, General Liability, Automobile Liability, and Professional Error and Omissions (*if required*) policies. The Umbrella coverage form will be at least as broad as the underlying policies. The Additional Insureds requirements of underlying policies shall also be met by the Umbrella.

Certificates of Insurance:

Contractor and/or any Subcontractor shall provide City of Mobile with valid certificates of insurance within ten (10) days from the date of issuance of contract forms for execution verifying said insurance requirements have been met. Attached to each certificate of insurance, shall be a copy of the Additional Insured Endorsement that is part of the Contractor/Subcontractor's Commercial General Liability Policy. Policies must be issued by companies with an A.M. Best rating of A-VII or better. All deductibles or Self-Insured Retentions for each policy shall not exceed \$10,000 unless otherwise indicated by City of Mobile. The Description section of the Certificate shall contain reference to the Project name. The Contractor shall ensure that each Subcontractor complies with the terms of this Section.

Additional Insureds:

These liability policies shall endorse City of Mobile as an **Additional Insured**. Coverage for City of Mobile and their officers, directors and employees as additional insureds shall be provided by a policy provision or by an endorsement providing coverage at least as broad as Insurance Service Office (ISO) Additional Insured endorsement from CG2010 1185 Form B, or CG2010 1001 in conjunction with CG2037 1001, or an equivalent form that provides Additional Insured status for Products and Completed Operations. Forms that are limited to "liability arising out of your ongoing operations" or that do not extend to Products and Completed Operations are not acceptable. Should a separate excess and/or umbrella liability policy be used to satisfy the above required limits, said policy will also be endorsed to include the contractor, owner et al. as an additional insured. Additionally, Contractor agrees to continue to procure and maintain liability insurance coverage meeting these requirements for the statutory limitation of claims (or statute of repose, if applicable) after the Project completion.

The policies shall be endorsed to stipulate that the insurance afforded the additional insureds shall apply as primary insurance and that any other insurance or self-insurance maintained by City of Mobile shall be excess only and shall not be called upon to contribute with this insurance. A copy of each endorsement shall be attached to the Certificate of Insurance. The Certificate shall indicate the Certificate Holder as:

City of Mobile
P.O. Box 1827
Mobile, AL 36633

Insurance Requirements for Sub-subcontractors:

Contractor shall ensure that its subcontractors of any tier shall procure and maintain insurance that complies with the requirements set forth in this Attachment A, including the additional insured, primary and non-contributory and waiver of subrogation requirements. Copies of the certificate(s) must be provided prior to the sub-subcontractors entering the site.

Cancellation:

Each policy shall be endorsed to provide that the insurance company agrees that the policy shall not be modified, canceled, changed, allowed to lapse, or expire for any reason without at least thirty (30) days written notice to City of Mobile. Not less than two (2) weeks prior to the expiration, cancellation, or termination of any such policy, the Contractor/Subcontractor shall supply City of Mobile with a new and replacement certificate of insurance and Additional Insured endorsement as proof of renewal of said original policy. Said new and replacement endorsements shall be similarly endorsed in favor of City of Mobile and City of Mobile's parties as set forth above.

Waiver of Subrogation:

Contractor shall waive its right to subrogation on each of the policies herein. If any of the policies do not permit the insured to enter into a pre-loss waiver, or voids coverage because of same, then this Waiver of Subrogation requirement shall not apply and Contractor shall obtain a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. Insurance required by this Agreement shall be as broad as necessary to support the indemnification requirement in said contract or as broad as the indemnitor's insurance coverage, whichever is broader.

7.1.2 Certificate of Liability Insurance Endorsement Page

The following language shall be required on the Certificate of Insurance:

City of Mobile is included as an Additional Insured in respect to all policies (except Workers Compensation and Professional Liability when applicable), which coverage shall be Primary and Non-contributory. Waiver of Subrogation applies in favor of City of Mobile with respect to all policies. Thirty (30) Day Notice of Cancellation, non-renewal or material change shall apply (except 10 days for non-payment).

ARTICLE 8. Miscellaneous Provisions

8.1 Breach of Contract: In the event of any breach or apparent breach by Service Contractor of any of its obligations under the terms of this Agreement, and in

the further event that City shall engage the services of any attorney to protect or to enforce its rights with respect to said breach or apparent breach, then and in those events, Service Contractor agrees to pay and to reimburse any and all reasonable attorneys' fees and expenses which City may incur with respect to City's enforcement of this Agreement; regardless of whether said attorneys' fees and costs shall be incurred in connection with any litigation or in connection merely with advice and representation provided without litigation.

- 8.2** Indemnification: Service Contractor agrees to indemnify and hold the City, its elected officials, officers, agents, and employees, whole and harmless from all costs, liabilities and claims for damages of any kind (including interest and attorneys' fees) arising in any way out of the performance of this Agreement and/or the activities of Service Contractor, its principals, directors, agents, servants and employees in the performance of this Agreement, for which the City is alleged to be liable. In the event that the City, through no fault of its own, is made a party to any lawsuit or legal proceeding arising in any way from this Agreement or any activities conducted pursuant thereto, Service Contractor hereby agrees to pay all of City's costs of defense, including but not limited to all attorneys' fees, court costs, expert witness fees and other expenses, through trial and, if necessary, appeal. This section is not, as to third parties or to anyone, a waiver of any defense or immunity or statutory damages cap otherwise available to Service Contractor or City, and these defenses and matters may be raised in the City's behalf in any action or proceeding arising under this Agreement.
- 8.3** Entire Agreement: This Agreement is the final expression of the agreement between the parties, and the complete and exclusive statement of the terms agreed upon, and shall supersede all prior negotiations, understandings or agreements. There are no representations, warranties, or stipulations, either oral or written, not contained herein.
- 8.4** Governing Law and Venue: This Agreement shall be governed by the laws of the State of Alabama, and the appropriate venue for any actions arising out of this Agreement shall be a court of proper jurisdiction in Mobile, Alabama.
- 8.5** Licenses, permits, etc.: Service Contractor shall obtain, at its own expense, all necessary professional licenses, permits, insurance, authorization and assurances necessary in order to abide by the terms of this Agreement.
- 8.6** No Agency Relationship Created: Service Contractor, in the performance of its operations and obligations hereunder, shall not be deemed to be an agent of the City but shall be deemed to be an independent contractor in every respect and shall take all steps at its own expense, as City may from time to time request, to indicate that it is an independent contractor. City does not and will not assume any responsibility for the means by which or the manner in which the services by Service Contractor provided for herein are performed, but on the contrary, Service Contractor shall be wholly responsible therefore.

- 8.7** Anti-discrimination: Service Contractor shall comply with all Federal, State and local laws concerning nondiscrimination, including but not limited to City of Mobile Ordinance No. 14-034 which requires, inter alia, that all contractors performing work for the City of Mobile not discriminate on the basis of race, creed, color, national origin or disability, require that all subcontractors they engage do the same, and make every reasonable effort to assure that fifteen (15%) percent of the work performed under contract be awarded to socially and economically disadvantaged individuals and business entities.
- 8.8** Assertion of Rights: Failure by the City to assert a right or remedy shall not be construed as a waiver of that right or remedy.
- 8.9** State of Alabama Immigration Law: By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.
- 8.10** Public contracts with entities engaging in certain boycott activities: By signing this contract, the Service Contractor further represents and agrees that it is not currently engaged in, nor will it engage in, any boycott of a person or entity based in or doing business with a jurisdiction with which the State of Alabama can enjoy open trade.

Remainder of Page Intentionally Left Blank

ARTICLE 9. Signature:

IN WITNESS WHEREOF, the parties to these presents have hereunto set their hand and seal; the Mayor of the City of Mobile, acting under and by virtue of such office and with full authority, and the Service Contractor by such duly authorized officers or individuals as may be required by law.

OWNER:

SERVICE CONTRACTOR:

City of Mobile _____

Signature

Signature

William. S. Stimpson

Mayor, City of Mobile

Printed Name and Corporate Title

(Corporate Seal if applicable)

ATTEST:

ATTEST:

City Clerk

Signature

Cassie Boatwright, Director
Real Estate Asset Management

Printed Name and Title

END OF SECTION

GENERAL CONDITIONS

1. GENERAL REQUIREMENTS:

A. The Contract Documents:

The Contract Documents are enumerated in the Standard Service Contract Agreement Between the City of Mobile and the Service Contractor (hereinafter called the Agreement) and consist of the Bidding and Contract Requirements, Specifications, Addenda issued prior to execution of the Contract, other documents listed in the Agreement and Modifications issued after the execution of the Contract. A Modification is a written amendment to the Contract signed by both parties.

B. The Contract:

The Contract Documents form the Contract for Services. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. The Contract may be amended or modified only by a written Modification.

C. The Work:

The term "Work" means the services required by the Contract Documents, whether completed or partially completed, and includes all other labor, materials, equipment and services provided or to be provided by the Service Contractor to fulfill the Service Contractor's obligations.

D. The Project Manual:

The Project Manual is the comprehensive document containing the Bidding and Contract Requirements, the Specifications and other documents as listed.

E. The Bidding and Contract Requirements:

The Bidding and Contract Requirements are that part of the Contract Documents consisting of the Invitation to Bid, Instructions to bidders, Service Contractor's Bid, Agreement, Bonds, and General Conditions and other requirements listed in the Agreement.

F. The Specifications:

The Specifications are that part of the Contract Documents consisting of written requirements for Services including materials, equipment, systems,

standards and workmanship for the Work, and performance of related services.

G. Correlation and Intent of the Contract Documents:

The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the Work by the Service Contractor. The Contract Documents are complimentary, and what is required by one shall be as binding as if required by all; performance by the Service Contractor shall be required only to the extent consistent with the Contract Documents and reasonably inferable from them as being necessary to produce the indicated results.

2. THE OWNER:

A. The "Owner" is the City of Mobile, as identified in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Owner's designated representative is the Building Services Department, Service Contract Administrator.

3. THE SERVICE CONTRACTOR:

A. The Service Contractor is the person or entity identified as such in the Agreement and is referred throughout the Contract Documents as if singular in number. The Service Contractor shall be lawfully licensed in the City of Mobile and the State of Alabama as required. The Service Contractor shall designate in writing a representative who shall have express authority to bind the Service Contractor with respect to all matters under this Contract. The term "Service Contractor" means the Service Contractor or the Service Contractor's authorized representative.

B. The Service Contractor shall perform the Work in accordance with the Contract Documents.

C. Execution of the Contract by the Service Contractor is a representation that the Service Contractor has visited the site(s), become generally familiar with local conditions under which the Work is to be performed and correlated personal observations with requirements of the Contract Documents.

D. The Service Contractor shall be responsible to the Owner for acts and omissions of the Service Contractor's employees and their agents, and other persons or entities performing portions of the Work for, or on behalf of, the Service Contractor.

E. Unless otherwise provided in the Contract Documents, the Service Contractor shall provide and pay for labor, materials, equipment, tools, transportation, and other facilities and services necessary for proper

execution and completion of the Work.

- F.** The Service Contractor's technicians or workmen shall be qualified and have had sufficient education, training and experience to perform all Work properly and satisfactorily as prescribed in the Contract Documents.
- G.** The Service Contractor shall pay all applicable sales, consumer, use and similar taxes for the Work provided by the Service Contractor that are legally enacted when bids are received or negotiations concluded, whether or not yet effective or merely scheduled to go into effect.
- H.** Unless otherwise provided in the Contract Documents, the Service Contractor shall secure and pay for all applicable permits, fees, licenses, and inspections by government agencies necessary for proper execution and completion of the Work that are customarily secured after execution of the Contract and legally required at the time bids are received or negotiations concluded.
- I.** The Service Contractor shall perform the Work in accordance with the specified schedules as listed in the Contract Documents.
- J.** The Service Contractor shall confine operations at the site to areas permitted by the City of Mobile, facility director or building manager, and shall not unreasonably encumber the site with materials or equipment.
- K.** The Service Contractor shall keep the premises and surrounding area free from accumulation of waste materials or rubbish caused by operations under the Contract. At completion of the Work, the Service Contractor shall remove all waste materials, rubbish, tools, equipment and surplus materials from and about the site. If the Service Contractor fails to clean up as provided in the Contract Documents, the Owner may do so and Owner shall be entitled to reimbursement from the Service Contractor.
- L.** The Service Contractor agrees to indemnify and hold the City, its elected officials, officers, agents, and employees, whole and harmless from all costs, liabilities and claims for damages of any kind (including interest and attorneys' fees) arising in any way out of the performance of this Agreement and/or the activities of Service Contractor, its principals, directors, agents, servants and employees in the performance of this Agreement, for which the City is alleged to be liable. In the event that the City, through no fault of its own, is made a party to any lawsuit or legal proceeding arising in any way from this Agreement or any activities conducted pursuant thereto, Service Contractor hereby agrees to pay all of City's costs of defense, including but not limited to all attorneys' fees, court costs, expert witness fees and other expenses, through trial and, if necessary, appeal. This section is not, as to third parties or to anyone, a waiver of any defense or immunity or statutory damages cap otherwise available to Service Contractor or City, and

these defenses and matters may be raised in the City's behalf in any action or proceeding arising under this Agreement.

- M. Additionally, the City of Mobile reserves the rights to have any of Service Contractor's employees removed, barred, and/or restricted from the facility and request the immediate replacement as needed during the term of this Agreement.

4. CHANGES IN THE WORK:

- A. Changes in the Work may be accomplished after execution of the Contract, and without invalidating the Contract, by a written modification based upon agreement between the City and the Service Contractor.
- B. Changes in the Work shall be performed under applicable provisions of the Contract Documents, and the Service Contractor shall proceed promptly, unless otherwise directed.

5. SCHEDULE:

- A. **STARTING WORK:** The date of commencement of the Contract is the date established in a written Notice to Proceed. No Work shall commence and no materials shall be ordered before the Notice to Proceed has been issued.
- B. The term "day" as used in the Contract Documents shall mean calendar day unless otherwise specifically defined.

6. PAYMENTS:

- A. **CONTRACT SUM:** The Contract Sum is stated in the Agreement and, including authorized adjustments, is the total amount payable by the City to the Service Contractor for performance of the Work under the Contract Documents.
- B. **SCHEDULE OF VALUES:** The Schedule of Values allocating the entire Contract Sum to the various portions of the Work, shall be used as a basis for reviewing the Service Contractor's Invoices for Payment.
- C. **METHOD OF PAYMENT:** The City shall pay the Service Contractor on the account of the Contract as follows:
 - 1. Payments shall be made on a monthly basis, for completed work as specified.
 - 2. Invoices for completed Work shall be delivered to the Service Contract Administrator for review and approval upon completion of work as listed in the Scope of Work. Invoices shall list unit pricing in accordance with the approved Schedule of Values.

3. Payments shall be made in accordance with the accepted Schedule of Values listed in the Contract Documents.

7. SAFETY:

- A. The Service Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the performance of the Contract.
- B. The Service Contractor shall comply with all Federal, State and Local law regarding safety including the requirements of the Occupational Safety and Health Act of 1970, Public Law #91-596, latest revision. Service Contractor shall take all other reasonable precautions for safety of, and shall provide reasonable protection to prevent damage, injury or loss to:
 1. employees on the Work and other persons who may be affected thereby;
 2. the Work and materials and equipment to be incorporated therein;
 3. other property at the site or adjacent thereto.
- C. The Service Contractor shall comply with and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities bearing safety of persons or property or their protection from damage, injury or loss.
- D. If either party suffers injury or damage to person or property because of an act or omission of the other party, or of others for whose acts such party is legally responsible, written notice of such injury or damage, whether or not insured, shall be given to the other party within a reasonable time not exceeding 21 days after discovery. The notice shall provide sufficient detail to enable the other party to investigate the matter.
- E. The Service Contractor is responsible for compliance with any requirements included in the Contract Documents regarding hazardous materials. If the Service Contractor encounters a hazardous material or substance not addressed in the Contract Documents and if reasonable precautions will be inadequate to prevent foreseeable bodily injury or death to persons resulting from a material or substance, including but not limited to asbestos or polychlorinated biphenyl (PCB), encountered on the site by the Service Contractor, the Service Contractor shall, upon recognizing the condition, immediately stop Work in the affected area and report the condition to the City in writing.

- F. In an emergency affecting safety of persons or property, the Service Contractor shall act, at the Service Contractor's discretion, to prevent threatened damage, injury or loss.

8. MISCELLANEOUS PROVISIONS:

- A. The Contract shall be governed by the laws of the State of Alabama.
- B. The Owner and Service Contractor respectively bind themselves, their partners, successors, assigns and legal representatives to covenants, agreements and obligations contained in the Contract Documents. Neither party to the Contract shall assign the Contract as a whole without written consent of the other. If either party attempts to make such an assignment without such consent, that party shall nevertheless remain legally responsible for all obligations under the Contract.
- C. No assignment of the Contract shall be made without the written permission of Surety providing bonding and the City of Mobile.
- D. Duties and obligations imposed by the Contract Documents and rights and remedies available thereunder shall be in addition to and not a limitation of duties, obligations, rights and remedies otherwise imposed or available by law.
- E. No action or failure to act by the Owner or Service Contractor shall constitute a waiver of a right or duty afforded them under the Contract, nor shall such action or failure to act constitute approval of or acquiescence in a breach there under, except as may be specifically agreed in writing.
- F. Inspections and approvals of portions of the Work shall be made as required by the Contract Documents. The Service Contractor shall give the Owner timely notice of when and where Inspections are to be made so that the Service Contract Administrator or other City personnel may be present for such procedures.
- G. Required inspection reports along with approvals shall, unless otherwise required by the Contract Documents, be delivered to the Owner with Invoices for Payment.
- H. On all jobs with the City of Mobile, A City License is required. Bidders may obtain information on licensing by writing the City Revenue Department, Post Office Box 1827, Mobile, AL 36633-1827 or calling 208-7455. Successful Bidder must have City License at the time of Bidding.
- I. Contractor shall comply with all Federal, State and local laws concerning nondiscrimination, including but not limited to City of Mobile Ordinance No. 14-034 which requires, inter alia, that all contractors performing work for the City of Mobile not discriminate on the basis of race, creed, color, national

origin or disability, require that all subcontractors they engage do the same, and make every reasonable effort to assure that fifteen (15%) percent of the work performed under contract be awarded to socially and economically disadvantaged individuals and business entities.

- J.** The Service Contractor shall secure and pay all required fees and permits and shall pay all taxes on materials, supplies, fixtures and equipment purchased by him (including the city of Mobile sales tax), and shall comply with all laws, regulations and codes applicable to the site on which the Work is to be performed.
- K.** All work performed shall be in conformance with the appropriate codes of the City of Mobile.

9. TERMINATION OR SUSPENSION OF THE CONTRACT:

- A.** The Owner may terminate the Contract for cause if the Service Contractor
 - 1.** fails to perform service in a satisfactory manner; or
 - 2.** repeatedly refuses or fails to supply properly skilled workers or proper equipment or materials; or
 - 3.** Repeatedly disregards applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of a public authority; or
 - 4.** Otherwise is guilty of substantial breach of a provision of the Contract Documents.
- B.** When any of the above reasons exist, the Owner, upon determination that sufficient cause exists to justify such action, may without prejudice to any other rights or remedies of the Owner and after giving the Service Contractor and the Service Contractor's surety, if any, seven (7) days' written notice, withhold payments and terminate the Contract.
- C.** The Owner may, at any time, terminate the Contract for the Owner's convenience and without cause upon thirty (30) days written notice.
- D.** In case of such termination for cause or for the Owner's convenience, the Service Contractor shall be entitled to receive payment for Work executed, and costs incurred. The Owner shall not make payment for profit or damages as a result of such termination.

10. CLAIMS AND DISPUTES

- A.** Claim is a demand or assertion by one of the parties seeking, as a matter of right, payment of money, or other relief with respect to the terms of the Contract. The term "Claim" also includes other disputes and matters in

question between the Owner and Service Contractor arising out of or relating to the Contract. The responsibility to substantiate Claims shall rest with the party making the Claim.

- B.** Claims by either the Owner or Service Contractor must be initiated within 21 days after occurrence of the event giving rise to such Claim or within 21 days after the claimant acting with due diligence, reasonable should have first recognized the condition giving rise to the Claim, whichever is later. Claims must be initiated by written notice to the Service Contractor and the other party.
- C.** In the event of a Claim against the Service Contractor, the Owner may, but is not obligated to, notify the surety, if any, of the nature and amount of the Claim. If the Claim relates to a possibility of a Service Contractor's default, the Owner may, but is not obligated to, notify the surety and request the surety's assistance in resolving the controversy.
- D.** Claims, disputes, or other matters in controversy arising out of or related to the Contract shall be subject to litigation.



OFFICE OF SUPPLIER DIVERSITY
CITY OF MOBILE
Subcontracting and Major Supplier Plan

Contact Office of Supplier Diversity for
questions on completing this form.
Via email: Archnique.kidd@cityofmobile.org
251.208.7967
205 Government Street, 5th Floor

Bidders and Proposers – Please complete and submit these forms as required by your City of Mobile Bid or Proposal Specification.

If you are submitting a proposal in response to a Request for Qualifications, Request for Proposal, or other solicitation (“Solicitations”) issued by the City of Mobile, the bid specification may require you to utilize disadvantaged business enterprise (“DBE”) subcontractors and suppliers. If DBE participation is required, you must complete and submit these forms with your proposal. If required, failure to submit this form will render your bid non-responsive. NOTE: To satisfy participation requirements for a federally funded project, you must utilize DBEs certified through the Alabama Unified Certification Program.

If DBE participation is required, and you fail to satisfy the participation requirement, you must show that you made a good faith effort to include such participation; you will be required to submit DBE Compliance Form 2 and include additional information if needed. When so required, failure to address adequately the good faith effort factors on Form 2 will render your bid or proposal non-responsive. The “good faith effort” factors on Form 2 are not intended to be a mandatory, exhaustive, or exclusive.

You are encouraged to work with the City of Mobile Supplier Diversity Manager when preparing this form. Please consult with the City Supplier Diversity Manager for a list of eligible DBEs. The “good faith effort” factors on **Form 2** are not intended to be mandatory, exhaustive, or exclusive; they are a tool to help you, and the City of Mobile, determine whether you made efforts which, by their scope, intensity, and appropriateness to the objective, would reasonably be expected to fulfill the participation requirement.

About “**DBEs**”: Disadvantaged business enterprise or DBE means a for-profit small business concern (1) That is at least 51 percent owned by one or more individuals who are both socially and economically disadvantaged or, in the case of a corporation, in which 51 percent of the stock is owned by one or more such individuals; and (2) whose management and daily business operations are controlled by one or more of the socially and economically disadvantaged individuals who own it.

About “**Good Faith**” **Effort**: Good faith efforts means efforts to achieve a DBE goal or other requirement of this part which, by their scope, intensity, and appropriateness to the objective, can reasonably be expected to fulfill the program requirement. The City of Mobile expects contractors holding large contracts to recruit and engage DBEs to be a part of their team.

Failure to submit this form, when so required by the bid or proposal specification, will render your bid non-responsive.



OFFICE OF SUPPLIER DIVERSITY
CITY OF MOBILE
 Subcontracting and Major Supplier Plan

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 Via email: Archnique.kidd@cityofmobile.org
 251.208.7967
 205 Government Street, 5th Floor

FORM 1: Background and Plan

Section I. Information about your company

Company	
Address	
Telephone	
E-Mail	

RFP/RFQ Solicitation Number	
Project Description	
Is your company a DBE company?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Work force demographics	Male _____ Female _____ Minority _____ Non-minority _____ SDVO _____ Total #of Employees _____

Subcontractor/Major Supplier Plan submitted by:

Printed Name: _____

Signature: _____ Date: _____

Title: _____

The following employee will be designated as the **DBE Liaison** for all communication regarding DBE participation including documentation for DBE participation and maintenance of records of Good Faith Efforts for this contract award:

Name: _____ Title: _____

Email: _____ Phone: _____



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FORM 1: Background and Plan (Cont'd)

Section II. Subcontractors/Major Vendors Supplier Plan submitted by:

Please Print Company _____ Your Bid/Proposal Amount \$ _____ Date: _____
 _____/_____/_____ Description _____

Name of Bidder/Proposer: _____

I intend to use the following subcontractors: (Attach additional pages if necessary)

Subcontractor or Major Supplier	Phone	Scope of Work to be performed	\$\$ Value to be Performed	% Of Your Bid Amount	DBE?	Official Verification Only



OFFICE OF SUPPLIER DIVERSITY
CITY OF MOBILE
 Subcontracting and Major Supplier Plan

Form 2: Good Faith Effort Documentation

Name of Bidder: _____

Contact Person: _____ Phone _____ Email _____

Please complete this form if you are unable to identify DBE subcontractors or suppliers to reach 15% of the value of your bid.

YES (<input type="checkbox"/>)	NO (<input type="checkbox"/>)	Did you do these suggested areas for DBE recruitment and engagement
		PRE-BID MEETING(S): The bidder attended all pre-bid meetings scheduled by the City to inform DBEs of contracting and subcontracting opportunities.
		CMDBE/ALDOT DBE LIST(S): The bidder utilized the Office of Supplier Diversity's list or lists of certified through the Alabama Department of Transportation UCP DBE Listing
		SMALL CONTRACT(S): The bidder selected specific portions of the work to be performed by DBEs in order to increase the likelihood of meeting the DBE goals (including breaking down contracts into smaller units to facilitate DBE participation). Consider support services, including insurance, accounting, temporary labor, and transportation, landscaping, and janitorial as potential areas for DBE use.
		FOLLOW-UP: The bidder followed-up initial indications of interest by DBEs by contacting those DBEs to determine with certainty if they remained interested in bidding.
		GOOD FAITH NEGOTIATIONS: The bidder negotiated in good faith with interested DBEs and did not reject DBEs as unqualified without sound business reasons based on a thorough investigation of their capabilities. Bidders are not expected to engage unqualified subcontractors or subcontractors whose pricing, after negotiation, remains excessive or unreasonable. (Please document qualification deficiencies or unreasonable pricing if it prevented your engagement of specific DBE subcontractors.)
		ADVERTISEMENT: The bidder advertised in general circulation and/or trade association publications concerning subcontracting opportunities and allowed DBEs reasonable time to respond.
		INTERNET ADVERTISING: The bidder advertised DBE and/or subcontracting opportunities in the newspaper or other internet portals that are accessible to DBEs and/or potential subcontractors.



OFFICE OF SUPPLIER DIVERSITY
CITY OF MOBILE
Subcontracting and Major Supplier Plan

		INFORMATION: The bidder provided interested DBEs with adequate information about the plans, specifications and requirements of the subcontract.
		WRITTEN NOTICE(S): The bidder/proposer took the necessary steps to provide written notice in a manner reasonably calculated to inform DBEs of subcontracting opportunities and allowed sufficient time for them to participate effectively.
		COMMUNITY RESOURCES: The bidder/proposer used the services of available community organizations, small and/or disadvantaged business assistance offices and other organizations that provided assistance in the recruitment and placement of DBE firms.

CONTRACT RECORDS:

The bidder/proposer has maintained the following records for each DBE that has bid on the subcontracting opportunity:

1. Name, address, email address and telephone number
2. A description of information provided by the bidder/proposer or subcontractor; and
3. A statement of whether an agreement was reached, and if not, why not, including any reasons for concluding that the DBE was unqualified to perform the job.

Section 2(B)

_____ There are not ways to break out 15% of the value of this contract for subcontractors / suppliers. Provide further detail in Section 2(c) if the inability to break-out 15% of the value of the contract was the reason, or a reason, you could not meet the participation requirements.

_____ Could not find sufficient DBEs to provide subcontracting or supplier services.

_____ DBEs were available but did not have sufficient qualifications or experience to meet the needs of this contract.

Please indicate additional efforts you have taken to recruit and engage DBEs. _____



Company ID Number:

Approved by:

Employer	
Name (Please Type or Print)	
Signature	Date
Department of Homeland Security, Division	
Name (Please Type or Print)	Title
Signature	Date

SAMPLE



Company ID Number:

Information Required for the E-Verify Program	
Information relating to your Company:	
Company Name	
Company Facility Address	
Company Alternate Address	
County or Parish	
Employer Identification Num.	
North American Industry Classification Systems Code	
Parent Company	
Number of Employees	
Number of Sites Verified for	

SAMPLE

END OF SECTION

**CITY OF MOBILE, AL
VENDOR INFORMATION FORM**

Company Information:

1. City Vendor Number:

2. Name of Company:

3. Company D.B.A. Name, if any:

4. Mailing Address:

5. Remittance Address:

6. Telephone:

7. Fax

8. Main Email:

Primary Contact:

9. Contact Name and Title:

10. Contact Phone:

11. Contact Fax:

12. Contact Email:

Alternate Contact (if applicable):

13. Alt. Contact Name and Title:

14. Alt. Contact Phone:

15. Alt. Contact Fax:

16. Alt. Contact Email:

City of Mobile Business License Information:

17. City of Mobile Business License No. (if required):

Please attach additional sheets if necessary.

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return)	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification: <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <input type="checkbox"/> Other (see instructions) ▶ _____	
	<input type="checkbox"/> Exempt payee	
	Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
City, state, and ZIP code		
List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number									

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Employer identification number									

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here	Signature of U.S. person ▶	Date ▶
------------------	----------------------------	--------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

INSURANCE REQUIREMENTS

City of Mobile Insurance Requirements Contractor

Insurance – For the duration of this agreement, the Contractor shall maintain the following minimum amounts for this project:

- A. Workers' Compensation/Employer's Liability:
1. Workers' Compensation insurance in the amounts required by all applicable laws, rules or regulations of the state of Alabama.
 2. Employer's Liability with limits of not less than:

Bodily Injury by Accident	\$1,000,000 each accident
Bodily Injury by Disease	\$1,000,000 policy limit
Bodily Injury by Disease	\$1,000,000 each employee
 3. Borrowed Servant/Alternate Employer endorsement in favor of City of Mobile.
- B. Comprehensive General Liability Insurance:
1. Comprehensive General Liability (occurrence form) including coverage for products/completed operations, independent contractors, and blanket contractual liability, specifically covering the obligations assumed by Contractor.
 2. Limit of Liability: \$1,000,000 combined single limit of liability each occurrence bodily injury or property damage.
 3. General Aggregate Limit shall apply on a "Per Project" Basis.
- C. Automobile Liability Insurance:
1. Automobile Liability Insurance to cover any auto, including all owned, non-owned, and hired vehicles, with a \$1,000,000 combined single limit of liability each accident for bodily injury and/or property damage.
- D. Excess/Umbrella Liability Insurance
1. Providing following form coverage for Employer's Liability, Comprehensive General Liability, and Automobile Liability.
 2. Limit of Liability: \$1,000,000 combined single limit of liability each occurrence for bodily injury and/or property damage.

CERTIFICATE OF LIABILITY INSURANCE ENDORSEMENT PAGE

The policy endorsements listed below are required and must be listed in the "Description of Operations" box on the certificate of Liability Insurance or listed **separately on an attachment to the certificate of insurance (ACORD 101, Additional Remarks Schedule).**

Waiver of Subrogation - All policies of insurance shall be endorsed to waive rights of subrogation in favor of City of Mobile.

Additional Insured - All policies of insurance, except those referenced under paragraph A, shall be endorsed to name City of Mobile as an Additional Insured

Primary Insurance - All policies of insurance, except those referenced under paragraph A, shall be endorsed to provide that all such insurances are primary and non-contributing with any other insurance maintained by City of Mobile.

Notice of Cancellation – Certificates of Insurance shall provide that such insurance shall not be subject to cancellation, non-renewal nor material change without 30 days or more (except 10 days for non-payment) prior written notice thereof to the City of Mobile.

Certificates of Insurance - General – Within ten (10) calendar days from the date of issuance of Contract forms for execution, Contractor shall deliver to the City of Mobile, certificates of insurance (standard ACORD format) certifying the existence and limits of the insurance coverages along with separate policy endorsements as described above. Contractor shall also be responsible for delivering policy renewal certificates to the City of Mobile. A sample Certificate of Liability Insurance form including the policy endorsement requirements is attached for Contractor's reference.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
INSURED	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	NAIC #	
	INSURER A :	
	INSURER B :	
	INSURER C :	
INSURER D :		
INSURER E :		
INSURER F :		

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY						EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
	<input checked="" type="checkbox"/> Contractual Liability						PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 1,000,000
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$ 1,000,000
	AUTOMOBILE LIABILITY	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS						PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS						\$
	<input type="checkbox"/> NON-OWNED AUTOS						\$
	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$ 1,000,000
	DED RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER \$1,000,000
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
PROJECT NAME: **PROJECT NUMBER:**

City of Mobile is included as an Additional Insured in respect to General Liability, Automobile Liability and Umbrella Liability. All policies, except workers compensation, shall be Primary and Non-contributory with any other insurance in force or which may be purchased by Additional Insured. Waiver of Subrogation applies, in favor of City of Mobile with respect to General Liability, Automobile Liability, and Workers Compensation and Employer's Liability. 30 Day Notice of Cancellation, non-renewal or material change shall apply (except 10 days for non-payment).

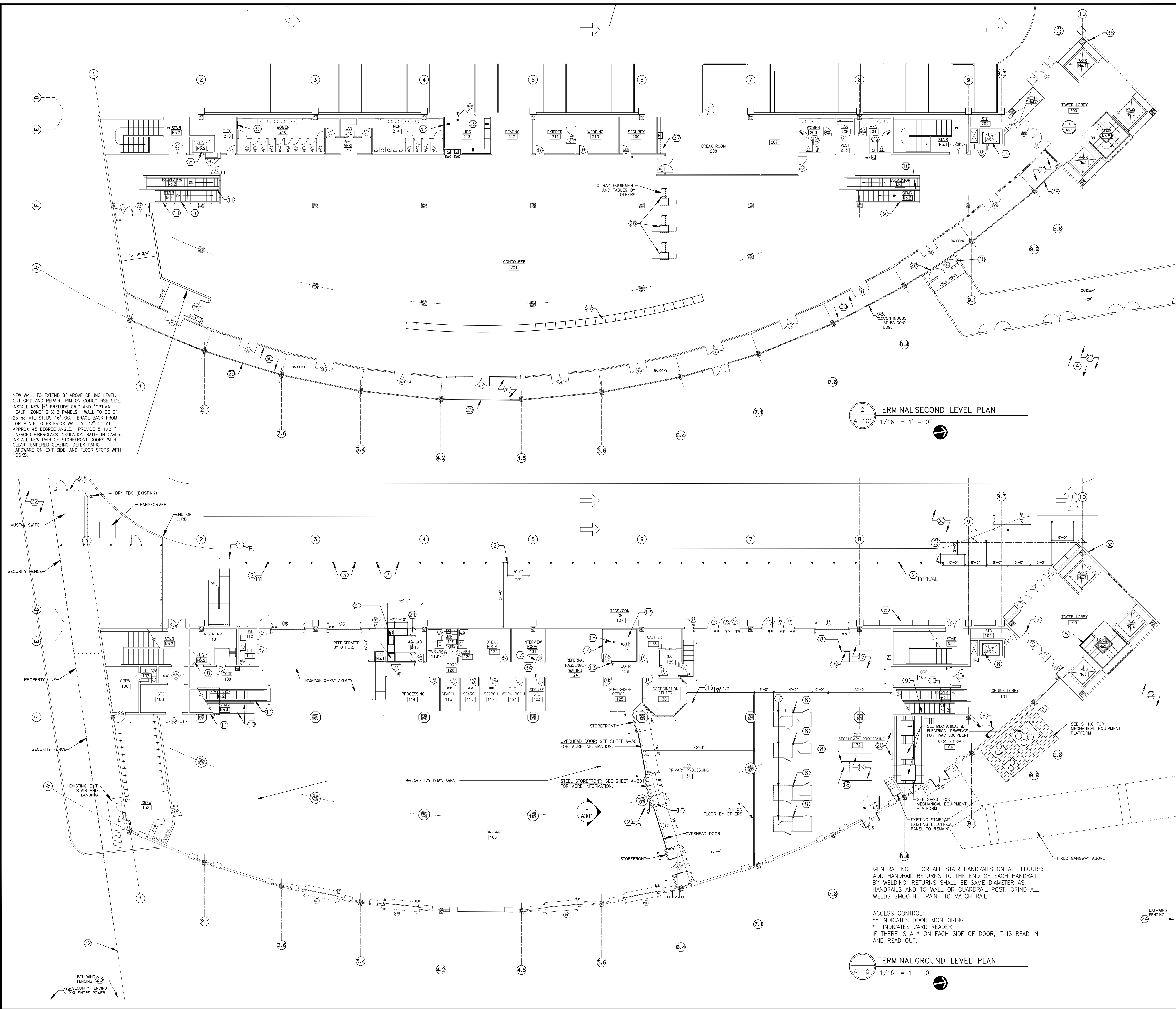
CERTIFICATE HOLDER	CANCELLATION
City of Mobile Architectural Engineering Department P. O. Box 1827 Mobile, Alabama 36633-1827	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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ACORD 25 (2010/05)

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END OF SECTION

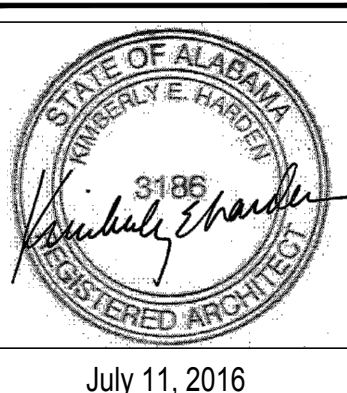
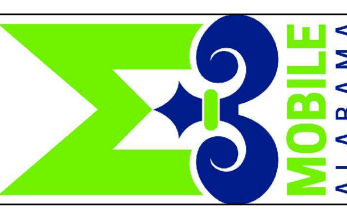


NEW WALL TO EXTEND 8" ABOVE CEILING LEVEL. CUT GRID AND REPAIR TRIM ON CONCOURSE SIDE. INSTALL NEW 1/2" PRELUDE GRID AND "OPTIMA HEALTH ZONE" 2 X 2 PANELS. WALL TO BE 6" 25 99 MTL STUDS 16" OC. BRACE BACK FROM TOP PLATE TO EXTERIOR WALL AT 32" OC AT APPROX 45 DEGREE ANGLE. PROVIDE 5 1/2" UNFACED FIBERGLASS INSULATION BATS IN GAWTY. INSTALL NEW PAIR OF STOREFRONT DOORS WITH CLEAR TEMPERED GLAZING, DETEX PANIC HARDWARE ON EXIT SIDE, AND FLOOR STOPS WITH HOOKS.

2 TERMINAL SECOND LEVEL PLAN
A-101 1/16" = 1' - 0"

1 TERMINAL GROUND LEVEL PLAN
A-101 1/16" = 1' - 0"

- KEYNOTES**
- EXISTING BOLLARDS: 6" DIA, 36" TALL.
 - 6" DIA, 52" TALL FIXED BOLLARDS WITH 1/2" THICK LDPE COVERS (COLOR TO BE SELECTED FROM MANUFACTURER'S STANDARD COLOR OFFERINGS.) BASIS OF DESIGN IS "IDEALSHIELD BOLLARD" (WWW.IDEALSHIELD.COM, 1-866-825-8659.) OR PREAPPROVED EQUAL.
 - 6" DIA, 52" TALL REMOVABLE LOCKING BOLLARDS WITH 1/2" THICK LDPE COVERS (COLOR TO BE SELECTED FROM MANUFACTURER'S STANDARD COLOR OFFERINGS.) BASIS OF DESIGN IS "IDEALSHIELD LOCKING BOLLARD" (WWW.IDEALSHIELD.COM, 1-866-825-8659.) OR PREAPPROVED EQUAL.
 - LDPE CLEARANCE BAR WITH INTEGRAL EYEHOOKS AND ENCLOSED, ROUNDED ENDS. 5 1/2" DIA, 78" LONG. COLOR TO BE SELECTED FROM MANUFACTURER'S STANDARD COLOR OFFERINGS. WORDING TO BE "CLEARANCE 8'-6" PROVIDE GALVANIZED HANGING CHAIN AND EYEHOOKS AS NEEDED. DO NOT INSTALL EYEHOOKS INTO PANS OR BEAMS OF GARAGE. USE THE BOTTOM OF SLAB. BASIS OF DESIGN IS "IDEALSHIELD" (WWW.IDEALSHIELD.COM, 1-866-825-8659.) OR PREAPPROVED EQUAL. FURNISH 4...INSTALL 2 AT BASE OF RAMP AND 2 AT PAYMENT STATIONS ON GROUND FLOOR...COORDINATE EXACT LOCATION WITH OWNER.
 - BENCHES WILL BE PROVIDED AND INSTALLED BY OWNER.
 - INSTALL NEW HM DOOR AND FRAME. SEE _____ FOR WALL OPENING DETAIL AND DOOR SCHEDULE FOR MORE INFORMATION.
 - REPLACE FLOOR MOUNTED HOLD OPENS: TIE TO EXISTING ACCESS CONTROL AND FIRE ALARM SYSTEMS.
 - REPLACE CEILING IN KONE ECOSPACE ELEVATORS WITH TRANSLUCENT PANELS WITH BRUSHED ALUMINUM FRAME. REPLACE PLASTIC LAMINATE ON WALL PANELS WITH NEW PLASTIC LAMINATE AS SELECTED BY MANUFACTURER'S FULL RANGE OF STANDARD PRODUCTS. RETAIN AND CLEAN TAILS, TRIM, SKIRTING, AND CONTROLS.
 - EXISTING WALL MOUNTED HANDRAIL. ALTER PER 2/A-301.
 - EXISTING WALL GUARDRAIL HANDRAIL ASSEMBLY. PROVIDE INFILL PER 8 & 9/A-301.
 - INSTALL BRUSHED STAINLESS STEEL INFILL PIECE BETWEEN STAIR #4, WALL, AND ESCALATOR #2 PER 4/A-301. INSTALL CONTINUOUSLY ALONG LENGTH OF ESCALATOR.
 - REMOVED EXISTING PLYWOOD PANELS FROM STEEL STUD WALLS. INSTALL 1 1/2" X 2" DIAMOND PATTERNED 9 GA EXPANDED METAL MESH ONTO EXISTING STEEL STUDS, FLOOR TO CEILING. RE-INSTALL PLYWOOD, INSTALL 1X3 CROWN AT PERIMETER OF ROOM. INSTALL 4" COVER RUBBER BASE AT PERIMETER OF ROOM. COORDINATE WORK WITH ELECTRICAL AND MECHANICAL WORK OF OTHER CONTRACTS.
 - NEW DOOR. SEE DOOR SCHEDULE SHEET _____ MODIFY EXISTING FRAME AS REQUIRED FOR NEW HARDWARE.
 - PROVIDE 15 POUND CLASS C BRACKET MOUNTED FIRE EXTINGUISHER.
 - PROVIDE COATED WOVEN WIRE PARTITION AND DOOR AS SHOWN. PARTITIONS SHALL BE FLOOR TO CEILING, AND ALL FASTENERS SHALL BE ACCESSED FROM SECURE SIDE. GAPS AT PERIMETER OF PARTITION TO BE NO MORE THAN 2". PROVIDE POST BASE AND TOP CONNECTIONS. PROVIDE 36"Wx84"H HINGING DOOR. DOOR SHALL BE PREPARED AND PROVIDED WITH NRP HINGES AND "MEDECO MAXUM" DEADBOLT, WITH THUMBTURN. BASIS OF DESIGN FOR WOVEN WIRE PARTITION IS "WIRECRAFTERS" BY CISCO EAGLE. (WWW.CISCO-EAGLE.COM, 1-800-411-1162.) SUBSTITUTIONS MUST BE PRE-APPROVED.
 - MOVEABLE CUSTOMS AND BORDER PROTECTION PROCESSING COUNTER PROVIDED BY OTHERS IN OTHER CONTRACT.
 - MOVEABLE CUSTOMS AND BORDER PROTECTION PRIMARY PROCESSING BOOTHS PROVIDED BY OTHERS IN OTHER CONTRACT.
 - MOVEABLE CUSTOMS AND BORDER PROTECTION TRIAGE BOOTHS PROVIDED BY OTHERS IN OTHER CONTRACT.
 - MOVEABLE, EXISTING BAGGAGE TABLES TO BE RE-USED.
 - SEE _____ FOR DETAILS ON WALL OPENINGS IN EXISTING CMU WALL FOR DUCTWORK.
 - CUSTOMS AND BORDER PROTECTION AGRICULTURAL LABORATORY EQUIPMENT IS PROVIDED UNDER M&E CONTRACT.
 - AT EXISTING HIGH SECURITY CRASH FENCE, THE GATES, WHEN IN THE CLOSED POSITION, ARE TOO HIGH OFF THE PAVEMENT. FABRICATE HINGED FENCE BOTTOM EXTENSIONS THAT CAN BE FLIPPED UP AND SECURED IN THE HIGH POSITION WITH GATE IS OPENED, AND FLIPPED DOWN AND SECURED IN THE DOWN POSITION WHEN GATE IS IN CLOSED POSITION. EXISTING CRASH FENCE IS BY "AMERSTAR" AND WAS INSTALLED BY TUSCO, INC OF COTTONDALE, AL 1-205-722-9180.
 - PROVIDE COATED CHAIN LINK FENCING AROUND AUSTAL SWITCH AND SHORE POWER. SEE SPECIFICATION FOR MORE INFORMATION.
 - PROVIDE COATED HINGED CHAIN LINK FENCING "BAT-WINGS" THAT EXTEND 5' OVER DOCK EDGE (OVER THE WATER). BAT WINGS SHALL BE 7" HIGH ABOVE ADJACENT GRADE, AND SHALL FOLD DOWN TO 2' BELOW GRADE WHEN EXTENDED OVER WATER. BAT WINGS SHALL BE CAPABLE OF BEING FOLDED FLUSH AGAINST DOCK EDGE DURING BERTHING ACTIVITIES. PROVIDE AT SOUTH AND NORTH ENDS OF CRASH FENCE.
 - WALLS AT UPS ROOM #213 ARE PARTIALLY CONSTRUCTED: STEEL STUDS TO STRUCTURE, BUT GWB EACH SIDE DOES NOT. EXTEND GWB TO STRUCTURE EACH SIDE TO FORM 1 HOUR WALL ASSEMBLY. FIRE SEAL ALL PERIMETERS. PAINT.
 - POWER POLES - SEE M&E CONSTRUCTION DRAWINGS. ACCOMMODATE POWER POLE IN NEW CONSTRUCTION AS NECESSARY. COORDINATE EXACT LOCATION WITH OWNER.
 - NEW CASEWORK BY OTHERS UNDER SEPARATE CONTRACT.
 - REMOVE EXISTING EXPANSION JOINT COVER. INSTALL NEW. BASIS OF DESIGN IS "HSC EXPANSION JOINT" BY MM SYSTEMS - WWW.MM-USA.COM, 1-866-506-6920. PROVIDE LOGCRETE BEDDING COMPOUND AND INSTALL PER MANUFACTURER'S INSTRUCTIONS. THE JOINT VARIES FROM 2' TO 6" WID. SUBSTITUTIONS MUST BE PRE-APPROVED.
 - AFTER REPAIR OF BALCONY SURFACE, INSTALL SURFACE MOUNTED REGLET AND FLASHING TO COVER JOINT BETWEEN BALCONY SLAB AND TILT UP PANEL. BASIS OF DESIGN TO BE "FRY REGLET" (WWW.FRYREGLET.COM, 1-800-955-2342) "SM SURFACE MOUNTED REGLET FOR TILT UP" AND "SPRINGLOCK FLASHING". BOTH PRODUCTS TO BE STAINLESS STEEL. PROVIDE ALL ACCESSORIES AND INSTALL PER MANUFACTURER. SEE DETAIL _____ FOR MORE INFORMATION.
 - REPAIR CONCRETE BALCONY SURFACE WITH SIKKA PRODUCTS (WWW.SIKKA.COM, 1-800-933-SIKA). SUBSTITUTIONS MUST BE PRE-APPROVED. CLEAN BALCONY AND FACE OF BALCONY. TREAT WITH SIKKA ARMADEC 110 EPOCME. REPAIR CONCRETE SPALLS AND CRACKS WITH SIKKA MONOTOP 615. PREPARE SLAB AND APPLY SIKAGUARD FLEXCOAT. PREPARE SURFACES AND APPLY ALL PRODUCTS PER MANUFACTURER'S INSTRUCTIONS.
 - NOT USED.
 - INSTALL FRAMELESS, TEMPERED GLASS MIRROR, 14" X 60". UTILIZE GLUE AND CHROME MIRROR CLIPS. COORDINATE LOCATION WITH OWNER.
 - REMOVE EXISTING 24" HIGH BOLLARDS AND PROVIDE CLOSURE PLATES FLUSH WITH GRADE.
 - INSTALL 36" X 36" STEEL FRAMED, LAMINATED GLASS WINDOW. PATCH WALL AND TOUCH UP PAINT.
 - EXTEND EXISTING DOWNSPOUT FROM 4TH FLOOR TO GRADE. MATCH EXISTING IN COLOR AND FORM. PROVIDE CONCRETE SPLASHBLOCK AT GRADE.



REVISION NUMBER	DATE	DESCRIPTION

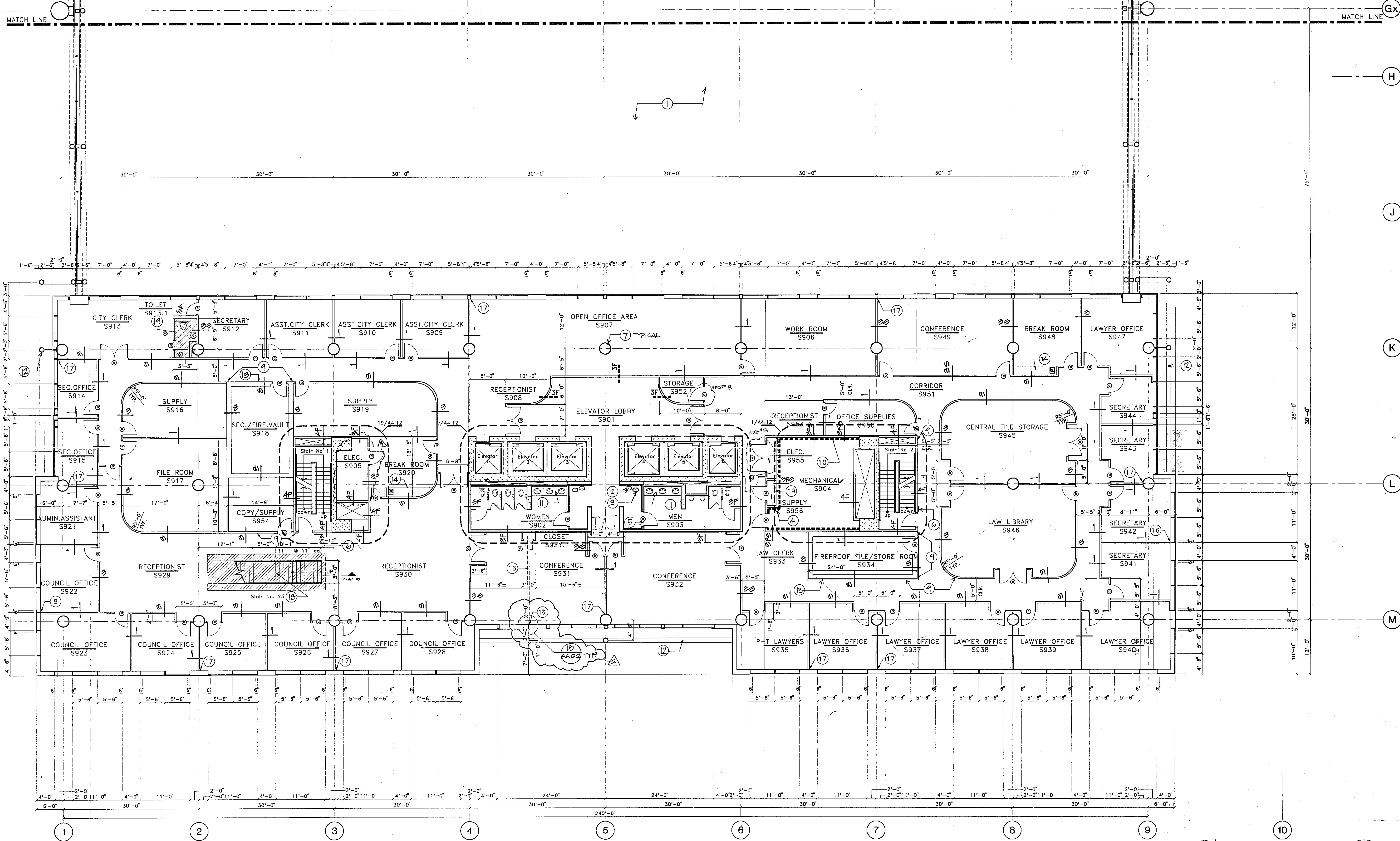
REVISION NUMBER	DATE	DESCRIPTION

CITY OF MOBILE, ALABAMA CRUISE TERMINAL IMPROVEMENTS ARCHITECTURAL 201 SOUTH WATER STREET, MOBILE, ALABAMA PROJECT # CT-017-16

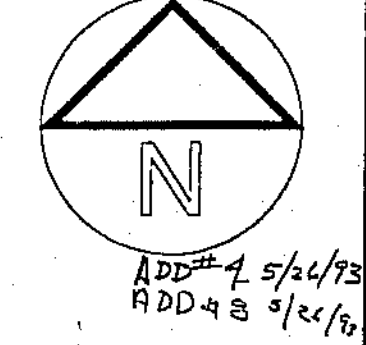
DATE: MAY 20, 2016

FLOOR PLANS

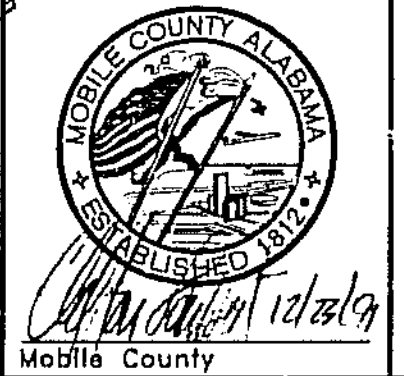
SHEET: **A-101**



RECEIVED
MAY 14 1993
BUILDINGS & GROUNDS



No.	Date	By
1	5/18/92	AMG
ADDENDUM # 2		
Bulletin #3 - Consolidated Set		
<i>Trinity M. Davis</i> 12/22/91		



MOBILE GOVERNMENT PLAZA

Mobile County Commission
in cooperation with
The City of Mobile, Alabama

Harry Golemon, FAIA and Mario Bolullo, AIA
A Partnership
in association with
Frederick C. Woods, AIA and Associates
and
Harry Golemon Architects Inc.

Sheet Title:	Sheet No.:
Ninth Floor Plan Administration Building	A2.09S
Scale: 1/8" = 1'-0"	HGA Project No.:
Drawn by: PJC/SJW	9011
Checked by: VCS	Date: 5 December 1991



CITY CLERK
LISA C. LAMBERT

OFFICE OF THE CITY CLERK

HOLIDAY SCHEDULE 2024

TO: All City Departments
FROM: Lisa C. Lambert, City Clerk
DATE: September 21, 2023

New Year's	Monday, January 1, 2024
Dr. Martin Luther King, Jr. Holiday	Monday, January 15, 2024
Mardi Gras	Monday, February 12, 2024 Tuesday, February 13, 2024
Memorial Day	Monday, May 27, 2024
Juneteenth	Wednesday, June 19, 2024
Independence Day	Thursday, July 4, 2024
Labor Day	Monday, September 2, 2024
Veterans Day	Monday, November 11, 2024
Thanksgiving	Thursday, November 28, 2024 Friday, November 29, 2024
Christmas	Tuesday, December 24, 2024 Wednesday, December 25, 2024

TOTAL: 18 DAYS

THE CARNIVAL SPIRIT'S CRUISE SCHEDULE

2023-2024 DEPARTURES FROM MOBILE, ALABAMA

DATE	DAY	LENGTH
10/6/2023	Fri	8 days
10/14/2023	Sat	8 days
10/22/2023	Sun	6 days
10/28/2023	Sat	8 days
11/5/2023	Sun	6 days
11/11/2023	Sat	8 days
11/19/2023	Sun	6 days
11/25/2023	Sat	8 days
12/3/2023	Sun	6 days
12/9/2023	Sat	8 days
12/17/2023	Sun	6 days
12/23/2023	Sat	8 days
12/31/2023	Sun	6 days

DATE	DAY	LENGTH
1/6/2024	Sat	8 days
1/14/2024	Sun	6 days
1/20/2024	Sat	8 days
1/28/2024	Sun	6 days
2/3/2024	Sat	8 days
2/11/2024	Sun	6 days
2/17/2024	Sat	8 days
2/25/2024	Sun	6 days
3/2/2024	Sat	8 days
3/10/2024	Sun	6 days
3/16/2024	Sat	8 days
3/24/2024	Sun	6 days
3/30/2024	Sat	7 days

CRUISE DURATION	IF SHIP LEAVES ON:	IT RETURNS ON:
6 Day	Sunday 4:00 pm	Saturday 8:00 am
7 Day	Saturday 4:00 pm	Saturday 8:00 am
8 Day	Friday 4:00 pm	Saturday 8:00 am
8 Day	Saturday 4:00 pm	Sunday 8:00 am

Normal schedule pending unforeseen delays.