

Addendum Number 1

To: Pre-Bid Conference Attendees

From: David Stultz

City of Mobile Building Services Department

Re: Service Contract – Various Locations – Janitorial Service

Project #SC-024-25

Date: August 28, 2025

This Addendum forms a part of, and modifies, the Bid Documents for the above referenced project, dated August 13, 2025. 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 Items:

- 1. The Pre-Bid Conference Attendance Roster, dated August 13, is attached and forms part of Addendum No. 1.
- 2. Following closer consideration regarding supplies and equipment, the City has determined that the Base Bids should not include any Vendor responsibility for cost of consumable products (paper towels, toilet paper, hand towels, and hand soap). The <u>City</u> will provide these items and the <u>Vendor</u> will continue to restock levels in accordance with the Scope of Work. It will be the responsibility of the <u>Vendor</u> to provide all equipment used in reference to the janitorial service which includes all mops, brooms, cleaning supplies, garbage bags, cloth towels, dusters, carts, and any other cleaning supplies.
- 3. Question: Are you looking for a company to take on all site locations at once, or is there flexibility to parcel out the work to cover select locations?

Answer: All bids for this contract must include the Scope of Work in its entirety. There is no opportunity to break out the locations and bid separately. However, vendors looking for a

smaller scope of services should consider bidding on the similar contract for National Museum of the Gulf, SC-025-25.

4. Question: The "Instructions to Bidders" section references a required Bid Bond Form that is attached within the Project Manual. Where is this located?

Answer: Following closer consideration this service contract will not require any Bid Bond. Any references to a required Cashier's Check or Bond produced by a licensed Surety, within the entirety of the Project Manual, can be disregarded.

5. The janitorial services for the Buick Building located at 455 St. Louis St., Mobile AL 36602 will be added to the Scope of Work for this contract. This site consists of two office areas and men's and women's restrooms on two different floors. The first floor is approximately 4,500 square feet; the second floor is approximately 5,500 square feet. The restrooms are in the common areas in the hallways. The sites have been added to each chart below for referencing and bidding.

The updated **Base Bid** and **Schedule of Values** replace those detailed in the Project Manual as Exhibit B- Bid Form. All bids that are to be considered must be completed on the current **Schedule of Values** located in this Addendum.

Janitorial Cross Reference Chart

Routine Cleaning Schedule
(D) Daily -Monday – Friday
(D/S) Daily with Saturday Service
(1xW) One Time Per Week
(2xW) Two Times Per Week
(3xW) Three Times Per Week
(M) Monthly
(5xW) Mon, Wed, Fri, Sat, and Sun.

Scheduled Services								
Deep Cleaning	Floor Strip & Waxed /							
Schedule Per Year Carpet Shampoo Per								
Year								
$(2x) \qquad (1x)$								
(4x) $(2x)$								
	(4x)							

Routine Cleaning Schedule								
Facility Name	Trash Service	Floor Sweeping/ Mopping / Vacuuming	Restrooms	Breakrooms	Drinking Fountains	Surface Dusting	Interior Glass Cleaning	
	Tra	Floc	Res	Brea	Drii	Surf	Inte	

Scheduled Services					
Deep Cleaning Per Year	Floor Strip and Waxed / Carpet Shampoo Per Year				

200 Gov't St 1st Floor	D	D	D	D	D	D	1xW
"A" C.R.O.							
200 Gov't St	D	D	D	D	D	D	1xW
2 nd Floor East "B"							
H.B.D.							
200 Gov't St	3xW	3xW	3xW	3xW	3xW	3xW	1xW
2 nd Floor West Side "C"							
Community Affairs	2xW	2W/	2xW	210/	2xW	211/	1\\
200 Gov't St 3 rd Floor "D" O.P.R.	2XW	2xW	ZXW	2xW	ZXW	2xW	1xW
Animal Shelter	D	D	D	D	D	D	1xW
Allimai Sileitei	D	D					1X W
Animal Shelter Admin	2xW	2xW	2xW	2xW	2xW	2xW	1xW
(Formerly MPD							
Mounted)							
MPD Police Academy	3xW	3xW	3xW	3xW	3xW	3xW	1xW
·							
MPD Special OPS	3xW	3xW	3xW	3xW	3xW	3xW	1xW
MPD 1st Precinct	3xW	3xW	3xW	3xW	3xW	3xW	1xW
MPD 2nd Precinct	3xW	3xW	3xW	3xW	3xW	3xW	1xW
MPD 3rd Precinct	3xW	3xW	3xW	3xW	3xW	3xW	1xW
MPD 4th Precinct-Public	3xW	3xW	3xW	3xW	3xW	3xW	1xW
Safety Ctr							
100 H 1		-					4 3377
MPD Headquarters	D	D	D	D	D	D	1xW
MPD Impound Lot	2xW	2xW	2xW	2xW	2xW	2xW	1xW
MFD Impound Lot	2x w	2X W	2XW	2X W	2x w	2x w	1X W
MPD Traffic Division ¹	3xW	3xW	3xW	3xW	3xW	3xW	1xW
1605 6 : 5	4 3377	4 3377	4 1777	4 1177	4 3377	4 3377	4 1177
MPD Crime Prevention	1xW						
Electrical Department	3xW	3xW	3xW	3xW	3xW	3xW	1xW
1							
Traffic Engineering Dept	3xW	3xW	3xW	3xW	3xW	3xW	1xW
Traine Enigneering Dept	JA W	JA W	JAW	JA W	JA W	JA W	17 AA
Dublic Desilation D	2W	2W	2107	2107	2XV7	2XV7	1W
Public Buildings Dept	2xW	2xW	2xW	2xW	2xW	2xW	1xW
Dati wal cont							4 ****
Public Works Complex	D	D	D	D	D	D	1xW
Offices, Restrooms, and							
Break Areas Hurtel Admin Complex	D	D	D	D	D	D	1xW
"A" Public Service	ן ט	ע	٦ ا	ע	ש	ש	1XW
Admin							
Hurtel Admin Complex	D	D	D	D	D	D	1xW
"B" Engineering Dept			~	~			121 **
Hurtel Admin Complex	D	D	D	D	D	D	1xW
"C" Dept TBD							
			•	•			

4x	4x
4x	4x
2x	2x
2x	1x
2x	2x
2x	N/A
2x	2x
2x	2x
2x	4x
2x	2x
2x	N/A
2x	N/A
2x	2x
2x	2x
4x	4x
4x	4x
2x	2x

Municipal Archives	2xW	2xW	2xW	2xW	2xW	2xW	1xW
Tardy Cottage	2xW	2xW	2xW	2xW	2xW	2xW	1xW
Technology Center	D	D	D	D	D	D	1xW
Western Admin Complex (WAC)	3xW	3xW	3xW	3xW	3xW	3xW	1xW
Azalea City Golf Course Clubhouse	5xW	5xW	5xW	5xW	5xW	5xW	1xW
Buick Building – 1st Floor	2xW	2xW	2xW	2xW	2xW	2xW	1xW
Buick Building – 2 nd Floor	2xW	2xW	2xW	2xW	2xW	2xW	1xW

2x	2x
2x	2x
2x	2x
4x	2x
2x	N/A
4x	4x
4x	4x ²

Location Specific Services:

To include the exterior restroom on the adjacent building.¹

The 2nd floor offices contain antique hardwood, and the quarterly floor service will consist of standard industry practices for maintaining this material.²

Site Locations-Approx. Square Footage

LOCATION	ADDRESS	SQ FOOTAGE
200 Government St-1st Floor "A"-C.R.O	200 Government St.	5,000*
200 Government St-2 nd Floor East "B"-H.B.D.	200 Government St.	2,000*
200 Government St-2 nd Floor West "C"-Community Affairs	200 Government St.	3,000*
200 Government St-3 rd Floor "D"-O.P.R.	200 Government St.	5,000*
Animal Shelter	855 Owens St.	1,700
Animal Shelter Admin (Formerly MPD Mounted)	1251 Virginia St.	1,500*
Electrical Department	854 Gayle St.	5,000*
MPD Academy	1251 Virginia St.	8,900
MPD-Special Ops Building	850 St. Anthony St.	27,430
MPD Precinct #1	2601 Dauphin Island Parkway	15,038
MPD Precinct #2	5441 Hwy 90W, Suite C	9,384
MPD Precinct #3	2165 St. Stephens Rd.	9,735
MPD Precinct #4-PSC	8080 Airport Blvd.	9,500
MPD HQ	2460 Government St.	37,760
MPD Impound Lot	1251B Virginia St.	6,100
MPD Traffic Division	850 Virginia St.	6,700

2407 Airport Blvd.	2,000*
854 Gayle St.	5,000*
852 Gayle St.	3,500
850 Owen St.	3,000*
770 Gayle St.	10,000*
1900 Hurtel St.	17,000*
1900 Hurtel St.	4,000*
1900 Hurtel St.	2,000*
457 Church St.	18,200
104 S. Lawrence St.	5,500
651 Church St.	7,725
4851 Museum Dr.	39,600
1000 Gaillard Dr.	7,900
455 St. Louis St.	4,500*
455 St. Louis St.	5,500*
	854 Gayle St. 852 Gayle St. 850 Owen St. 770 Gayle St. 1900 Hurtel St. 1900 Hurtel St. 457 Church St. 104 S. Lawrence St. 651 Church St. 4851 Museum Dr. 1000 Gaillard Dr. 455 St. Louis St.

^{*} Approximate square footage, Service Contractor to verify exact dimensions.

1. Base Bid:

Bids shall include all applicable sales and use taxes and shall be provided in whole dollar amount with no cents.

Total Contract Bid ((Year 1, 2	2, and 3 '	Yearly '	Totals):
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\$.00 \ (Written in Words) (Written in Numbers)

2. Schedule of Values:

Facility Name	Year 1	Year 1	Year 2	Year 2	Year 3	Year 3 Annual
	Monthly	Annual	Monthly	Annual	Monthly	
200 Gov't St	\$	\$	\$	\$	\$	\$
1 st Floor "A" C.R.O.						
200 Gov't St	\$	\$	\$	\$	\$	\$
2 nd Floor East "B" H.B.D.						
200 Gov't St	\$	\$	\$	\$	\$	\$

2 nd Floor West Side "B"			
Community Affairs			
200 Gov't St	\$ \$	\$ \$	\$ \$
3 rd Floor "D" O.P.R.			
Animal Shelter	\$ \$	\$ \$	\$ \$
Animal Shelter Admin	\$ \$	\$ \$	\$ \$
(Formerly MPD Mounted)			
MPD Police Academy	\$ \$	\$ \$	\$ \$
MPD Special OPS	\$ \$	\$ \$	\$ \$
MPD 1st Precinct	\$ \$	\$ \$	\$ \$
MPD 2nd Precinct	\$ \$	\$ \$	\$ \$
MPD 3rd Precinct	\$ \$	\$ \$	\$ \$
MPD 4th Precinct	\$ \$	\$ \$	\$ \$
Public Safety Ctr			
MPD Headquarters	\$ \$	\$ \$	\$ \$
MPD Impound Lot Metal	\$ \$	\$ \$	\$ \$
Building			
MPD Traffic Division	\$ \$	\$ \$	\$ \$
MPD Crime Prevention	\$ \$	\$ \$	\$ \$
Electrical Department	\$ \$	\$ \$	\$ \$
Traffic Engineering Dept	\$ \$	\$ \$	\$ \$
Public Buildings Dept	\$ \$	\$ \$	\$ \$
Public Works Complex	\$ \$	\$ \$	\$ \$
Offices, Restrooms, and			
Break Areas			
Hurtel Admin Complex	\$ \$	\$ \$	\$ \$
"A" Public Service Admin			
Hurtel Admin Complex "B"	\$ \$	\$ \$	\$ \$
Engineering Dept			
Hurtel Street Building "C"	\$ \$	\$ \$	\$ \$
Dept TBD			
Municipal Archives	\$ \$	\$ \$	\$ \$
Tardy Cottage	\$ \$	\$ \$	\$ \$
Technology Center	\$ \$	\$ \$	\$ \$

Western Admin Complex	\$ \$	\$ \$	\$ \$
(WAC)			
Azalea City Golf Course	\$ \$	\$ \$	\$ \$
Clubhouse			
Buick Building – 1st Floor	\$ \$	\$ \$	\$ \$
Buick Building – 2 nd Floor	\$ \$	\$ \$	\$ \$
Totals	\$ \$	\$ \$	\$ \$

Total Bid for Year One:		
\$.00 \$	00
(Written in Words)	(Written in Numbers)	
Total Bid for Year Two:		
\$.00 \$	00
(Written in Words)	(Written in Numbers)	
Total Bid for Year Three:		
\$.00 \$	00
(Written in Words)	(Written in Numbers)	

In the case of discrepancy, the amount in words shall govern.

END OF ADDENDUM NUMBER 1

ATTENDANCE ROSTER



PURPOSE	PROJECT	LOCATION	DATE	
Pre-Bid Conference	SC-024-25 Various Locations-Janitorial Services	AE Conference Room, Government Plaza	8/20/2025	

NAME	ORGANIZATION	OFFICE	CELL	EMAIL
David Stultz	City of Mobile		251-709-1428	david.stultz@cityofmobile.org
Tyler Tesvich	Coastal Commercial Maintenance	770-773-5790		<u>tylerblanet@gmail.com</u>
Brittany Cole	Coverall	251-301-7599	251-508-8524	brittany.cole@coverallservice.com
Bryant Hill	Hill's Janitorial Services	205-631-1564	205-482-6597	hillscleaningser@bellsouth.net
Jon McCullars	Coverall	251-301-7599	251-463-7112	jonathon.mccullars@coverallservice.com
Jennifer Farrell	ServiceMaster		251-510-3499	jennifer.farrell@att.net
Caileigh Nicholson	JaniKing	251-583-7862	251-583-7862	cnicholson@janikinggcr.com
John Ivoke	Mr. Klin Services	888-421-6112	601-345-9767	admin@mrklinservices.com
Clinton Mosley	Touchdown Cleaning Services	251-402-2703	251-753-8919	touchdowncs4@gmail.com
Paul Graves	Diversified Maintenance	470-860-3859		pgraves@diversified.com