



CITY OF MOBILE

REQUEST FOR QUOTES

September 1, 2020

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

Project Name: Environmental Remediation

Project Location: Fire Station #8/17 - Melton
57 South Lafayette Street, Mobile, AL 36604

Project Number: SR-047-20

The City of Mobile will receive quotes for the above stated project on Wednesday, September 9, 2020, no later than 2:00 PM local time. Due to restricted access to Government Plaza offices during the Covid-19 crisis, it is recommended that quotes be emailed to the Building Services, Service Contract Administrator (ozzie@cityofmobile.org). Quotes may also be mailed or delivered in person to the following address:

City of Mobile,
Building Services Department, Room 546
205 Government St., Mobile, AL 36602
or via USPS:
P.O. Box 1827
Mobile, AL 36633-1827

If delivered in person, it will be necessary to call the Building Services Department, Service Contract Administrator (Ozzie Elortegui at 251- 208-7639) to arrange a time. Enter Government Plaza from the South Joachim Street (west) entrance and meet the Service Contract Administrator at the security checkpoint.

This is NOT a tax-exempt project. Quotes shall include all applicable sales and use taxes.

Scope of Work:

Work to be performed by Contractor under this Agreement shall consist of furnishing all labor, materials, insurance, tools, supplies and equipment necessary to perform a detailed environmental remediation of Fire Station #8/17 – Melton – Captain's Quarters and Heater Vent Space, as described in Exhibit A, Scope of Work, and in accordance with the terms of the Contract.

Pre-Quote Conference:

A Pre-Quote conference shall be held at the project site, Fire Station #8/17 – Melton, 57 South Lafayette Street, Mobile, AL 36604 commencing on Thursday, September 3, 2020 at 1:00PM local time. A representative of the bidder must be present at the meeting, due to COVID-19 social distancing requirements, masks and/or face coverings will be required to enter the building, representatives will be required to bring their own mask and/or face coverings for this Pre-Quote Conference.

Examination of Documents:

Before submitting a Quote, Contractors should carefully examine this Request for Quotes, visit the site of the Work, 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 Request for Quotes as necessary to perform the work. The submission of the Quote will be considered as conclusive evidence that the Contractor has made such examination.

Term of Agreement:

The Work shall commence on the date of written Notice to Proceed, issued by the Owner. The term of the Contract shall extend for Ten (10) calendar days from the date of the Notice to Proceed.

Contractor's Use of Premises:

Coordinate all work with the City of Mobile, Building Services Department, Service Contract Administrator, or other Building Services Department authorized representative (hereafter referred to as Service Contract Administrator). All Work shall be scheduled to minimize the disturbance and interruption of the facility, staff, and the general public.

CDC/NIH Covid-19 Guidelines are in effect. The Contractor shall adhere to current guidelines as directed by the City. All Contractor's personnel shall wear a face mask/face covering at all times while in a City of Mobile building, adhere to current social distancing guidelines, and note that temperature checks may be conducted.

Bid Security (If Quote/Bid is greater than \$15,000.00):

A Cashier's Check drawn on a bank registered to do business in the State of Alabama and which is a member of the Federal Deposit Insurance Corporation, made payable to the City of Mobile or Bid bond in the amount of 5% of the Quote Amount, but in no case more than \$10,000, is required to accompany Quote if Total Quote is \$15,000 or more. By submitting a Quote Security, the quoting Company pledges to enter into a Contract with the City of Mobile on the terms stated in the Quote, and will, if required, furnish bonds covering faithful performance of the Contract and required insurance certificate. Should the Quoting Company refuse to enter into such Contract or fail to furnish such bonds or insurance, the amount of the Quote security shall be forfeited to the Owner as liquidated damages, not as a penalty. Bid Bond shall be valid for a minimum of sixty (60) days from the date of Quote. The Owner reserves the right to retain the security of all Quoters until the successful Contractor enters into the Contract or until sixty (60) days after Quote opening, whichever is sooner.

Bonds must be issued by a Surety licensed to do business in the State of Alabama. If the project cost is more than \$50,000.00 the Surety must have a minimum rating of A/Class VI as reported by the latest issue of Best's Key Rating Guide Property-Casualty published by Alfred M. Best Company, Inc. Power of Attorney is required for all Bonds.

Quality Assurance:

For all work performed under this Section, use only skilled technicians who are thoroughly trained and experienced in the cleaning and disinfection of highly infectious virus remediation. Technicians shall be properly supervised. Contractor shall have at least 3 years' experience in the environmental remediation of commercial buildings. Evidence of current certifications and/or training shall be submitted with this quote. Failure to provide this evidence will be the basis of disqualification.

All remediation work shall be in accordance with Environmental Protection Agency (EPA), Institute of Inspection and Restoration (IICRC), or other documented methodology.

If the quote is greater than \$50,000.00, contractor is required to obtain and maintain a General Contractor's License with a Specialty in Environmental Remediation (EV). For additional information on the requirements, please visit the Alabama Licensing Board for General Contractors website: <http://genconbd.alabama.gov>

Hours of Work:

The Owner shall not prohibit Contractor from performing work herein during a normal work day. For the purpose of this provision a "normal work day" is defined as any business day between the hours of 8:00 a.m. and 4:00 p.m.

Payments:

The Owner will pay the Contractor for actual work performed in accordance with the following:

- Payments will be made upon the completion of all work as specified.
- Original invoices shall be submitted to the Service Contract Administrator for review and approval.
- Payments shall be made in accordance with the approved Schedule of Values listed in the Agreement.

Termination:

The Owner or Contractor may terminate the Contract upon thirty (30) days written notice. The Owner shall pay only for work executed and proven loss with respect to materials, equipment, tools and reasonable overhead. The Owner shall not make payment to the Contractor for profit or damages as a result of terminating the Contract.

Insurance:

Contractor shall provide insurance in accordance with Exhibit 2, City of Mobile Insurance Requirements.

Form of Agreement:

The "Standard Contract Agreement between the City of Mobile and Contractor" (attached as Exhibit 3) shall be used.

General:

Requests for information (RFI's) shall be submitted in writing to the Service Contract Administrator no later than three (3) business day prior to the Quote submittal date. Responses shall be in the form of a written Addendum issued to all Contractors. Receipt of all addenda shall be acknowledged by the Contractor on the Quote forms. Failure to acknowledge Addenda may result in disqualification of the Quote.

A City of Mobile Business License is required and must be current at time of submitting a Quote, and throughout contract period.

- The Quote to whom the Contract is awarded shall, **within ten (10) calendar days of receiving the Contract Forms, properly execute and deliver to the Service Contract Administrator, the following items, along with an electronically signed Agreement, failure to do so within this timeframe may cause the City of Mobile to reject the award and proceed with the next highest quote:**
 1. Certificate of Insurance (original), along with all required endorsements
 2. Evidence of enrollment in the E-Verify program.
 3. Enrollment in the City of Mobile's Vendor Registration Portal:
<https://www.cityofmobile.org/bids/vendor-portal-information/>
 4. Other documentation as required by the Contract Documents.

Immigration Law: The Contractor agrees that it shall comply with all of the requirements of the Beason-Hammond Alabama Taxpayer and Citizen Protection Act, Act No. 2011-535, Alabama Code (1975) Section 31-13.1, et, seq., as amended by Act No. 2012-4-91. Compliance shall be evidenced by verification of enrollment in the E-Verify Program and documentation of enrollment shall be attached to the executed Agreement.

Anti-Boycott Statement:

- A. Public contracts with entities engaging in certain boycott activities:
 - (a), Per State of Alabama Code, Section 41-16-5 (b), (Act No. 2016-312), subject to subsection (c), a governmental entity may not enter into a contract governed by Title 39 or Chapter 16, Title 41, with a business entity unless the contract includes a representation that the business entity is not currently engaged in, and an agreement that the business entity will not engage in, the boycott of a person or an entity based in or doing business with a jurisdiction with which this state can enjoy open trade.
- B. (c) (1) This section does not apply if a business fails to meet the requirements of subsection (b) but offers to provide the goods or services for at least 20 percent less than the lowest certifying business entity.
- C. This section does not apply to contracts with a total potential value of less than Fifteen Thousand Dollars (\$15,000).
- D. Nothing in this section requires a business entity or individual to do business with any other particular business entity or individual in order to enter into a contract with a governmental entity.

Equal Opportunity:

- A. The City of Mobile, Alabama is an Equal Opportunity Employer and requires that all Contractors comply with the EQUAL Employment Opportunity laws and the provisions of the Bid Documents in this regard.
- B. 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.

NOTE: Contact the Service Contract Administrator, Ozzie Elortegui, at the City of Mobile, Building Services Department, 251-275-6888 cell, 251-208-7639 office, 251-208-7894 FAX or e-mail ozzie@cityofmobile.org for further clarification.

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QUOTE FORM

ENVIRONMENTAL REMEDIATION –
FIRE STATION #8/17 – MELTON
57 SOUTH LAFAYETTE STREET, MOBILE, AL 36604
SR-047-20

SEPTEMBER 1, 2020

QUOTE:

Company Name: _____

Company Address: _____

Office Phone #: _____ Fax #: _____

City of Mobile Business License Number: _____

City of Mobile Vendor Number: _____

Hereby proposes to furnish all labor, materials, tools, insurance, equipment, and supplies and to sustain all expenses incurred in performing the Scope of Work for the amount listed below. Contractor acknowledges receipt of Addendum No. _____ and dated _____.

The Work shall commence on the date of written Notice to Proceed, issued by the Owner. The term of the Contract shall extend for Ten (10) calendar days from the date of the Notice to Proceed.

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

Environmental Remediation:

Cleaning, Disinfecting, and Encapsulation – Captain's Quarters:	\$_____.	00
Cleaning, Disinfecting, and Encapsulation – Heater Vent Space:	\$_____.	00
Subtotal:	\$_____.	00
Allowance*:	\$_____	500.00
Total:	\$_____.	00

Total Quote Amount: _____

(Amount in Words)

_____ and 00/100 Dollars (\$_____.

(Amount in Numbers)

* An Allowance of Five Hundred and 00/100 Dollars (\$500.00) has been established in the Contract to cover any unforeseen conditions that require additional remediation. The Allowance shall be used for items of work not included under Basic Services in the Contract Documents. All additional work under this section must be authorized by the Owner, in writing, prior to ordering materials and/or undertaking work. The Allowance shall cover cost of material, labor, equipment, overhead, profit, and all other

expenses for additional work as required by Owner. Upon completion of the Service Contract, any unused portion of the Allowance shall be credited back to the Owner in the form of a Change Order.

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

All remediation work shall be in accordance with Environmental Protection Agency (EPA), Institute of Inspection and Restoration (IICRC), or other documented methodology.

Please list a minimum of three (3) professional references, contact information, type of work performed, and date(s) performed. You may add additional references on a separate sheet, if needed.

A. Reference #1:

Company Name: _____
Company Address: _____
Telephone: _____ Email: _____
Type of Work: _____
Date(s): _____

B. Reference #2:

Company Name: _____
Company Address: _____
Telephone: _____ Email: _____
Type of Work: _____
Date(s): _____

C. Reference #3:

Company Name: _____
Company Address: _____
Telephone: _____ Email: _____
Type of Work: _____
Date(s): _____

Company Name: _____

Contact Name: _____

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

E-mail Address: _____

Signature: _____ **Date:** _____

Printed Name: _____ **Title:** _____

END OF QUOTE FORM

EXHIBIT A

SCOPE OF WORK

SR-047-20 - ENVIRONMENTAL REMEDIATION

FIRE STATION #8/17 - MELTON

September 1, 2020

Scope of Services: Furnish all labor, materials, tools, equipment, and supplies and to sustain all the expenses incurred in performing the work to perform a detailed environmental remediation at the Fire Station #8/17 – Melton – Captain’s Quarters and Heat Vent Space, as specified below:

General:

- 1) Provide all standard and proper Personal Protective Equipment (PPEs) to be used at all times by Service Contractor’s employees and other individuals entering the building.
- 2) Remediation work shall be in accordance with Environmental Protection Agency (EPA), Institute of Inspection and Restoration (IICRC), or other documented methodology.
- 3) Furnish, install and maintain air scrubbers to achieve four (4) air changes per hour minimum, in the location where the remediation work is occurring and at least Twenty-Four (24) hours after the work is completed.
- 4) Contractor shall be responsible for all remediation means, methods, techniques, sequences and procedures and for coordinating all portions of the Work. Service Contractor shall be fully and solely responsible for jobsite safety.
- 5) On-site parking, delivery, and loading/unloading will be coordinated with Owner’s Project Manager.
- 6) Contractor shall be allowed to use facility power and water as necessary for remediation activities.
- 7) Contractor shall be allowed to use facility restrooms.
- 8) Contractor shall confine operations at the site to areas permitted by the City of Mobile. Contractor shall coordinate the Contractor’s operations with, and secure the approval of Owner’s Project Manager
- 9) Contractor shall keep the Project Site clean and shall remove trash and debris daily. At the completion of the work, Contractor shall remove all tools, equipment and debris and leave facility clean.
- 10) Contractor shall be responsible for any damage to existing surfaces, furniture, fixtures or equipment. Repairs or replacement of damaged surfaces, furniture, fixtures or equipment shall be at Service Contractor’s sole expense.
- 11) This is NOT a tax-exempt project. All applicable sales and use taxes shall be included in the Contract Amount.
- 12) Attached as Exhibit B – Layout

Products:

- 1.) Provide detergents, disinfectants and other cleaning products appropriate for surfaces being cleaned. Use cleaning products in accordance with manufacturers printed instructions. A list of all cleaning products used along with MSDS documentation will be provided to Owner before work can commence.

Execution:

- 1.) Protect all flooring, furniture, fixtures and equipment during remediation.
- 2.) Set up containment to isolate the area currently being remediated.
- 3.) HEPA vacuum all exposed interior surfaces to include finish flooring, walls, molding and trim, doors, light fixtures, bathroom tiles, piping, conduit, ductwork, ceilings, furniture, and equipment as required.
- 4.) Remove the drywall/gypsum board in the affected areas: Two (2) walls in the Captain's Quarters and One (1) wall in the heater Vent Space.
- 5.) HEPA vacuum all HVAC supply air registers and return air grills, to include a minimum of One (1) linear foot inside each duct from the HVAC grills/registers.
- 6.) Clean/wipe all affected surfaces as required with mild cleaning solution, per standard protocols.
- 7.) Apply disinfectant.
- 8.) Areas to be cleaned/disinfected shall include exposed interior surfaces to include finish flooring, walls, molding and trim, doors, light fixtures, bathroom tiles, piping, conduit, ductwork, ceilings, furniture, exhibits, and equipment, as required. The interiors of the wall cavities will be cleaned/disinfected, including but not limited to, studs, interior drywall/gypsum boards, pipes, conduits, ductwork, flooring, ceilings, and equipment, as required.
- 9.) The affected areas will then be HEPA vacuumed, cleaned, disinfected, material replaced with new drywall/gypsum board.
- 10.) All products used shall be approved by owner, including but not limited to, drywall/gypsum board, mudding materials, paint and paint color, and any other materials to be used.
- 11.) All areas cleaned and disinfected will also require encapsulation paint to prevent any regrowth. Contractor to provide color samples for approval before the encapsulation paint is to be used.
- 12.) Final clean – HEPA vacuum all affected surfaces.

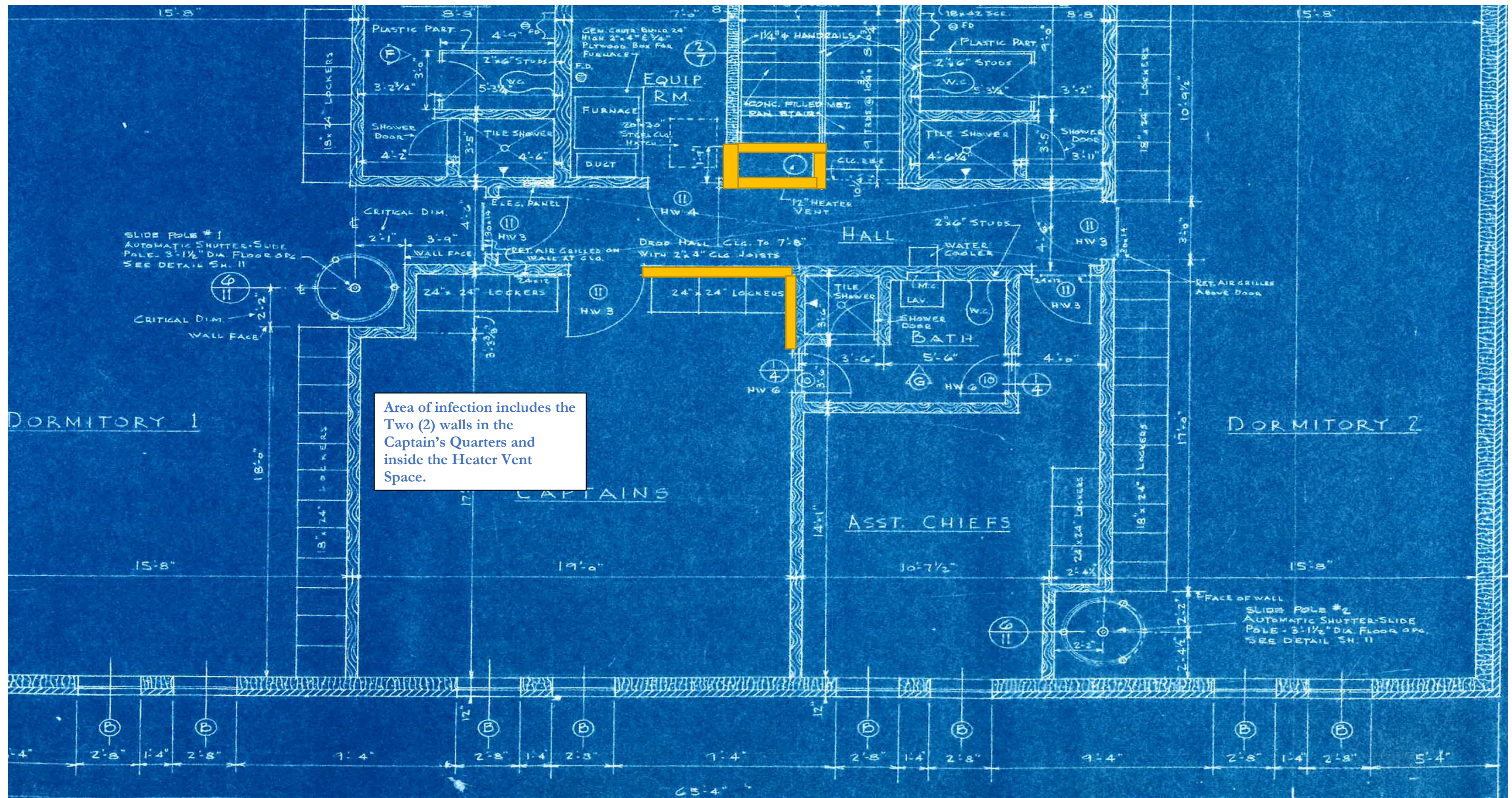
Additional Services:

If, during the course of the work, an unforeseen condition arises, the Contractor will immediately provide the Owner's Project Manager with a written report to include detailed description and cost estimate for additional work required. No work may be performed without written approval by Owner.

CDC/NIH Covid-19 Guidelines are in effect. The Contractor shall adhere to current guidelines as directed by the City. All Contractor's personnel shall wear a face mask/face covering at all times while in a City of Mobile building, adhere to current social distancing guidelines, and note that temperature checks may be conducted.

END OF SECTION

EXHIBIT B - LAYOUT



END OF SECTION



EXHIBIT 1



Company ID Number:

Approved by:

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



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 Number	
North American Industry Classification Systems Code	
Parent Company	
Number of Employees	
Number of Sites Verified to	

EXHIBIT 2

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, 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: \$2,000,000 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.

Certificates of Insurance - General – Within ten (10) calendar days from date of issuance of Contract forms for execution, Consultant 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. Consultant 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 is attached for Consultant'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 have ADDITIONAL INSURED provisions or 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.)
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED	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.						
INSURANCE TYPE	TYPE OF INSURANCE	ADDITIONAL INSURED	NAIC #	POLICY NO. (MM/DD/YYYY)	POLICY LIMIT (MM/DD/YYYY)	
<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	<input checked="" type="checkbox"/> X	<input checked="" type="checkbox"/> X			
	<input checked="" type="checkbox"/> Contractual Liability					
	GENERAL AGGREGATE LIMIT APPLIES PER:					
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC					
	OTHER:					
<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY	<input checked="" type="checkbox"/> ANY AUTO	<input checked="" type="checkbox"/> X	<input checked="" type="checkbox"/> X			
	<input type="checkbox"/> OWNED AUTOS ONLY					<input type="checkbox"/> SCHEDULED AUTOS
	<input type="checkbox"/> HIRED AUTOS ONLY					<input type="checkbox"/> NON-OWNED AUTOS ONLY
	<input type="checkbox"/> AUTOS ONLY					
<input checked="" type="checkbox"/> UMBRELLA LIAB	<input checked="" type="checkbox"/> OCCUR	<input checked="" type="checkbox"/> X	<input checked="" type="checkbox"/> X			
	<input type="checkbox"/> EXCESS LIAB					<input type="checkbox"/> CLAIMS-MADE
	DED					RETENTIONS
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					<input checked="" type="checkbox"/> N/A <input checked="" type="checkbox"/> X
UNEMPLOYMENT BENEFITS/EXECUTIVE OFFICER AND DIRECTOR EXCLUSIONS (Mandatory in NJ) If yes, describe under DESCRIPTION OF OPERATIONS below						
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)						
PROJECT NAME:				PROJECT NUMBER:		
The 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 Additionally 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-Days Notice of Cancellation, non-renewal or material change shall apply (except 10 days						

CERTIFICATE HOLDER	CANCELLATION
City of Mobile Building Services Department P.O. Box 1827 Mobile, AL 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 (2016/03)

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EXHIBIT 3

STANDARD CONTRACT AGREEMENT BETWEEN CITY OF MOBILE AND CONTRACTOR

This **AGREEMENT** made and entered into this _____,

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**:

City of Mobile Business License Number: _____

City of Mobile Vendor Number: _____

for the following PROJECT: **ENVIRONMENTAL REMEDIATION**

PROJECT NUMBER: **SR-047-20**

PROJECT LOCATION: **FIRE STATION #8/17 – MELTON
57 SOUTH LAFAYETTE STREET, MOBILE, AL 36604**

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

ARTICLE 1. Statement of Work to be Performed:

1.1 Work to be performed by Contractor under this Agreement shall consist of furnishing all labor, materials, insurance, tools, supplies and equipment necessary to perform a detailed environmental remediation of Fire Station 8/17 – Melton – Captain's Quarters and Heater Vent Space, as described in Exhibit A, Scope of Work, and in accordance with the terms of the Contract.

ARTICLE 2. Term of Contract:

2.1 The Work shall commence on the date of written Notice to Proceed, issued by the Owner. The term of the Contract shall extend for a total of Ten (10) calendar days.

ARTICLE 3. Contract Sum:

3.1 The City shall pay the Contractor, in current funds, the sum as follows,

Total Contracted Amount (Not to Exceed): _____
(Amount in Words)
_____ and 00/100 Dollars (\$ _____).00)
(Amount in Numbers)

3.2 Schedule of Values:

Environmental Remediation:

Cleaning Disinfecting, and Encapsulation – Captain’s Quarters:	\$ _____ .00
Cleaning Disinfecting, and Encapsulation – Heater Vent Space:	\$ _____ .00
Subtotal:	\$ _____ .00
Allowance*:	\$ _____ 500.00
Total:	\$ _____ .00

* An Allowance of Five Hundred and 00/100 Dollars (\$500.00) has been established in the Contract to cover any unforeseen conditions that require additional remediation. The Allowance shall be used for items of work not included under Basic Services in the Contract Documents. All additional work under this section must be authorized by the Owner, in writing, prior to ordering materials and/or undertaking work. The Allowance shall cover cost of material, labor, equipment, overhead, profit, and all other expenses for additional work as required by Owner. Upon completion of the Service Contract, any unused portion of the Allowance shall be credited back to the Owner in the form of a Change Order.

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

All remediation work shall be in accordance with Environmental Protection Agency (EPA), Institute of Inspection and Restoration (IICRC), or other documented methodology.

ARTICLE 4. Payments:

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

- A. Payment will be made upon completion of the work as specified.
- B. Original invoices shall be delivered to the Owner’s Project Manager for review and approval following completion of Work.
- C. Payments shall be made in accordance with the accepted Schedule of Values listed in the Contract Documents.

ARTICLE 5. Termination of the Contract:

5.1 The Owner or Contractor may terminate the Contract upon thirty (30) days written notice. The Owner shall pay the 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 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, Addenda issued prior to the execution of the Contract, The Contractor’s Quote 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. Request for Quotes, dated September 1, 2020
2. Quote, dated _____, 2020
3. Scope of Work, Exhibit A, dated September 1, 2020
4. This Instrument (Agreement)
5. E-Verify Documentation
6. Certificate of Liability Insurance with Endorsements
7. Other Documents as required

ARTICLE 7. Insurance:

7.1 Required coverage:

7.1.1 For the life of this Agreement, Contractor shall acquire and maintain in full force and effect no less than the following liability and comprehensive insurance issued by a company licensed and qualified to do business in the State of Alabama, which such insurance shall name the City of Mobile as an additional insured, and shall attach to this contract as proof thereof a certificate of insurance issued by an agent licensed and qualified to do business in the State of Alabama:

- A. Comprehensive General Liability (occurrence form) including coverage for premises, products and complete operations, and blanket contractual liability, specifically covering the obligations assumed by the Contractor.
 1. Bodily injury liability:
 - \$1,000,000 each person
 - \$1,000,000 each occurrence
 2. Property damage liability - \$1,000,000 each occurrence.
 3. Or, in lieu of (1) and (2) above:
 - Bodily injury and property damage combined –\$1,000,000 per occurrence
 4. General Aggregate limit shall apply on a “Per Project” Basis.
- B. Comprehensive – Automobile Liability Insurance to cover any auto, including all owned, non-owned, and hired vehicles.
 1. Bodily injury liability:
 - \$1,000,000 each person
 - \$1,000,000 each occurrence
 2. Property damage liability - \$1,000,000 each occurrence.
 3. Or, in lieu of (1) and (2) above
 - Bodily injury and property damage combined – \$1,000,000 per occurrence
- C. Excess/Umbrella Liability insurance
 1. \$2,000,000 combined single limit of liability each occurrence for bodily injury and/or property damage.
 2. Providing following form coverage for Employer’s Liability, Comprehensive General Liability and Automotive Liability.

D. Workers' Compensation insurance - in the amounts required by all applicable laws, rules or regulations of the state of Alabama.

7.1.2 If the certificate of insurance referenced in this Agreement does not evidence insurance of owned vehicles, said certificate and this sentence shall evidence the Contractor's covenant that it does not own any vehicles and that it will not purchase or obtain any vehicles during the term of this Agreement. Said certificate shall require that said insurance coverage will not be altered or terminated unless City shall have been given written notice of such alteration or termination delivered to City not less than thirty (30) days before the effective date of such alteration or termination.

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

7.1.4 Additional Insured - all policies of insurance, except those referenced under 7.1.1 D, shall be endorsed to name City of Mobile as an Additional Insured

7.1.5 Primary Insurance - all policies of insurance, except those referenced under 7.1.1 D, shall be endorsed to provide that all such insurances are primary and non-contributing with any other insurance maintained by City of Mobile.

7.1.6 Certificates of Insurance - prior to execution of the Agreement, Contractor shall deliver to the City of Mobile certificates of insurance certifying the existence and limits of the insurance coverages, noting applicable endorsements, described above and shall deliver same and renewals thereof to the City of Mobile. The certificates 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.

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.

8.11 CDC/NIH Covid-19 Guidelines are in effect. The Contractor shall adhere to current guidelines as directed by the City. All Contractor's personnel shall wear a face mask/face covering at all times while in a City of Mobile building, adhere to current social distancing guidelines, and note that temperature checks may be conducted.

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 Contractor by such duly authorized officers or individuals as may be required by law.

OWNER:
City of Mobile

SERVICE CONTRACTOR:

Signature

Williams S. Stimpson
Mayor, City of Mobile

Signature

Printed Name and Corporate Title

(Corporate Seal if applicable)

ATTEST:

City Clerk

END OF SECTION