



Addendum No. 2

To: Pre-Bid Meeting Attendees and Registered Plan holders

From: Cindy Klotz
City of Mobile Architectural Engineering Department

Re: The City of Mobile, Alabama Cruise Terminal
SPBB Gangway Improvements - Electrical
201 South Water Street
Mobile, Alabama 36602
CT-045-21

Date: September 13, 2023

This Addendum forms a part of, and modifies, the Project Manual for the above referenced project, dated August 22, 2023. Acknowledge the receipt of this Addendum No. 2 and all subsequent Addenda, if any, in the space provided on the Bid Form. Failure to do so may subject Bidder to disqualification.

General:

Clarifications:

Item 1. The Pre-Bid Meeting Agenda *with Modifications* and Pre-Bid Meeting Attendance Roster, dated September 6, 2023, are attached and form part of Addendum No. 2. Revisions to the Pre-Bid Agenda are indicated with a strike-through for deletions and bold italic typeface for additions.

Forms and Specifications: N/A

Drawings: N/A

RFI's: N/A

ATTACHMENTS:

Item 1. PO for electrical equipment

Item 2. Carnival Cruise Schedule

END OF ADDENDUM NO. 2

**City of Mobile, Alabama Cruise Terminal
SPBB Gangway Improvements - Electrical
CT-045-21**

MANDATORY PRE-BID CONFERENCE

10:30 am September 5 6, 2023

201 South Water Street
Mobile, Alabama 36602

AGENDA *with Modifications*

1. Attendance roster. Include a contact person and an e-mail address where any Addenda should be sent. Please write legibly. Addenda will be posted on the City of Mobile Bidding Website.
2. Introductions - Owner Contacts, Engineer, AE Project Manager, AE Construction Manager.
3. Discussion of Scope of Work.
 - a. The project consists of installing new electrical equipment for the SPBB (moveable gangway) as per project documents. Work includes the pick-up, receipt, and installation of Owner provided equipment. ***A copy of the PO for the Owner provided equipment will be provided in Addendum #2. The equipment is expected to be received in the month of November, before Thanksgiving.***
 - b. Protect existing building and site along with furniture, cars, and plantings through the course of construction. Present protection plan for protection items that cannot be moved to Owner and Project Manager.
 - c. Limited access to the site will be allowed for dumpsters, lifts, cranes, etc. Present staging plan for use of site for approval prior to construction.
 - d. Contractor must obtain permits and arrange for all permit inspections required by the City of Mobile. There is no charge for the Permit. Subcontractors will need to obtain their own permits.
 - e. Before Bidding, Contractor shall verify their license classification of their General Contractors license with the State of Alabama Licensing Board to ensure they are eligible to bid and construct the Work.
 - f. The construction period, including the submittal and ordering of materials is ninety (90) calendar days from the date of the initial Notice to Proceed. This period includes expected rain days. See Project Manual for process of submitting rain days for approval, and what conditions qualify as rain days.
 - g. The Notice to Proceed is generally issued within 8 weeks of the Bid Opening.
 - h. ***This is a secure, Homeland Security Port Facility, governed by Homeland Security Regulations.*** Contractor shall have access to the site M-F during daylight hours. Weekend work, if desired, shall be requested in writing and approved in advance in writing by Project Manager. Note that CT staff must be present when workers are on site, and the Contractor must bear all associated costs with staffing after hours. Provide 72 hours advanced notice so that staffing can be organized. ***Bidder's attention is called to Specification Section 00300***

Supplementary Instructions to Bidders, Article 19C, and Section 01011 Multiple Contracts and Occupied Areas for more information about site access and other projects planned concurrently with this one. All contractors are expected to coordinate with each other as required for successful projects. A Carnival Cruise schedule for the facility will be provided in Addendum #2.

Also note that some of the Work will be in the Secure Customs and Border Protection enclosure located on the ground floor of the Cruise Terminal. When working in the enclosure, contractor must be escorted by CBP officers. The normal CT staff does not have access to these areas and cannot act as escorts. A minimum 72-hour advance notice for work in the CBP enclosure is required in order to coordinate with CBP staff to send an escort.

- i. If the bidder feels that the Work cannot be complete within the allocated construction period, notify Project Manager in writing, as an RFI, with a suggested construction period and that will be considered.
- j. Any utility interruption should be requested in writing at least 72 hours in advance, and interruptions shall be approved in writing by Project Manager. Because of the functions of the cruise terminal, desired utility interruptions may be refused. Please schedule interruptions well in advance to accommodate everyone's schedule.
- k. Contractor shall keep an exceptionally clean site. The facilities will continue to operate during normal business hours. All Construction and lay down areas must be protected from public and staff. The City is not responsible for security of Contractor's materials or equipment. **There is very limited space on site for laydown and storage. At most, there is a place for a secure job box. The parking deck will be in use, and the dock will be in use. Both areas must be kept clear for operations. Existing dumpsters and lifts on the site may not be used. Limited parking on the dock itself may be available with the permission of the Cruise Terminal Director.**
- l. Contractor may utilize without cost and in moderation the facility's power and water. Contractor shall provide their own power cords, hoses, etc. Contractor may not use restroom facilities of the facilities. Contractor shall provide a port-a-potty and handwashing station.
- m. Contractor shall submit for approval a staging plan for dumpster locations, port-a-potty and hand washing station, materials staging, lift placement, etc.
- n. Protect all concrete sidewalks, pads, paving, landscaping, fences, and other site items. Contractor shall be responsible for re-pouring any concrete cracked or damaged through the course of the work. It is advised that the Contractor document the area before beginning Construction.
- o. After October 2, 2023, workers shall hold TWIC cards and shall wear identifying T-shirts and name tags and shall be always masked while in the building. Construction dust shall be always minimized, particularly in the interior. Contractors shall schedule with the building managers in advance for interior access. If a person cannot get a TWIC card, he must be accompanied by a TWIC holder at all times.
- p. The site is a non-smoking site; workers may not smoke on site at all. Remove to the outside of the secure area to smoke. **Please note flammable materials are often kept on the dock during the cruise period. Worker smoking within the secure perimeter will be removed from the project. Smokers shall smoke outside the secure perimeter only.**

- q. Remove waste, spoils, surplus materials, rubbish, and construction facilities from the site. On-Site Dumpster location to be coordinated with Owner Contact. Do not use facilities waste bins or dumpsters. Site must be kept clean.
 - r. Storm and Wastewater:
 - i. Comply with City of Mobile and Alabama Department of Environmental Management requirements. Pay attention to Water Regulations and Allowable Discharges.
 - ii. See City of Mobile Code, Chapter 17, Storm Water Management and Flood Control.
 - iii. Note all exterior washing/cleaning activities requires an approved submittal thru the City of Mobile Environmental Department.
 - s. Any observed ambiguities, discrepancies, omissions, or errors in any part of the contract documents shall be submitted as written RFIs to Dell Consulting (copy Cindy Klotz) via e-mail by 3:00 PM 5 days before the bid opening. Answers will be given through written Addendum only.
 - t. Official clarifications or corrections will be made by written addendum sent to all pre-bid attendees via e-mail and posted on the COM bidding website.
 - u. Substitution requests shall be made at least seven (7) calendar days prior to bid. All substitutions for named materials must be pre-approved before the bid.
 - v. Installation shall be per local and national codes.
 - w. Note that the pre-cast T is very low (8'-4") above the FF at the top of the ramp from the ground floor to the first floor. Contractors shall ensure their trucks with ramps and ladders, etc, will not strike the T.
4. Equal Opportunity:
- i. The City of Mobile, Alabama is an Equal Opportunity Employer and requires that all Contractors comply with the Equal Employment Opportunity laws and the provisions of the Bid Documents in this regard.
 - ii. The City of Mobile also encourages and supports the utilization of Minority Business Enterprises on these and all other publicly solicited Bids and shall follow the City of Mobile's Minority Utilization Plan as adopted by the City Council.
 - iii. The Contractor shall provide an appropriately completed copy of the "City of Mobile Subcontracting and Major Supplier Plan" in the envelope with their Bid Form. Form shall document DBE Subcontractors participating in the project and, should the total % of DBE participation not meet the 15% minimum, all efforts to obtain DBE Subcontractors shall be documented on or attached to the DBE Form when submitted.
 - iv. During construction, contractors are required to submit a "DBE Utilization Report" with every Pay Application at each facility.
 - v. Contractors should contact the City of Mobile, Supplier Diversity Manager for assistance with DBE Subcontractor information and any questions regarding the DBE Compliance Forms. Contact Archnique Kidd at 251-208-7967.
 - vi. A Directory of DBE Vendors can be found at the following location:
<https://workwith.cityofmobile.org/>
5. Bidding instructions, forms, special requirements and time.
- a. Bids are due to the City Clerk's Office by 2:15PM, Wednesday, September 13 20, 2023 PM local time. **Bidders shall insert sealed Bids into a receptacle, marked "City of Mobile Bids", located in the**

elevator lobby outside the Office of the City Clerk, 9th floor South Tower, Government Plaza, 205 Government Street, Mobile, Alabama 36602. Bids will be opened and read in the Atrium Lobby of Government Plaza. See Project Manual for additional requirements and instructions. Bids will be publicly opened in the Atrium at 2:30PM.

- b. All Bids not clocked in by the City Clerk's Office prior to the time specified, or Bids received after the specified time, will be automatically rejected, and returned immediately, unopened.
- c. There is a \$20,000.00 Contingency Allowance. Allowances shall be utilized only after advanced written approval by the Owner. At the end of the project, remaining contingency will be returned to the City via Change Order. All proposals for allowances shall be broken out as described in the Project Documents.
- d. This is a tax-exempt project. As per the State of Alabama ACT 2013-205, the Alabama Department of Revenue (ADOR) has been granted the authority to issue a "Certificate of Exemption from Sales and Use Tax for Governmental Entities" on construction projects. Therefore, this project shall qualify for State of Alabama Sales and Use Tax Exemptions under this ACT. It is the responsibility of the Bidder to confirm the potential tax-exempt status of their bid with the ADOR and include any such savings in their bid, as well as accounting for same on their bid form attachment Sales Tax Form C-3A.

6. Additional Requirements at time of Contract execution:

- a. A valid City of Mobile business license **upon signing of the contract and** for the duration of the contract period.
- b. E-verify Documentation: The Beason-Hammond Taxpayer Protection Act applies to this project. Contractor shall comply with the requirements of this Act and show proof of enrollment in the E-verify program by submitting the electronically generated Federal E-verify document prior to signing of the construction contract. (see Project Manual)
- c. Bid Security, Performance Bond and Labor & Material Payment Bond are required.
- d. Certificate of Insurance in amounts and with endorsements as required by the City of Mobile (see Project Manual or Request for Quotes documents).
- e. Builder's Risk Insurance and Installation Floater - please review carefully all the endorsements and amounts of Builder's Risk insurance required. See Project Manual:
 - i. ALL RISK Builder's Risk coverage at each facility shall be provided for the Contractor, Owner, and all Subcontractors for the full amount of the Contract during construction, fabrications, storage, transport, and erection of any equipment.
 - ii. The entire policy, along with all endorsements and riders shall be provided to the Owner.

7. Payment requirements.

- a. Retainage withheld at 5% of the first 50% of Construction Completed until the amount equals 2.5% of the full contract amount.
- b. The final 2.5% of the full contract amount is withheld as retainage until all close out requirements are met, proof of advertisement, warranties, Consent of Surety, and release of liens, etc. By State of Alabama Law, notice of final completion of

the contract shall be published four times in a local newspaper of general circulation.

- c. The City of Mobile is unable to issue payment or deposits on materials that are not on the project site, or in the City of Mobile stored in a climate controlled, bonded warehouse where a City representative can verify their presence and proper storage.
8. Owner/City of Mobile contacts and phone numbers:
 - a. Cindy Klotz: 251-208-7633 (City of Mobile Project Manager)
 - b. Ken Williams: 251-208-7636 (City of Mobile Construction Contract Administrator)
 - c. Christie Marie: 251-316-0015 (Dell Consulting, LLC – Engineer)
 - d. **Sheila Gurganus: 251-338-7447 (Director, Mobile Alabama Cruise Terminal)**
 9. Walk of Site
 10. Adjourn

ATTENDANCE ROSTER

MEETING	PROJECT	LOCATION	DATE	
Mandatory Pre-Bid Conference	City of Mobile, Alabama Cruise Terminal SPBB Gangway Improvements - Electrical	201 South Water Street, Mobile, AL 36602	Wednesday, September 6, 2023	
CT-045-21				
NAME	ORGANIZATION	PHONE	CELL PHONE	E-MAIL
ANDY MAURIN	DELL CONSULTING LLC	251 316 0015		andy@dellconsultingllc.com
MIKE TOURNE	BAGBY & RUSSELL	251-344-5987		MTourne@BAGRUS.COM
JAMES E. HILL	H+H ELECTRIC CO.	251-675-2186		HHelectric@Bellsouth.net
ROGER COOK	COM - Supplier Diversity	251-208-7632		roger.cook@cityofmobile.org
CHRISTY MARIE	DELL CONSULTING LLC	251 316 0015		CHRISTY@DELLCONSULTING.LLC.COM
Ken Williams	City of Mobile	251-358-1412		Ken.Williams@CityofMobile.org
Tim Forgej	Bill Smith Electric	251-349-5724		tim@billsmithelectric.com
JAYSON MORGAN	HARRIS CONTRACTING	251 508-0517		JAYSON@HARRISCONTRACTINGSERVICES.COM
Cindy Klotz	COM A/E	251-208-7633		cindy.klotz@cityofmobile.org
Sheila Gurganus	Cruise Terminal	251-338-7447		sgurganus@cityofmobile.org

**CITY OF MOBILE
PURCHASING DEPARTMENT**
P.O. Box 1948 MOBILE, ALABAMA 36633
PHONE - (251) 208-7434
FAX - (251) 208-7430

Purchase Order

Fiscal Year 2023

Page: 1 of: 1

THIS NUMBER MUST APPEAR ON ALL
INVOICES, PACKAGES AND SHIPPING PAPERS.

Purchase Order # **23010032-00**

No invoice will be considered without purchase order number on the invoice. No changes, substitutions, or increase in prices without permission of the City of Mobile Purchasing Department.

BILL TO

City of Mobile
Accounts Payable
P.O. Box 389
Mobile, AL 36601

VENDOR

STUART C IRBY CO
3232 MOFFETT ROAD
MOBILE, AL 36607

SHIP TO

CRUISE TERMINAL
201 SOUTH WATER ST
MOBILE, AL 36602

Vendor Phone Number		Vendor Fax Number		Buyer Name		Requisitioner Name Department	
251-433-3911		251-471-5312		SANDRA LEWIS		GLENDA CHAMBERS - CRUISE TERMINAL	
Date Ordered	Vendor Number	Date Required	Freight Method/Terms			Department/Location	
06/05/2023	270010					CRUISE TERMINAL	

Item#	Description/PartNo	QTY	UOM	Unit Price	Extended Price
1	ELECTRICAL EQUIPMENT AND SUPPLIES (EXCEPT CABLE AN PANEL 4 SP--PANELBOARD P3 AS PER SIEMENS QUOTE DEANCX01C_05312300_00_M00 DATED 5/31/23 WITH ALL OF THE ITEMS QUOTED.	1.0	EACH		
2	STANDADRD PRODUCT BREAKER 3VA6 400600A AL LUG 3 PC WIRE TAP CATALOG NO 3VA93730JG13 AS PER SIEMENS QUOTE DEANCX01C_05312300_00_M00 DATED 5/31/23 WITH ALL OF THE ITEMS QUOTED.	1.0	EACH		
3	AS PER SIEMENS QUOTE DEANCX01C_05312300_00_M00 DATED 5/31/23 WITH ALL OF THE ITEMS QUOTED. STANDARD PRODUCT 3VA54/64 CU STRAP KIT SINGLE MT P5/SWB CATALOG NO US2:S3VA54TD	1.0	EACH		
4	AS PER SIEMENS QUOTE DEANCX01C_05312300_00_M00 DATED 5/31/23 WITH ALL OF THE ITEMS QUOTED. STANDARD PRODUCT-BRKR 3VA54 2(3)P 600A 65KA FRAM CATALOG NO 3VA54606EC60AA0	1.0	EACH		
AS PER YOUR QUOTE JOB # 25670					

By: 
Purchasing Agent

VENDOR COPY

PO Total 

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.