



Addendum No. 1

To: City of Mobile Bidding Website

From: Cindy Klotz
City of Mobile Architectural Engineering Department

Re: Mobile, Alabama Cruise Terminal – HVAC Replacement
Project #CT-060-24

Date: November 22, 2024

This Addendum forms a part of, and modifies, the Request for Bids for the above referenced project, dated November 13, 2024. Acknowledge the receipt of this Addendum No. 1 and all subsequent Addenda, if any, in the space provided on the Quote Form. Failure to do so may subject Quoter to disqualification.

General:

- Item 1. The Pre-Quote Meeting Agenda *with Modifications* and Pre-Quote Meeting Attendance Roster, dated November 19, 2024 are attached and form part of Addendum No. 1. Revisions to the Pre-Quote Agenda are indicated with a strike-through for deletions and *bold italic* typeface for additions.
- Item 2. A question during the pre-bid meeting was “where are the disconnects for the existing bard units?” There are currently no disconnects at the units. There is a breaker inside each unit on the right hand side, halfway up.
- Item 3. Add to the Scope of Work: Provide four (4) non-fused disconnects and install one at each new unit on the exterior face of the wall, location to be coordinated with City of Mobile personnel. Disconnects to be sized for the provided unit in accordance with the manufacturer’s instructions and current electrical code.
- Item 4. Added photos for informational purposes. See listing of attachments on page 2 of this Addendum.

Forms and Specifications: N/A

Drawings: N/A

RFI’s: N/A

Attachments:

Item 1: Photo of Interior of the Fixed Gangway showing supply and return louvers and thermostat locations

Item 2: Photo of Interior of the Fixed Gangway showing 3 of the 4 unit openings

Item 3: Photo of sticker showing specs on existing Bard Unit (assume each unit has the same sticker)

Item 4: Photo showing that the southernmost Bard Unit is over an equipment platform.

END OF ADDENDUM NO. 1

ATTENDANCE ROSTER

MEETING	PROJECT	LOCATION			DATE
Pre-Bid	City of Mobile, Alabama Cruise Terminal New HVAC Units	201 South Water Street, Mobile, Alabama 36606			Tuesday, November 19, 2024 10:00 AM CST
CT-060-24					
NAME	ORGANIZATION	PHONE	FAX	CELL PHONE	E-MAIL
✓ Cindy Klotz	City of Mobile A/E	251-208-7633		251-490-4212	cindy.klotz@cityofmobile.org
✓ Sheila Gurganus	Director, Cruise Terminal	251-338-7447		251-379-5563	sgurganus@cityofmobile.org
✓ Jody Russell	City of Mobile A/E	251-208-1083		251-606-4921	jody.russell@cityofmobile.org
Dalton Stevens	Upchurch Services	601-826-0668			dstevens@upchurchservices.com
Cliffon Thomas	COM FM			251-208-1575	thomascl@cityofmobile.org
				251-208-1575	thomascl@cityofmobile.org

CITY OF MOBILE, ALABAMA CRUISE TERMINAL
New HVAC Units
Project # CT-060-24

NON - MANDATORY PRE-BID CONFERENCE

10:00 am cst November 19, 2024
201 South Water Street, Mobile, Alabama

AGENDA *with minutes*

Important Dates:

Non-Mandatory Pre-Bid meeting: **Tuesday, November 19, 2024 at 10:00 AM CST**
Substitution Requests and RFI's due: **Tuesday November 26, 2024 at 10:00 AM CST**
Sealed Bids Opened: **Wednesday, December 4, 2024 at 2:30 PM CST**

- 1) Attendance roster. Include a contact person and an e-mail address where any Addenda should be sent. Please write legibly.
- 2) Introductions -
Sheila Gurganus is the Director of the Cruise Terminal.
Cindy Klotz is the City of Mobile Project Manager.
- 3) Discussion of Scope of Work:
The scope of this project is to replace four existing, exterior, wall mounted Bard Units.
 - A. Base bid scope of work is a turn key installation. Include in your bid all items necessary for a complete and proper replacement.
 - B. Note the construction duration of 80 days after the NTP is issued. If it appears that 80 days is not enough time, advise Project Manager asap for a time adjustment before the bid. Time extensions considered after the bid will be for a catastrophic event, or weather per the contract.
 - C. Existing units shall stay in service until new units have arrived and are ready to install. Work on site shall be limited to ten (10) calendar days.
- 4) Bidding instructions, forms, special requirements and time:
 - A. Bid Form-use a copy of the bid form. Bids shall be submitted only on the bid form.
Make sure to acknowledge all Addenda in the space provided on the Bid Form.
 - B. Use of Allowances shall be reviewed and approved by the Owner as outlined in the bid documents.
 - i) There is a Contingency Allowance of \$5,000.00. Any remaining contingency will be returned to the owner at the end of the project. Note the requirements for proposals for use of contingency.
 - ii) There are no alternates or unit prices at this time.
 - iii) Construction duration is a maximum of 80 calendar days. If the work is adversely impacted by rain or other impacts, and the Contractor plans to ask for additional time, that request must be made in writing and in accordance with procedures outlined in the Bidding Document.

- 5) Special Instructions or conditions.
- a. Access to the site is available 7:30 AM CST to 5:00 PM CST, weekdays. The Cruise Terminal facility is a “Port” as defined by the Department of Homeland Security until February 1, 2025. Before that date, advanced notice and TWIC Cards (or staff supervision) are required to access the Cruise Terminal grounds.
 - b. Contract Description: Stipulated sum.
 - c. Contractor to clean site completely each day.
 - d. Contractor may use designated rest room facilities as long as they are kept in order.
 - e. Contractor may utilize the facilities water and electrical service, as long as usage is only for the Work.
 - f. Contractor to check with the Alabama General Contractor’s Board, prior to submitting a bid, to ensure that their license is appropriate for the Work.
- 6) 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/>

OTHER

1. City of Mobile permits are required. Contractor shall assist in filling out their portion of the permit forms, but there are no costs associated with the permit.
2. Remove waste and surplus materials, concrete truck wash-out, rubbish, and construction facilities from the site. On-Site Dumpster location to be coordinated with Owner Contact, and location may be constrained by City of Mobile ROW or ALDOT.
3. This facility is on a waterway. Provide protection and conduct construction in ways that comply with environmental regulations and that minimize possible air, waterway, and subsoil contamination or pollution or other undesirable effects. Expect that this project will get a lot of attention from not only City stormwater regulators, but other interested regulatory agencies and fully comply with all regulations.

- i. Comply with City of Mobile and Alabama Department of Environmental Management requirements. Pay particular attention to Water Regulations and Allowable Discharges.
 - ii. See City of Mobile Code, Chapter 17, Storm Water Management and Flood Control.
 - iii. Obtain any necessary permits that may be required due to discharges.
- 4. Any observed ambiguities, discrepancies, omissions or errors in any part of the contract documents shall be submitted as written RFIs to Cindy Klotz at cindy.klotz@cityofmobile.org.
- 5. Official clarifications or corrections will be made by written addendum sent to all registered prospective bidders via e-mail. If it is not in an Addendum, it is not official.

ADDITIONAL REQUIREMENTS AT TIME OF CONTRACT EXECUTION

- 1. A valid City of Mobile business license for the duration of the contract period
- 2. E-verify Documentation: The Beason-Hammond Taxpayer Protection Act applies to this project. Contractor shall comply with the requirements of this Act and show proof of enrollment in the E-verify program by submitting the electronically generated Federal E-verify document prior to signing of the construction contract. (see Bidding Documents)
- 3. Bid Security (60 days), Performance Bond and Labor & Material Payment Bond are required.
- 4. Certificate of Insurance in amounts and with endorsements as required by the City of Mobile (see Bidding Documents).
- 5. A valid W-9 Tax form and Vendor Information Form must be on file with the City of Mobile prior to issuance of Contract.
- 7. This is a tax-exempt project.

ADDITIONAL REQUIREMENTS AND INFORMATION

- 1. Payment requirements.
- 2. Retainage withheld at 5% of the first 50% of Construction Completed until the amount equals 2.5% of the full contract amount.
- 3. 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.
- 4. Owner/City of Mobile contacts and phone numbers:
 - a. Cindy Klotz, Project Manager: cellular: 251-490-4212
- 5. Bidders may make arrangements to access the Cruise Terminal grounds by contacting the Project Manager. Do not show up at the facility expecting to get in.

WALK OF SITE

Questions and Changes:

- 1. **Note that the units must be altered or ordered in such a fashion that the filters can be changed from the interior Second Floor walkway. Additionally, provide a hinging louver grill at the filter locations.**
- 2. **Question: What is the model # of the existing units?**
Answer: Will be provided, if possible, in a future addendum.

3. **Question: where are the disconnects for the units?**
Answer: Will be provided in a future addendum.
4. **Question: if our firm is low bidder, we will self perform all the work. Do we still need to turn in the DBE Forms.**
Answer: Yes, all 5 pages of the Subcontracting and Major Supplier Plan must be turned in with the bid. Please strive for some participation. If there are any questions or concerns about this requirement, please contact the Supplier Diversity Department, contact information on page 2 of this Agenda document.

ADJOURN





BARD MANUFACTURING CO. INC. 1914 RANDOLPH DRIVE, BRYAN, OHIO 43506 U.S.A.

MODEL	(1) APPROVED HEATER PACKAGE	VAC	HZ	PH	(2)		(2)	
					SINGLE CIRCUIT MINIMUM CIRCUIT AMPACITY	CIRCUIT MAX. FUSE OR CKT. BREAKER	DUAL CIRCUIT MINIMUM CIRCUIT AMPACITY	CIRCUIT MAX. FUSE OR CKT. BREAKER
() HH604-C00XXXXR	NONE	460	60	3	16	20	N/A	N/A
() HH604-C02XXXXR	HMPD-01C	460	60	3	16	20	N/A	N/A
() HH604-C09XXXXR	EHWH05A-C09	460	60	3	29	35	N/A	N/A
(X) HH604-C15XXXXR	EHWH05A-C15	460	60	3	29	35	N/A	N/A

BRANCH CIRCUIT SELECT CURRENT 9 OPERATING VOLTAGE RANGE 414 VAC MIN 506 VAC MAX

SERIAL NUMBER 248M092659443-02 UL FILE NO. SA9951

SUITABLE FOR OUTDOOR USE ALL MOTORS ARE THERMALLY PROTECTED

	VAC	HZ	PH	ELECTRICAL RATINGS		LRA	RLA
				HP	FLA		
COMPRESSOR	460	60	3			62	8.6
OUTDOOR MOTOR	460	60	1	1/3	1.3		
INDOOR MOTOR	460	60	1	1/2	1.2		
WEVY-CSA	460	60	1				
HEATER PACKAGE							
EHWH05A-C09	460	60	3	9	18		
EHWH05A-C15	460	60	3	15	18		



HEAT PUMP
5N73

FACTORY CHARGED R22 -- FACTORY REFRIGERANT --
171 OZ DESIGN PRESSURE PSIG 300 HIGH 150 LOW

-- CLEARANCES --

UNIT CASING SUITABLE FOR 0 INCH CLEARANCE
OUTLET DUCT CLEARANCE 1/4 INCH FOR AT LEAST FIRST 3 FEET OF DUCT. REFER TO INSTALLATION
INSTRUCTIONS FOR ADDITIONAL CLEARANCE INFORMATION. MAXIMUM OUTLET AIR TEMPERATURE: 200 DEG F
THIS MODEL HAS BEEN TESTED AT STATIC PRESSURES FROM 0 TO 5 IN WATER COLUMN. CONSULT
INSTALLATION INSTRUCTIONS FOR MAXIMUM PERMITTED STATIC PRESSURE FOR SPECIFIC EQUIPMENT APPLICATION

INSTALLER: WHEN INSTALLING OPTIONAL BARD HEATER PACKAGE PERMANENTLY MARK THIS SERIAL PLATE TO
SHOW THE INSTALLED HEATER PACKAGE

- (1) ONLY BARD HEATER PACKAGES LISTED ABOVE ARE SUITABLE FOR USE WITH THIS UNIT. USE OF ANY OTHER
HEATER PACKAGE VOIDS WARRANTY AND COULD CAUSE SAFETY HAZARD.
- (2) FOR HAZARDOUS VOLTAGE (HACR TYPE PER NEC OR EQUIVALENT)

MANUFACTURED UNDER THE FOLLOWING U.S. PATENT NUMBERS 5,495,878; 5,001,744; 5,022,115; 4,524,834;
4,875,520; 4,825,935

5253-230-0251



