

**ADDENDUM NO. 02**  
CITY OF FAIRHOPE

**Bid No. 022-21 Nix Ctr Repair and Replace Asphalt Shingles---FEMA 4563**

The following information has been provided by the Purchasing Manager, Dee Dee Brandt.

**The BID OPENING HAS BEEN POSTPONED UNTIL  
WEDNESDAY, MAY 26 at 10:00 a.m.**

**In light of this please may the following changes:**

**Remove pages 1 rev1, 3 rev, page 4 and replace with:**

**Page 1 rev2 addendum 2  
Advertisement rev2 page 3  
Page 4 rev1 2.03**

**\*\*\*You can re-submit your sealed bid for that date, or we can hold those that have been delivered unopened until May 26.**

Bidders are to sign and include signed Addendum No.2 with submitted bid documents.

Acknowledged:

\_\_\_\_\_

Company

\_\_\_\_\_

By

City of Fairhope  
Purchasing Manager  
Dee Dee Brandt  
[deedeeb@fairhopeal.gov](mailto:deedeeb@fairhopeal.gov)

Posted: 5-20-21

## **INSTRUCTIONS TO BIDDERS rev1**

- 2.00      **BID INVITATION**  
Notice is hereby given that the City of Fairhope will receive bids on the work described herein. Qualified bidders are invited to submit bids on this contract.
- 2.01      **BID 022-21 Nix Center Repair and Replacement of Asphalt Shingles and TPO Roof--  
FEMA 4563**
- 2.03      **BID DEADLINE**  
**Sealed Bids** will be received **Thursday, May 20, 2021** delivered to Dee Dee Brandt, Purchasing Manager at the City of Fairhope offices located at 555 S. Section Street, Fairhope, Alabama, by the designated time above.
- 2.04      **AVAILABILITY OF DOCUMENTS**  
Prior to RFQ opening, Bid packets may be obtained on the City of Fairhope website at [www.fairhopeal.gov](http://www.fairhopeal.gov), or requested by email from Dee Dee Brandt, Purchasing Manager, at [DeeDee.Brandt@fairhopeal.gov](mailto:DeeDee.Brandt@fairhopeal.gov). Specifications are on file and may be seen in the Purchasing Department of the City of Fairhope, Alabama, 555 S. Section Street, between 7:00 A.M. and 4:00 P.M. local time. One set of Bid Documents can be obtained free of charge.
- 2.05      **INQUIRIES**  
Questions or comments pertaining to this Bid must be presented in writing, and sent as e-mail to the attention of the Purchasing Manager, Dee Dee Brandt at [DeeDee.Brandt@fairhopeal.gov](mailto:DeeDee.Brandt@fairhopeal.gov) no less than Seventy-Two (72) hours prior to the Bid opening or will be forever waived.
- 2.06      **SITE EXAMINATION / CITY PROVISION / NON-RESIDENT STATE RECIPROCITY**  
  
The City of Fairhope will not furnish any labor, material or supplies unless specifically stated in the Contract documents. CONTRACTOR must be properly licensed to perform the work as outlined in the Scope of Work. **Bidder must have a current business license or purchase a business license with the City of Fairhope prior to or (upon) Bid being awarded.** Where required by State law, State of Alabama CONTRACTOR's license is required.  
  
Except for Contracts funded in whole or in part by funds received from a federal agency, preference shall be given to resident CONTRACTORS on the same basis as the non-resident Bidder's state awards contracts to Alabama CONTRACTORS bidding under similar circumstances. Therefore, non-resident bidders shall submit with their Bid a written opinion of an attorney at law licensed to practice law in the non-resident bidder's state of domicile as to preferences granted by the state to entities doing business in that state when letting public contracts.
- 2.07      **BID SECURITY**  
The bid bond for this BID has been waived.
- 2.08      **PERFORMANCE ASSURANCE AND INSURANCE**  
The vendor to whom award is made shall provide a **Performance Bond** equal to 100% of the Contract Amount.  
  
The Awarded Vendor shall also provide insurance as required in section titled ITEM VII INSURANCE. City of Fairhope as additional insured.
- 2.09      **DURATION OF OFFER**  
Bids may be withdrawn by written or telegraphic request received from the Bidder prior to the time fixed for opening. No bid shall be withdrawn for a period of THIRTY (30) days subsequent to the opening of Bid without the consent of the City Council of the City of Fairhope.

**FAIRHOPE  
COVER SHEET rev2 addendum2**

The following **BID** is related to damages caused by Hurricane Sally  
(FEMA 4563) on or about September 15, 2020.

**BID 022-21 NIX Center Repair and Replacement of Asphalt Shingles  
and TPO roof—FEMA 4563**

**Date Issued:**

May 5, 2021

**Deadline to Submit:** **Wednesday, May 26, 2021, 10:00 a.m.**

**Direct all Questions To:** Dee Dee Brandt, Purchasing Manager  
[DeeDee.Brandt@fairhopeal.gov](mailto:DeeDee.Brandt@fairhopeal.gov)

**Submitted Bid Should Include:** Authorized signatures including notaries  
Completed BID Response Form  
If issued, signed addenda, Completed Contractor Information sheet. Anti-Lobbying Certification  
Other supporting documentation as requested

**Deliver Sealed Bid To:** **Dee Dee Brandt Purchasing Manager**  
Public Works Building  
555 S. Section Street  
Fairhope, AL 36532

**please reference the BID number and name on envelope**

**ADVERTISEMENT rev2 page 3**

SEALED BIDS will be received by the City of Fairhope in Baldwin County, Alabama, in the City of Fairhope offices, 555 South Section St. Fairhope, Alabama, until **Wednesday, May 26, 2021, at 10:00 a.m.** and then publicly opened thereafter, for furnishing all labor and materials, and performing all work required by the City of Fairhope and described as follows:

**BID 022-21 Nix Center Repair and Replacement of Asphalt Shingles  
And TPO Roof—FEMA 4563**

The City of Fairhope is requesting responses to repair and replace the asphalt shingle and TPO roof on the Nix Center located at 1 Bayou Drive, Fairhope, Alabama.

BID documents may be obtained on the City of Fairhope website at [www.fairhopeal.gov](http://www.fairhopeal.gov) or by e-mailing: Dee Dee Brandt, Purchasing Manager at [DeeDee.Brandt@fairhopeal.gov](mailto:DeeDee.Brandt@fairhopeal.gov). Specifications are on file and may be seen in the Purchasing Department of the City of Fairhope, Alabama, 555 S. Section Street.

Questions or comments pertaining to this must be presented in writing as e-mail to the attention of the Purchasing Manager, Dee Dee Brandt, [DeeDee.Brandt@fairhopeal.gov](mailto:DeeDee.Brandt@fairhopeal.gov) Seventy-Two (72) hours prior to the **BID** opening or will be forever waived.

All BIDs must be on the Bid Response forms provided in the Bid Documents. **Bids to be delivered to Dee Dee Brandt, Purchasing Manager, at the Public Works Building located at 555 S. Section St., Fairhope, AL, by 10:00 a.m., May 26,**

2021.

The City of Fairhope is an Equal Opportunity Employer and requires that all **CONTRACTORS** comply with the Equal Employment Opportunity laws and the provisions of the **CONTRACT** Documents in this regard. The **CITY** also encourages and supports the utilization of Minority Business Enterprises on this and all public Bids. Failure to observe the instructions contained herein will constitute grounds for rejection of your Bid. The City reserves the right to accept or reject all Bids or any portion thereof, and to waive informalities and to furnish any item of material or work to change the amount of the **CONTRACT**, whichever is in the best interest of the City of Fairhope.

The **CONTRACTOR** must furnish to the City of Fairhope at the time of the signing of the **CONTRACT** a certificate of insurance coverage as provided in the **CONTRACT** documents which will include comprehensive insurance, **CONTRACTOR** Automobile Liability Insurance, and where applicable, **CITY'S** Protective Liability insurance, **SUB-CONTRACTOR'S** public liability and property damage insurance. The company that is awarded the Quote must have Workman's Compensation Insurance on all of its employees if work is to be performed on City of Fairhope premises. General Liability Insurance, specifying coverage, must be maintained to hold the City of Fairhope harmless in the event of an accident. See Quote packet for details.

No BIDs will be considered unless the **CONTRACTOR**, whether resident or non-resident of Alabama, is properly qualified to submit a proposal for this type of work in accordance with all applicable laws of the State of Alabama. Where applicable, this shall include evidence of holding a current license from the State Licensing board for General Contractors, Montgomery, Alabama, as required by Chapter 8 of Title 34, of the Code of Alabama, 1975.

In addition, the Awarded Vendor, if non-resident of the State, and if a corporation, shall show evidence of having qualified with the Secretary of State to do business in the State of Alabama. For more information, or to register, go to the following website for the State of Alabama: <http://sos.alabama.gov/business-entities>. **CONTRACTOR** must have a current business license or purchase a business license with the City of Fairhope prior to work performed. No BIDS shall be withdrawn for the period of thirty (30) days after the opening of proposals without the consent of the City of Fairhope, Baldwin County, Alabama. Once completed, a tabulation of the responsive and responsible BIDS will be available for public viewing.