

**MOBILE COUNTY COMMISSION**

205 Government Street 8<sup>TH</sup> FL South  
Mobile, Alabama 36644

BID INVITATION

NO. 116-22

JULY 26, 2022

In accordance with General Act No. 217, Special Session 1967, notice is hereby given that the Mobile County Commission, Mobile, Alabama, will receive bids on the following items:

**ANNUAL LIFE SAFETY TEST AND INSPECTION FOR MOBILE COUNTY COMMISSION AS PER ATTACHED SPECIFICATIONS:**

**NOTE: PRICES MUST REMAIN FIRM FROM OCTOBER 1, 2022 THROUGH SEPTEMBER 30, 2024.**

Any questions or comments concerning the bid requirements must be brought to the attention of Susan Holland, Purchasing Agent, 205 Government Street, 8<sup>th</sup> FL South, Mobile, Alabama 36644, [susan.holland@mobilecountyal.gov](mailto:susan.holland@mobilecountyal.gov) prior to the bid opening or will be forever waived.

All bidders shall furnish a five percent (5%) bid bond on any contract exceeding \$15,000.00: provided that bonding is available for services, equipment or materials. Bid bond will be accepted in the form of a certified check, cashier's check, or postal money order, etc. Out of State Corporations shall furnish a Certificate of Authority to transact business in the State of Alabama. Out of State limited liability companies shall furnish proof of registration to transact business in this state. Alabama law requires that a successful bidder, if it has employees in the State of Alabama, provide proof of enrollment in E-Verify prior to the award of a contract. (See enclosed notice which must be completed, signed and returned with your bid.)

If applicable to a contract resulting from this invitation, the successful bidder must comply with the Contractor Felony Investigation Policy, available in the Purchasing Department or at [www.mobilecountyal.gov](http://www.mobilecountyal.gov).

**THE MOBILE COUNTY COMMISSION DOES NOT DISCRIMINATE ON THE BASIS OF RACE, AGE, SEX, NATIONAL ORIGIN, RELIGION, OR DISABILITIES.**

F.O.B. Mobile DATE OF DELIVERY \_\_\_\_\_ TERMS \_\_\_\_\_ You are invited to bid on the above specifications. The restrictions contained herein are for the purpose of fixing a quality level, and any deviation therefrom must, in detail establish that it meets the quality requirements.

BIDS WILL BE RECEIVED UNTIL 10:00 A.M. AUGUST 17, 2022.

**ALL BIDS MUST BE SEALED, "BID NUMBER, COMPANIES NAME, AND NAME OF THE BID ITEM MARKED ON THE OUTSIDE OF THE ENVELOPE." THE BIDDER WILL RETURN THE ENTIRE BID PACKAGE. BIDS MUST BE DELIVERED TO THE RECEPTIONIST IN THE OFFICE OF THE COUNTY COMMISSION ADMINISTRATOR, 205 GOVERNMENT STREET ON THE EIGHTH FLOOR SOUTH TOWER OF THE MOBILE COUNTY GOVERNMENT PLAZA. FAILURE TO OBSERVE THE ABOVE INSTRUCTIONS WILL CONSTITUTE GROUNDS FOR REJECTION OF YOUR BID. THE COMMISSION RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS.**

MOBILE COUNTY COMMISSION

  
\_\_\_\_\_  
GLENN L. HODGE, COUNTY ADMINISTRATOR

We propose to meet the above specifications for the sum of

\$ \_\_\_\_\_ see attached list.  
Delivery can be made in \_\_\_\_\_ days from receipt of order.

RESPECTFULLY

BY \_\_\_\_\_



**IMPORTANT**

**THIS DOCUMENT MUST BE COMPLETED,  
SIGNED AND RETURNED WITH YOUR BID**

As a condition for the award of a competitively bid contract to a company having one or more employees in the State of Alabama, the Beason-Hammon Alabama Taxpayer Citizenship and Protection Act, codified at Section 31-31-1, et seq., Code of Alabama (1975), as amended, requires that the company provide, in advance, proof of enrollment in E-Verify. E-Verify is an internet based system operated by the U.S. Department of Homeland Security, which may be used to determine the eligibility of new hires to work in the United States. Further information about enrollment in E-Verify may be found at [www.uscis.gov/everify](http://www.uscis.gov/everify) and [www.Verify.Alabama.gov](http://www.Verify.Alabama.gov).

As proof of enrollment in E-Verify, Mobile County requires a copy of the electronically signed signature page of the contractor's Memorandum of Understanding with the U.S. Department of Homeland Security or Alabama Department of Homeland Security (contractors having fewer than 25 employees may enroll in E-Verify through the state Department of Homeland Security).

Please complete the following and return with your bid:

\_\_\_\_\_ (company name) has no employees in the  
State of Alabama

Or

\_\_\_\_\_ (company name) is enrolled in E-Verify and a  
copy of the electronically signed signature page of the company's Memorandum of Understanding is  
attached.

\_\_\_\_\_  
Date Signature Title

SAMPLE

# E-Verify



Company ID Number: 477783

To be accepted as a participant in E-Verify, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 888-464-4218.

<b>Employer Mobile County Commission</b>	
<b>Connie Hudson</b> Name (Please Type or Print)	Title
<b>Electronically Signed</b> Signature	<b>12/21/2011</b> Date
<b>Department of Homeland Security – Verification Division</b>	
<b>USCIS Verification Division</b>	
Name (Please Type or Print)	Title
<b>Electronically Signed</b> Signature	<b>12/21/2011</b> Date

### Information Required for the E-Verify Program

#### Information relating to your Company:

Company Name:	Mobile County Commission
Company Facility Address:	205 Government Street
	8th Floor South Tower
	Mobile, AL 36644
Company Alternate Address:	
County or Parish:	MOBILE
Employer Identification Number:	636001644

Date: \_\_\_\_\_

BID #116-22

**ANNUAL LIFE SAFETY TEST AND INSPECTION FOR MOBILE COUNTY COMMISSION:**

Name of Company: \_\_\_\_\_

Company Representative \_\_\_\_\_  
(Print)

Company Representative \_\_\_\_\_  
(Signature)

Address \_\_\_\_\_  
\_\_\_\_\_

Phone Number ( ) \_\_\_\_\_ Fax Number( ) \_\_\_\_\_

Federal ID Number \_\_\_\_\_

Email Address \_\_\_\_\_

Company Web Address \_\_\_\_\_

**Please attach a current W-9.**



## SCOPE OF WORK

### **Annual Life Safety Test and Inspection for Mobile County Commission**

#### TERMS OF THE AGREEMENT

This is a two (2) year term of the agreement shall commence on the date of the notice to proceed and conclude on September 30, 2024.

#### COMPENSATION

**Quarterly Fee:** The Vendor agrees to charge, and the Owner agrees to pay the quarterly fee as determined by the work completed for the required life safety test and inspection. All invoices submitted shall consist of an original and clearly reference Bid Number and sufficient description to identify services for which payment is requested.

#### INQUIRIES

Specifications may be obtained and all questions regarding this project should be directed to the Project Manager, Eric Linsley, at [eric.linsley@mobilecountyal.gov](mailto:eric.linsley@mobilecountyal.gov) no later than three (3) business days prior to the bid opening.

#### FAMILIARITY WITH THE WORK

The Vendor, by executing this contract, acknowledges full understanding of the extent and character of the work required and the conditions surrounding the performance thereof. The Owner will not be responsible for any misunderstanding of the work to be furnished or completed, or any of the conditions surrounding the performance thereof. It is understood that execution of the Agreement by the Vendor serves as his stated commitment to fulfill all requirements and conditions referred to in this Agreement.

#### INSURANCE REQUIREMENTS

Contractor, at its sole expense, shall obtain and maintain in full force the following insurance to protect the Contractor and the Mobile County Commission (MCC) at limits and coverages specified herein. These limits and coverages specified are the minimum to be maintained and are not intended to represent the correct insurance needed to fully and adequately protect the Contractor. If requested by MCC, Contractor will provide copies of policies within 10 days of request.

All insurance will be provided by insurers licensed to conduct business in the State of Alabama and shall have a minimum A.M. Best rating of A- VII and must be acceptable to MCC. Self-insured plans and/or group funds not having an A.M. Best rating must be submitted to MCC for prior approval.

**NO WORK IS TO BE PERFORMED UNTIL PROOF OF COMPLIANCE WITH THE INSURANCE REQUIREMENTS HAS BEEN RECEIVED BY MCC.**

**(a) Worker's Compensation and Employers Liability**

Part One: Statutory Benefits as required by the State of Alabama

Part Two: Employers Liability                      \$1,000,000 Each Accident  
   \$1,000,000 Each Employee \$1,000,000  
   Policy Limit

Policy shall contain a Waiver of Subrogation Endorsement in favor of MCC.

**(b) Commercial General Liability**

Coverage on an Occurrence form with a combined single limit (Bodily Injury and Property Damage combined) as follows:

Each Occurrence	\$1,000,000
Personal and Advertising Injury	\$1,000,000
Products/completed Operation Aggregate	\$2,000,000
General Aggregate	\$2,000,000

Aggregate Limit applies per Project

Coverage to include

- Premises and operations
- Personal Injury and Advertising Injury
- Products/Completed Operations
- Independent Contractors
- Contractual Liability
- Explosion, Collapse and Underground hazards

The Commercial General Liability policy, shall name MCC as Additional Insured for claims arising out of the Contractors and/or any Subcontractors work. The ISO Forms CG 20 07 04 and CG 20 37007 04 or a comparable form that is no more restrictive shall be required. The additional Insured form MUST include the current Operations and Products/Completed Operations of each contractor. The naming of the additional insured does not obligate the additional insured to pay any premiums due.

Aggregate limits to be on a "per project" basis.

**(c) Automobile Liability**

Covering all Owned, Non-Owned, and Hired vehicles with a Combined single limit (bodily injury and property damage combined) of \$1,000,000 each accident. The policy shall name MCC as an Additional Insured.

**(d) Certificate of Insurance**

A Certificate of Insurance evidencing the above minimum requirements must be provided to and accepted by MCC, **PRIOR** to commencement of any work on the contract. Each policy shall be endorsed to provide thirty (30) days prior written notice of cancellation to the MCC.

**CANCELLATION PROCEDURE**

The vendor will be notified in writing of any problems pertaining to the performance of the work. A follow up letter will come from the Director of Facilities and Maintenance. If no satisfactory corrections are made by the vendor within two (2) weeks, Mobile County Commission may cancel the contract immediately. If terminated, you will be removed from the bid list the following year. Cancellation procedures will be strictly enforced.

The vendor may cancel the contract by giving the Mobile County Commission no less than thirty (30) days (to include Saturday, Sunday, and official Mobile County holidays), notice of intent to cancel the contract. The vendor must also forfeit fifty percent (50%) of the charge for service for their last complete quarter service. In the event of cancellation by either party, proration of the quarter fee will be based on a thirty (30) day month.

**SUMMARY OF WORK**

Mobile County Commission is accepting bids on NFPA testing and inspection for the following:

1. Government Plaza, County Annex, Metro Jail, and Barracks electronic fire alarm system.
2. Government Plaza, County Annex, Metro Jail, and Barracks sprinkler system.
3. Government Plaza, County Annex, Metro Jail, and Barracks fire pump system.
4. Government Plaza east and west parking garage dry sprinkler system.
5. Government Plaza and County Annex self-contained breathing apparatus.
6. Government Plaza, County Annex, and Metro Jail clean agent fire suppression system.
7. Government Plaza, County Annex, Metro Jail, and Barracks backflow preventers.
8. Government Plaza smoke purge and ventilation system.

Frequency of each test is based on NFPA test schedule. See Appendix D for highlighted applicable test schedule for each system above. All monthly and quarterly tests will begin 30 days after receiving Notice to Proceed. It is the intention to consolidate all annual tests during the month of September.

Vendor must provide oversight on all NFPA certified tests on these various life safety systems and must use approved NFPA annual test and inspection forms. Vendor will be responsible for all aspects of each test for each location(s) listed below. Careful consideration for the planning and implementation as to not interrupt the daily operation of each facility is a priority. Weekend and after hours are ***mandatory for the Government Plaza and Annex*** as to not interrupt the daily operation of each facility. Test and inspections for the Metro Jail and Barracks can be performed during normal hours.

Vendor is to provide turnkey labor, material, and equipment to perform all the required monthly, quarterly, six month, and yearly tests to include documenting all successful test and identify any deficiencies. See Appendix D for highlighted applicable test schedule. Specific device inventories can be found on the various inspection report summaries in Appendixes A, B, & C. Contact Eric Linsley at [eric.linsley@mobilecountyal.gov](mailto:eric.linsley@mobilecountyal.gov) for link for appendixes.

Any special lift and/or scaffolding necessary is to be included in base price.

## **DETAILS OF WORK**

1. Government Plaza, County Annex, Metro Jail, and Barracks
  - a. Electronic Fire Alarm System
    - i. Frequency of test: Annual – Expected to start in the month of September.
    - ii. Test and inspection services include testing all electronic detection and notification appliances to include but not limited to; all audio/visual devices, beam detectors, annunciators, co-detectors, duct detectors, heat detectors, electronic fire panels, power supplies, pull stations, smoke detectors, speakers, strobes, fire phone jacks, door holders, exit lights, elevator recall function and shunt trip operation, hvac shutdown, and central station connection.
  - b. Smoke Purge and Ventilation Systems – **Plaza Only**
    - i. Frequency of test: Annual – Expected to start in the month of September and co-inside with the electronic fire alarm test and inspection.
    - ii. Test and inspection services include testing all existing smoke and control dampers to include but not limited to: control dampers, smoke dampers, exhaust fan inlet dampers, stairwell pressurization dampers, make up fan operation, and stairwell relief fan operation. As part of the survey the vendor, where possible, shall replace pneumatic air lines at the dampers, lubricate and tighten damper linkages, and replace cotter pins in the linkages where old pins are missing, rusted, or damaged.
    - iii. Vendor will verify the sequence of operation and air balance of the smoke evacuation system by a qualified Test & Balance Contractor.
    - iv. Vendor must provide scaffolding to access all stairwell pressurization relief dampers.
  - c. Fire Suppression System
    - i. Frequency of test: Various - See Appendix D for specific sprinkler test frequency.
    - ii. Fire Suppression System test and inspection include but not limited to: all existing sprinkler systems both wet and dry, pre-action systems, fire pump inspection, backflow prevention test, and clean agent systems.
    - iii. Clean Agent Suppression System
      1. Government Plaza locations
        - a. IT Room 772 south tower.
        - b. IT Room 732 south tower.
        - c. North tower radio penthouse.
      2. County Annex locations
        - a. First Floor Room 153
        - b. Second Floor Room 248
        - c. Second Floor Room 221
      3. Metro Jail Location
        - a. Security Surveillance Room
    - iv. Backflow Preventers
      1. Government Plaza VCC Numbers



- a. MAWASS1072680000/1,2,&3
  - 2. County Annex VCC Numbers
    - a. MAWASS1072700000/1,2
  - 3. Metro Jail VCC Number(s)
    - a. MAWSS1071770000/1
    - b. MAWSS1071780000/1,2,3,&4
    - c. MAWSS1071790000/1
  - 4. Barracks VCC Numbers
    - a. MAWSS1071840000/1,3
- v. Self Contained Breathing Apparatus
  - 1. Two (2) located at Government Plaza chiller room.
  - 2. Two (2) located at County Annex chiller room.

**MISCELLANEOUS PROVISIONS**

Indemnify: To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the Owner, and its agents and employees from and against all claims, damages, losses and expenses, including, but not limited to, attorneys' fees arising out of or resulting from the performance of the Work.

Subcontractors: The Contractor shall not employ Subcontractors without the express written permission of the Owner.

Uniforms: Contractor employees are required to wear a uniform or some type garment that will identify employees working for the company while on the premise

**BID FORM**

Date: \_\_\_\_\_

Project Name: **Life Safety Test and Inspection for Mobile County Commission**

Bid Number: 116-22

Project Location: Mobile County Government Plaza, County Annex, Metro Jail, and Barracks

This is a **two (2)** year contract in which the Base Bid will include all labor, materials, equipment, shipping, overhead, profit, bonds, insurance, and all other costs necessary to provide the complete services outlined within this contract and scope of work.

The Owner agrees to provide the following materials: **No materials will be provided with this bid.**

Mobile County shall pay Contractor as follows

	Quarterly Cost	Year Base Bid
1 <sup>st</sup> Year		
2 <sup>nd</sup> Year		
	Allowance	\$30,000
	Total Bid	

Acknowledgement of addenda (1, 2, 3, etc...)