



**DR. R. GRIFF GORDY**  
Mayor Pro Tem / At Large

**STEVE BAILEY**  
Councilmember District 1

**EDDIE N. LOWE**  
Mayor

**VIKEY C. GREEN**  
Councilmember District 2

**ARTHUR L. DAY, JR.**  
Councilmember District 3

WALLACE B. HUNTER, City Manager  
SHANNON DAVIS, City Clerk  
RAY ROGERS, Chief Building Official

### BID FORM

THIS IS AN INQUIRY - NOT AN ORDER

Date: May 01, 2025 Bids Close On: Thursday May 29, 2025 Time: 2:00 PM EST.

Bids to be delivered to: **FINANCE DEPARTMENT, CITY OF PHENIX CITY, 2<sup>ND</sup> FLOOR, PHENIX CITY, AL 36867**

Please quote us prices on the articles or services listed below. The right is reserved to accept or reject all or any part of your offer, and to accept the offer the City Council considers the most advantageous to the City. Any suggestions as to quantity to secure a better price are welcome.

Item No.	Quantity	Item	Unit Price	Total
		SEE ATTACHED		

BIDS MUST BE RETURNED IN A SEALED ENVELOPE TO THE ADDRESS ABOVE. MARKED: **Site Improvements at Moon Lake**

IF YOU MAIL YOUR BID BY FED EX OR AIRBORNE, ETC., PLEASE WRITE ON THE ENVELOPE ALSO: **Site Improvements at Moon Lake**  
NO BIDS WILL BE ACCEPTED AFTER 1:30 PM EST, ON THE BID CLOSING DATE. PLEASE NOTE THAT THE TIME IS EASTERN (GEORGIA).  
BIDS WILL BE OPENED AND REVIEWED BY THE CLIENT WITHIN 5 BUSINESS DAYS OF THE SUBMITTAL DATE.

BIDS WILL BE OPENED IN THE COUNCIL CHAMBERS AT 1111 BROAD STREET, PUBLIC SAFETY BUILDING.

FOR ADDITIONAL INFORMATION, CALL: Engineering Department (334)-448-2760

#### GENERAL CONDITIONS OF BIDDING - READ CAREFULLY

- Quote on alternates if unable to furnish items listed. State on face of bid exactly what you are furnishing. (Brand or Manufacturer's Name).
- Any catalog, or manufacturer's reference in this proposal is descriptive, but not restrictive, and is used only to indicate type and grade.
- Furnish specifications on all items bid.
- The City of Phenix City is exempt from all Federal Excise Taxes. DO NOT include tax in your bid price or invoice.
- PRICE MUST BE ITEMIZED. The City of Phenix City reserves the right to award item or total bid.
- ALL bids must be quoted f.o.b. Phenix City.
- In case of a discrepancy between the unit price and the extension, the unit price will be taken.
- Due to legal requirements of the City for processing payments, cash discounts should be quoted ten days after end of month, when possible.
- In the event no bid is to be submitted note same on invitation and return with the general provisions included herein. Also advise whether future invitations for type of supplies or services covered by the inquiry are desired.
- The successful bidder will be required to have all applicable state and city business licenses.
- This original request for proposal, along with any attachments, **MUST BE SUBMITTED IN DUPLICATE.**
- A 5% bid bond or cashier's check must be submitted with all bids.

The undersigned hereby offers to furnish and deliver the articles or services as specified above at the prices and terms there stated and in strict accordance with the specifications and general conditions of bidding, all of which are made a part of this offer. This offer is not subject to withdrawal.

Delivery can be made \_\_\_\_\_ Cash discount \_\_\_\_\_ % \_\_\_\_\_ Days

Name of Business \_\_\_\_\_

By: \_\_\_\_\_  
Authorized Representative - **Must sign by hand**

Business Telephone: \_\_\_\_\_



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ANGEL MOORE, P.E., City Engineer  
Director of Engineering / Director of Public Works

**SITE IMPROVEMENTS AT MOON LAKE**  
For  
**THE PHENIX CITY PARKS AND RECREATION DEPARTMENT**  
Phenix City, Alabama

**ADVERTISEMENT FOR BIDS**

Sealed proposals will be received from licensed general contractors for the furnishing of all labor and materials, equipment and incidentals required for the "Site Improvements at Moon Lake" for The City of Phenix City, 601 12th Street, Phenix City, Alabama, 36867, in accordance with the specifications dated March 13, 2025, prepared by Gullatte Associates, Inc. for the Phenix City Parks and Recreation Department.

Sealed bids will be received by the City of Phenix City, until **2:00 P.M. Eastern Standard Time on Thursday, May 29<sup>th</sup>, 2025 in the City Council Chambers located at the following address: Public Safety Building, 1111 Broad St., Phenix City, Alabama 36867.** At that time bids will be opened publicly.

**If any bids are sent via mail or delivered before the stated bid time to the Phenix City Finance Department, they must be received no later than 1:30 P.M. Eastern Standard Time on the day of the bid. Any bids received at the Finance Department after this time will not be eligible for consideration.**

**A mandatory Pre-Bid meeting will be held on Thursday, May 15<sup>th</sup>, 2025 at 2:00 P.M. Eastern Standard Time in the City Council Chambers located at the following address: Public Safety Building, 1111 Broad St., Phenix City, Alabama 36867.**

Bid documents will be available for review at the Phenix City Engineering Department, 1206 7th Avenue, Phenix City, Alabama, 334/448-2760 or can be purchased for a fee of \$160.00 which is refundable upon return of documents within 30 days of the bid date. The prospective bidder has the option of obtaining an electronic (PDF) copy of the specifications via email with no fee by contacting the Phenix City Engineering and Public Works Department at 334-448-2760.



The contract, if awarded, will be on a lump sum basis and evaluation of the bid requirements. No bid may be withdrawn for a period of 30 days of the time and date of opening of bids.

Bids must be accompanied by a Bid Bond in an amount not less than 5% of the Base Bid (but in no event more than \$10,000.00). Bids must be submitted on proposal forms as indicated in specifications. A certified check or money order will be accepted as the Bid Bond.

The Owner reserves the right to reject any or all bids and waive technicalities and informalities in the bidding.

Bids shall be addressed to:

City of Phenix City  
601 12th Street  
Phenix City, Alabama 36867

Subject:  
Site Improvements at Moon Lake Project

Todd Hughes, CPRP, CPSI  
Director of Parks and Recreation  
Phenix City, AL

END OF INVITATION FOR BID