



ANIMAL SHELTER IMPROVEMENTS INVITATION TO BID

Sealed bids will be received, opened, and read aloud in public session for **ANIMAL SHELTER IMPROVEMENTS for the CITY OF JASPER, ALABAMA, at 11:00 A.M. on Monday, May 18th, 2026**, at the Jasper City Hall located at 121 17<sup>th</sup> Street West, Jasper, Alabama 35501.

The successful bidder and subcontractors will be required to obtain a business license from the City to operate within the City Limits. Bid specifications may be obtained from Jasper City Hall, 121 17<sup>th</sup> Street West, Jasper, Alabama, Monday through Friday from 8:00 a.m. until 4:00 p.m., or downloaded from the City's website at [www.jaspercity.com](http://www.jaspercity.com).

Sealed bids may be mailed or delivered directly to the City of Jasper prior to the public opening. All sealed bids must be clearly and legibly marked "SEALED BID," the bidder's name, the name of the bid, and the opening date and time. Contact the Purchasing Agent at (205) 385-7968 or [jcook@jaspercity.com](mailto:jcook@jaspercity.com) with any questions.

Sealed bids must be mailed to the following address:

City of Jasper  
Attention: Purchasing Agent  
P.O. Box 1589  
Jasper, Alabama 35501

Or hand delivered to:

Jasper City Hall  
Attention: Purchasing Agent  
121 17<sup>th</sup> Street West  
Jasper, Alabama 35501

Be advised that overnight delivery by express or courier to Jasper, AL is not guaranteed. Emailed bids will not be accepted.

The lowest responsive, responsible bid will be accepted with key consideration based upon best value and benefit to the public. The City of Jasper reserves the right to reject all bids, to waive any irregularity in the bids received, and to accept or reject any items of the bid for the benefit of the public. No conditional bids will be accepted. No bid may be withdrawn for a period of thirty (30) days after the scheduled closing date and time for the receipt of bids. THE CITY OF JASPER, ALABAMA.

# **CITY OF JASPER ANIMAL SHELTER IMPROVEMENTS**

## **SPECIFICATIONS**

### **SCOPE:**

The City of Jasper, AL is seeking proposals for the upgrade and improvement of its existing animal shelter located at 2302 Birmingham Avenue, Jasper, AL 35501. Qualified General Contractors are requested to provide bids to ensure the work is completed in accordance with the specifications and standards outlined in the document, including those related to plumbing, HVAC, electrical, painting, roofing, and several other miscellaneous repairs to door frames, walls, cages, and posts.

The bidder may visit (by appointment only) the site location. Contact the Purchasing Agent, Jessica Cook at (205) 385-7968 to schedule an appointment.

The exhibited specifications for each type of work are listed below and described in the following pages:

- EXHIBIT A: PLUMBING**
- EXHIBIT B: HVAC**
- EXHIBIT C: ELECTRICAL**
- EXHIBIT D: PAINTING**
- EXHIBIT E: ROOFING**
- EXHIBIT F: MISCELLANEOUS REPAIRS**

## **EXHIBIT A PLUMBING**

- Replace faucet in hallway.
- Supply faucet.
- Install new shutoff valves for hallway sink.
- Replace main line from dog wash to main stack.
- Replace washing machine connections and washer box.
- Install new sewer clean out on washer stack.
- Saw cut concrete where dogs are stationed near sides of the building from front to back on each side.
- Take right side of building through the back door and tie to drain outside.
- Cut old drain outside and install a gate.
- Install new drain stub ups in the outside section where cut.
- Install grates outside where new drains will be placed.
- Install new grates on the inside sections.
- Install (4) new stub ups on each side for drains inside where cut.
- Upsize drains to carry animal waste correctly.
- Stub up a drain to catch the back door gutter.
- Saw cut concrete outside the front door on the right side of the building. Install a grate for water to travel to gravel instead of inside under door.
- Install and supply metal grates for drainage.

**EXHIBIT B  
HVAC**

**HVAC Design and Installation**

- (Qty 1) Bosch 15 seer 3-ton split heat pump (Or equivalent)
- (Qty 1) Bosch 15 seer 2-ton split heat pump (Or equivalent)
- (Qty 1) Bosch 15 seer 2-ton split heat pump (Or equivalent)
- (Qty 3) Reme Halo (Or equivalent) ultraviolet light for mold, mildew, and bacteria.
- (Qty 3) Energy Recovery Ventilator (Or equivalent)
- (Qty 3) IO HVAC filter change alert.

**EXHIBIT C  
ELECTRICAL**

- Repair documented electrical issues.
- Security Cameras

**EXHIBIT D  
PAINTING**

**Exterior – Main Building:**

- Pressure wash all surfaces to remove dirt, mildew, and contaminants.
- Scrape and sand all peeling and failing paint.
- Prime all exposed block and repaired areas.
- Caulk joints, cracks, and penetrations as needed.
- Apply (2) coats of high-quality exterior coating to all block walls.
- Prep and paint fascia, soffits, and trim.

**Exterior – Trailer:**

- Clean and prep metal siding.
- Apply bonding primer where required.
- Apply (2) finish coats to match main building.

**Interior – Walls Only:**

- Light prep of all wall surfaces.
- Patch minor imperfections.
- Apply (1) coat of interior wall paint to:
  - Lobby (12 X 16)
  - Second Lobby (10 X 12)
  - Clinic (9 X 9)

**EXHIBIT E**  
**ROOFING**

**Low-Slope Roof Replacement – TPO Roofing System Installation**

- Remove and dispose of two (2) existing layers of roofing material down to the roof decking.
- Remove all associated flashings, edge metals, and components as required.
- Inspect roof decking after tear-off and replace any rotted or compromised sections as needed.
- Rotted decking replacement.
- Install polyisocyanurate (ISO) insulation board (2”) over roof decking.
- Installed per manufacturer specifications with proper fastening/adhesion
- Install TPO single-ply roofing membrane (60 mil) terminating under metal drip edge installed around roof perimeter.
- All seams heat-welded for watertight integrity.
- Flash all penetrations and transitions.
- Includes HVAC curb flashing using TPO materials (3 HVAC units).
- All flashing installed per manufacturer specifications.
- Final clean-up and inspection to ensure proper installation and drainage.
- On-site dumpster provided for all project-related debris disposal.

Fascia Repair: Remove and replace fascia around entire perimeter of the roof.

**EXHIBIT F**  
**MISCELLANEOUS**

- Repairing all cages and replacing damaged posts.
- Repairing all block walls.
- Framing gable on front door.

**PROJECT SCHEDULE AND MILESTONES:**

Project must begin within thirty (30) days of bid award and be completed within ninety (90) days.

**MINIMUM REQUIREMENTS FOR PARTICIPATION:**

1. Workmen’s Compensation and General Liability Insurance (Preferred).
2. Each bidder must supply with the bid a certificate signifying the contractor has one of the following coverage:
  - a. City waiver of injury/damages.
  - b. Warranty and guarantee of products/services.
3. (2) Letters of reference from customers.
4. Bidder shall have a minimum of five (5) years of experience of similar or greater complexity to those identified in this bid.
5. Bidder should provide proof that the contracting firm has and will maintain a permanent fabrication, service and support facility within sixty (60) miles of the project site.
6. Successful vendor shall maintain in force at its own expense all insurance required by any applicable federal, state or local statues, laws, rules or regulations. Vendor shall obtain any and all federal, state and local permits and licenses required to execute the contract as described. Vendor further agrees to abide by all applicable federal, state and local codes, regulations statues,

ordinances and laws including but not limited to Equal Employment, Anti-Discrimination, Immigration, Wage and Salary, Drug Free Workplace and Disability. The vendor must maintain all necessary licenses, permits and insurance for the entire of this contract.

7.

a. All bidders submitting Bids in excess of \$100,000.00 must be properly licensed as a General Contractor under the provisions of Title 34, Chapter 8, Code of Alabama, 1975, and must show evidence of such license before bidding or the bid will not be considered to be responsive.

b. All bidders submitting Bids for this project must hold a current and valid license issued by the Alabama Licensure Board for General Contractors.

c. The bidder shall show evidence of such licensure by clearly displaying his or her current license number on the outside of the sealed envelope in which the proposal is delivered. In addition, Bids shall be clearly identified on the exterior of the package with the bidder's name, address, the Bid number, the name of the project being bid, and time and place of the bid opening. Furthermore, a copy of your license, indicating that you are qualified to bid on this work, must be submitted with your Bid Proposal.

d. The bidder must list the subcontracting company chosen for each exhibit along with each subcontractor's state licensing information (HVAC, Electrical, Master Plumbers, General Contractor, etc.). For an individual job over \$100,000, subcontractors will be required to provide proof of an Alabama General Contractor license.

The relationship of the Vendor and its employees to the City is that of independent contractors and not of employees of the City. Vendor and its employees shall not be entitled to any benefits that accrue to an employee of the City and shall not be covered by Workers' Compensation, leave, retirement, and group health insurance.

The City reserves the right to waive minor variances from the specifications, provided these differences do not violate the specification intent, materially affects the operation for which the item or items are being purchased, nor increase the estimated maintenance and repair cost to the City.

The City reserves the right to terminate this agreement with seven (7) calendar days written notice for:

- (1) Failure to perform in a manner deemed acceptable to the City,
  - (2) Convenience, without cause and without prejudice to any right or remedy, whenever the City determines that such termination is in the best interest of the City.
  - (3) Failure to maintain the above-mentioned insurance.
- Bid will be awarded to the lowest responsive and responsible bidder. The determination of lowest responsive and responsible bidder may involve all or some of the following factors: price, conformity to specifications, financial ability to meet the contract, previous performance, facilities and equipment, availability of repair parts, experience, delivery promise, compatibility as required, other costs, or other objective and accountable factors which are reasonable.

## **BID BOND AND SALES TAX EXEMPTION REQUIREMENTS (see attached forms)**

### **BID BOND REQUIREMENTS**

- a. Each bid must be accompanied by cash, certified check of the Bidder, or a bid bond prepared on the Bid Bond Form attached hereto, duly executed by the Bidder as principal and having as surety thereon a surety company approved by the City, in the amount of 5% (not to exceed \$10,000.00) of the bid.
- b. Such cash, checks or bid bonds will be returned promptly after the City and the accepted Bidder have executed the contract, or if no award has been made within 30 days after the date of the opening of bids, upon demand of the Bidder at any time thereafter, so long as he/she has not been notified of the acceptance of his/her bid.
- c. The successful Bidder, upon his/her failure or refusal to execute and deliver the contract and bonds required within ten (30) days after he/she has received notice of the acceptance of his/her bid, shall forfeit to the City, as liquidated damages for such failure or refusal, the security deposited with his/her bid.

### **SALES TAX EXEMPTION REQUIREMENTS AND PROCEDURE**

At the time of Bid, provide an accounting of sales tax on the accounting of sales tax form provided. Failure to provide an accounting of sales tax shall render the bid non-responsive. Other than determining responsiveness, sales tax shall accounting shall not affect the bid pricing nor be considered in the determination of the lowest responsible and responsive Bidder.

Legislative Act 2013-205, Code of Alabama (1975) Section 40-9-14.1, is applicable to certain construction contracts with the City of Jasper, Alabama. This law allows a sales and use tax exemption When applicable, all business entities entering construction contracts with the City of Jasper, Alabama, will comply with the requirements of Section 40-9-14.1.

All requests for interpretation of any portion of bid may be made to the City Purchasing Agent by either telephone (205) 385-7968 or email [jcook@jaspercitey.com](mailto:jcook@jaspercitey.com). All replies of any inquiry and advise, if deemed vital by Purchasing Agent, will be made available to each prospective bidder.

All bids/proposals shall be submitted in the form and manner indicated by the bid documents and bid forms. Any bid/proposal which is not submitted in form and manner indicated which contains information, statements, conditions, or qualifications which place conditions or qualifications on the proposal submittal for the purposes of making an award, or which alter any proposal terms, conditions specifications, or forms, which has not been previously by written addendum from Purchasing Agent, or which does not meet legal requirements, shall be declared as a qualified, conditional, or non-responsive and shall be rejected. Any proposals that do not fully respond to all detailed specifications or requests for information including execution of proposal forms may be declared “non-responsive” and recommended for rejection.

### **CONTACT INFORMATION**

Any questions please contact:  
Jessica Cook, Accountant/Purchasing Agent  
E-mail: [jcook@jaspercitey.com](mailto:jcook@jaspercitey.com)  
Phone: (205) 385-7968

**BID PRICING**

<b>EXHIBIT</b>	<b>BID PRICE</b>	<b>SUBCONTRACTOR</b>
<b>A</b>	\$	
<b>B</b>	\$	
<b>C</b>	\$	
<b>D</b>	\$	
<b>E</b>	\$	
<b>F</b>	\$	

**TOTAL JOB PRICE (EXCLUDING SALES TAX)                    \$ \_\_\_\_\_**

**GENERAL CONTRACTOR INFORMATION**

**GENERAL CONTRACTOR \_\_\_\_\_**

**ADDRESS \_\_\_\_\_**

**CITY, STATE & ZIP \_\_\_\_\_**

**TELEPHONE \_\_\_\_\_**

**EMAIL \_\_\_\_\_**

**DATE \_\_\_\_\_**

**AUTHORIZED REPRESENTATIVE \_\_\_\_\_**

**SIGNATURE \_\_\_\_\_**

**ACCOUNTING OF SALES TAX  
Attachment to Bid Response**

**To:** City of Jasper

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

**Project: 2026 ANIMAL SHELTER IMPROVEMENTS**

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**Sales Tax Accounting**

Pursuant to Code of Alabama (1975) Section 40-9-14.1, the Contractor accounts NOT included in the bid proposal form as follows:

	<b>ESTIMATED SALES TAX AMOUNT</b>
<b>BASE BID:</b> _____	<b>\$</b> _____
Alternate No. 1 (.....) (add)(deduct)	\$ _____
Alternate No. 2 (.....) (add)(deduct)	\$ _____
Alternate No. 3 (.....) (add)(deduct)	\$ _____
Alternate No. 4 (.....) (add)(deduct)	\$ _____
Alternate No. 5 (.....) (add)(deduct)	\$ _____
Alternate No. 6 (.....) (add)(deduct)	\$ _____

**Failure to provide an accounting of Sales Tax shall render the bid non-responsive. Other than determining responsiveness, sales tax accounting shall not affect the bid pricing nor be considered in the determination of the lowest responsible and responsive Bidder.**

**BID BOND**

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned, \_\_\_\_\_, Principal; and \_\_\_\_\_, as Surety, are hereby held and firmly bound unto the City of Jasper, as obligee, hereinafter called the City, in the sum of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_) for the payment of which sum, well and truly to be made, the said Principal and Surety hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors, and assigns.

The condition of the above obligation is such that whereas the Principal has submitted to the City a certain Bid (Proposal), attached hereto and made a part hereof, to enter into a contract in writing with the City, for the following project or portion thereof:

**Project: 2026 ANIMAL SHELTER IMPROVEMENTS**

**Location: Jasper City Hall, Jasper, Alabama**

NOW, THEREFORE,

- (a) If said Bid shall be rejected, or in the alternate,
- (b) If said Bid shall be awarded and the Principal shall execute and deliver a contract in the Form of Agreement as included in the Contract Documents for the Project, and shall execute and deliver Performance Bond and Labor and Material Bond in the Forms as attached to the Contract Documents executed by a surety company authorized and qualified to make such bonds in the State of Alabama and in the amounts as required by the Instructions to Bidders and submit the insurance certifications as required by the bid document and fulfill all other qualifications and requirements of the Contract Documents and bid specifications (all properly

completed in accordance with said Bid), and shall in all other respects perform the agreement created by the acceptance of said Bid within fifteen (15) days after the prescribed forms have been presented to Bidder for execution;

Then, this obligation shall be void, otherwise, the same shall remain in full force and effect; it being expressly understood and agreed that the liability of the Surety for any and all default of the Principal hereunder shall be the amount of this obligation as herein stated.

IN WITNESS WHEREOF, the above-bonded parties have executed this instrument under their several seals, this the day of , 20 , the name and corporate seal of each corporate party being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

CONTRACTOR (Sign & Print Full Name)

Business Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Name and Title: \_\_\_\_\_

Address: \_\_\_\_\_

Witness: \_\_\_\_\_