

**ORDINANCE NUMBER 3277**

**AN ORDINANCE ACCEPTING A BID FOR AN EMERGENCY GENERATOR FOR THE CITY, AUTHORIZING THE EXECUTION AND DELIVERY OF THE CONSTRUCTION CONTRACT DOCUMENTS BY AND BETWEEN THE CITY OF VESTAVIA HILLS, ALABAMA, AS “OWNER,” AND CROSBY ELECTRIC, AS “CONTRACTOR.”**

**THIS ORDINANCE NUMBER 3277** is considered, approved, enacted and adopted by the City Council of the City of Vestavia Hills, Alabama on this the 14th day of July, 2025.

**WITNESSETH THESE RECITALS:**

**WHEREAS**, on May 14, 2025 at 10:00 a.m., the City of Vestavia Hills, Alabama publicly read aloud bids submitted for an emergency generator for City Hall for the City of Vestavia Hills (“the Project”); and

**WHEREAS**, one bid was received and read; and

**WHEREAS**, the total amount bid was far outside the estimated budget so the Engineering Department negotiated the scope of work with the contractor to bring the amount more in line with the estimated budget; and

**WHEREAS**, the Engineering Department submitted a memorandum dated July 8, 2025 recommending acceptance of the negotiated bid package submitted by Crosby Electric as value engineered pursuant to the attached proposal, a copy of which is marked as Exhibit B and is attached to and incorporated into this Ordinance Number 3277 for a budget estimated at \$997,484; and

**WHEREAS**, the Bid Specifications included, but are not limited to, the following contract documents prepared by the City and to be signed by the City of Vestavia Hills, Alabama, as “Owner,” and the lowest responsible bidder as “Contractor”:

- A. Contract AIA Document A101-2017.
- B. General Conditions AIA Document A201-2017.
- C. Performance Bond AIA Document A312-2010.
- D. Payment Bond AIA Document A312-2010.
- E. First Addendum to Contract and General Conditions; and

**WHEREAS**, the Mayor and City Council feel it is in the best public interest to follow the recommendation of the Engineering and accept said bid as detailed above and to authorize the execution and delivery of the contract documents.

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF VESTAVIA HILLS, ALABAMA, AS FOLLOWS:**

1. The bid submitted by Crosby Electric, as value engineered and detailed in Exhibit B is attached and recommended by the City Manager and the Engineering Department is hereby accepted; and

2. The Mayor and City Manager are hereby authorized to execute and deliver any and all documents necessary to contract with Crosby Electric, including specifically, but not limited to the following contract documents:

- A. Contract AIA Document A101-2017.
- B. General Conditions AIA Document A201-2017.
- C. Performance Bond AIA Document A312-2010.
- D. Payment Bond AIA Document A312-2010.
- E. First Addendum to Contract and General Conditions; and

3. Funding for said project shall be expensed to the City's FY25 Capital Budget; and

4. If any part, section or subdivision of this ordinance shall be held unconstitutional or invalid for any reason, such holding shall not be construed to invalidate or impair the remainder of this ordinance which shall continue in full force and effect notwithstanding such holding.

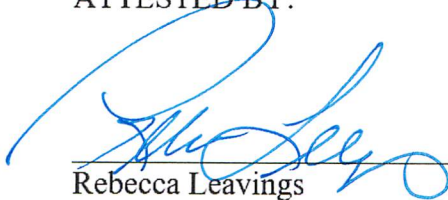
5. This ordinance shall become effective upon its approval, adoption, enactment and publication by posting as set forth in Title 11-45-8(b), *Code of Alabama, 1975*.

**DONE, ORDERED, APPROVED and ADOPTED** this the 14<sup>th</sup> day of July, 2025.

CITY OF VESTAVIA HILLS, ALABAMA

By Ashley C. Curry  
Ashley C. Curry  
Mayor


ATTESTED BY:

  
\_\_\_\_\_  
Rebecca Leavings  
City Clerk

**CERTIFICATION:**

I, Rebecca Leavings, as City Clerk of the City of Vestavia Hills, Alabama, hereby certify that the above and foregoing copy of 1 (one) Ordinance #3277 is a true and correct copy of such Ordinance that was duly adopted by the City Council of the City of Vestavia Hills on the 14<sup>th</sup> day of May, 2025 as same appears in the official records of said City.

Posted at Vestavia Hills Municipal Center, Vestavia Hills New Merkle House, Vestavia Hills Civic Center and Vestavia Hills Library in the Forest this the 16<sup>th</sup> day of July, 2025.

  
\_\_\_\_\_  
Rebecca Leavings  
City Clerk



June 26, 2025

City of Vestavia Hills  
Dept. of Public Service  
Planning and Development

Attn: Ethan Fisher, P.E.

Re: Vestavia City Hall  
Essential Power Alterations

Mr. Fisher,

The revised pricing for this project from Crosby Electric is based on eliminating the 2000 gallon above ground fuel storage tank, fuel pump controller and approximately 50% of the reinforced concrete pad designed to hold the relocated generator and above ground fuel storage tank.

Richard Hannon – Senior Designer  
REG Engineering Consultants

Cc: File  
Blake Sayer – Crosby Electric

**From:** [Rick Hannon](#)  
**To:** [Lori Beth Kearley](#); [Mark Gibbs](#)  
**Subject:** FW: [External] Vestavia  
**Date:** Thursday, June 5, 2025 12:14:17 PM  
**Attachments:** [image001.png](#)

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As requested.

If you have any questions regarding the above, please do not hesitate to call.



*Rick Hannon*

Ray Engineering Group, LLC  
2148 Pelham Parkway, Bldg. 100B  
Pelham, AL. 35124  
[rick@rayengineering.com](mailto:rick@rayengineering.com)  
Office: (205)987-0047  
Mobile: (205)837-3009

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**From:** Blake Sayers <Blake.Sayers@crosbyelectric.com>  
**Sent:** Monday, June 2, 2025 12:44 PM  
**To:** Rick Hannon <rick@rayengineering.com>  
**Cc:** Nathan Bradshaw <nbradshaw@crosbyelectric.com>  
**Subject:** RE: Vestavia

Rick,

Thank you for your time a few moments ago.

Please advise if the City would like a formal proposal reflecting the following:

Base Bid Per 2/20/25 Vestavia City Hall Essential Power Alterations

**Bid Day Proposal Amount: \$1,399,777.00**

Removal of Diesel Alterations and external fuel tank per P drawings:

With Cat Generator- **\$964,577.00**

With Blue Star Generator **\$927,892.00**

Thank you,

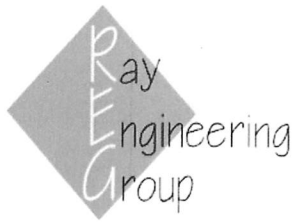
**From:** Rick Hannon <[rick@rayengineering.com](mailto:rick@rayengineering.com)>  
**Sent:** Thursday, May 22, 2025 5:06 PM  
**To:** Blake Sayers <[Blake.Sayers@crosbyelectric.com](mailto:Blake.Sayers@crosbyelectric.com)>  
**Subject:** Vestavia

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Blake,  
Please give me a call. I need to talk to you about this project.

Get [Outlook for Android](#)





May 23, 2024

City of Vestavia Hills  
City Hall  
Vestavia Hills, AL

Attn: Darrin Estes

Re: Vestavia Hills City Hall &  
Police Court Building  
Essential Power System Modifications

Dear Darrin:

We appreciate the opportunity to provide Electrical Engineering Services for this project. We understand the scope of work to be the relocation of the existing diesel engine-generator, which served the entire complex, to a new location to serve the Police Court Building. A new natural gas engine-generator will be installed to serve select loads in the City Hall Building. The project will include electrical modifications within each building to provide essential power to areas and equipment not presently served from the generator system. The budget cost of construction was prepared by Trinity Contractors, dated September 22, 2022, in the amount of \$770,000.00.

We propose to perform basic design services for 7.5% of the total construction cost of the project. The determination of basic fee for professional services is as established by the State of Alabama Division of Construction Management.

Electrical engineering services included are as follows:

1. Initial field survey and investigation of existing conditions, as required for preparation of contract documents.
2. Meeting with representatives of your office to establish design criteria.
3. Preparation of contract drawings and specifications.
4. Review of shop drawings to determine compliance with contract documents.
5. Perform observations as required during construction to determine compliance with contract documents.

In addition to that listed above, mechanical, plumbing, and civil engineering and architectural consulting services will be included as required to complete design for installation of the engine-generator sets.

The following are not included in this proposal but can be performed as additional services:

1. Changes to design documents after final plans have been accepted.
2. Value engineering analysis over and above normal construction cost review.

Our standard terms for payment are as follows:

Fees will be invoiced on a percent of completion basis during preparation of construction documents, and as construction administration progresses. Invoices will be due within 60 days of invoice.

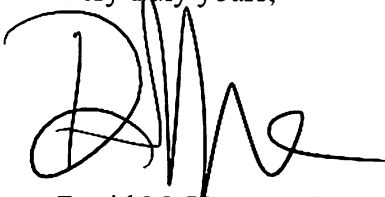
A 1.5% per month charge will be applied to all outstanding balances not paid within the stated time frame(s).

In the event any portion of an account remains unpaid 180 days after invoice date, City of Vestavia Hills agrees to pay cost(s) of collection, including reasonable attorneys' fees and associated costs.

If this proposal is acceptable, please sign in the appropriate space provided below, and return one (1) copy of this letter to us for our file.

Once again thank you for requesting a proposal for our services. We look forward to working with you and your office on this project.

Very truly yours,

A handwritten signature in black ink, appearing to read 'DMH', with a stylized, flowing script.

David M. Hoppe, PE

dmh

cc: Bookkeeping  
File



**City of Vestavia Hills  
City Hall & Police Court Building  
Essential Power System Modifications**

**Page 3  
May 23, 2024**

**APPROVAL:**

**City of Vestavia Hills**

BY: \_\_\_\_\_  
(SIGNATURE)

\_\_\_\_\_  
(PRINT OR TYPE NAME)

\_\_\_\_\_  
(TITLE)

\_\_\_\_\_  
(DATE)

# VESTAVIA HILLS ESSENTIAL POWER ALTERATIONS

CITY HALL COMPLEX POLICE / COURT EMERGENCY POWER ALTERATIONS

VESTAVIA HILLS, ALABAMA

1032 Montgomery Highway, Vestavia Hills, Alabama 35216

REG PROJECT NO. 24026

**BUILDING PACKAGE**

**100% Construction Documents Bid Set**

**PROJECT MANUAL**

FEBRUARY 20, 2025



2148 Pelham Pkwy  
Building 100B  
Pelham, AL 35124  
(205) 987-0047

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00 6020 - Bid Proposal Form Attachment A: Estimate of Sales Tax

00 6030 - AIA Document A 310 2010 Bid Bond

00 6040 - AIA Document A 312 2010 Performance Bond

00 6050 - AIA Document A312 2010 Payment Bond

00 6060 - AIA Document A101- 2017 Standard Form of Agreement Between Owner and Contractor  
where the basis of payment is a Stipulated Sum

00 6075 - AIA Document A201- 2017 General Conditions of the Contract for Construction

00 6080 - Supplementary General Conditions

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END

## ADVERTISEMENT FOR BIDS AND NOTICE OF INTENT TO RECEIVE BIDS FROM BIDDERS

### Vestavia Hills Essential Power Alterations

Sealed proposals will be received by the City of Vestavia Hills, Alabama, hereinafter called the Owner, at QuestCDN 9576787 until **10:00 am** local time on **May 14<sup>th</sup>, 2025**, at which time they will be publicly opened and read via virtual video conference using Zoom for the:

### VESTAVIA HILLS ESSENTIAL POWER ALTERATIONS

Zoom can be accessed using a direct invitation link sent via email (request this link from Rebecca Leavings, City of Vestavia Hills, at email: [rleavings@vhal.org](mailto:rleavings@vhal.org))

The project includes, but not limited to essential power alterations to the existing City Hall and Police buildings.

The Contract Time for this project is **240 consecutive calendar days** from the effective date of the written Notice to Proceed to Substantial Completion. Liquidated damages will be assessed if the time limit is exceeded.

For Pre-qualifications, please see "instructions to Bidders"

Contract documents may be examined at the following locations, by appointment only:

Vestavia Hills City Hall  
Office of the City Clerk  
1032 Montgomery Highway  
Vestavia Hills AL 35216  
[rleavings@vhal.org](mailto:rleavings@vhal.org) or  
[efisher@vhal.org](mailto:efisher@vhal.org)  
Contact for appointment

Neither the Owner nor the Engineer will be responsible for full or partial sets of Contract Documents, including any Addendum, obtained from any other source.

Questions regarding this project should be directed, in writing, to Rick Hannon ([rick@rayengineering.com](mailto:rick@rayengineering.com)) up until 5:00pm local time three (3) business days prior to bid opening. Documents will be provided digitally in .pdf form only, neither Owner or Engineer will be responsible for the cost or printing of copies.

Prequalification is required for this project. The contractor will be advised on **May 2<sup>nd</sup>, 2025** if he is prequalified to bid.

A mandatory pre-bid conference will be held on **May 7<sup>th</sup>, 2025** at 10:00 am local time at the project site - Vestavia Hills City Hall, 1032 Montgomery Highway, Vestavia Hills 35216 in the Executive Conference Room, 1<sup>st</sup> Floor City Hall. Attendance at the Pre-Bid Conference is **mandatory** for all qualified Bidders intending to submit a bid. A site visit immediately following the pre-bid conference will be conducted, which is recommended but not required attendance.

Complete sets of electronic bidding documents (specifications and drawings) are available at [www.QuestCDN.com](http://www.QuestCDN.com). Prior to downloading the bidding documents, bidders will be required to set up a QuestCDN.com account. Any expense to this account will be borne by the Owner. Hard copies of the bidding



**CITY OF VESTAVIA HILLS  
PUBLIC SERVICES  
INTER-DEPARTMENT MEMO**

**July 14, 2025**

**To:** Jeff Downes, City Manager

**From:** Michael Swann, Building Maintenance

**Cc:** Lori Beth Kearley, Public Services Director  
Rebecca Leavings, City Clerk  
Mark Gibbs, Chief of Building Maintenance

**RE:** Ordinance Number 3277 - An Ordinance accepting a bid for the Emergency Generator Project at City Hall and authorizing the Mayor and the City Manager to take all actions necessary to secure said construction.

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**Background:**

This project was bid on May 14, 2025 with (1) bid received. The bid proposal received was \$1,399,777,000, which was outside budgeted funds, so the initiative was taken to negotiate the scope and fee with the single bidder.

..  
The scope/fee was negotiated, and it was determined that the following items could be excluded from the current scope of work:

- 2,000-gal above-ground secondary fuel storage tank
- Fuel pump controller

- Approximately 50% of the reinforced concrete pad designed to hold the relocated generator and above-ground fuel storage tank

With these alterations, the revised total cost for construction is \$927,892. Per Ray Engineering's proposal, their consulting fee is 7.5% of the construction cost, which is \$69,592, bringing the total cost of construction and consulting to \$997,484.

**Recommendation:**

Recommendation to award contract to Crosby Electric with negotiated scope and fee.

**Fiscal Impact:**

This project is within the budget threshold in the approved FY25 Capital Budget.

**Attachments:**

1. Ordinance 3277
2. Email stating removal of diesel alterations and external fuel tank
3. Email\_Negotiated Fee
4. City of Vestavia Hills - Essential Power System 5-23-24 - Ray Engineering Proposal
5. Emergency Generator Project Manual
6. Bid Form