



**Mobile Airport  
Authority**

## **REQUEST FOR QUOTATION**

**RFQT No. 2023-016A**

### **Remove & Replace Existing Main Electrical Panel at 1910 Ave. C**

**Date Posted: November 10, 2023**  
**Deadline Date: November 20, 2023**

Rita L. Barren, Procurement Officer  
RBarren@MOBAirport.com  
11/03/2023

# Request for Quotation

RFQT No. 2023-016A

## Remove, Dispose, & Replace Existing Main Electrical Panel at 1910 Ave. C

**(THIS IS NOT AN ORDER)**

WHEN MAKING INQUIRIES, PLEASE REFERENCE QUOTE #: <b>RFQT 2023-016A</b>	DATE POSTED: (10 Days) <b>Friday, November 10, 2023</b>
QUOTATION DUE DATE AND TIME: <b>Monday, November 20, 2023 @ 5:00 p.m.</b>	WE REQUIRE SERVICE TO BEGIN BY: <b>Within 7 Days from Notice to Proceed.</b> <i>(Project Duration is <u>5</u> consecutive business days)</i>
<b>EMAIL QUOTATION TO:</b> Rita L. Barren, Procurement Officer EMAIL: <a href="mailto:rbarren@mobairport.com">rbarren@mobairport.com</a>	<b>TECHNICAL QUESTIONS TO:</b> Brad Morris EMAIL: <a href="mailto:brad@mobairport.com">brad@mobairport.com</a>
Email the required information and specifications/literature of products offered. Offerors are responsible for the timely return of this quotation. Quoted price(s) must include freight, FOB, Mobile, Alabama. Inside delivery __Yes <b>No X</b>	
<b>Remove &amp; Replace Existing Main Electrical Panel at 1910 Ave C.</b>	

**Purpose**

Mobile Airport Authority is to select qualified electrical contractors to furnish all materials, labor, supervision, transportation, inspections, permits, licenses, equipment, and any incidentals necessary to remove, dispose, and replace the existing main electrical panel for the warehouse located at 1910 Avenue C, Mobile, AL 36615.

**Scope of work:**

To provide MAA with quotes pertaining to the removal/disposal of the existing main electrical panel and replacement with an updated and labeled panel/breakers, including blank covers for open spaces, equivalent in size and specification to the existing and that meets all pertinent County, City, State and NFPA Electrical Code requirements. The contractor shall ensure that all outlets, switches, and breakers are fully functioning by the end of construction.

**Technical:**

**The contractor** shall obtain all necessary permits to perform this changeout, along with any necessary inspections. Proof of permits and inspection reports are to be submitted to MAA for review. It will be the contractor's responsibility to pre-inspect the panel and its internal wiring for any discrepancies and notate said discrepancies and any additional repair costs alongside their quote. The contractor is responsible for disposing of the existing panel off site. All work performed must be done so to pass all associated County/City/State Inspections.

**The Contractor** shall take all necessary precautions to ensure the safety of their employees, MAA staff and property, and surrounding tenants. Work can take place Monday - Friday from 7:00 am to 5:00 pm as scheduled and approved by MAA. Cleanup and removal of all equipment and debris must occur at the end of each business day.

The services being sought under this solicitation are professional in nature. The "Contractor" will be evaluated based upon their capabilities, price, and availability. and will result in an award that is in the best interest of MAA. MAA reserves the right to reject any and all quotes and to cancel services at or before the time of service.

Factors to be considered in the evaluation include:

- Capability and Qualifications of the proposer to deliver the proposed services.
- Proven experience as demonstrated with recent contracts/projects for commercial businesses or local government agencies within the State of Alabama.
- Resources and Availability
- Client References and Past Performance
- Prices Proposed

The contractor is responsible for verifying any equipment needed and all material for installation.

## QUOTE:

Fill out this **entire** RFQT and email it to: **Rita Barren, Procurement Officer** at [rbarren@mobairport.com](mailto:rbarren@mobairport.com)  
Vendor shall submit their pricing using the table below (Pricing shall be all inclusive):

1.	Material	\$
2.	Equipment Rental (if applicable)	\$
3.	Labor	\$
4.	Miscellaneous (Specify)	\$
	<b>QUOTE TOTAL COST:</b>	\$

Company's Name: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**FIRM OFFER PERIOD:** Offers shall remain firm for a period of **120** calendar days from the date of signature, or as amended.

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

### **Insurance and Licensing:**

MAA requires a specific Certificate of Insurance (COI) to operate on property. Vendors may request a copy of the COI requirements from [brad@mobairport.com](mailto:brad@mobairport.com). The contractor shall supply MAA with all necessary Licensing to perform associated work in the City and County of Mobile.

### **Site Visit and Questions:**

A site visit will be available on Thursday, November 16, 2023, at 10:00 am.

All questions must be submitted in writing to [brad@mobairport.com](mailto:brad@mobairport.com) no later than November 17, 2023, at 5:00 pm.

### **W-9 Form & Vendor Form Required**

Each bidder shall submit a completed **W-9 form** and **Vendor Form** with their quote. In the event of a quote award, this information is required in order to issue purchase orders and payments to you or your company. A copy of these forms is attached to this RFQT. A copy of the W-9 can be downloaded from <http://www.irs.gov/pub/irs-pdf/fw9.pdf>.

*A picture of the electrical panel is shown below. The picture is for illustration purposes only, contractors must verify the current building conditions via a site visit.*

