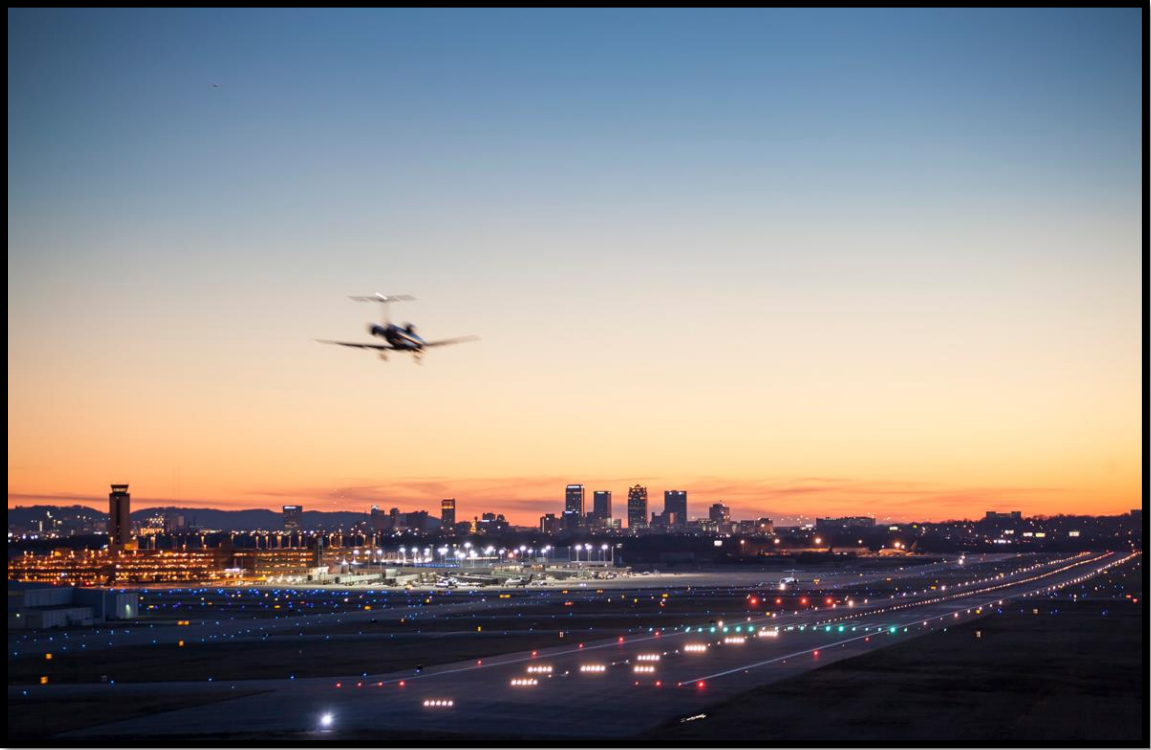


**Request for Quote
HVAC Units**



**Birmingham Airport Authority
April 2022**

I. The Opportunity

Purpose

The Birmingham Airport Authority (the “Authority”) is requesting quotes for a 5 Ton, 6 Ton and 10 Ton HVAC Units to be installed at The Birmingham Airport 5900 Messer Airport Highway Birmingham, AL 35212.

The purpose of this document (the “Request for Quotes” or “RFQ”) is to provide interested vendors with the overview of the opportunity, as well as instructions on how to respond. A prospective (“Proponent”) shall submit its quote (“Quote” or Quote Package”) in conformity with the procedures and requirements set in this Request for Quotes.

II. Procedures and Requirements

Pre-Submittal Inquires

Inquiries relative to this RFQ are only to be submitted in writing via e-mail to eseoane@flybirmingham.com, no later than the date for “Written Inquiries Accepted Through” set forth in Exhibit 2 Request for quote schedule of the RFQ (the “**Quote Due Date**”). Failure to follow this procedure may result in the Proponent being disqualified from participating in this RFQ process.

The Authority representative(s) will attempt to answer all written questions received in advance of the Written Inquiries Accepted Through date.

The Authority will provide a summary of all questions and answers communicated in writing and any changes to the requirements of the Request for Quotes in an addendum to the RFQ. Any such addendum will be incorporated as part of the RFQ and will be posted online on the Airport website located at www.flybirmingham.com.

Exhibit 1

Each quote submitted should include the following:

- Price per unit 5 Ton, 6 Ton and 10 Ton
- Price for installation
- Wall cutting, prepping, and patching.
- Ceiling repair if needed.
- Include delivery time.
- Payment terms
- If freight is not included in the price, add the freight as a separate line in the quote.
- Price to include installation

Submittal Requirements

Each Proponent shall submit Quotation Package via email to eseoane@flybirmingham.com.

Selection Process/Criteria

Each Quote will be evaluated based on the following criteria:

1. Cost
2. Specification per this RFQ
3. Proposed alternative if any
4. Delivery time of unit

General Terms and Conditions

1. The Authority reserves the right to:

- a. Add, delete and/or negotiate with a Proponent, an agreement containing different and/or additional items or terms without reference to other Proponents or Quotes.
- b. Disqualify a Proponent in the event that, in the sole discretion of the Authority, its Quote does not contain sufficient information to permit a thorough analysis.
- c. Verify the validity of the information supplied by a Proponent and reject any Quote where the contents appear to be incorrect or inaccurate in the Authority's sole determination.
- d. Accept Quotes in whole or in part.

- e. In its sole discretion, cancel this RFQ without award or compensation to any Proponent, its officers, directors, employees or agents.
- f. Reject any and all Quotes.
- g. Accept the Quote(s) which, the Authority, in its sole discretion, deems the most advantageous to the Authority; and
- h. Request any other information it requires to evaluate the submissions, and, in the event of a Proponent's failure to provide such information, reject such Proponent's Quote.

2. All financial information must be presented in U.S. dollars.

3. The cost of preparing the Quote or providing additional information is the sole responsibility of the Proponent. The Authority will not be responsible for or pay or reimburse any fees or expenses to any Proponents or their agents.

4. The Proponent assumes all responsibility for complying with all applicable laws and regulations. Further, the Proponent is responsible for obtaining all permits required by law or local authorities to allow it to provide the EUVs to the Authority.

5. All Quotes become the property of the Authority and will not be returned to Proponents unless a written request to withdraw, signed by an authorized signatory of the Proponent, is received prior to the Quote Due Date.

Request for Quotes Schedule

The schedule for the preparation and evaluation of Quotes is provided in the following Exhibit 2:

Exhibit 2. Request for Quotes Schedule

Request for Quotes Documents Available	April 25, 2022
Written Inquiries Accepted Through	April 27, 2022
Quote Due Date	April 29, 2022
Target Award Date	May 2022

Quotes are due no later than **2:00 p.m. Central Time on April 29, 2022**, by which time all Quotes shall be recorded. Quotes will not be accepted after this date and time for any reason.

Quotes submitted by facsimile will not be accepted.

Quotes are to be sent via email to Ed A Seoane, VP of Purchasing.
Email address: eseoane@flybirmingham.com.

The Authority reserves the right to extend the Quote Due Date and the RFQ Schedule. All changes or clarifications to the schedule will be distributed to all registered Proponents in the form of addenda.

III. REQUIRED QUOTE DOCUMENTS

Each Quote must include the following information to be considered technically compliant. To facilitate the evaluation process, Proponents must present information in the following order:

A. Executive Summary

The Proponent shall submit a summary to include a brief statement of the company and its ability to supply the items listed. Detail of items quoted. Full description, package size and pricing. Note is the item is hazardous and able to provide Material Safety Data Sheets with supply.

B. Exceptions to the Quote

In the event any proposed Law or Proponent's performance under this this RFQ does not meet the requirements of this RFQ, Proponent may include a list of such exceptions to the requirements of the Request for Quotes in its Quote. All such exceptions shall be clearly stated on a separate page labeled "RFQ Exceptions." In the event Proponent objects to any requirement of this RFQ, Proponent is required to identify the RFQ provision to which it objects, identify the nature of the objection, and provide an explanation of the objection as well as any proposed substitutions or alternatives that Proponent requests that the Authority consider.

C. Alternate or Additional Items

Alternate substitute may be acceptable if is of equal value.

D. Cost

The Quote must include the line-item total cost for each alternate or additional items proposed pursuant to paragraph D of this Section III. Price must be valid minimum of three (3) months from the Quote Due Date of this RFQ. Additionally, the price quoted shall be valid at the time of order and honored at the time of delivery, regardless of the length of time to deliver.

END OF REQUEST FOR QUOTES