

UTILITIES BOARD  
OF THE  
CITY OF GULF SHORES  
P.O. BOX 1229  
GULF SHORES, AL 36547  
(251) 968-6323

REQUEST FOR BID/BID FORMS

RE: 2023 Hurricane Season / Lift Station Electrical Control Panels  
Removal and Re-Installation  
BID NUMBER: 2023-6  
OPENING DATE: April 25<sup>th</sup>, 2023  
TIME: 2:00 P.M.  
PLACE: Utilities Board Office  
1629 East 1<sup>st</sup> Street  
Gulf Shores, Alabama 36542

GENTLEMEN:

Sealed bids meeting the requirements set forth herein will be received by The Utilities Board of the City of Gulf Shores, Alabama, (the "Board") at its office at 1629 East 1<sup>st</sup> Street until the above time and date, and then opened and read aloud.

  
General Manager

4-5-23  
Date

1. SCOPE:

The request for bids covers the requirements specified for the removal and re-installation of the lift station electrical control panels, more particularly specified herein and by the attachment hereto which is made a part hereof.

2. CONTRACT CONDITIONS:

A. The specific intent is to receive services in full conformance with the attached Specifications.

The Board shall be the sole authority for the determination of acceptable bids. The Board reserves the right to accept or reject any/all bids or any portion thereof, waive informalities, and to award in the best interest of The Utilities Board of the City of Gulf Shores.

B. No errors will be corrected after bids have been received.

C. Prices quoted in response to this Request for Bids shall remain valid from April 27<sup>th</sup>, 2023 through December 1, 2023.

D. Bid Prices shall only be effective for Emergency Response for Natural Disasters. Contractor shall warrant sufficient manpower and equipment to meet demands set forth in specifications.

E. Bidders must use the Bid Form supplied herewith. Bids shall be submitted in a sealed envelope, clearly marked on the outside referencing the Bid Inquiry Number, opening date/time, and Alabama General Contractors License Number. Any attachments will become a part of this bid. Bids made out in pencil will not be accepted.

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F. No bids will be considered unless the CONTRACTOR, whether resident or nonresident of Alabama, is properly qualified to submit a proposal for this type of work in accordance with applicable laws of the State of Alabama. Where Applicable, this shall include evidence of holding current license from the State Licensing Board for General Contractors, Montgomery, Alabama, as required by Chapter 8 of Title 34, of the Code of Alabama, 1975. In addition, the awarded vendor, if nonresident of the State, and if a corporation, shall show evidence of having qualified with the Secretary of State to do business in the State of Alabama, [www.sos.state.al.gov/BusinessServices/ForeignCorps.aspx](http://www.sos.state.al.gov/BusinessServices/ForeignCorps.aspx). CONTRACTOR must have a current business license or purchase a business license with the City of Gulf Shores prior to work performed.

G. **Proof of liability and workers' compensation insurance must be submitted prior to "Notice to Proceed".**

Minimum Limits of Insurance

Contractor shall maintain limits no less than:

1. General Liability:
  - a. Operations \$1,000,000 per occurrence for bodily injury, personal injury and property damage.
  - b. Umbrella Liability  
In addition to the basic limits previously set out for commercial General Liability Products Completed Operations, Automobile Liability and Workers' Compensation and Employer's Liability B, Contractors shall provide Umbrella Liability limits of \$2,000,000 per occurrence and aggregate on an occurrence basis.  
Coverage shall be issued with a "pay on behalf of" wording, including Personal Injury and other extensions, and provide coverage at least as broad as that afforded by the primary insurance policies.
2. Comprehensive Automobile: \$1,000,000 per accident for bodily injury and property damage.
3. Employer's Liability: \$500,000 per accident for bodily injury
4. Workers' Compensation Statutory
5. Certificate Holder: Utilities Board of the City of Gulf Shores  
P.O. Box 1229  
1629 E 1<sup>st</sup> Street  
Gulf Shores, AL 36542

SPECIFICATIONS:

The electrical contractor shall meet the requirements set forth by the Alabama Board of Electrical Contractors and City of Gulf Shores. It is the electrician's responsibility to identify and label all electrical wiring before the wiring is disconnected from the control panel. The labels must be water proof and identification in permanent ink. GSUB will provide limited staff assistance and equipment for the removal of control panels. In the event that the Alabama Gulf

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Coast is in the path of a storm, GSUB will notify the contractor between 72 to 120 hours before landfall and establish timelines and scheduling for the removal of the control panels. This process will begin between 36 to 48 hours before the projected time for landfall. Once the storm has moved beyond the Alabama Gulf Coast, GSUB staff will assess damages and notify the contractor to establish timelines and schedule the replacement of the control panels. If there is no major damage and the area has been declared safe, the control panel replacement process must start within 24 hours of notification by GSUB staff. The electrician is responsible for correctly installing the panel. GSUB will provide staff assistance and equipment for the replacement process. If additional labor and materials are required, cost estimates must be provided to GSUB by the contractor and approved by the General Manager. All electrical work shall be installed to electrical codes. The electrical work must be completed and accepted by GSUB inspector before payment is made.

Estimated quantities are based on prior year's experience of removal and re-installation of lift station control panels (approximately 18) along storm surge areas of the GSUB system. GSUB reserves the right to limit total billable man hours for each class of employees to 120% of estimated quantity. Therefore, it is recommended that the contractor perform a site inspection of all the lift stations and equipment in order to be efficiently competent of the work to be performed.

Should the contractor fail to meet scheduling or perform work upon notification, GSUB reserves the right to hire an additional electrical contractor to perform and/or complete the electrical control panel removal and replacement process.

Price Breakdown

<u>Description</u>	<u>Unit</u>	<u>Estimated total man hours for removal</u>	<u>Total Unit Price</u>	<u>Total Cost</u>
Electrician	Hourly	56 hours	\$ _____	\$ _____

Estimated total  
Man hours for replacement

Electrician	Hourly	66 hours	\$ _____	\$ _____
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Estimated total vehicle  
 miles allowed for  
Removal and Replacement

Service Truck	Mileage	800 miles	\$ _____	\$ _____
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Total Bid Price \$ \_\_\_\_\_

Total Bid Price

(Written) \_\_\_\_\_

Alternate:

<u>Description</u>	<u>Overtime Unit</u>	<u>Estimated Man hours</u>	<u>Unit Price</u>	<u>Total</u>
Electrician	Hourly	100	\$ _____	\$ _____

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**BID FORM SHALL BE COMPLETED FOR BID TO BE CONSIDERED RESPONSIVE**

**CERTIFICATION:**

FIRM: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

BY: \_\_\_\_\_  
NAME AND TITLE – PRINTED OR TYPED

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE