



**Town of Raymond, New Hampshire  
Department of Public Works  
Request for Proposals**

**Safety Complex Generator System 2022**

**Introduction**

The Town of Raymond, NH is soliciting proposals from Contractors interested in providing a generator system to the Safety Complex at 1 Scribner Road in Raymond, NH.

Interested Contractors shall provide the Town with written proposals outlining the firm's experience, references, equipment to be used and proposed schedule. The proposal shall also include a fully completed and executed BID FORM.

When submitting bid package please ensure that the Bid Sheet is the first page in the submittal. All proposals must be provided in hard copy enclosed within a sealed envelope and clearly labeled **"2022 Safety Complex Generator System"** by the deadline noted below:

Deadline for receipt of proposals is **3:00 p.m. Thursday, June 23, 2022**

Please Submit Bids to:  
BOS Executive Assistant  
4 Epping Street  
Raymond NH 03077  
603.895.7036  
[sgrella@raymondnh.gov](mailto:sgrella@raymondnh.gov)

For Inquiries Contact:  
Jason Desrochers  
Department of Public Works  
4 Epping Street  
Raymond NH 03077  
603.244.8002  
[idesrochers@raymondnh.gov](mailto:idesrochers@raymondnh.gov)

The Town of Raymond reserves the right to contract with the Bidder that has been determined to be in the best interest of the Town after full consideration of cost, schedule, and overall value. The Town also reserves the right to reject any or all Bids.

**Read Important Bidder Information**

## Important Bidder Information

Contractors are requested to plan to visit the job sites and/or review the scope of work with the DPW Director or Building Foreman prior to bidding.

Each **Bid shall be submitted on the Bid Form** furnished by the Town of Raymond and attached to this Request for Proposals package. Proposals not submitted on the Bid Form will not be accepted.

***The following will become a part of the Agreement for Services with the selected Contractor:***

### Scope of Work:

1. Confirm functionality and condition of load side feeders (connection between ATS and breaker panel) replace if required
2. Remove existing generator system
3. Route new wiring as necessary to serve the proposed generator system
4. Install new generator system (complete system) per manufacturer's requirements and recommendations
5. Connect gas supply, contractor to supply all necessary fittings and materials
6. New underground feeders from generator to ATS
7. Test system to confirm proper operation
8. Train Town of Raymond staff on proper operation
9. Provide two Manufacturer's copies of Owner's Manual and Operation Manual of both Transfer Switch and Generator.

### Generator System Specifications:

Approximate 60 KW  $\pm$  5 kW, 120/208v three-phase, 60 HZ, LP Gas, generator system with one 200a line breaker, block heater, environmental and sound enclosure, emergency stop button, battery and on-board battery maintainer.

Placement: one precast generator pad and site work as required.

New Transfer Switch: 2 wire start capabilities, adjustable exercise frequency, system monitoring.

Electrical components; new u.g. wiring from new generator to new transfer switch, conduits/conductors for battery charger circuit block heater circuit, and control wiring from building to generator.

### Design Considerations:

Generator will be relocated from inside to outside, approximately 20' from the building

Exterior preformed concrete pad: Install on the new preformed concrete pad as per manufacturer recommendations

Propane hook-up: New generator will be connected to the existing propane tanks that are currently located approximately 20' from the proposed site of the new generator.

**Labor and Equipment Needed:**

Provide qualified trained staff and all equipment, tools, parts, fasteners, splice kits, connection kits, attachment accessories, adhesives, and associated materials to affect a proper, successful and efficient installation of the proposed generator system. Equipment includes whatever mechanical lift equipment that the contractor may require to complete the work.

**Sequence of Work:**

1. This construction activity will be occurring in and around active police, ambulance, and fire operations. Full coordination and cooperation with these first responder entities is essential. Daily meetings at the start of work will be required.
2. Remove existing generator system; Properly terminate any circuits that will not be used
3. Confirm functionality of the existing wire and circuits for reuse for the proposed generator system
4. Installation of generator system
5. Clean-up at the end of each day

**Contractor Post Installation Obligations:**

Contractor to make two site visits during the early winter season, with designated Town representative, to inspect and verify proper operation of the system. Dates of inspections to be coordinated with winter conditions to verify proper operation and functionality of the system.

**Guarantee:**

All work to be guaranteed for one year from date of successful final test.

**Qualification of Bidder:**

The owner shall make such investigations as deemed necessary to determine the ability of the bidders to perform the work, and the bidders shall furnish to the owner all such information data for this purpose as the owner may request. No award will be made to any bidder who cannot meet all the following requirements:

- a. They shall not have defaulted on any contract within three years prior to the bid date.
- b. They shall maintain a permanent place of business.
- c. They shall have adequate properly trained personnel, equipment, and materials to perform the work expeditiously.
- d. They shall have suitable financial status to meet all obligations incident to all aspects of the work of this contract.
- e. They shall have appropriate technical experience in the class of work involved.
- f. They shall be registered with the Secretary of State of New Hampshire to do business in New Hampshire and be in good standing.
- g. They shall not have failed to perform satisfactorily on contracts of a similar nature.
- h. They shall not have failed to complete previous contracts on time.
- i. They shall have a minimum of five (5) years' experience as a business.
- j. They shall have completed a minimum of three (3) similar projects.

The Town of Raymond reserves the right to reject any bid if the foregoing requirements are not satisfied or if any other evidence fails to satisfy the Town that such bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein.

**Invoicing for work performed:**

1. The method of invoicing will be established in the award letter.
2. The Contractor will not be compensated for:
  - Time consumed addressing equipment issues
  - Time demobilizing due to weather conditions
  - Time associated with re-working due to issues within the control of the Contractor such as faulty equipment, unskilled equipment operators or Contractor decisions to proceed with operations during questionable weather conditions
3. All work shall be invoiced to the Town of Raymond Attn: Stacey Grella, Dept. of Public Works

**Safety:**

All activities under this Contract shall be executed in accordance with all applicable Federal, State and Local safety regulations. All workers of the selected Contractor shall be properly trained in safe operation of tools and equipment assigned to them for their use and shall be provided with proper safety and protective gear.

**Insurance:**

The selected Contractor shall be required to maintain general liability and other insurance as is appropriate for the work being performed. Excess Liability, Automotive Liability, Protective Liability, and General Liability coverage shall be a minimum of \$2,000,000 each. The Town of Raymond shall be named as additional insured on the policy.

The contractor's insurance shall be primary in the event of a loss. The additional insured endorsement must include language specifically stating that the entity is to be covered for all activities performed by, or on behalf of, the contractor, including the Town of Raymond's general supervision of the contractor. Insurance certificates must be provided prior to commencement of the work.

## BID FORM

PRICE FOR FULL AND COMPLETE SYSTEM AS SPECIFIED: \$ \_\_\_\_\_  
[ ALL MATERIALS AND INCIDENTAL ITEMS]

PRICE FOR LABOR: \$ \_\_\_\_\_

PRICE FOR EQUIPMENT RENTAL PER DAY (\$ \_\_\_\_\_) TOTAL: \$ \_\_\_\_\_

**TOTAL FOR ALL LABOR, EQUIPMENT AND MATERIALS: \$ \_\_\_\_\_**

BIDDER RESPONSES REQUIRED FOR EACH OF THE FOLLOWING QUESTIONS:

1. IN YOUR OPINION, IS THERE SUFFICIENT OVERALL SYSTEM VOLTAGE PROVIDED TO THE SAFETY COMPLEX TO OPERATE THE PROPOSED GENERATOR SYSTEM WITHOUT IMPACTING OTHER EQUIPMENT OR FACILITIES?

2. IN YOUR OPINION, ARE THE EXISTING WIRES, CIRCUITS AND OTHER ELEMENTS OF THE ELECTRICAL SYSTEM APPROPRIATE FOR THE INSTALLATION OF THE PROPOSED GENERATOR SYSTEM?

3. IDENTIFY ANY CHALLENGING WIRING AND/OR INSTALLATION ISSUES:

4. IDENTIFY ANY ISSUES WITH THE SPECIFIED SYSTEM SUCH AS;  
TYPE AND MODEL OF GENERATOR  
TYPE AND RATING OF 200A LINE BREAKER  
TYPE AND CONFIGURATION OF INSTALLATION  
TYPE AND LOCATION OF GENERATOR SYSTEM

5. PROVIDE ANY RECOMMENDATIONS REGARDING THIS SYSTEM AND / OR ITS INSTALLATION:

SUBMITTED BY: \_\_\_\_\_  
AUTHORIZED REPRESENTATIVE OR OWNER DATE

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

PHONE NUMBER: \_\_\_\_\_