



INVITATION TO BID

FINANCE DEPARTMENT

GREGORY N. L'HEUREUX
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RFP #07-18 REQUEST FOR PROPOSAL

LIGHTING UPGRADES TO THE SOUTH PORTLAND MUNICIPAL POOL

Proposals are being requested by the City of South Portland for Lighting upgrades in the Municipal Pool located on Nelson Rd as specified below and in the outline attached hereto as Appendix A.

Complete written proposals shall be submitted in envelopes plainly marked, "Municipal Pool Lighting Project" to the City Purchasing Agent, 25 Cottage Road, South Portland, ME 04106, not later than 2:00 p.m. Tuesday, August 1, 2017 at which time they will be publicly opened and read aloud. Proposals received after that time and date shall not be accepted. Proposals will be evaluated in accordance with the specifications detailed in Appendix A.

Each proposal shall indicate that the applicant has visited the site and is aware of existing conditions at the site. A pre-bid site visit will be held at the Municipal Pool at the South Portland Community Center on Thursday July 20, 2017 between 1:00pm – 2:00pm.

The selected vendor will be required to provide 3 work references from previous commercial electrical jobs, and a certificate of insurance for public liability, and property damage.

Each proposal shall be signed by a person legally authorized to bind the vendor to a contract.

The vendor shall signify in the proposal that he/she has read and understands all conditions as outlined in this Request for Proposals and the attached Appendix A.

Vendor shall rely only on information contained in the Request for Proposal and written addenda hereto.

Selected sections of vendor response may be incorporated as part of any agreement the City executes with the selected vendor.

Questions regarding this Request for Proposal must be directed in writing to Kevin Adams, Director of Parks, Recreation, and Waterfront, or his designee at the above address. Questions which may influence vendor responses will be answered in writing with copies to all vendors as addenda to this Request for Proposal.

If your business is a foreign corporation, limited liability company, limited partnership and or limited liability partnership, you must include with your bid, proof from the Maine Secretary of State's office that you are qualified to do business in the State of Maine.

The City of South Portland reserves the right to negotiate with the selected vendor as to the scope of services and fees, whether or not that proposal would mean the maximum return to the city.

The City also reserves the right to waive or disregard any informality, irregularity, or deficiency in any proposal received and to reject any or all proposals received for whatever reason it deems appropriate.

Colleen Selberg
Purchasing Agent

Mailing address: P.O. Box 9422, South Portland, ME. 04416-9422
Telephone (207) 767-3201 Fax (207) 767-7620

CITY OF SOUTH PORTLAND

Appendix A

Lighting Upgrades to the South Portland Municipal Pool

Proposals are requested for an electrical project to upgrade the lighting system to high performance LED lighting.

All proposals should describe in detail each of the following:

1. The full extent and scope of the proposed project as it relates to providing and installing Spec Grade Polaris AFL 400Watt LED fixtures (or equivalent product) mounted onto existing hardware, removal of existing 400watt MH fixtures, provide and install Polaris Lights (or equivalent product) onto existing hardware to bring high performance illumination to the facility.
2. Proposals must be accompanied by plans. Applicants must also submit appropriate written evidence of their experience and/or qualifications for their particular proposal. Three (3) written references attesting to the experience and/or qualification of the applicants to accomplish their intended project goals are also desired.
3. Plans for maintenance and upkeep, as well as protection of pool decking, and surrounding fixtures of the project area, both during the project and upon completion.
4. Ability to comply with all Federal, State, and local laws, rules, and ordinances.
5. The city has set a time frame of August 14 – September 1 for completion of this project.

Applicants must agree in their employment practices and provisions of services to the public not to discriminate on the basis of race, religion, creed, color, age, sex, physical or mental handicap, or national origin.

All responses to the aforementioned proposal requirements will be considered individually and as a whole, and the City will make a decision that it determines is in its best interest. The City reserves the right to select or reject any or all proposals, and may negotiate a final agreement with the successful applicant.

Each proposal shall indicate that the applicant has visited the site and is aware of existing conditions at the site. A pre-application site visit will be held at the municipal pool at The South Portland Community Center on 21 Nelson Rd., July 20, 2017 between 1:00pm – 2:00pm. Applicants' attendance at the site visit is highly encouraged and failure to attend may be the basis for rejection of the application. Applicants unable to attend the site visit should contact Patrick McArdle, Aquatics Director at 767-7650, in advance to request an alternate time for a site visit.