

Lori Hendricks
Wagoner County Clerk



307 E. Cherokee St.
Wagoner, OK 74467
918.485.7716
Fax 918.485.7718

Invitation to Bid

The Board of County Commissioners, Wagoner County, Oklahoma is seeking sealed bids for One or More New Generators for the Wagoner County Health Department in Wagoner, OK. It will be a 100 KW generator to replace an existing 37 KW generator. This is to be a turn-key operation.

Bid # 2016-22

Date Published: February 24, 2016 (Wagoner Tribune)

Bidding Period Closing Date and Hour: March 11, 2016 @ 4:00 PM

Sealed Bid Opening Date and Hour: March 14, 2016 @ 9:00 AM

Requesting Authority: Wagoner County Health Department

Bid submissions are to be: Addressed to:

Wagoner County Purchasing Agent
P O Box 156
Wagoner, OK 74477

Delivered to:

Wagoner County Purchasing Agent
307 E Cherokee
Wagoner, OK 74467

Please review the attached Terms and Conditions pertaining to the submission of this bid.

Please pay particular attention to Item 1 of the Terms and Conditions. This item specifies how the bid envelopes are to be identified to prevent inadvertent or premature opening of sealed bids. Your compliance will ensure consideration of your bid by the awarding body. Late bids will not be considered.

Included in this packet are an Affidavit for Filing with Competitive Bid and a Business Relationship Affidavit which must be signed and submitted as part of the bid.

This packet contains:

1. Invitation to Bid
2. Terms and Conditions for Bidding
3. Affidavit for Filing with Competitive Bid
4. Specifications
5. Bid Sheet

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TERMS AND CONDITIONS

THESE ITEMS APPLY TO AND BECOME A PART OF THE BID
NO EXCEPTIONS TO THESE TERMS AND CONDITIONS WILL BE CONSIDERED

1. Bids must be submitted on the included form only. Each bid shall be placed in a separate envelope. Be sure the envelope is completely and properly identified and sealed, showing the bid name and number in the lower left hand corner.
2. All bids shall be entered on the Bid Form enclosed or a copy thereof. Bids are to be typewritten or in ink. No bidder may withdraw his proposal for a period of thirty (30) days after the date and hour set for the opening of bids.
3. The bidder shall attach the manufacturer's name of the equipment or material to be furnished, type, model numbers, manufacturer's descriptive bulletins and specifications. All guarantees and warranties should be clearly stated. This data shall be in sufficient detail to describe accurately the equipment or material to be furnished. Manufacturer's specifications, in respect to the successful bidder, shall be considered as part of the contract with Wagoner County.
4. Any exceptions or deviations from written specifications shall be identified in writing and attached to the bid form.
5. The enclosed Affidavit for Filing with Competitive Bid and Business Relationship Affidavit MUST be returned with the bid.
6. Wagoner County reserves the right to reject any and all bids and to waive any technicalities in the bidding.
7. Direct purchase of certain items of equipment or material by Wagoner County is exempt from Federal Excise Tax and Oklahoma Sales Tax. In such cases, the bidder shall quote prices which do not include Federal Excise Tax and Oklahoma Sales Tax.
8. Bid must show number of days required for delivery under normal conditions. Contractor must keep the County advised at all times of the status of the order. For any exception to the delivery date as specified on this order, vendor shall give prior notification and obtain written approval from the Purchasing Agent. Default in promised delivery date, or failure to meet specifications, authorizes the County to purchase supplies elsewhere and charge the full increase of cost and handling to defaulting contractor.
9. Bidder agrees to defend and save Wagoner County from and against all demands, claims, costs expense, damage and judgments based upon infringement of any

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patent to goods specified in this order or the ordinary use or operation of such goods by the County or use or operation of such goods in accordance with the bidders' direction.

10. If the bid requires a written contract, the successful bidders shall execute a written contract with the County within ten (10) days after submission of the contracts to said bidder.

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SPECIFICATIONS AND SCOPE OF WORK

1. **VENDOR SPECIFICATIONS**

- 1.1 Must have experience installing automatic emergency natural gas powered electric generators.
- 1.2 Proposal must include all aspects of installation (i.e. electrical, mechanical, construction, etc.
- 1.3 Proposal must include labor, materials, equipment costs necessary to perform the job.
- 1.4 Contractor must be able to provide delivery and installation of equipment no later than six weeks from the date of the contract award.
- 1.5 Must be able to perform all warranty work
- 1.6 Warranty shall cover all aspects of the installation to include all labor, materials, and equipment to perform the work.
- 1.7 Warranty shall start when system is fully operational and will continue from that date for a period of two years or to what is specified by manufacturer, whichever is greater

2. **SCOPE OF WORK**

- 2.1 Furnish all labor, materials, equipment, incidentals and one CNG generator with bi-fuel options.
- 2.2 The system shall be automatic starting and stopping with load transfer.
- 2.3 All equipment, controls, switching, wiring, conduit, conduit supports, foundations, and fuel lines needed for the generator system shall be new and be considered part of the generator package.
- 2.4 All required wiring connections whether control or distribution shall be made by the installer.
- 2.5 External piping connections to the generator shall be furnished and installed by the installing contractor.
- 2.6 The generator package shall be complete in all respects and shall include ALL equipment and controls necessary for a full operational continuous duty power supply operating in parallel with the utility.
- 2.7 All work shall meet all applicable National Electric Code (NEC), local and state codes.
- 2.8 Copper conductors required for installation.
- 2.9 Generator pad is to be 3500 PSI, A/E Concrete
- 2.10 Contractor is to be responsible for all labor, materials, forms, and supplies necessary to complete the pad.

3. **GENERATOR AND INSTALLATION**

- 3.1.1 Contractor shall provide and install a 100 KW single-phase generator to replace the existing 37 KW generator.
- 3.1.2 All gas piping to be installed per Code.
- 3.1.3 The existing transfer switch will be used for this location.
- 3.1.4 The existing concrete pad will be removed and replaced with a new one to fit the 100 KW generator. The project includes removal of all concrete, waste and debris from the old pad and disposal at an approved landfill.

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BID FORM

INVITATION FOR SEALED BIDS FOR ONE OR MORE NEW GENERATORS
TO INCLUDE TURN KEY INSTALLATION

DATE AND TIME OF OPENING: _____

Bidder agrees to furnish Wagoner County with A GENERATOR PER ATTACHED SPECIFICATIONS.

PRICE FOR GENERATOR: \$ _____
(To be a turn-key job as per specifications)

The undersigned acknowledges receipt of the following Addenda. (Give number and date of each)

Delivery will be available in not more than _____ days after receipt of order.

I have examined the terms and specifications and instructions to bidders herein, and agree, provided I am awarded a contract, to provide the above described items for the sum shown in accordance with the terms and specifications stated herein. All deviations are in writing and attached hereto.

MUST BE SIGNED BY AUTHORIZED AGENT TO BE VALID

SIGNATURE: _____

PRINTED NAME: _____

TITLE: _____ FIRM NAME: _____

ADDRESS: _____

PHONE NO: _____ DATE: _____