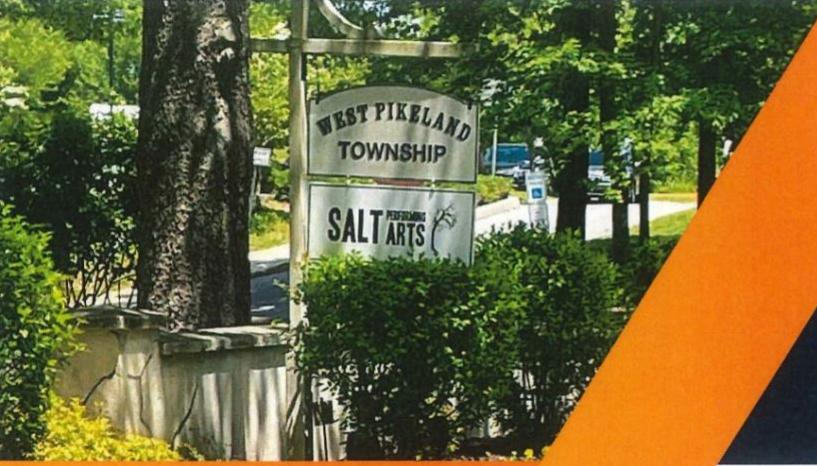




West Pikeland Township

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Email: office@westpikeland.com
www.westpikeland.com



**WEST
PIKELAND
TOWNSHIP**

GENERATOR BID PACKAGE

(w/ Pre-Bid Mtg)



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Bid Cover Sheet

Bid Submitted For: GENERATOR

Name of Bidder:
Address of Bidder:
Submitted By:
Office Phone #:
Cell Phone #:
Email:

Signature: _____

Date: _____



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TOWNSHIP OF WEST PIKELAND INSTALLATION OF GENERATOR INSTRUCTIONS TO BIDDERS AND CONTRACT PROVISIONS

1. MANDATORY PRE-BID MEETING:

There will be a mandatory pre-bid meeting for all potential bidders on April 9, 2024, at 9:00 AM at the Township Property located at 831 Walnut Lane, Chester Springs, PA 19425. You must attend the pre-bid meeting if you intend to bid on the project.

2. RECEIPT AND OPENING BIDS:

The Township of West Pikeland (herein called the "Township") invites qualified bidders to submit bids for the installation of a standby generator at 831 Walnut Lane, Chester Springs, PA 19425 in accordance with the attached specifications.

Bid packages and specifications may be secured from the Township Manager's Office located at 1645 Art School Road, Chester Springs, Pennsylvania 19425 between the hours of 9:00 A.M. and 4:00 P.M., Monday through Thursday. Bids must be received by 11:00 A.M. on May 1, 2024, at the Township offices at 1645 Art School Road, Chester Springs, PA 19425. They will be opened on May 2, 2024, at 11:00 A.M. at the Township Building. The bid award is scheduled for the Board of Supervisors Meeting on May 6, 2024.

3. PREPARATION OF BID:

Each bid must be submitted on the proper bid proposal form. All blank spaces for bid prices and information must be completed in ink or typewritten. Each bid must be submitted in a sealed envelope bearing on the outside the name and address of the bidder, and clearly identified in the upper left-hand corner of the envelope "Installation of Standby Generator Bid". If forwarded by mail, the sealed envelope containing the bid must be enclosed in another envelope addressed to: West Pikeland Township, 1645 Art School Road, Chester Springs, PA 19425.

4. QUALIFICATION OF BIDDER:

The Township may make such investigations as deemed necessary to determine the ability of the bidder to perform the work according to the requirements of all applicable laws and regulations. The bidder shall furnish to the Township all such information and data for this purpose as the Township may request. The Township reserves the right to reject any bid if the evidence submitted by, or investigation of, such bidder fails to satisfy the Township that the bidder is properly qualified to carry out the obligations of the contract.

5. BIDDER'S OBLIGATIONS:

The bidder is presumed to have investigated and examined the site, Specifications and all other contract documents and the Township assumes the bidder's bid is made with full knowledge and understanding of the conditions of the contract. If the bidder has any questions regarding this project prior to submitting their bid, the question shall be submitted in writing to the Township Manager at the above address at least 3 days prior to the deadline for receipt of bids.

6. LOWEST RESPONSIVE AND RESPONSIBLE BIDDER:

The contract will be awarded to the lowest responsive and responsible bidder (the "Successful Bidder"). In awarding bids, the Board of Supervisors shall have the right to take into consideration the following factors in addition to price:

- a. The character, integrity, reputation, and judgment of the bidder.
- b. The previous and existing compliance of the bidder with the requirements of all applicable laws and regulations.
- c. The number and scope of conditions attached to the bid.



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- d. The ability, capacity, experience, and skill of the bidder to perform the contract.

Notwithstanding the foregoing, the Board of Supervisors reserves the right to (1) reject any bid and all bids, (2) advertise for new bids and (3) waive technical defects in bids.

7. BID CHANGES:

The Township will not accept any additions, changes, modifications, or alterations to bids once they have been received and opened by the Township. Bids which contain omissions or irregularities or are incomplete will be rejected.

8. COMPLIANCE WITH APPLICABLE LAWS AND ORDINANCES:

The bidder shall comply with all applicable laws of the Commonwealth of Pennsylvania, the United States, the County of Chester and of the Township of West Pikeland.

9. INSURANCE AND SAFETY: must be provided when the bid is awarded.

The contractor shall maintain, during the term of the contract, at its own expense, the following minimum coverage:

- a. General Public Liability Insurance (non-automotive) for both personal injury and property damage.
- b. Automobile Liability Insurance with respect to both personal injury and property damage.

The aforesaid policies of insurance and others that may be necessary to comply herewith shall be maintained in amounts of coverage hereafter set forth; and shall, inter-alia, name the Township as a named or additional insured and protect the Township from damages, injuries, or claims arising from acts or omissions of the Contractor, the Contractor's employees, agents or subcontractors in the performance of the contract, and shall otherwise indemnify and hold the Township harmless from all manner of claims and lawsuits arising from acts and omissions of the Contractor, the Contractor's employees, agents or subcontractors and shall provide Township at the insurer's expense all necessary legal aid, counsel and representation.

All insurance policies herein maintained shall be issued by an insurance carrier licensed and authorized to do business in the Commonwealth of Pennsylvania and shall be obtained and properly endorsed in favor of the Township before execution of the contract hereunder. Said policies shall remain in full force and effect until the expiration of the terms of the contract or the completion of all duties to be performed hereunder by the contractor, whichever shall occur later. The contractor shall deposit with the Township Manager the original policies of insurance herein referred to or true copies thereof.

Each and every policy of insurance herein maintained and required pursuant to the terms of the contract shall carry with it an endorsement to the effect that the insurance carrier will convey to the Township by Certified Mail, return receipt requested, written notice of any modifications, alterations, or cancellations of any such policy or policies or terms thereof; and said written notice must be received by the Township at least 45 days prior to the effective date of any such modifications, alterations, or cancellations. If such modifications, alterations, or cancellations shall cause the insurance coverage required hereunder to fail to meet the minimum requirements set forth herein, the contractor shall be deemed to be in default and the Township may terminate the contract as of three days prior to the effective date of such change in insurance coverage, and the surety on the performance bond may be held responsible by Township for resulting losses.

It shall be the responsibility of the contractor in obtaining the aforesaid insurance coverage to obtain policies which shall protect the Township from all claims whatsoever and nature, regardless of the derivation of said claims, and regardless of whether the same are directed toward the recovery of damages for personal injury,



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property damage or other claims of damage. This insurance coverage shall waive the governmental immunity, if any, of the Township, except to the extent necessary to protect the Township itself and shall extend to and include all direct or indirect agents and employees of the contractor, and shall include policies of liability insurance on all vehicles and equipment utilized or in any way collected with the service to be rendered by the contractor pursuant to the terms of the contract.

The minimum amount of insurance coverage shall be as follows:

- a. The contractor shall maintain liability insurance with a minimum limit of five hundred thousand dollars (\$500,000) per occurrence, with no annual aggregate limit, and an umbrella excess liability policy of one million dollars (\$1,000,000) during the effective dates of the contract, or any renewal thereof. The contractor shall maintain Workmen's Compensation insurance sufficient to cover all persons in its employ during the term of the contract or any renewal thereof. Certificates or other evidence of Workmen's Compensation insurance shall be provided to the Township prior to said contractor commencing work under the contract.
- b. The contract shall be in all respects interpreted, constructed, and covered by the laws of the Commonwealth of Pennsylvania.

10. CONDITIONS UNDER WHICH CONTRACT MAY BE CANCELED OR TERMINATED BY THE BOARD OF SUPERVISORS:

If work under the contract shall be abandoned by the contractor, or if the contract shall be assigned or the work subcontracted by him other than as herein specified, or if at any time the Board of Supervisors shall be of the opinion, and so certify in writing (which certificate shall be final, binding, and conclusive on the contractor) that the performance is being unnecessarily or unreasonably delayed, or that the contractor is violating any of the conditions or covenants of the contract, or the specifications thereof, or is executing the same in bad faith, or not in accordance with the terms thereof, the Board of Supervisors may cancel and terminate the contract without liability to Contractor by written notice, to be served upon the contractor either personally or by U.S. Postal Service registered or certified mail, return receipt requested. The Board of Supervisors shall thereupon have the power and is hereby authorized to charge to the contractor's bond the amount of any loss to the Township caused by the termination of the contract, including any increased cost incurred in obtaining the services to be provided under the contract.



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GENERATOR CONTRACT SPECIFICATIONS

West Pikeland Township desires a new, warranted generator and automatic transfer switch properly sited, securely positioned and installed using on-site natural gas provided by PECO. Would expect those bidding to visit the site to verify the panel's electrical load and nuances regarding siting and installation.

- I. One(1) new 60KW Generac generator set, natural gas fired, 1800 RPM, liquid cooled, 120/240 V, 1 phase, 3 wire, 60 Hz, UL 2200 listing, or equal, with the following:
 - o Provide manuals.
 - o Five (5) year generator warranty
 - o Two (2) year service/installation warranty

- II. One (1) new 300 Amp Generac automatic transfer switch, 240V, 3 phase, 60 Hz, 3 pole, 2 or 3 wire, application utility to genset, UL 1008/CSA certification, or equal, with the following features:
 - o Cabinet type 3R
 - o Battery charger, 2 amp, 122/24VDC
 - o Clock, exercise external
 - o Provide manuals.
 - o Five (5) year automatic transfer switch base warranty

- III. The Generator is to be installed. Installation to include the following:
 - o Provide, deliver, and install selected 60Kw generator with battery charger and an automatic transfer switch.
 - o Provide, deliver, and install gravel, concrete pad.
 - o Provide and install all conduit, fittings, wire, cable, and all connections necessary.
 - o Includes activation, programming and start up and owner training.
 - o Includes 5-year factory warranty.



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TOWNSHIP OF WEST PIKELAND INSTALLATION OF GENERATOR

CONTRACTOR'S PROPOSAL

PROPOSAL FORM

PROPOSAL OF _____
(NAME OF BIDDER)

(ADDRESS)

The Bidder agrees to furnish and deliver all equipment and labor to perform all work as set forth in the "Township of West Pikeland Installation of Generator", and
Has inspected the site and read, and understands, the Instruction to Bidders and Specifications regarding the Installation of Generator.

Total Base Bid for Installation of Generator Contract:

\$ _____

In words, _____

Date Submitted: _____

PROPOSAL SUBMITTED BY:

(SIGN)

(DATE)

(CONTRACTOR)



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