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## REQUEST FOR PROPOSALS RFP 2020-03 Exterior LED Lighting Upgrades

The City of Dillingham is soliciting sealed proposals to replace existing exterior lighting with LED lighting fixtures. New fixtures will be provided by the City, with proposals taken for the installation as described in the scope of work. The installation will include the following:

8 – Street Lights  
7 – Under Eave Lights  
36 – Wall Mount Lights  
4 – Corner Mount Flood Lights  
Total Lighting Fixtures: 55

Bid documents can be found at: [www.dillinghamak.us/projects](http://www.dillinghamak.us/projects).

Inquiries should be sent to Cynthia Rogers, Planning Director at 907-842-3785 or via email at [planner@dillinghamak.us](mailto:planner@dillinghamak.us).

Bid deadline is 4:00 p.m., Thursday, August 20, 2020, followed by the bid opening. A contract to award will be authorized at a subsequent City Council meeting.

### **SPECIFICATIONS**

#### **Submittal Requirements and Information**

To be considered, all proposals must be delivered to the address below, on or before the deadline no later than 4:00 p.m. on Thursday, August 20, 2020.

Please mark the envelope as follows: **RFP 2020-03 Exterior LED Lighting Upgrades.**

Delivery instructions – mail or hand deliver in a sealed envelope to:

City of Dillingham – Planning Department  
PO Box 889  
Dillingham, AK 99576

#### **Required Proposal Content**

Return the following attachments to the City of Dillingham by the due date:

- Detailed work plan, schedule for installation, proof of insurance and licensing/licensure.

**Electronic and faxed proposals will not be accepted.**

**Proof of Insurance and Licensing**

Responding bidders will be required to provide the following prior to “Notice of Award”:

- Copy of 2020 City of Dillingham Business License;
- Current State of Alaska Business License;
- Certification of Insurance and Workers Compensation as required under AS23.30 naming all employees;
- Proof of commercial insurance, covering bodily injury, death, and property damage with a single limit not less than one million (\$1,000,000) dollars;
- Vehicle liability insurance including applicable uninsured/underinsured coverage with limits of liability not less than one million (\$500,000) dollars per occurrence combined single limit bodily injury and property damage.

All insurances, workers’ compensation insurance, commercial general liability insurance and motor vehicle liability insurance, as described above shall include an endorsement stating the following: sixty (60) days advance written notice of cancellation, non-renewal, reduction change, shall be sent to the City Manager, PO Box 889, Dillingham, AK 99576.

Owner/Operators are eligible to submit a bid, as long as they meet the minimum State requirements for operating as an owner operator.

**Scope of Work**

The contractor shall provide a licensed, qualified electrician to install City provided lighting fixtures according to the following specifications and conditions:

1. **Fixtures:** The following lighting fixture quantities and models will be provided to the contractor on-site:

<b><u>Item/Type</u></b>	<b><u>Qty</u></b>	<b><u>Part No./Description</u></b>
250 HPS	8	Lithonia: DSX1 LED 60C 700 40K T4M MVOLT MA DNAXD
Wall	36	Lithonia: TWH LED ALO 40K T3M MVOLT PE DDBXD
Flood	4	Lithonia: TFX3 LED 40K MVOLT YK DDBXD
Eave	7	Lithonia: DSXPG LED 20C 350 40K T5R MVOLT SRM DDBXD

2. **Specifications:** Lighting fixture specifications can be found on the Lithonia Lighting website:

<https://lithonia.acuitybrands.com/>

3. **Locations:** Lighting fixtures types/models will be installed in the following locations:

<b><u>Location</u></b>	<b><u>Lighting Type</u></b>			
	<b><i>Street Lights</i></b>	<b><i>Under Eave</i></b>	<b><i>Wall Mount</i></b>	<b><i>Flood</i></b>
Small Boat Harbor	8			
City Shop		1	9	
Public Safety Building		1	5	
Water Plant			4	
Downtown Fire Hall			3	2
Lake Road Fire Hall		2	5	
Senior Center		1	7	
City Hall		2	1	
Territorial School			2	2
<b>Total</b>	<b>8</b>	<b>7</b>	<b>36</b>	<b>4</b>

4. Installation Requirements:

Installation of exterior LED lighting fixtures shall comply with the International Building Code (IBC) and the manufacturer's recommendations for installation.

The Contractor is required to determine circuit availability wherever circuitry may be required on existing facilities and is not to assume that any drawing or documentation exist to aid. The City is requiring that the Contractor physically open panels and supply qualified electricians for the data collection where new circuitry is required.

The contractor will provide appropriate mounting hardware (as needed) for the manufacturer's recommended installation of the lighting fixtures.

The Contractor will provide all superintendence, labor, materials, tools, equipment, technologies, and specialized techniques necessary for installing lighting as described above.

5. Required Submittals:

Contractor will provide documentation of existing lighting models removed and the watts per lighting fixture (including ballast).

6. Costs Covered by City:

- Disposal. The cost of old lighting fixture disposal/recycling will be covered by the City.
- Housing. A room in a shared apartment will be available from the date of work start to the end of project completion. Includes kitchen and laundry facilities.
- Transportation. A City van will be provided from the date of work start to the end of project completion.
- Equipment Storage. An area of secure equipment storage will be provided by the City.

7. Time To Completion:

Project must be completed within 60 days of contract execution, or no later than October 30, 2020.

**Conditions of Offering and Acceptance**

This is a Request for Proposal/Bid only and is not a guarantee the City of Dillingham will purchase any or all of the products or services indicated in this invitation.

The City of Dillingham reserves the right to reject or accept any and all bids, to waive irregularities or informalities in the procurement process, and to give particular attention to the qualifications of the proposer.

The City reserves the right to revise or clarify the Request for Proposal/Bid, respond to questions, and/or extend or shorten the due date of process.

The City retains the right to cancel the Request for Proposal/Bid process if the City determines it is in their best interest. Any cost incurred by proposers for the preparation and submittal of the bid is the sole responsibility of the bidder.

A bid may be corrected or withdrawn by a written request received prior to the deadline for receipt of bid proposals.

All bid proposals and other material submitted become City property and may be returned only at their option.

The City assumes no responsibility or liability for the transmission, delay, or delivery of bid proposals by either public or private carriers.

Any and all media announcements pertaining to this RFP require the City's prior written approval.

The bidder agrees to allow the City at least 60 days from the bid close date to enter into a contract with the selected bidder for the price offered by the bidder.

The City intends to award a contract, subject to negotiation of a satisfactory agreement based upon the City's standard professional services contract form.

Contractor shall in performance of a contract, comply with all applicable federal, state, and local laws, ordinances, orders, rules and regulations applicable to its performance.

Contractor must be in compliance with Dillingham Municipal Code 4.20.240, Tax Delinquent List.