

REQUEST FOR SEALED BID PROPOSALS

Notice is hereby given that the City of Fort Stockton is requesting sealed bids for:

Replacement of Generator at City of Fort Stockton Reverse Osmosis Plant

Sealed proposals should be mailed to the **City of Fort Stockton, P.O. Box 1000 or 121 W. Second Street, Fort Stockton, Texas, 79735**. The deadline for receiving sealed bids is **4:00 p.m., August 4, 2022** in the Office of the City Secretary; at which time they will be opened publicly and read aloud. Sealed bids received after the specified time of closing will be returned unopened. The approved and accepted proposal will be awarded at the Regular City Council Meeting scheduled for **August 22, 2022 @ 5:30 P.M.**

To obtain a bid packet, please contact City Secretary Marina Cantu @ (432) 336-8525, Fort Stockton City Hall, P.O. Box 1000 or 121 W. 2nd Street, Fort Stockton, Texas 79735.

Sealed bids must be submitted in a sealed envelope & marked:

“RO Plant Generator”

In furthering our goal to preserve and protect the community and surrounding areas freshwater resources, the City of Fort Stockton seeks to engage a professional qualified electrical contractor for providing all the necessary tasks, including the replacement of a diesel powered generator at the City of Fort Stockton’s RO Plant, located at 626 S. Ellyson Blvd., Fort Stockton, Texas.

Therefore, it is in the best interest of the City of Fort Stockton to obtain the services of the highest qualified electrical contractor to assist in providing the City with **pricing specifications, including all materials and labor for the replacement of the generator at the City’s RO Plant.**

Each Qualified Electrical Contractor will be evaluated on the quality and experience of the company and its personnel. The contract will be awarded to the lowest responsible bidder or to the bidder who provides goods or services at the best value for the City (LGC §252.043)

The City Council reserves the right to accept the bids which in its judgement is from the most responsible contractor; to reject any or all bids, and to waive irregularities or informalities in any bid submitted.

The City of Fort Stockton is an Affirmative Action/Equal Opportunity Employer.

By order of the City Council at a Regular Meeting held on the 11th day of July 2022.



Marina Cantu, City Secretary

**REQUEST FOR PROPOSALS
FOR
REPLACEMENT OF GENERATOR AT
CITY OF FORT STOCKTON RO PLANT
626 S. ELLYSON BLVD.
FORT STOCKTON, TEXAS**

Release Date: July 11, 2022

Close Date: August 4, 2022

INTRODUCTION

The City of Fort Stockton (the City) is requesting bids from a qualified Contractor (Bidder) for providing all equipment, parts, and labor to replace an electric generator at the City of Fort Stockton's Reverse Osmosis Plant (RO Plant), located at 626 S. Ellyson Blvd., Fort Stockton, Texas.

The Sealed Bids will be evaluated by the City Manager of Fort Stockton and may include an interview of one or more Bidders. The contract will be awarded to the lowest responsible bidder.

Bidder judged as the lowest and most qualified responsible bidder will be recommended to the City Council for award of the project contract.

PROJECT SCOPE

The scope will include Bidder to provide complete detailed bids for all necessary tasks including lifting equipment, materials, any plumbing and electrical work, and labor to complete all necessary work to replace a diesel-powered electric generator for the City of Fort Stockton Reverse Osmosis (RO) Plant, 626 S. Ellyson Blvd., Fort Stockton, Texas.

This generator supplies emergency back-up power for main plant lights and power outlets.

Bidder must provide a breakdown of pricing including materials, delivery, labor, per diem, hotel, travel, and other expenses incurred for this project.

The generator needs to meet the following minimum specifications:

1. 40 KW diesel
2. 208 volt 3-phase transfer switch
3. Warranty (parts and labor)

Bidder is encouraged to meet with the City Manager or his designated representative for clarification of the scope of work.

The Bidder will be paid by the City on schedules and deadlines agreed by both parties. All invoices must be mailed to City Hall Finance/Purchasing Department at 121 W. 2nd St., Fort Stockton, TX 79735.

All Bidders are requested to be able to comply with, but not limited to the following, to meet scope specified in this **Bid**:

- (a) Shall be able to provide a detailed contract for the project and have the approval from City Manager and/or City Council prior to the commencement of the project.
- (b) Must own or provide necessary equipment for project.
- (c) Must provide all materials, supplies and labor personnel for any construction.

(d) Must be responsible for all trash and other waste to be removed and disposed of properly.

All Bidders are requested to be able to comply with below listed capabilities:

COMPANY QUALIFICATION

- 1) Prospective Bidder must have experience working in State of Texas in the Electrical Industry.
- 2) Prospective Bidder must have Master Electrician License in State of Texas to be able to perform Electrical Services.
- 3) Prospective Bidder must have experience & capabilities to troubleshoot and perform electrical installation and service.
- 4) Prospective Bidder must be fully knowledgeable for trouble shooting of electrical, mechanical, and issues involving electrical generator.
- 5) Prospective Bidder must be able to purchase and supply any, and all components necessary, including replacement and any approved upgrades, for the electrical generator.

SERVICE DEPARTMENT

- 1) The Prospective Bidder shall have Service Technicians on staff with technical knowledge and expertise in installation, startup & training on electric generator systems and components. The technicians shall have experience working on various electric generators.
- 2) The Prospective Bidder shall have Service Technicians that are Licensed Master Electricians by the Texas Department of Licensing and Regulation (TDLR).
- 3) The Prospective Bidder shall be able to respond (on location) for service within 24 hours.

DELIVERY OF SUBMITTALS

Sealed Bids must be received by the City of Fort Stockton, attention Marina Cantu, City Secretary at the following address no later than **August 4, 2022, 4:00 PM (Local Time)**.

Marina Cantu
City Secretary
121 W. 2nd Street
Fort Stockton, Texas 79735

Sealed bids must be submitted in a sealed envelope & marked **“RO Plant Generator”**.

The Bidder is responsible for the means of delivering the Sealed Bid on time. The time clock in the City of Fort Stockton City Secretary’s Office is the official clock for determining whether sealed bids are submitted within the designated time constraints. Late Sealed Bids will not be accepted under any circumstances. Sealed Bids will be publicly opened and read aloud at 4:00 PM (Local time) on **August 4, 2022**.

There is no expressed or implied obligation for the City of Fort Stockton to reimburse responding teams for any expenses incurred in the preparation of a Sealed Bid in response to this request. The City of Fort Stockton reserves the right to increase or decrease the scope of work related to this project as outlined in the Request for Sealed Bids. This can be done after a team is selected to

accommodate changes in the project needs as determined by the City of Fort Stockton or to serve its best interests.

CONFIDENTIALITY OF BID INFORMATION

In accordance with the Texas Government Code 552.100, trade secrets and confidential information in Bids are not open for public inspection. Bids will be opened in a manner that avoids disclosure of confidential information to competing Bidders and keeps the Bids from the public during considerations. All Bids are open for public inspection after the Contract is awarded, but trade secrets and confidential information in Bids are not typically open for public inspection. The City will protect this information to the extent allowed by Laws and Regulations. Clearly indicate which specific documents are considered to be trade secrets or confidential information by stamping or watermarking all such documents with the word "confidential" prominently on each page or sheet or on the cover of bound documents. Place "confidential" stamps or watermarks so that they do not obscure any of the required information on the document, either in the original or in any way that would obscure any of the required information in a photocopy of the document. Photocopies of "confidential" documents will be made only for the convenience of the selection committee and will be destroyed after the Effective Date of the Contract. Original confidential documents will be returned to the Bidder after the Effective Date of the Contract if the Bidder indicated that the information is to be returned with the Bid, and arrangements for its return are provided by the Bidder.

WITHDRAWAL OF SEALED BIDS

An authorized representative of the company may withdraw a Sealed Bid at any time prior to the Sealed Bid submission deadline, upon presentation of acceptable identification as an authorized representative of such company.

CENTRAL POINT OF CONTACT

Bidders must provide a central point of contact to establish service, resolve issues and end service.

DISQUALIFICATION OF BIDDERS

Bidders may be disqualified for any of the following reasons:

- (i) The Bidder is involved in any litigation against the City;
- (ii) The Bidder is in arrears on an existing contract or has defaulted on a previous contract with the City;
- (iii) Lack of financial stability;
- (iv) Failure to perform under previous or present contracts with the City;

EVALUATION CRITERIA

The City will make its selection from those qualifications submitted in response to this Request for Sealed Bids. If deemed necessary by the City, interviews with the Bidders deemed most qualified, may be conducted. Once a selection is made, a scope of work will be negotiated with the chosen Bidder. The chosen Bidder will then be requested to submit a detailed contract to perform the services. The City maintains the right to terminate the selection process at any time if they feel it is in the best interest of the City. At such time as an agreement is reached, City Manager will make a recommendation to the City Council to execute a contract pursuant to the agreement. The City reserves the right to accept or reject any or all Bidders and to accept what in the judgment of the Mayor and City Council is the most advantageous Bidder.

AWARD OF CONTRACT

It is understood that the City reserves the right to accept or reject any and all Sealed Bids and to re-solicit for Sealed Bids, as it shall deem to be in the best interests of the City. Receipt and consideration of any Sealed Bids shall under no circumstances, obligate the City to accept any Sealed Bids. If an award of contract is made, it shall be made to the responsible Bidder whose Sealed Bid is determined to be the best evaluated submission.

If awarded, the City intends to award a single contract to a single Bidder.

SIGNING OF AGREEMENT

The City Manager will submit recommendation for award to the City Council for those project awards requiring City Council action. The Contract will be signed by the City Manager or his/her designee, after award and the Bidder's submission of required documentation and signed counterparts. The Contract will not be binding upon the City until it has been executed by both parties. The City will process the Contract expeditiously. However, the City will not be liable for any delays prior to the award or execution of the Contract.