

# REQUEST FOR PROPOSALS

## Bayfield County, WI Bayfield County Fairgrounds Phase 3 Electrical Power Distribution Improvement Project

### BAYFIELD COUNTY TOURISM/FAIR OFFICE RFPs DUE by 11:00AM, Jan. 14, 2021

Bayfield County is seeking proposals for the Phase 3 electrical power distribution improvements at the Bayfield County Fairgrounds in Iron River, Wisconsin. Work includes removals of existing equipment, modifications to existing equipment and replacement of existing equipment, coordination with the local utility companies, all permits, fees and any other costs associated with the project as described below in the “General Proposal Items” section below.

Construction Drawings are available on the Bayfield County Web Site ([www.bayfieldcounty.wi.gov/fairgrounds](http://www.bayfieldcounty.wi.gov/fairgrounds)) or at the Bayfield County Tourism/Fair Office located in the Courthouse at 117 E 5<sup>th</sup> Street, Washburn, WI 54891 or by calling 715 373 3491 or contacting Mary at [mmotiff@bayfieldcounty.org](mailto:mmotiff@bayfieldcounty.org). Cost of plans is \$20 plus shipping.

#### **WALK-THROUGH:**

A walk-through of the project will be held on request of the contractor by appointment. Any Electrical Contractor planning to submit a proposal for this project is required to participate in a walk-through unless otherwise arranged in advance.

#### **GENERAL PROPOSAL ITEMS:**

Full project plans and specifications are available via the web or at the County Tourism/Fair Office for a fee of \$20 plus shipping. Checks shall be payable to Bayfield County. No refunds will be provided.

All work shall be performed by a licensed Electrical Contractor and this information shall be included in the bid package with the license number and expiration date in the proposal.

Electrical Contractors on the project shall be required to comply with the minimum wages in effect for the State of Wisconsin.

Contractor must be familiar with existing project site and conditions.

Bayfield County reserves the right to reject any and all proposals, to waive irregularities and the informalities therein and to award the Contract in the best interest of the County.

Proposals shall be submitted to Bayfield County Tourism/Fair office located in the Courthouse at 117 E 5th Street, Washburn, WI 54891 no later than Jan. 14, 2020, 11:00AM, at which time they

will be publicly opened and read aloud for furnishing of all labor and materials for the proposed installation as follows:

**Shop Drawings:**

Shop drawings shall be submitted by the Electrical Contractor to the Owner. The Owner will forward the shop drawings to the Engineer for review and comments. The Electrical Contractor shall follow the shop requirements and stipulation set forth in the Electrical Specifications.

**Base Proposal:**

The Phase 3 work consists of removing or modifying or replacing or extending existing electrical distribution equipment, removing, modifying or installing new conduits and installing the conductors as shown on the plans, all excavation and trenching, backfill, compaction as shown on the plans and specifications.

**WARRANTY AND MAINTENANCE:**

A copy of the warranty terms and conditions shall be included in the proposal. The warranty period shall not begin until the project has been fully completed on the date shown below.

**INSTALLATION & START-UP:**

Installation of any and all equipment and wiring shall be completed by the contractor. Estimated installation is spring/summer of 2021. All work must be substantially completed including equipment start-up, testing and placed into full operation by Friday, June 25, 2021. with final completion by Friday, July 9, 2021. Final inspection by the Engineer will be provided immediately after substantial completion and a punchlist given to the Contractor within one week of review. All punchlist items shall be satisfactorily completed by Monday, July 19, 2021 or a late fee of \$100 per day shall be assessed unless otherwise agreed in writing.

The Electrical Contractor shall provide 2 hours of training on all equipment installed under this project at a time convenient to the Owner. The Owner shall be notified at least 3 days prior to training day.

**SUPPORT & SERVICE:**

The proposal shall include:

- Two (2) sets of operations manuals for all equipment and any associated software
- Component List
- Warranty Statement
- Product Specifications
- Dimensional drawings, Electrical Schematics, Wiring Diagrams

The proposal shall include a statement regarding the minimum and maximum response times for service calls as well as the name, phone number and location of the Electrical Contractor.

**CONTRACT SECURITY:**

- A. Electrical Contractor shall furnish Performance and Payment Bonds in amount at least equal to one hundred percent (100%) of Contract price as security for faithful performance of this

Contract and payment of all persons performing labor on project under this Contract and furnishing materials in connection with this Contract.

- B. Before construction Contract is consummated, completed Performance and Payment Bonds must be approved by Department.

**INSURANCE:**

A. Electrical Contractor Carried Insurance:

1. Electrical Contractor shall not commence work under this Contract until Electrical Contractor has obtained all insurance required under this Article and has provided evidence of such insurance to \$2,000,000. Electrical Contractor shall not allow any subcontractor to commence work until insurance required of subcontractor has been so obtained and approved. Company providing insurance must be licensed to do business in Wisconsin.
2. Worker's Compensation Insurance:
  - a) Electrical Contractor shall procure and shall maintain during life of this Contract, Worker's Compensation Insurance as required by statute for all of Electrical Contractor's employees engaged in work at site of project under this Contract and, in case of any such work sublet, Electrical Contractor shall require subcontractor similarly to provide Worker's Compensation Insurance for all of latter's employees to be engaged in such work unless such employees are covered by protection afforded by Electrical Contractor's Worker's Compensation Insurance.
  - b) If any claim of employees engaged in hazardous work on project under this Contract is not protected under Worker's Compensation Statute, Electrical Contractor shall provide and shall cause each subcontractor to provide adequate Employer's Liability Insurance for protection of such of Electrical Contractor's employees as are not otherwise protected.
3. Electrical Contractor's Public Liability and Property Damage Insurance:
  - a) Electrical Contractor shall procure and maintain during life of this Contract,  
  
Electrical Contractor's Public Liability Insurance and Electrical Contractor's Property Damage Insurance in amount not less than \$1,000,000 bodily injury, including accidental death, to any one person, and subject to same limit for each person, in amount not less than \$1,000,000 on account of one accident, and Electrical Contractor's Property Damage Insurance in amount not less than \$1,000,000 or combined single limit of at least \$1,000,000 with excess coverage over and above general liability in amount not less than \$2,000,000. Electrical Contractor shall add "Bayfield County" as additional insured for each project.

- b) Electrical Contractor's Public Liability and Property Damage Insurance shall include Products, Completed Operation, and Contractual Liability under Insurance Contract. " Electrical Contractor shall in all instances save, defend, indemnify and hold harmless County and Engineer against all claims, demands, liabilities, damages or any other costs which may accrue in prosecution of the Work and that Electrical Contractor will save, defend, indemnify and hold harmless County and Engineer from all damages caused by or as result of Electrical Contractor's operations" and each shall be listed as additional insured on Electrical Contractor's and sub-contractors' insurance policies.
- c) Obligations of Electrical Contractor shall not extend to liability of Engineer, agents or employees thereof, arising out of:
  - 1) Preparation or approval of maps, drawings, opinions, reports, surveys, change orders, designs or specifications; or
  - 2) giving of or failure to give directions or instructions by Engineer, agents or employees thereof provided such giving or failure to give is primary cause of injury or damage.
- d) Electrical Contractor shall procure and shall maintain during life of this Contract, Comprehensive Automobile Liability Insurance covering owned, non-owned and hired automobiles for limits of not less than \$1,000,000 each accident single limit, bodily injury and property damage combined with excess coverage over and above general liability in amount not less than \$2,000,000.
- e) Contractor shall either:
  - 1) Require each subcontractor to procure and to maintain during life of subcontract, subcontractor's Public Liability Property Damage Insurance, and Comprehensive Automobile Liability Insurance of type and in same amount specified in preceding paragraphs; or
  - 2) Insure activities of subcontractors in Electrical Contractor's own policy.
- 4. Scope of Insurance and Special Hazards: Insurance required hereof shall provide adequate protection for Electrical Contractor and subcontractors, respectively, against damage claims which may arise from operations under this Contract, whether such operation be by insured or by anyone directly or indirectly employed by insured and also against any of special hazards which may be encountered in performance of this Contract
- 5. Proof of Carriage of Insurance: Electrical Contractor shall furnish Risk Manager with certificates showing type, amount, class of operations covered, effective dates, dates of expiration of policies and "Bayfield County" listed as additional insured. Such certificates shall also contain (substantially) following statement: "Insurance covered by

this certificate will not be canceled or materially altered, except after ten (10) days written notice has been received by Risk Manager."

**DETAILS:**

Proposals will be accepted by the Bayfield County Tourism/Fair Director until Thursday, January 14 at 11:00AM. Faxed proposals will be accepted; however, it is the Electrical Contractor's responsibility to ensure that proposals are received. Proposals received after 11:00 AM on Thursday, January 14 will not be considered.

**Proposals should be submitted to:**

**Bayfield County, WI  
Phase 3 Electrical Power Distribution Improvement Project  
Attn: Ms. Mary D. Motiff  
Director, Bayfield County Tourism  
(715) 373-3491  
117 East Fifth Street/PO Box 832  
Washburn, WI. 54891  
Fax: 715-373-6153**

All proposals will be opened publicly at 11:00AM on Thursday, January 14, 2021. Bayfield County reserves the right to accept or reject any and all proposals.

**Bayfield County, WI**  
**Bayfield County Fairgrounds**  
**Phase 3 Electrical Power Distribution Improvement Project**

**PROPOSALS DUE Thursday, January 14, 2021, 11:00AM.**

1. Cost:

- |    |                     |          |
|----|---------------------|----------|
| a. | Keyed Note 25 Cost: | \$ _____ |
| b. | Keyed Note 26 Cost: | \$ _____ |
| c. | Keyed Note 27 Cost: | \$ _____ |
| d. | Keyed Note 28 Cost: | \$ _____ |
| e. | Keyed Note 29 Cost: | \$ _____ |
| f. | Keyed Note 30 Cost: | \$ _____ |
| g. | Keyed Note 33 Cost: | \$ _____ |
| h. | Keyed Note 35 Cost: | \$ _____ |
| i. | Keyed Note 36 Cost: | \$ _____ |
| j. | Keyed Note 37 Cost: | \$ _____ |
| k. | Keyed Note 38 Cost: | \$ _____ |
| l. | Keyed Note 39 Cost: | \$ _____ |
| m. | Keyed Note 40 Cost: | \$ _____ |
| n. | Keyed Note 42 Cost: | \$ _____ |
| o. | Keyed Note 49 Cost: | \$ _____ |
| m. | Keyed Note 50 Cost: | \$ _____ |
| n. | Keyed Note 51 Cost: | \$ _____ |
| o. | Keyed Note 52 Cost: | \$ _____ |
| m. | Keyed Note 53 Cost: | \$ _____ |
| n. | Keyed Note 54 Cost: | \$ _____ |
| o. | Keyed Note 55 Cost: | \$ _____ |
| m. | Keyed Note 56 Cost: | \$ _____ |

(Note: If combining various keyed notes into a single cost rather than breaking them up, indicate which notes are being combined.)

**TOTAL COST** \$ \_\_\_\_\_

2. Company Information:

- |  |       |
|--|-------|
| Time in business                             | _____ |
| Service phone number                         | _____ |
| Service Representative                       | _____ |
| Service Representative Location              | _____ |
| Service Representative Maximum Response Time | _____ |

*Attach any additional notes or supporting materials as necessary.*

---

**ELECTRICAL CONTRACTOR INFORMATION:**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Printed Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

***Please Attach a List of Three (3) References, including: Name, Address, email, Telephone Number, and Name of Primary Contact Person.***

***Please list other similar jobs in the region you have performed and include a contact phone number.***