



Patricia A. Peshka
Purchasing Agent

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Mayor

City of Warwick
Purchasing Division
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The following notice is to appear on the City of Warwick's website Monday, October 23, 2017. The website address is <http://www.warwickri.gov/bids>.

**CITY OF WARWICK
PROPOSALS REQUESTED FOR**

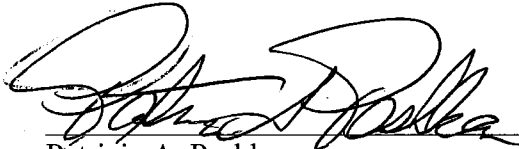
RFP2018-185 Professional Services-Streetlight Maintenance

Specifications are available in the Purchasing Division, Warwick City Hall, Monday through Friday, 8:30 AM until 4:30 PM on or after Monday, October 23, 2017.

Sealed proposals will be received by the Purchasing Division, Warwick City Hall, 3275 Post Road, Warwick, Rhode Island 02886 up until 11:00 AM, Friday, November 3, 2017. The proposals will be opened publicly commencing at 11:00 AM on the same day in the Lower Level Conference Room, Warwick City Hall.

Awards shall be made on the basis of the lowest evaluated or responsive proposal price. Please note that no proposals can be accepted via email or fax.

Individuals requesting interpreter services for the hearing impaired must notify the Purchasing Division at 401-738-2013 at least 48 hours in advance of the proposal opening date.



Patricia A. Peshka
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PLEASE COMPLETE THIS PAGE & SUBMIT WITH YOUR PROPOSAL

Acknowledgement of Addendum (if applicable)

Addendum Number	Signature of Bidder
_____	_____
_____	_____

COMPANY NAME: _____

COMPANY ADDRESS: _____

COMPANY ADDRESS: _____

BIDDER'S SIGNATURE: _____

BIDDER'S NAME (PRINT): _____

TITLE: _____ TEL. NO.: _____

EMAIL ADDRESS: _____ *

*Please include your email address. Future proposals will be emailed, unless otherwise noted.

II. AWARD AND CONTRACT:

The CITY OF WARWICK, acting as duly authorized through its Purchasing Agent/Finance Director/Mayor (delete if inapplicable), accepts the above proposal and hereby enters into a contract with the above party to pay the proposal price upon completion of the project or receipt of the goods unless another payment schedule is contained in the specifications. All terms of the specifications, both substantive and procedural, are made terms of this contract.

DATE: _____
RFP2018-185 Purchasing Agent

CERTIFICATION & WARRANT FORM*

**This form must be completed and submitted with sealed bid.
Failure to do so will result in automatic rejection.**

Any and all bids shall contain a certification and warrant that they comply with all relevant and pertinent statues, laws, ordinances and regulations, in particular, but not limited to Chapter 16- Conflicts of Interest, of the Code of Ordinances of the City of Warwick. Any proven violation of this warranty and representation by a bidder at the time of the bid or during the course of the contract, included, but not limited to negligent acts, either directly or indirectly through agents and/or sub-contractors, shall render the bidder's contract terminated and the bidder shall be required to reimburse the City for any and all costs incurred by the City, including reasonable attorney fees, to prosecute and/or enforce this provision.

Signature

Date

Company Name

Address

Address

***This form cannot be altered in any way**

**CITY OF WARWICK
NOTICE TO BIDDERS**

RFP2018-185 Professional Services-Streetlight Maintenance

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Sealed proposals will be received by the Purchasing Division, Warwick City Hall, 3275 Post Road, Warwick, Rhode Island 02886 up until 11:00 AM, Friday, November 3, 2017. The proposals will be opened publicly commencing at 11:00 AM on the same day in the Lower Level Conference Room, Warwick City Hall.

If you received this document from our homepage or from a source other than the City of Warwick Purchasing Division, please check with our office prior to submitting your proposal to ensure that you have a complete package. The Purchasing Division cannot be responsible to provide addenda if we do not have you on record as a plan holder.

Proposals received prior to the time of the opening will be securely kept, unopened. No responsibility will be attached to an officer or person for the premature opening of a proposal not properly addressed and identified. No proposals shall be accepted via facsimile or email.

The opening of proposals shall be in the order established by the posted agenda and the agenda shall continue uninterrupted until completion.

Once an item has been reached and any proposals on that item has been opened, no other proposals on that item will be accepted and any such proposal shall be deemed late.

The contractor will not discriminate against any employee or applicant for employment because of physical or mental handicap for any position for which the employee or applicant is qualified and that in the event of non-compliance the City may declare the contractor in breach and take any necessary legal recourse including termination or cancellation of the contract.

A bidder filing a proposal thereby certifies that no officer, agent, or employee of the City has a pecuniary interest in the proposal or has participated in contract negotiations on the part of the City, that the proposal is made in good faith without fraud, collusion, or connection of any kind with any other bidder for the same call for proposals, and that the bidder is competing solely in his own behalf without connection with, or obligation to, any undisclosed person or firm.

All proposals should be submitted with one (1) original and three (3) copies in a sealed envelope, which should read: *YOUR COMPANY NAME* plainly marked on the exterior of the envelope as well as "RFP2018-185 Professional Services-Streetlight Maintenance."

Should you have any questions, please contact Eric Earls, DPW, 925 Sandy Lane, Warwick, RI at 401-921-9605.

All proposals should be written in ink or typed. If there is a correction with whiteout, the bidder must initial the change.

Negligence on the part of the bidder in preparing the proposal confers no rights for the withdrawal of the proposal after it is open.

Bid surety in the form of a bank check, original bid bond or certified check in the amount of 10 percent of the total bid price must be submitted with each bid. If a bid bond is submitted, it shall be duly executed by the bidder as principal and having as surety thereon a surety company licensed to do business in the State of Rhode Island and approved by the owner.

Any deviation from the specifications must be noted in writing and attached as part of the bid proposal. The bidder shall indicate the item or part with the deviation and indicate how the proposal will deviate from specifications.

The IRS Form W-9 available on www.warwickri.gov should be completed and submitted with the proposal if the bidder falls under IRS requirements to file this form.

Prevailing Wages will apply to this bid. Current rates may be viewed at <http://www.dlt.state.ri.us/pw>.

The successful bidder must comply with all Rhode Island Laws, applicable to public works projects, including, but not limited to provisions of Chapter 13 of Title 37 of the Rhode Island General Laws, pertaining to prevailing wage rates, and all other applicable local, state and federal laws.

The contractor must carry sufficient liability insurance and agree to indemnify the city against all claims of any nature, which might arise as a result of his operations or conduct of work.

The contractor shall keep himself informed of and comply with all laws, ordinances and regulations of the federal, state and municipal governments which may apply and be in force during the life of the contract, in any manner which may affect himself/employees or the conduct of the work or the materials used or employed in the work. Before submitting bids, prospective bidders shall examine the terms, covenants and conditions of all codes, permits and laws which may apply. By submitting a bid, the bidder agrees to comply with all pertinent laws/regulations if awarded a contract.

Every contractor and subcontractor awarded a contract for public works shall submit completed RI Certified Weekly Payroll forms listing employees employed on the project to the awarding authority on a monthly basis for all work completed in the preceding month. These forms may be found at: www.dlt.ri.gov/pw/pwFormsPubs.htm. Certified Payroll

forms concerning RI Department of Transportation projects may be submitted on federal forms. However, when a complaint is being investigated by the RI Department of Labor & Training (DLT), the contractor must resubmit the payroll information on the RI Certified Weekly Payroll forms for the entire project.

Awarding authorities, contractors and subcontractors shall provide any and all payroll records to the DLT within ten (10) days of any request that is made by the department.

On a daily basis, every contractor and subcontractor shall maintain on the site where public works are being constructed and the general or primary contract is \$1,000,000 or more, a Rhode Island Certified Prevailing Wage Daily log of employees employed each day on that public works project by the contractor or subcontractor. This form may be found at: www.dlt.ri.gov/pw/pwFormsPubs.htm. This log shall be available for inspection on the site at all times by the awarding authority and/or the DLT. This does not apply to road, highway or bridge public works projects.

The awarding authority of any public works project shall withhold the next scheduled payment to any contractor or subcontractor who fails to comply with the above provisions, as well as any further payments until they comply. The DLT may also impose a penalty of up to \$500 for each calendar day of noncompliance.

The successful bidder must provide the City of Warwick with an original **Certificate of Insurance** for General and Automobile Liability in a minimum amount of \$1 million. The certificate of insurance must name the *City of Warwick as the additional insured* and so stated on the certificate with the proposal name and proposal number. It is the vendor's responsibility to provide the City of Warwick with an updated certificate of insurance upon expiration of the original certificate. Failure to provide adequate insurance coverage within the specified duration of time as set forth is a material breach of contract and grounds for termination of the contract.

The successful bidder must furnish **performance and payment bonds** in the amount of 100 percent of the total bid price.

For a bid to be awarded to a corporation, limited liability company or other legal entity, prior to commencing work under the awarded bid, that corporation, company or legal entity may be required to provide to the Purchasing Agent a **Certificate of Good Standing** dated no more than thirty (30) days prior to the date upon which the bid approval was made.

The successful bidder will provide said **Certificate of Insurance, Bonds and Certificate of Good Standing** (if required) within ten (10) calendar days after notification or the City reserves the right to rescind said award.

Prices to be held firm three years from date of award. Term contracts may be extended for one additional term upon mutual agreement unless otherwise stated.

The contractor must carry sufficient liability insurance and agree to indemnify the city against all claims of any nature, which might arise as a result of his operations or conduct of work.

The City is exempt from the payment of the Rhode Island Sales Tax under the 1956 General Laws of the State of Rhode Island, 44-18-30, Paragraph I, as amended.

The Purchasing Agent reserves the right to reject any and all proposals, to waive any minor deviations or informalities in the proposals received, and to accept the proposal deemed most favorable to the interest of the City.

The City reserves the right to terminate the contract or any part of the contract in the best interests of the City, upon 30-day notice to the contractor. The City shall incur no liability for materials or services not yet ordered if it terminates in the best interests of the City. If the City terminates in the interests of the City after an order for materials or services have been placed, the contractor shall be entitled to compensation upon submission of invoices and proper proof of claim, in that proportion which its services and products were satisfactorily rendered or provided, as well as expenses necessarily incurred in the performance of work up to time of termination.

No extra charges for delivery, handling or other services will be honored. All claims for damage in transit shall be the responsibility of the successful bidder. Deliveries must be made during normal working hours unless otherwise agreed upon.

All costs directly or indirectly related to the preparation of a response to this solicitation, or any presentation or communication to supplement and/or clarify any response to this solicitation which may be required or requested by the City of Warwick shall be the sole responsibility of and shall be borne by the respondent.

If the respondent is awarded a contract in accordance with this solicitation and the respondents proposal or response and if the respondent fails or refuses to satisfy fully all of the respondents obligations thereunder, the City of Warwick shall be entitled to recover from the respondent any losses, damages or costs incurred by the City as a result of such failure or refusal.

The City reserves the right to award in part or full and to increase or decrease quantities in the best interest of the City.

Any quantity reference in the proposal specifications are estimates only, and do not represent a commitment on the part of the City of Warwick to any level of billing activity. It is understood and agreed that the agreement shall cover the actual quantities ordered during the contract period.

The City reserves the right to rescind award for non-compliance to proposal specifications.

The successful bidder must adhere to all City, State and Federal Laws, where applicable.

CITY OF WARWICK
DEPARTMENT OF PUBLIC WORKS

REQUEST FOR PROPOSAL (RFP)

PROFESSIONAL SERVICES – STREETLIGHT MAINTENANCE

ARTICLE 1: PROBLEM / NEED TO BE ADDRESSED

The City of Warwick is in the process of purchasing its entire inventory of streetlights from National Grid. Prior to completing the purchase, the City must ensure that a vendor is available for maintenance of this inventory. This bid will provide the City with a vendor to maintain the entire inventory, currently operated and maintained by National Grid.

ARTICLE 2: INSTRUCTIONS AND NOTIFICATIONS TO PROPOSERS

2.1 Responsibility of Proposer

It is the responsibility of the proposer to examine all specifications and conditions thoroughly and fully comply with all specifications, terms and conditions. Proposer must demonstrate knowledge of the lighting systems and verifications that they have the personnel available to provide adequate response time, as identified in this document.

2.2 Costs

All costs associated with developing or submitting a proposal in response to the RFP shall be borne by the proposer.

2.3 Pricing

All pricing submitted will be considered firm and fixed. **The term of this contract shall be three years. All pricing shall be held firm for the duration of this contract.**

2.4 Primary Consultant

It is intended that an award pursuant to this RFP will be made to a prime consultant who will assume responsibility for all aspects of the Work as outlined in Article 3 below. Joint ventures and cooperative proposals will not be considered; however, subcontracts are permitted provided that their utilization is clearly indicated in the consultant proposal and the subcontractor(s) proposed to be utilized are identified in the RFP.

2.5 Public Records

All materials submitted to the City of Warwick for consideration in response to this RFP shall be considered to be public records as defined in the State law and may be released for inspection once an award has been made.

ARTICLE 3: CONCEPT OF PROPOSAL AND WORK TO BE PERFORMED

3.1 Background

National Grid has recently created a program where municipalities can purchase their infrastructure and take on the maintenance of their own street lights. This program

allows for the municipality to pay for the cost of electricity only. As such, the City would be required to take on the maintenance of any and all street lights currently operated and maintained by National Grid.

3.2 Overview of Work to be Performed

The City of Warwick is seeking proposals from qualified electrical firms experienced with the operation and maintenance of municipal street lighting.

This RFP, for operation and maintenance of municipal street lighting, shall include repair and replacement of existing infrastructure, removal of unused infrastructure, coordination with the City and National Grid regarding these maintenance operations, and holding an inventory of necessary equipment and supplies to enable a timely response to service calls.

Maintenance of Overhead Customer-Owned Street and Area Lighting Equipment

Once the street lighting purchase process and the transfer of ownership of the unmetered street lights or the attachment of customer-owned unmetered street and area lighting as available under the S-05 tariff (new requests) is complete, the customer is responsible for maintaining all customer-owned street and area lighting equipment, including but not limited to: luminaires, standards, foundations, conduits and conductors. National Grid will allow the customer to perform all maintenance activities on customer-owned equipment provided they are in compliance with the following provisions:

The bidder shall ensure that only Qualified Electrical Workers perform work on the street lighting system.

Maintenance of Underground Customer-Owned Street and Area Lighting Equipment

Customer personnel or Qualified Electrical Workers are never allowed to enter a National Grid manhole, handhole, or other enclosed electrical equipment for any reason without the National Grid's safety supervision personnel being present on site.

ARTICLE 4: RFP - SCOPE OF WORK

4.1 GENERAL AND TECHNICAL REQUIREMENTS

The selected Contractor shall work in coordination with the Director of Public Works or his/her designee. No work shall be performed without the consent of the Director of Public Works.

All data regarding the streetlights is based on information provided by National Grid. The Contractor(s) shall comply with applicable environmental laws and regulations regarding

handling of hazardous substances, and shall take appropriate measures to ensure the safe handling of such substances as Contractor(s) may encounter in the performance of the approved Contract(s).

All equipment will be removed and properly recycled in accordance with all applicable laws and regulations. All disposal costs shall be borne by the Contractor. The Contractor will provide copies of disposal documentation to the City, and will keep copies on file as required by law.

CONTRACTOR'S MINIMUM QUALIFICATIONS

Anyone working above the communication space on utility poles or within electric distribution enclosures shall be electrically qualified as defined by OSHA 1910.269 (hereinafter "Qualified Electrical Worker"). Customer personnel or Qualified Electrical Workers are never allowed to enter a Company manhole, handhole, or other enclosed electrical equipment for any reason without the Company's safety supervision personnel being present on site.

By submitting a Price Proposal the Proposer is certifying that all electricians who would perform work under the Price Agreement are Qualified Electrical Workers as described above.

PURCHASE AND STORAGE OF GOODS AND MATERIALS

The Contractor shall purchase and repair/replace luminaires, poles, mast arms, and other infrastructure, as specified in an approved Price Proposal for the specific application. The costs provided shall include providing the City with daily report forms, documenting the work performed and equipment replaced. The Contractor shall also maintain an inventory or have readily available a supply/supplier of luminaires or other parts that are routinely used in order to perform these repairs in timely fashion.

The base bid provides that the City will provide, at no cost, a storage area where mast arms luminaires and other materials may be stockpiled for future use. The Contractor shall have reasonable access to the stored goods and materials. Details about the hours of access will be finalized after the Contractor is selected. The Contractor shall be required to provide the City with an inventory of items included in the stockpiled equipment.

Add- Alternate Bid Item

This bid also provides an add-alternate bid item, which will be triggered if the City is unable to secure facilities for the material stockpiles. The add-alternate will require the Contractor to provide storage units, on City property, for the purpose of storing the stockpiled material. The Contractor must provide an estimate for enough storage to adequately store all of the removed lights in a safe and efficient manner, minimizing breakage while providing adequate access.

4.2 Schedule

The City will award this work as soon as possible. Project implementation will be on-going starting in the fall of 2017.

4.3 Standards

All materials and work practices shall conform to the Narragansett Electric Co. Guidelines for Customer-Owned Street Lighting Installation and Maintenance, attached as Appendix A.

ARTICLE 5: SUBMISSION OF PROPOSALS

Interested parties shall submit one (1) original and three (3) copies of the proposal addressing at a minimum their approach to satisfying the requirements set forth in the scope of work of the RFP. Included within this proposal shall be a Narrative with sufficient information which would identify the proposer's ability to perform the work within the given timetable. The Proposal shall include:

1. Project approach, including response time
2. Background of organization and key staff members
3. Sub-consultants proposed for use on the project
4. Relevant experience
5. Cost Proposal (use attached form)

APPENDIX A



Narragansett Electric Co. Guidelines for Customer-Owned Street Lighting Installation and Maintenance

The general safety and welfare of the public and all workers are of paramount concern to Narragansett Electric Co., d/b/a National Grid (hereinafter "Company"). These concerns are particularly salient as street lights are installed within the designated electric space on a distribution pole and/or provided service from underground electric distribution enclosures. To perform work on street lights, workers must often be within established electrical clearances above the communication space and in close proximity to electric distribution lines with voltages as high as 34.5KV. Therefore, the Company requires that anyone working above the communication space on Company poles or within electric distribution enclosures are electrically qualified as defined by OSHA 1910.269 (hereinafter "Qualified Electrical Worker"). Customer personnel or Qualified Electrical Workers are never allowed to enter a Company manhole, handhole, or other enclosed electrical equipment for any reason without the Company's safety supervision personnel being present on site.

Maintenance of Overhead Customer-Owned Street and Area Lighting Equipment

Once the street lighting purchase process and the transfer of ownership of the unmetered street lights or the attachment of customer-owned unmetered street and area lighting as available under the S-05 tariff (new requests) is complete, the customer is responsible for maintaining all customer-owned street and area lighting equipment, including but not limited to: luminaires, standards, foundations, conduits and conductors. The Company will allow the customer to perform all maintenance activities on customer-owned equipment provided they are in compliance with the following provisions:

- The customer shall ensure that only Qualified Electrical Workers perform work on the street lighting system. This assurance will be provided to the Company through the execution of the Company's Acknowledgment for the Use of Qualified Electrical Workers document (hereinafter "Acknowledgment") by an appropriately authorized municipal or governmental official. This Acknowledgment is currently located in the Agreement for Customer-Owned Street and Area Lighting Attachments as Appendix Form G.
- If the customer's workers do not meet the qualifications stated above, or the Company is not in receipt of a valid Acknowledgment, the customer shall request that the Company make all connections and/or disconnections of the customer's street lighting system to the Company's secondary distribution conductors to facilitate certain maintenance or equipment replacement in a de-energized condition. If this occurs, the Company will assess the appropriate service charges per the Company's Terms and Conditions for Distribution Service.¹

Maintenance of Underground Customer-Owned Street and Area Lighting Equipment

Customer personnel or Qualified Electrical Workers are never allowed to enter a Company manhole, handhole, or other enclosed electrical equipment for any reason without the Company's safety supervision personnel being present on site.

¹ R.I.P.U.C. No. 2130.



Narragansett Electric Co. Guidelines for Customer-Owned Street Lighting Installation and Maintenance

However:

- At the sole discretion of the Company, the customer's Qualified Electrical Workers may be allowed supervised access to perform maintenance or equipment replacement functions of customer- owned equipment within enclosed Company facilities.
- When supervised access is denied, the Company shall schedule and perform the required customer work and be reimbursed for all time and expenses, including materials, in accordance with the Company's Attachment Agreement.

The Company will allow the customer to perform all routine maintenance activities on customer-owned underground fed equipment provided compliance with the following provisions:

- The customer shall ensure that only Qualified Electrical Workers work on its street and area lighting system by having an appropriately authorized municipal or governmental official execute the Acknowledgment.
- The Company will permit a customer's Qualified Electrical Worker to install the fused disconnect device through the access point at the pole base of the first street light from the source while the street and area lights are energized.
- As mentioned previously, if the customer's workers do not meet the qualifications stated above, or the Company is not in receipt of a valid Acknowledgment, the customer must request that the Company make all connections and/or disconnections of the customer's street lighting system to the Company's secondary distribution conductors to facilitate certain maintenance or equipment replacement in a de-energized condition. If this occurs, the Company will assess the appropriate service charges per the Company's Terms and Conditions for Distribution Service as referenced in the Company's Attachment Agreement.

Electric System Separation

Per the Company's Attachment Agreement, the customer is responsible for creating a physical electrical separation between the Company's secondary conductors and the customer-owned street and area light conductors. This separation is accomplished by installing a fused disconnect device (e.g., an in-line fuse holder capable of utilizing a midget cartridge style fuse on every street and area light supply located as near as possible to the connection to the Company-owned secondary conductors). The Company will permit the customer to install the disconnect devices on existing street light locations in an energized condition using Qualified Electrical Workers, which will include the disconnecting of the existing energized supply conductor source to the street light luminaire. This should not require a visit from the Company to de-energize or re-energize the street light source at the service connection.

- The fused disconnect device, in addition to providing electrical protection, shall serve as a disconnect point for the customer-owned street light. Once installed, the customer's Qualified Electrical Worker may disconnect or reconnect a customer-owned street light(s) using the fuse device to perform maintenance or other equipment

Narragansett Electric Co. Guidelines for Customer-Owned Street Lighting Installation and Maintenance

replacement. The disconnect device must be installed prior to or during any major maintenance/equipment replacement of an existing light (luminaire replacement, arm/bracket replacement, etc.) or within a period not greater than 10 years following the purchase date, and must be installed at the time of any new customer-owned lighting attachment. Further, in the event a customer plans to purchase the Company's street lights and convert to LED or other light source, this fused disconnect device is required to be installed at the time of conversion.

- For underground customer circuit applications, the customer shall locate the disconnect device within an enclosure installed and owned by the customer and located in close proximity to the designated service connection location within the enclosed Company facility. However, optimum location for the disconnect device is within an enclosure installed and owned by the customer and located in close proximity to the designated service connection location within the enclosed company facility. However, at a minimum for existing street lighting installations only, the disconnect device can be located within the base of the first street light standard closest to the circuit's service connection.
- If it is found that the existing street light conductors or circuits are insufficient, the Company will allow the customer to install a #10 AWG wire of sufficient length, and will allow the customer to make the permanent connections to the Company's secondary using the appropriately sized connectors per the Company's Customer-Owned Municipal Lighting Standards.

New or Relocation Lighting Requests - Overhead

For new customer-owned street lighting attachments or the relocation of existing street lights sourced by overhead equipment, the customer must submit the appropriate Company forms provided in the Attachment Agreements prior to a required field survey by the Company personnel or agent. The field survey is performed to ensure all NESC clearances and loading conditions of the distribution structure or pole are acceptable. If existing clearances and load capacity are sufficient, the Company shall approve the customer's installation or relocation of street lighting equipment. If existing clearances and load capacity are not sufficient to accommodate the requested attachment, the make-ready terms and provisions of the Attachment Agreement will become applicable.

Once the appropriate conditions for installing or relocating the equipment are met, the customer shall:

1. Install the equipment per the Company's Customer-Owned Lighting Standards using Qualified Electrical Workers;
2. Leave a recommended #10 AWG Black wire and a #10 AWG White wire of sufficient length for the Company to perform the final connections to the company's secondary network;
3. Provide a #4 AWG stranded copper conductor with sufficient length to connect to the pole mounting equipment grounding conductor (when available) or to the secondary system neutral.



Narragansett Electric Co. Guidelines for Customer-Owned Street Lighting Installation and Maintenance

4. Install the physical disconnect device to be installed and ready prior to making the final connection to the secondary conductors on new or relocated lights.

For new customer-owned street lighting attachments or the relocation of existing street lights sourced by overhead equipment, the Company personnel shall perform the final service connections. The Company will assess the applicable Lighting Service Charge per the Company's Terms and Conditions for Distribution Service and referenced in the Company's Attachment Agreements.

New or Relocation Lighting Requests - Underground

For new customer-owned street lighting attachments or the relocation of existing street lights sourced by underground equipment, the customer must submit the appropriate Company forms provided in the Attachment Agreements prior to the Company personnel performing the required field survey to locate and provide an applicable electrical service point. Following the customer's installation of the equipment per the Company's Customer-Owned Lighting Standards, which recommends #10 AWG Black and White wire of adequate length and a required #4 AWG stranded copper conductor to be installed to the specified ground assembly provided by the customer, the Company would perform the supply connections at the service point.

For new customer-owned street lighting attachments or the relocation of existing street lights sourced by underground equipment, Company personnel shall perform the final service connections. The Company will assess the applicable Lighting Service Charge per the Company's Terms and Conditions for Distribution Service as referenced in the Company's Attachment Agreements.

Lighting Removal Requests

In the event a customer determines a light is no longer needed, the customer may remove the lighting equipment from the pole or other Company facility. The customer will be responsible for disconnecting the existing source and neutral conductors to the light and making the circuit electrically and physically safe. Given that the appropriate notification and timeframes are provided to the Company by the customer per the Attachment Agreement, and upon notification of the customer's removal of all street lighting equipment, the Company will visit the location and remove the remaining connections from the secondary network. At that point, electric service billing for that location will be terminated following the billing of the applicable Lighting Service Charge per the Company's Terms and Conditions for Distribution Service for removal of the connection per each service connection location.

Contact Us

In the event that a Qualified Electrical Worker performing work on behalf of the customer is presented with a situation that may require the Company's assistance, please do not hesitate to contact a Company representative before performing or continuing the work. Be advised, however, that the Company shall perform work requests in accordance with the applicable provisions of the Company's Terms and Conditions for Distribution Service.

ATTACHMENT A

ATTACHMENT A

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This document contains information that is provided for reference purposes only, and should not be construed or used as a substitute for an analysis of the applicable tariffs, agreements, and safety regulations specific to each particular customer.

CUSTOMER OWNED OUTDOOR LIGHTING – TABLE OF CONTENTS			
nationalgrid	OUTDOOR LIGHTING CONSTRUCTION STANDARD	PAGE NUMBER	ISSUE
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1. **SAFETY:**

The number 1 priority of every job is:

SAFETY!

National Grid's distribution poles carry electric lines that operate at voltages as high as 34,500 volts and can carry very high amperages.

National Grid's underground infrastructure carries the same very high distribution voltages and amperages in a confined space, and may also carry sub-transmission or transmission lines that operate at even higher voltage levels.

Outdoor lights are installed within the electric space on a distribution pole. Performing work on outdoor lights may require the worker to be in close proximity to the distribution lines.

It is the responsibility of the customer that owns and maintains outdoor lighting to insure that all personnel working on the outdoor lighting system are qualified to work in the designated electric supply space on a distribution pole in accordance with OSHA 1910.269.

OVERHEAD DISTRIBUTION

No customer, customer's employees, or contractors are ever allowed to perform any work on National Grid 120/240 volt or 120/208 volt secondary conductors.

UNDERGROUND DISTRIBUTION

No customer, customer's employees, or contractors are ever allowed to enter a National Grid manhole or handhole for any reason without National Grid safety supervision personnel being present on site.

IF UNSURE: - STOP – Call National Grid for assistance.

No outdoor lighting repair is too important to sacrifice personal safety.

OUTDOOR LIGHTING - SAFETY			
ISSUE	STANDARD NUMBER	CUSTOMER OWNED OUTDOOR LIGHTING STANDARD	nationalgrid
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2. **GENERAL:** These Standards identify requirements to enable a customer to safely install, remove, and maintain a customer owned outdoor lighting system which is installed on National Grid distribution poles and connected to National Grid overhead or underground secondary conductors.

Standards: All customer owned outdoor lighting shall be in compliance with the applicable provisions of the National Electric Safety Code, (NESC) latest edition, and the applicable National Grid Construction Standards.

Note: (As of July 1, 2014, the latest edition of the NESC is the 2012 edition)

Customer Owned Equipment: The customer shall be responsible to own, operate, and maintain all outdoor lighting equipment beyond the service tap connections to National Grid. This shall include, but not be limited, to the following:

1. Supplying all material and labor.
2. Transferring an overhead supplied outdoor light attachment to a new pole in the event of a pole replacement.
3. Relocating an overhead supplied outdoor light attachment to accommodate other construction activities on the pole.
4. Performing any work required on the outdoor lighting underground conduit system, conductors, foundation, pole, arm and luminaire.
5. Emergency 24 hour response to remove or make safe the outdoor light attachment in the event of a broken pole.

NOTE: In an emergency, National Grid personnel may perform, at customer expense, any customer outdoor lighting work National Grid deems necessary to maintain public or employee safety.

Electrical Separation: The customer is responsible to create an electrical separation between the National Grid secondary conductors and the customer owned outdoor lighting conductors. This is required to insure the safety of National Grid and customer employees. It also clearly defines where National Grid ownership ends and customer ownership begins. This is accomplished by installing a dual pole in-line fuse holder with a midget cartridge style fuse on every outdoor light supply located as near as possible to the connection to the National Grid owned secondary conductors. This fuse, in addition to providing electrical protection, shall serve as a future disconnect point for the customer owned outdoor light. Once installed, the customer may disconnect or reconnect a customer owned outdoor light only by means of the in-line fuse holder. See Figure 6 for overhead supplied outdoor lights, and Figures 7, 8, 9, or 10 for underground supplied outdoor lights. See Figure 12 for in-line fused disconnect details.

Ownership Identification: The customer is responsible to label all customer owned outdoor lighting luminaires in accordance with National Grid Construction Standards. See Figures 1 and 2.

Worker Qualifications: All customer work shall be completed only by personnel qualified to work in the electric supply space on a distribution pole (herein referred to as "Qualified Worker") in accordance with OSHA 1910.269. An executed copy of the OSHA 1910-269 ACKNOWLEDGEMENT FOR THE USE OF QUALIFIED ELECTRICAL WORKERS form is mandatory.

Final Connections to National Grid 120/240 VAC or 120/208 VAC Secondary Conductors: For OVERHEAD supplied lighting, National Grid will permit a Qualified Worker to make all connections and disconnections of customer owned outdoor light supply conductors to the company owned secondary and grounding conductors. For UNDERGROUND supplied lighting, National Grid will permit a Qualified Worker to make all connections and disconnections of customer owned outdoor light supply conductors to the company owned secondary and grounding conductors provided that National Grid personnel are present to provide safety supervision and access to the underground facilities.

CUSTOMER OWNED OUTDOOR LIGHTING - GENERAL			
nationalgrid	OUTDOOR LIGHTING CONSTRUCTION STANDARD	PAGE NUMBER	ISSUE
		10 – (page 3 of 14)	07/14

3. **CONSTRUCTION DRAWINGS:**

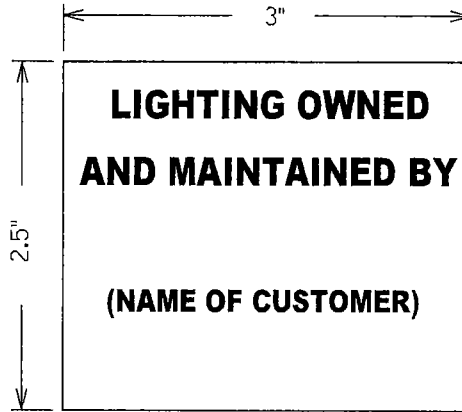


Figure 1 – Ownership Identification Label for Customer Owned Outdoor Luminaires

1. All customer owned outdoor light luminaires shall be identified with a label to clearly define ownership and maintenance responsibilities.
2. Ownership identification labels shall be reflective white with black lettering. See Figure 1.

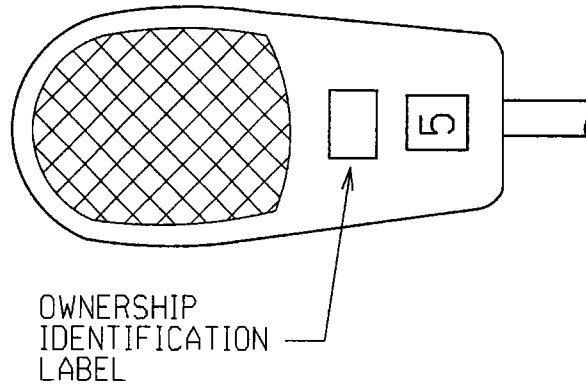


Figure 2 – Installation of Ownership Identification Label

1. Ownership identification label shall be installed on the lower door of a horizontal roadway luminaire such that it is clearly visible from the ground. See Figure 2.
2. For post top, floodlight, and other luminaires, the ownership identification label shall be installed on the luminaire housing in a location such that it is clearly visible from the ground.

OWNERSHIP IDENTIFICATION OF CUSTOMER OWNED LIGHTING			
ISSUE	STANDARD NUMBER	CUSTOMER OWNED OUTDOOR LIGHTING STANDARD	nationalgrid
07/14	10 – (page 4 of 14)		

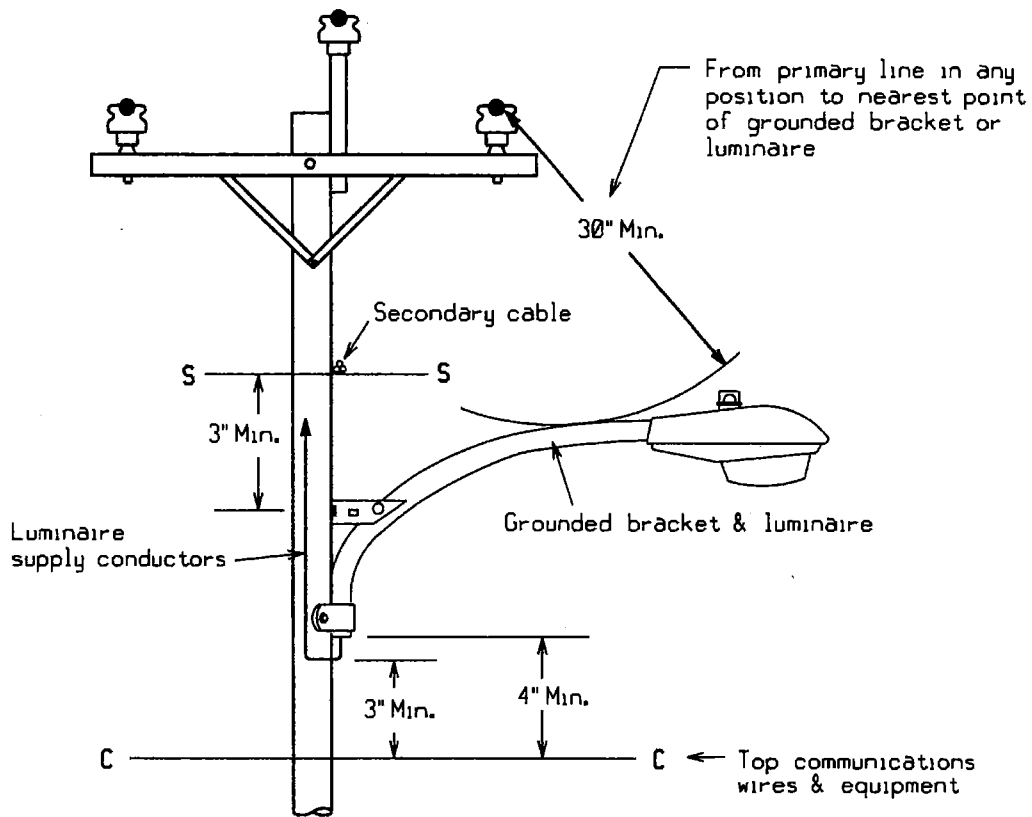


Figure 3 – Outdoor Light Clearance from Overhead Conductors

1. Primary Conductors – Maintain minimum 30-inch clearance from any primary conductor or cable to nearest point of grounded luminaire or bracket.
2. Secondary Conductors – Maintain minimum 3-inch vertical clearance from secondary wires or cable to nearest point of grounded luminaire bracket. (NESC Table 239-1)
3. Communications Cables – Maintain minimum 4-inch vertical clearance from closest communication cable to nearest point of grounded luminaire bracket. (NESC Table 238-2)

Maintain minimum 3-inch clearance from closest communications cable to nearest point of luminaire supply conductors drip loop. Luminaire supply conductors must be covered with non-metallic flexible conduit. (NESC 238D)

4. Location on Pole – Always install the outdoor light BELOW the secondary conductors. This applies to new installations and any time an existing outdoor light is relocated or transferred to a new pole.

CLEARANCES FROM OVERHEAD CONDUCTORS			
nationalgrid	CUSTOMER OWNED OUTDOOR LIGHTING STANDARD	STANDARD NUMBER	ISSUE
		10 – (page 5 of 14)	07/14

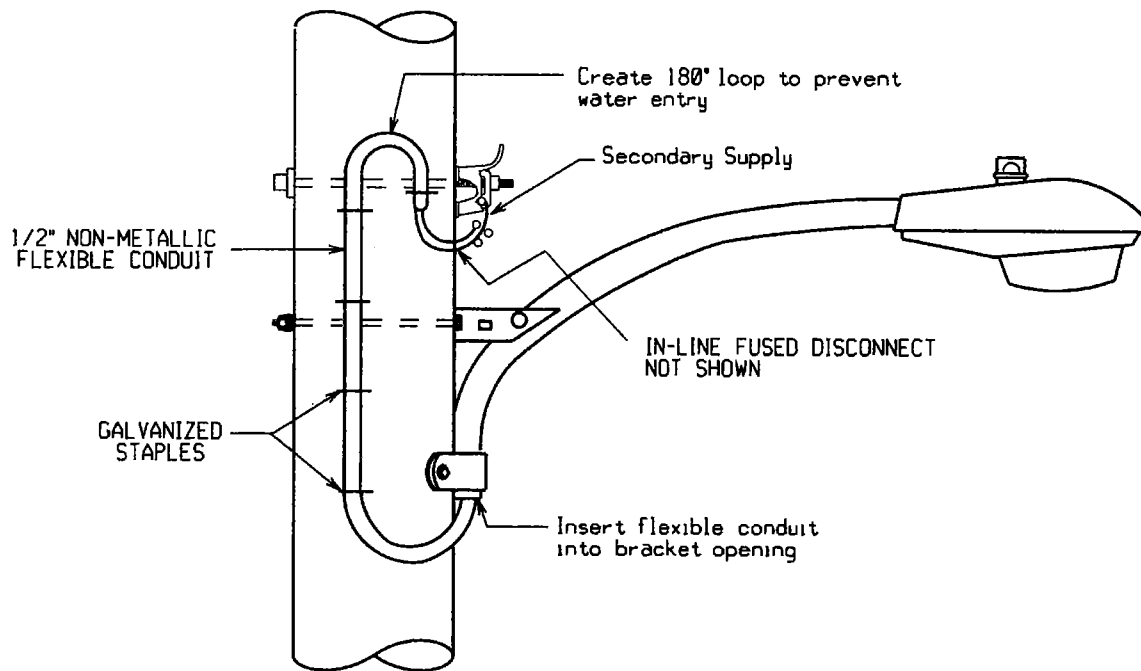


Figure 4 - Mechanical Protection for Overhead Supplied Outdoor Light Fixture Conductors

1. NESC Table 239G1 requires that all luminaire supply conductors (#10 AWG) shall have mechanical protection (1/2" non-metallic flexible conduit) installed from the point where they leave the pole end of the bracket to the connection to the secondary supply in order to take advantage of the clearance dimensions shown on page 5.
2. Insert the non-metallic flexible conduit into the bracket opening and extend up the pole to the secondary supply.
3. Create a 180 degree loop at the secondary supply to prevent rain water from entering and becoming trapped inside the flexible conduit.
4. Secure the non-metallic flexible conduit with galvanized staples spaced 12-inches apart or closer as necessary.

MECHANICAL PROTECTION FOR OVERHEAD OUTDOOR LIGHTING FIXTURE CONDUCTORS			
ISSUE	STANDARD NUMBER	CUSTOMER OWNED OUTDOOR LIGHTING STANDARD	nationalgrid
07/14	10 – (page 6 of 14)		

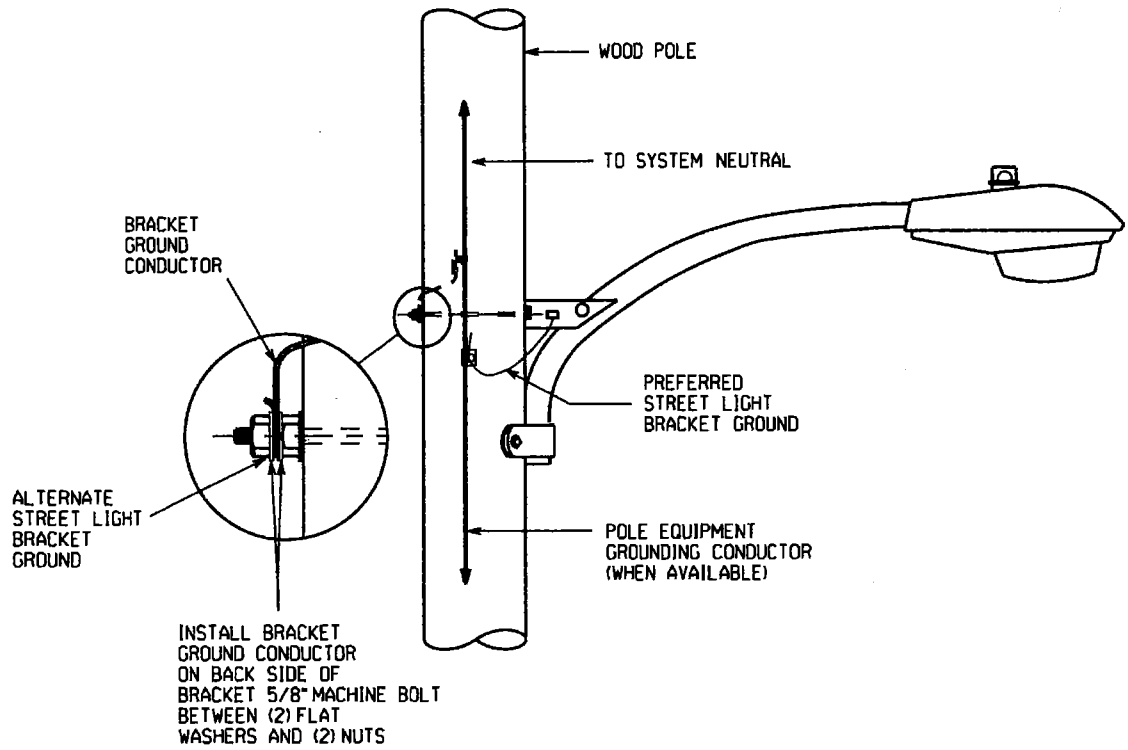


Figure 5 – Grounding of Overhead Supplied Outdoor Light

1. Every outdoor light bracket shall be grounded. Install a #4 AWG stranded copper conductor with enough length to connect to the pole equipment grounding conductor (when available) or to the secondary system neutral. Final connections to National Grid conductors may be made by a Qualified Worker.
2. Many brackets have a bracket grounding bolt located near the wood pole end of the bracket. If none exists, install a bracket grounding bolt on the bracket or connect grounding conductor to the back side of the 5/8" square head machine bolt which secures the bracket to the pole.

GROUNDING OF OVERHEAD SUPPLIED OUTDOOR LIGHTING			
nationalgrid	CUSTOMER OWNED OUTDOOR LIGHTING STANDARD	STANDARD NUMBER	ISSUE
		10 – (page 7 of 14)	07/14

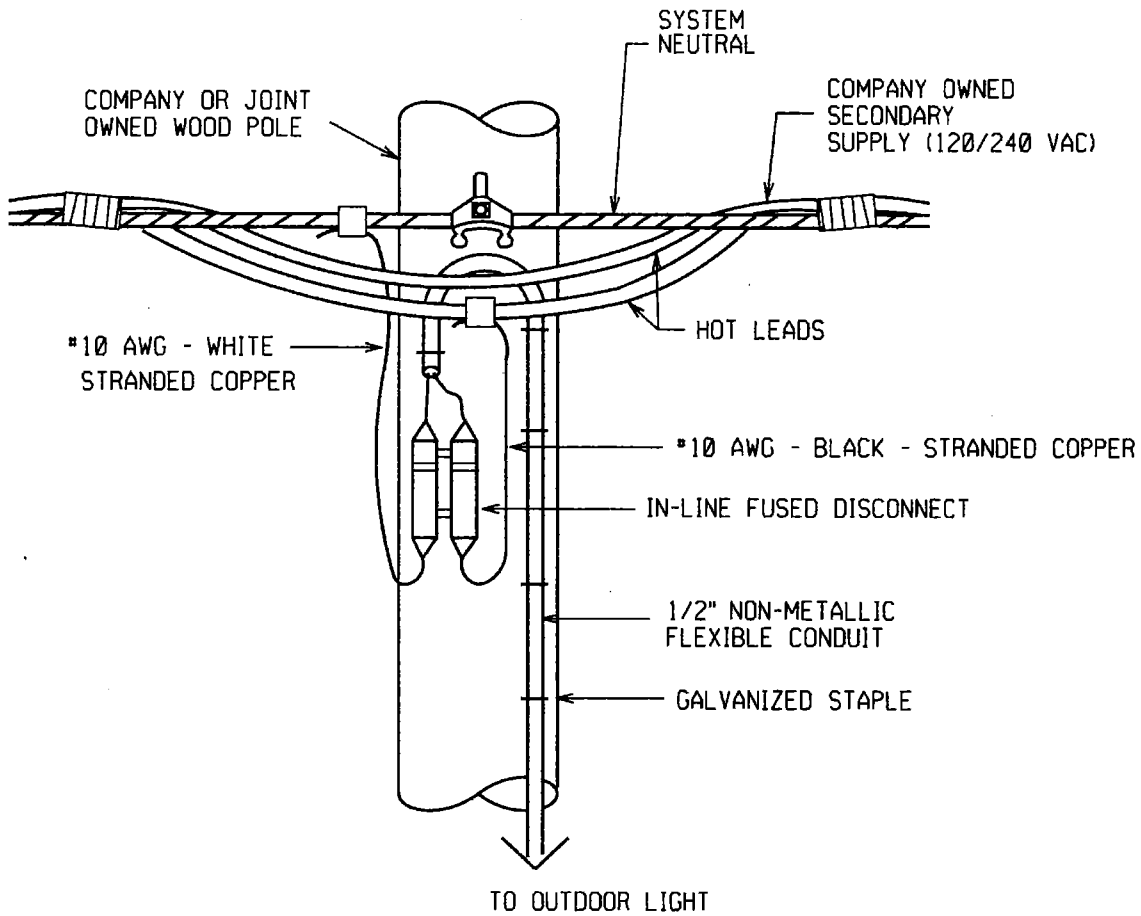


Figure 6 – Connection of Overhead Supplied Customer Owned Outdoor Light to National Grid Overhead Secondary Conductors

1. Every customer outdoor light shall have an in-line fused disconnect as described in "Electrical Separation" on page 3. See page 14 for details on the in-line fused disconnect.
2. Secure the in-line fused disconnect to the pole using a spring loaded conduit clip or galvanized staple.
3. Provide sufficient slack in the luminaire wiring to facilitate fuse replacement.
4. Outdoor lighting fixture wiring shall be #10 AWG 7-strand copper BLACK-WHITE with RHH/RHW/USE-2 insulation.

CONNECTION OF CUSTOMER OWNED LIGHTING TO NATIONAL GRID OVERHEAD SECONDARY CONDUCTORS			
ISSUE	STANDARD NUMBER	CUSTOMER OWNED OUTDOOR LIGHTING STANDARD	nationalgrid
07/14	10 – (page 8 of 14)		

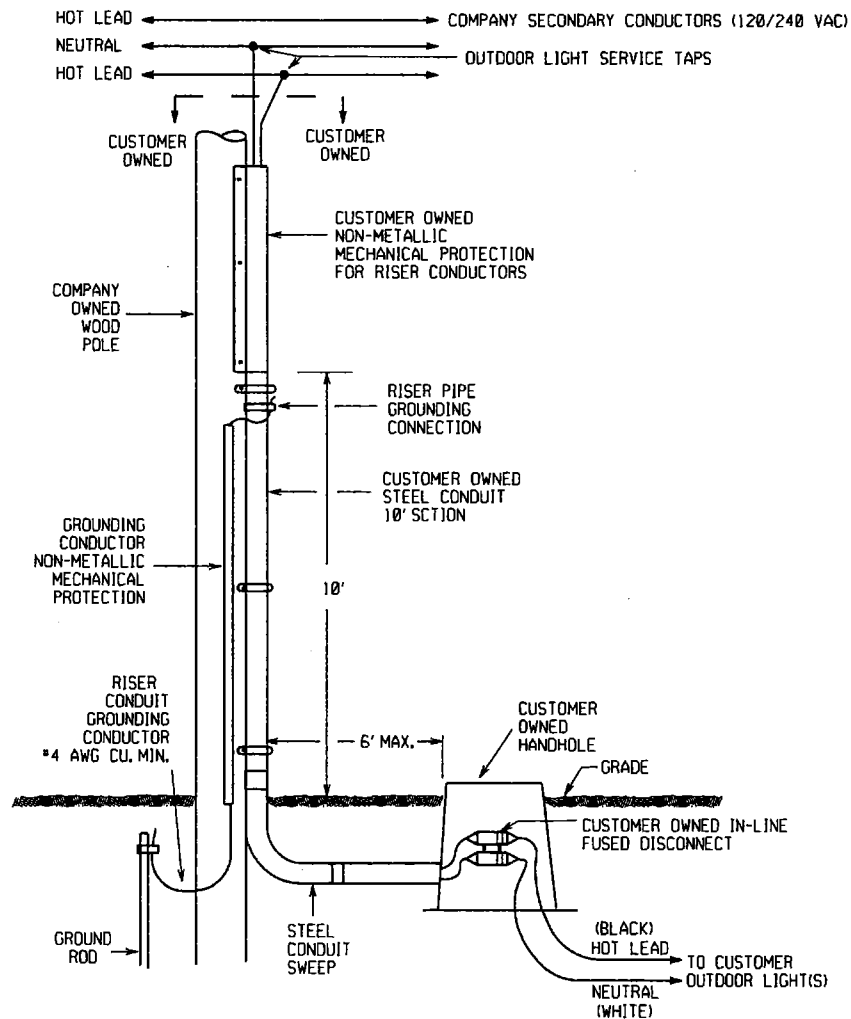


Figure 7 – Connection of Customer Owned Outdoor Lighting Riser to National Grid Overhead Secondary Conductors

1. Install customer owned handhole as shown in Figure 7. Customer owned handhole shall house the in-line fused disconnect. See page 14 for details on the in-line fused disconnect.
2. Always install the riser conduit away from vehicle traffic.
3. No more than (2) riser conduits may be attached to a pole. Consult National Grid Engineering if more than (2) risers are desired.
4. Underground supply conductors shall be #6 AWG 7-strand copper (minimum) with RHH/RHW/USE-2 insulation. Conductors shall be color coded BLACK = Hot lead, WHITE = Neutral.

CONNECTION OF CUSTOMER OWNED OUTDOOR LIGHTING RISER TO NATIONAL GRID OVERHEAD SECONDARY CONDUCTORS			
nationalgrid	CUSTOMER OWNED OUTDOOR LIGHTING STANDARD	STANDARD NUMBER	ISSUE
		10 – (page 9 of 14)	07/14

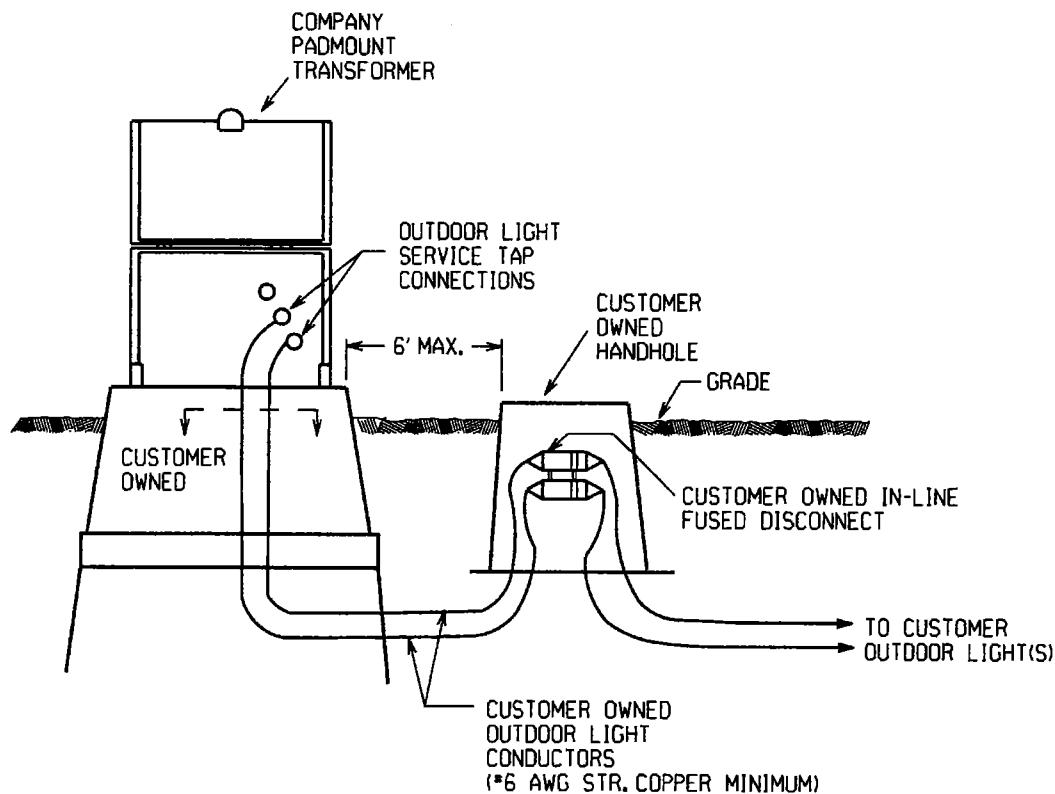


Figure 8 – Connection of Underground Supplied Street Light to National Grid Padmount Transformer

1. Install customer owned handhole as shown in Figure 8. Customer owned handhole shall house the in-line fused disconnect. See page 14 for details on the in-line fused disconnect.
2. Underground supply conductors shall be #6 AWG 7-strand copper (minimum) with RHH/RHW/USE-2 insulation. Conductors shall be color coded BLACK = Hot lead, WHITE = Neutral.
3. In cases where a new customer conduit is to be installed into a National Grid padmount transformer, National Grid shall determine the conduit entrance location at the padmount transformer foundation. The customer shall install the conduit to just outside this location. National Grid shall then create the opening in the padmount foundation and extend the customer conduit into the padmount foundation.
4. All electrical connections or disconnections to the secondary supply may be performed by a Qualified Worker, however, in every case, National Grid personnel shall be present to provide safety supervision and to unlock and relock the padmount transformer.

CONNECTION OF CUSTOMER OWNED LIGHTING TO NATIONAL GRID PADMOUNT TRANSFORMER			
ISSUE	STANDARD NUMBER	CUSTOMER OWNED OUTDOOR LIGHTING STANDARD	nationalgrid
07/14	10 – (page 10 of 14)		

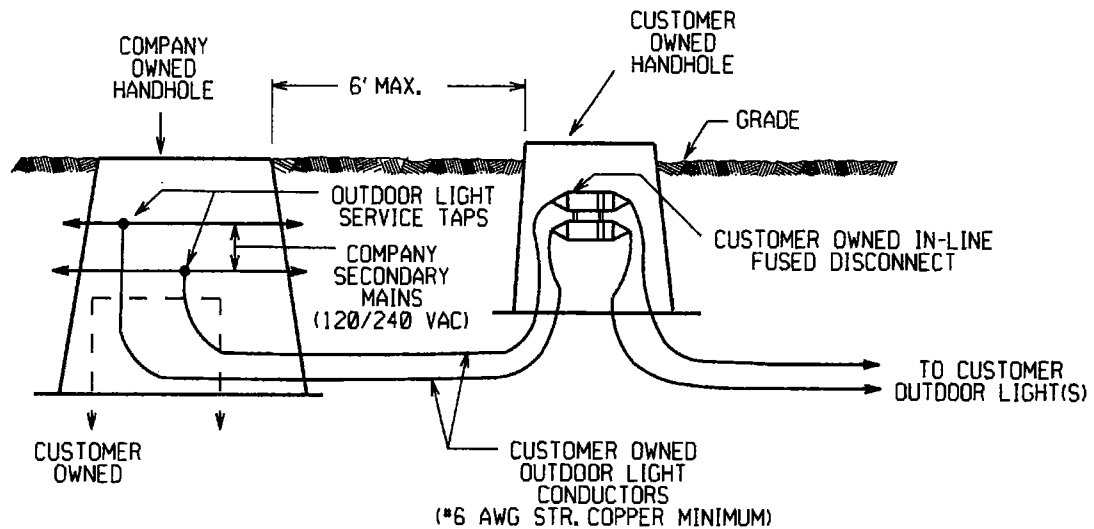


Figure 9 – Connection of Underground Supplied Customer Owned Outdoor Lighting to National Grid Handhole or Manhole – Standard Connection

1. Install customer owned handhole as shown in Figure 9. Customer owned handhole shall house the in-line fused disconnect. See page 14 for details on the in-line fused disconnect.
2. Underground supply conductors shall be #6 AWG 7-strand copper (minimum) with RHH/RHW/USE-2 insulation. Conductors shall be color coded BLACK = Hot lead, WHITE = Neutral.
3. In cases where a new customer conduit is to be installed into a National Grid manhole or handhole, National Grid shall determine the conduit entrance location in the manhole/handhole, The customer shall install the conduit to just outside this location. National Grid shall then create the opening in the manhole/handhole wall and extend the customer conduit into the manhole/handhole.
4. All electrical connections or disconnections to the secondary supply may be performed by a Qualified Worker, however, in every case National Grid personnel shall be present to provide safety supervision.

CONNECTION OF CUSTOMER OWNED LIGHTING TO NATIONAL GRID MANHOLE OR HANDHOLE – STANDARD CONNECTION			
nationalgrid	CUSTOMER OWNED OUTDOOR LIGHTING STANDARD	STANDARD NUMBER	ISSUE
		10 – (page 11 of 14)	07/14

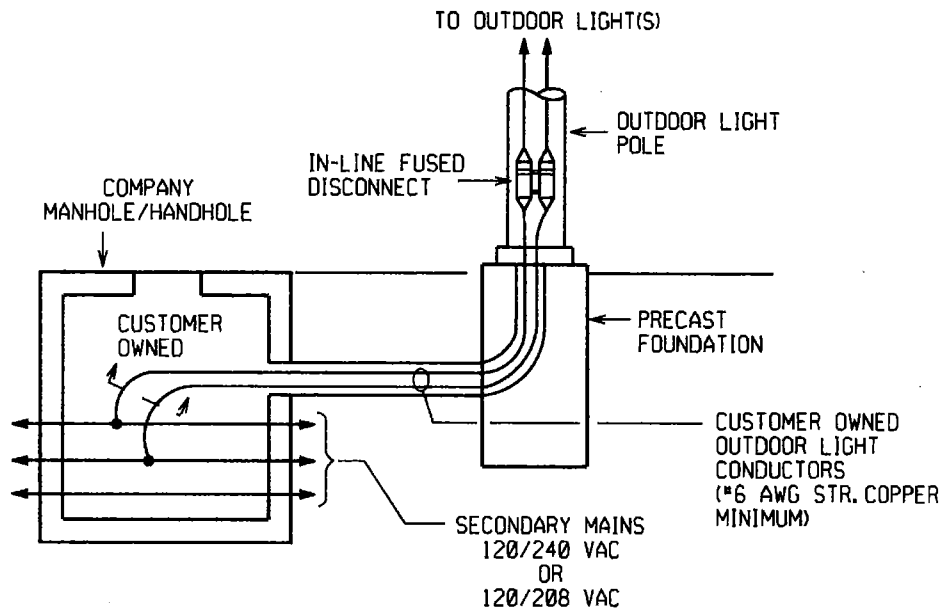


Figure 10 – Connection of Underground Supplied Customer Owned Outdoor Light to National Grid Handhole or Manhole – Non-Standard Connection

1. For all new installations and modifications to existing installations, the customer is required to install an in-ground handhole located as close as possible to the company provided electrical source point, as illustrated in Figures 7, 8, and 9.
2. In the rare case where the customer owned concrete outdoor lighting foundation is immediately adjacent to the National Grid manhole/handhole, installation of an in-ground customer owned handhole may be impossible. In this case, the in-line fused disconnect may be installed inside the pole access handhole. **This is allowed only in cases where no physical space exists to install the in-ground customer owned handhole.** Note that the #6 AWG underground supply conductors between the manhole and the base of the outdoor light are customer owned.
3. Underground supply conductors shall be #6 AWG 7-strand copper (minimum) with RHH/RHW/USE-2 insulation. Conductors shall be color coded BLACK = Hot lead, WHITE = Neutral.
4. In cases where a new customer conduit is to be installed into a National Grid manhole or handhole, National Grid shall determine the conduit entrance location in the manhole/handhole, The customer shall install the conduit to just outside this location. National Grid shall then create the opening in the manhole/handhole wall and extend the customer conduit into the manhole/handhole.
5. All electrical connections or disconnections to the secondary supply may be performed by a Qualified Worker, however, in every case National Grid personnel shall be present to provide safety supervision.

CONNECTION OF CUSTOMER OWNED LIGHTING TO NATIONAL GRID MANHOLE OR HANDHOLE – NON-STANDARD CONNECTION			
ISSUE	STANDARD NUMBER	CUSTOMER OWNED OUTDOOR LIGHTING STANDARD	nationalgrid
07/14	10 – (page 12 of 14)		

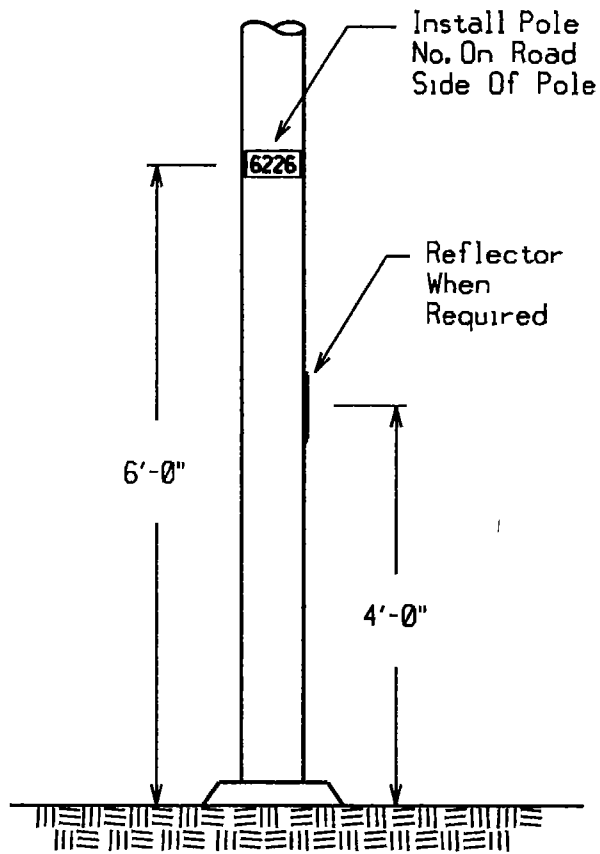


Figure 11 – Pole Numbering - Underground Supplied Customer Owned Lighting

1. Every underground supplied customer lighting pole shall be numbered in accordance with Figure 11.
2. Always use 1-3/4-inch x 3-inch, high intensity white reflective pole number decals.
3. Pole number decals shall be installed horizontal to each other as shown in Figure 11 – not vertical.

POLE NUMBERING – UNDERGROUND SUPPLIED LIGHTING			
nationalgrid	CUSTOMER OWNED OUTDOOR LIGHTING STANDARD	STANDARD NUMBER	ISSUE
		10 – (page 13 of 14)	07/14

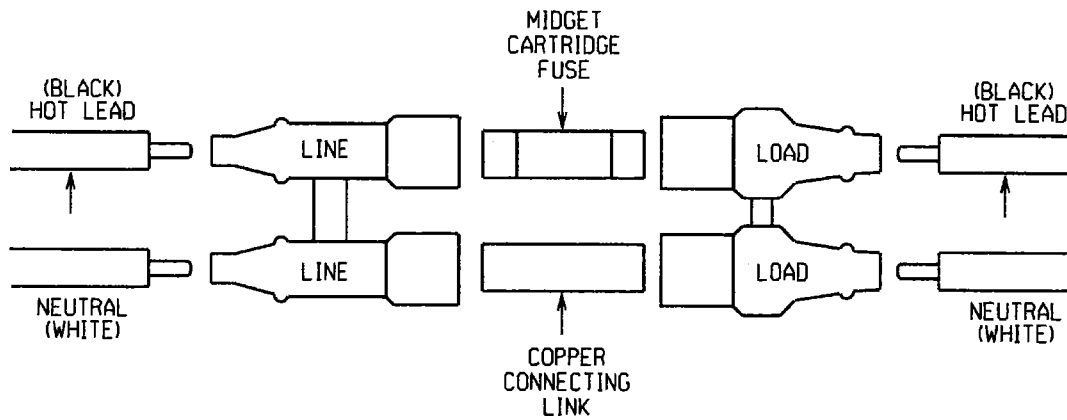


Figure 12 – In-Line Fused Disconnect Details

1. All customer owned outdoor lighting equipment shall be fused using a dual pole, watertight, in-line fuse holder and cartridge style fuse. This fuse, in addition to providing electrical protection, shall serve as a disconnection point for the customer owned outdoor lighting equipment.
2. Fuse Holder
 The fuse holder shall be a watertight device suitable for use in an outdoor environment.

 The fuse holder shall be totally insulated, thus having no exposed energized parts.

 The fuse holder shall accept #14 AWG - #6 AWG stranded copper conductors on both ends.

 The fuse holder shall be a dual pole device allowing simultaneous disconnection of both the 120 VAC hot lead (black wire) and the neutral conductor (white wire).

 The fuse holder shall be designed such that, when separated, the midget cartridge fuse and copper connecting link shall be held captive in the load end of the fuse holder.

 The fuse holder shall be polarized to prevent accidental reversal of the live leg and neutral connections.
3. Cartridge Fuse
 The fuse shall be a non-glass type, midget style cartridge fuse. Fuse dimensions shall be 13/32" diameter x 1½" length.
4. Neutral Connection
 The neutral conductor shall not be fused. Install a 13/32" diameter x 1½" length copper connecting link in place of a cartridge fuse.
5. Always provide sufficient slack in wiring to facilitate fuse replacement.

IN-LINE FUSED DISCONNECT DETAILS			
ISSUE	STANDARD NUMBER	CUSTOMER OWNED OUTDOOR LIGHTING STANDARD	nationalgrid
07/14	10 – (page 14 of 14)		

CITY OF WARWICK

PROPOSAL AND CONTRACT FORM

**TITLE OF SPECIFICATION: RFP2018-185 Professional Services
Streetlight Maintenance**

I. PROPOSAL:

WHEREAS, the CITY OF WARWICK has duly asked for proposals for performance of services and/or supply of goods in accordance with the above-indicated specifications.

The person or entity below does irrevocably offer to perform the services and/or furnish the goods in accordance with the specifications, which are hereby incorporated by reference in exchange for the proposal price below;

This offer shall remain open and irrevocable until the CITY OF WARWICK has accepted this proposal or another proposal on the specifications or abandoned the project.

The bidder agrees that acceptance below by the CITY OF WARWICK shall transform the proposal into a contract. This proposal and contract shall be secured by Bonds, if required by the specifications.

Pricing as Follows

continued next page

PLEASE COMPLETE THIS PAGE & SUBMIT WITH YOUR PROPOSAL

RFP2018-185 Professional Services-Streetlight Maintenance

ITEM	DESCRIPTION	APPX QTY	UNIT	UNIT PRICE	TOTAL AMOUNT
1	Remove and replace luminaire				
1.A	High Pressure Sodium roadway 50W	70	EA	\$	
1.B	High Pressure Sodium roadway 70W	1	EA	\$	
1.C	High Pressure Sodium roadway 100W	835	EA	\$	
1.D	High Pressure Sodium roadway 150W	1	EA	\$	
1.E	High Pressure Sodium roadway 250W	80	EA	\$	
1.F	High Pressure Sodium roadway 400W	4	EA	\$	
1.G	High Pressure Sodium flood 250W	5	EA	\$	
1.H	High Pressure Sodium flood 400W	5	EA	\$	
1.I	Mercury Vapor roadway 400W	1	EA	\$	
1.J	Mercury Vapor flood 400W	2	EA	\$	
2.	Remove and stockpile mast arm and luminaire (stockpile at City facility)				
2.A	High Pressure Sodium roadway 50W	192	EA	\$	
2.B	High Pressure Sodium roadway 100W	90	EA	\$	
2.C	High Pressure Sodium roadway 250W	122	EA	\$	
2.D	High Pressure Sodium roadway 400W	10	EA	\$	
3.	Remove and replace existing mast arm	10	EA	\$	
TOTAL				\$	

continued on next page

PLEASE COMPLETE THIS PAGE & SUBMIT WITH YOUR PROPOSAL

RFP2018-185 Professional Services-Streetlight Maintenance

ITEM	DESCRIPTION	APPX QTY	UNIT	TOTAL AMOUNT
ADD - ALT	Add Alternate:			
	This item shall require the contractor to provide storage units, placed on City property for storage of the mast arms and luminaires to be removed as part of Items 2.A – 2.D.	1	Lump Sum	

TOTAL with ADD - ALTERNATE	\$
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