

**BOARD of TRUSTEES, Warwick Public Library, Warwick RI
BIDS REQUESTED FOR**

Bid #2022L-02 Electrical Work for Elevator Modernization

Specifications are available in the Administrative Office, Warwick Public Library, 600 Sandy Lane, Warwick RI, Monday through Friday, 9:00 AM until 3:00 PM on or after October 15, 2021. This documents will be available on the City of Warwick's website <http://www.warwickri.gov/bids>.

Sealed bids will be received in the Administrative Office, Warwick Public Library, 600 Sandy Lane, Warwick, RI 02889 until **11:00 AM on November 10, 2021**. The bids will be opened publicly commencing at **11:00 AM** on the same day in the Administrative Office, Warwick Public Library.

Awards shall be made on the basis of the lowest evaluated or responsive bid price as per our specifications. Please note that no bids can be accepted via email or fax.

Individuals requesting interpreter services for the hearing impaired must notify the Warwick Public Library at 401-921-9759 at least 48 hours in advance of the bid opening date.

Warwick Public Library

Bid #2022L-02 Electrical Work for Elevator Modernization

Request for Bids

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Awards shall be made on the basis of the lowest evaluated or responsive bid price as per our specifications. Please note that no bids can be accepted via email or fax.

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 noncompliance the Library may declare the contractor in breach and take any necessary legal recourse including termination or cancellation of the contract.

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

All bids should be submitted with one (1) original in a sealed envelope. The exterior of the envelope shall be plainly marked to include: Your Company Name and "Bid #2022L-02 Electrical Work for Elevator Modernization". Bids 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 bid not properly addressed and identified. No bids shall be accepted via fax or email.

All questions pertaining to these specifications should be referred to Jana Stevenson, Director, Warwick Public Library, 600 Sandy Lane, Warwick RI 02889, 401-921-9759.

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

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

The successful bidder must provide the City of Warwick Public Library with an original certificate of insurance for General Liability in a minimum **amount of \$1 million** naming the **City of Warwick as the additional insured** and so stated on the certificate with the bid name and bid number.

The successful bidder must furnish a labor and material bond, and a performance bond in the amount of 100% of the cost of the project within ten (10) calendar days after notification of award of the Library reserves the right to rescind said award.

Failure to provide adequate insurance coverage within the specified duration of time as set forth is a materials breach of contract and grounds for termination of the contract.

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

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. Prevailing Wages will apply to this bid. Current rates may be viewed at <http://www.wdol.gov/dba.aspx#0>.

The IRS Form W-9 must be completed and submitted with the bid if the bidder falls under IRS requirements to file this form.

Prices to be held firm from November 10, 2021 to June 30, 2022.

The Library 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 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.

Awards shall be made on the basis of the lowest evaluated or responsive bid price.

The Board of Trustees of the Warwick Public Library is not obligated to accept the lowest bid and reserves the right to reject any and all bids or amend the scope of the project.

The Library reserves the right to terminate the contract or any part of the contract in the best interests of the Library, upon 30-day notice to the contractor. The Library shall incur no liability for materials or services not yet ordered if it terminates in the best interests of the Library. If the Library terminates in the interests of the Library 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.

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 Library, 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 respondent's bid or response and if the respondent fails or refuses to satisfy fully all of the respondent's obligations there under, the Warwick Public Library shall be entitled to recover from the respondent any losses, damages or costs incurred by the Library as a result of such failure or refusal.

The Library reserves the right to rescind award for non-compliance to bid specifications.

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

Warwick Public Library
Bid #2022L-02 Electrical Work for Elevator Modernization

I. Project description

The Board of Trustees of the Warwick Public Library invites bids for electrical work to be completed in conjunction with the elevator modernization project. The chosen electrician must coordinate work and schedule with the elevator company. Currently the elevator work will begin in the spring of 2022. Some tasks listed below must be completed prior to the elevator modernization project beginning.

II. Background

The Warwick Library is modernizing an existing elevator. Below is a list of items that need to be completed before the work can begin.

III. Specific services sought

1. Electrical Disconnect Switches: Disconnect switches must be lockable, fusible and sized to accept new incoming power requirements from the new equipment. If the elevator power unit is upgraded, the existing power feeders, disconnects size, and electrical conduit sizes may be affected. Provide new disconnect switches, retain existing power supply.
2. Auxiliary Contacts: If emergency battery lowering is being added to each hydraulic elevator, a separate set of auxiliary contacts will be required for the battery lowering feature per code (installed within a new electrical disconnect).
3. Emergency Power: Confirm if emergency power is currently operational at the building and connected to the elevator. A separate electrical transfer switch and pre-signal connection may be required for the elevator. This may also require additional electrical conduit, wiring, and testing of the emergency power.
4. 110V Car Lighting: Install a dedicated 110V fused cab lighting disconnect located next to an existing disconnect or elevator controller.
5. Pit/Machine Room Lighting: Determine whether lighting needs to be added inside the pit area and machine room. Ten (10) foot candles are required in each elevator pit and 19-foot candles are required in each machine room per code. LED light fixtures are preferred in the machine rooms, overhead, and pit areas with an easy-accessible light switch installed in all locations.
6. GFCI Outlets: Confirm that existing outlets in machine room and pit are GFCI outlets or replace with GFCI outlets per code.
7. Include labor & materials for piping to and from new elevator controller, coordinated with elevator contractor.

IV. Site Visit

Respondents to this request who wish to visit the Library may do so by appointment only. Contact Jana Stevenson, Library Director, 401-921-9759.

V. Selection process

All bids must be received at the Library in the office of the Director by 11:00 AM, November 5, 2021 at which time they will be opened publicly.

The Board of Trustees of the Warwick Public Library is not obligated to accept the lowest bid and reserves the right to reject any and all bids or amend the scope of the project.

Bid evaluations will consider costs, qualifications and experience of the respondent.

VI. Bid requirements

All bids must include a completed bid form.

BID FORM

Warwick Public Library

Bid #2022L-02 Electrical Work for Elevator Modernization

CONTRACTOR'S NAME: _____

CONTRACTOR'S ADDRESS: _____

PHONE: _____ FAX: _____

Labor Costs: \$ _____

Total Project Cost: \$ _____

Authorized signature: _____

Printed Name: _____ Date: _____