

INVITATION TO BID
BY
THE TOWN OF OLD ORCHARD BEACH
FOR
Electrical Services for Municipal Facilities

The Town of Old Orchard Beach will receive sealed bids for electrical services for summer comfort stations (W. Grand, Memorial Park, and Milliken Street Parking Lot facility), and other Town facilities on an “as needed” basis. In addition, Town owned light poles (i.e. Old Orchard Street, Milliken Street Parking Lot, Memorial Park, and Dunegrass area).

- Specifications/Requirements may be obtained from and any inquiries directed to:
Bill Robertson PE, Director of Public Works, (207) 934-2250

- Proposals will be received at:
Town of Old Orchard Beach Town Hall
1 Portland Ave.
Old Orchard Beach, ME 04064
Attn: Louise Reid
Phone: (207) 934-5714 ext: 226

- Proposals are due Monday, January 23, 2012, no later than 9:00a.m. They will be publicly opened in the Town Hall Conference Room on Monday, January 23, 2012, at 9:30a.m.

- The Town reserves the right to reject any or all proposals. Any objections to the specifications/requirements as set forth should be filed in writing prior to the proposal deadline.

ELECTRICAL SERVICES FOR THE TOWN OF OLD ORCHARD BEACH

A. Introduction

The Town of Old Orchard Beach is requesting bids from vendors to provide electrical services for municipal facilities for a one-year period, expiring December 31, 2012, with an option by the Town to extend one additional year, until December 31, 2013.

B. Scope of Work

The proposal shall be based on a time and materials scope of work. Work will include, but not limited to, coordination with town departments for access to facilities to be repaired, replace, repair electrical equipment, including street lights at all Town owned locations. When emergencies are reported a response is required in 24 hours or less.

C. Requirements

The Town of Old Orchard Beach prefers proposals to be concise and easy to understand. Do not include unnecessary or extraneous information. Please format the proposal with the following sections. Include all information requested.

Section I – Corporate Profile

This section should include a brief overview and history of your company. Include information about knowledge and experience in the electrical industry. Provide the number of similar accounts that your company has, with specific information. Provide proof of general liability insurance in the amount of \$1,000,000.00.

Also, include a list of at least three customer references with similar needs. Include company name, address, phone number, and point of contact.

A master electrical license is required, as is any journeyman licenses of your work force. Please provide all license information.

Section II – Pricing

Pricing must be submitted in a sealed envelope. An estimate will need to be approved prior to any work, by the Director of Public Works. The estimate must include time and expected materials to be used. The Town will not pay for travel time, mileage, or a first-hour service call fee. Nor will it pay extra for a lift truck for electrical poles. Prior to any work, a purchase order will need to be approved by the Town Manager.

Pricing to include hourly rate of:

Master Electrician: _____/hour

Journeyman Electrician: _____/hour