

# CITY OF SPRINGFIELD

## REQUEST FOR SEALED BID

Title **Electrical Vehicle Charging Station Make-Ready**  
 Bid # **1245**  
 Description **Completion of the necessary trenching, electrical, concrete and asphalt, signage and striping, and site remediation work included to make ready for the installation of Electric Vehicle (EV) Charging Equipment.**

Issue Date **Tuesday, June 6, 2023**  
 Pre-Bid Meeting Date **Tuesday, June 13, 2023**  
 Pre-Bid Meeting Location **City Hall Board Room, 405 N. Main Street, Springfield, TN**

Bid Close Date/Time **Tuesday, June 20, 2023/ 2:00 PM Local Time**  
 Notice of Award Date **Tuesday, July 18, 2023**

**Submit any inquiries on the project to**

Contractor **Seven States Power Corporation**  
 Agent **Lance Irwin or Joe Knox**  
 Address/Location **P.O. Box 11128, Chattanooga, TN 37401**  
 Phone **865-255-2818 or 615-300-5540**  
 Email **[lirwin@7spc.com](mailto:lirwin@7spc.com) or [jknox@7spc.com](mailto:jknox@7spc.com)**

Please include the following information when submitting your response:

|                           |  |
|---------------------------|--|
| Your Company Name         |  |
| Address                   |  |
| Qualifying Representative |  |
| Phone                     |  |
| Email                     |  |

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**SECTION 1**

**GENERAL PROJECT INFORMATION**

Title **Electrical Vehicle Charging Station Make-Ready**  
 Location/Address **401 N Main Street, Springfield, TN 37172**  
 Bid # **1245**  
 Description **Completion of the necessary trenching, electrical, earthwork/  
 site preparation, concrete and asphalt, signage and striping,  
 and site remediation work included to make ready for the  
 installation of Electric Vehicle (EV) Charging Equipment.**

Issue Date **Tuesday, June 6, 2023**  
 Pre-Bid Meeting Date **Tuesday, June 13, 2023**  
 Pre-Bid Meeting Location **City Hall Board Room, 405 N Main Street, Springfield, TN**

Bid Close Date/Time **Tuesday, June 20, 2023/ 2:00 PM Local Time**  
 Notice of Award Date **Tuesday, July 18, 2023**

Owner **Springfield Electric Department**  
 Purchasing Agent **Alia Perry**  
 Address/Location **1000 Central Avenue, Springfield, TN 37172**  
 Phone **615-212-2859**  
 Email **[Alia.Perry@springfieldtn.gov](mailto:Alia.Perry@springfieldtn.gov)**

Est. Start Date **August 2023**  
 Est. Completion Date **September 2023**

Invoice To - Address **1000 Central Avenue West, Springfield, TN 37172**

Payment Terms **Net 30**  
 FOB **Delivered**  
 Currency **USD (US Dollar)**

## **SECTION 2**

### **BID REQUIREMENTS & CERTIFICATIONS**

The Springfield Electric Department will be accepting sealed bids for Electric Vehicle Charging Station Make-Ready.

Sealed bids must be received in the Office of the City Recorder, 405 N. Main Street, Springfield, TN 37172 2:00 PM local time, Tuesday, June 20, 2023. The City reserves the right to reject any and all bids.

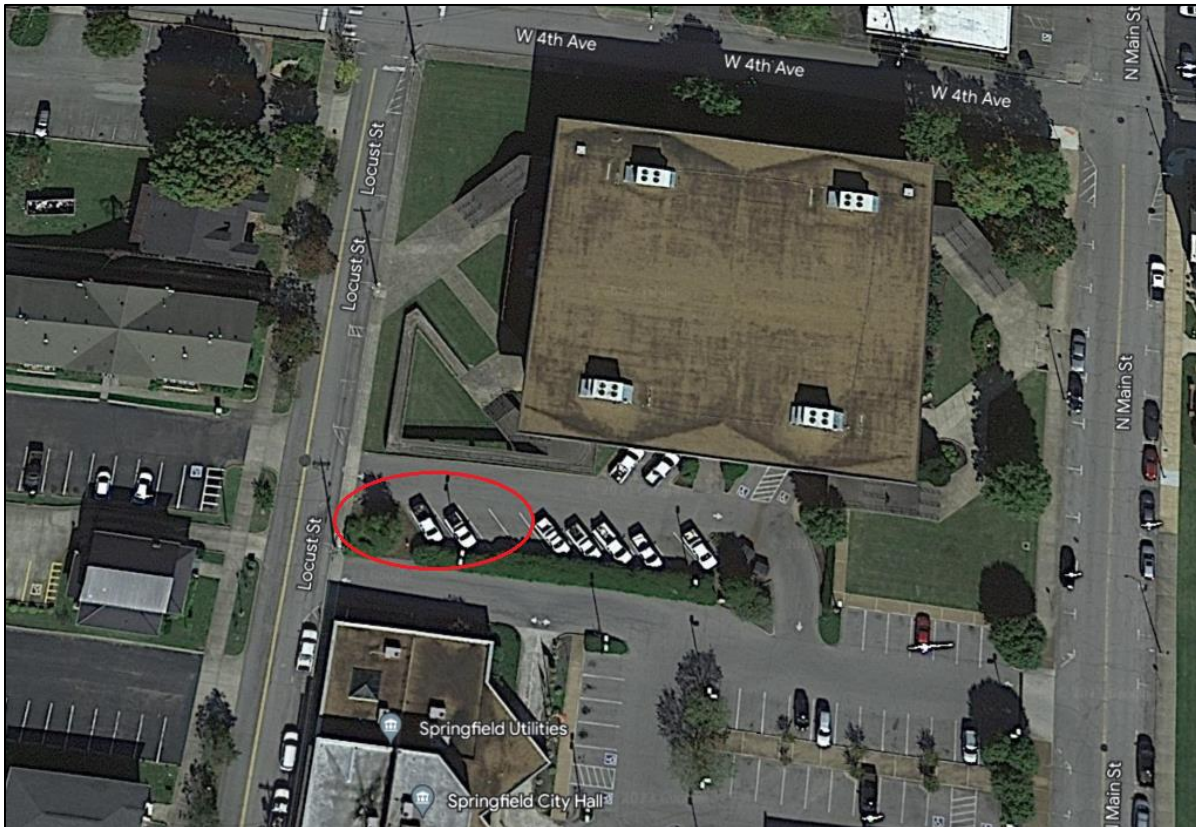
- Contractor shall provide a one (1) year warranty on all labor and materials.
- Contractor, and all sub-contractors, must show proof of bonding, licensing and insurance and must be able to pull permits in the state of Tennessee.
- Contractor shall provide a performance bond equal to 5% of bid amount.
- Contractor certification requirements (ChargePoint certified installer, EVITP)
- Contractor shall obtain and pay for all construction permits and licenses. The Contractor shall pay all applicable governmental charges and inspection fees necessary for the prosecution of the work.
- Contractors are encouraged to attend the pre-bid meeting which will be held at the site.
- When submitting the bid, the Contractor guarantees pricing for a period of sixty (60) days. This will allow Springfield Electric Department to submit the bid to the Board of Mayor and Aldermen for approval and award. This meeting occurs the third Tuesday of each month.
- The Contractor shall be responsible for initiating, maintaining and supervising all safety rules and programs as set forth in the National Electric Code, Occupational Safety and Health Association and Tennessee Occupational Safety and Health Association manuals.
- All Contractors submitting bid must include a signed "Iran Divestment Act" form. Failure to include this form will result in the bid being excluded from consideration. This form is included on Page 11 of this packet.

## SECTION 3

### SCOPE OF WORK

**Project Title** - Electrical Vehicle Charging Station Make-Ready

**Project Location** – 401 N Main Street, Springfield, TN 37172



**Project Scope** - Project consists of the site work and electrical activities to facilitate the installation of paired ChargePoint Express 250 equipment to provide up to 125kW of rapid electric vehicle charging capability. The installation and activation of the EV charging equipment is not included in this scope of work; however, the EV charger footprint template will be provided by the owner for anchor bolt and electrical conduit layout and installation by the awarded bidder.

A project schedule shall be submitted as part of the offer in conjunction with the provided bid form. Please include a proposed start and completion date, showing any critical path items including equipment lead times and contingency plans.

The awarded bidder shall provide the following services.

Note: The following items should not be considered an all-inclusive list. All work shall be performed in accordance with the included site drawings and technical specifications. Contractor shall assume full responsibility for complying with all federal, state, and local codes and requirements needed to provide project completion in accordance with the Authority Having Jurisdiction (AHJ), as applicable.

## SITE PREPARATION

- Prior to beginning work, a pre-construction meeting is to be held on site including a representative from the awarded bidder, an owner's representative, and a representative of the site-host partner (if applicable) to discuss the project's proposed logistics and schedule.
- Provide adequate traffic cones, barricades, and/or fencing to maintain a safe work environment and provide public hazard protection for the duration of the project.
- Coordinate with the City of Springfield Electric Department to confirm location, size, and dimensions of the new service transformer pad, required electrical risers, metering requirements, and location of the utility interconnect point.
- Perform demolition of the existing curbing, concrete or asphalt pavement, dirt and/or shrubbery to prepare for all necessary site work per the project *Site Drawings*. No trees larger than 3-inches in diameter shall be removed without prior approval from an owner's representative. Demolded material shall be removed from the site and disposed of at the awarded bidder's expense. Project site shall remain in an orderly state and all waste shall be removed daily.
- Perform dirt removal, paving and curbing for new parking space.

## ELECTRICAL INSTALLATION

- Coordinate with the City of Springfield Electric Department for the new service requirements for the conduit and wiring to facilitate the installation of electric utility service equipment.
- Provide all trenching/boring and backfill required for the installation of necessary underground electrical conduit per the project *Site Drawings*. Please provide rock removal cost per hour if rock is encountered during site excavation activities. Rock removal consists of bedrock encountered at continuous depth, and does not include isolated rock removal. Rock removal must be approved and documented in order to receive reimbursement.
- Install all necessary electrical conduit, fittings, supports, enclosures, panelboards, distribution devices, and wiring to provide electrical service from the utility interconnect to the new Electric Vehicle DC Fast Charge Equipment and lighting structures (if required) per the project *Site Drawings* and the equipment manufacturers *Site Design Guide*.
- Provide adequate protection to close off and keep free of debris and/or water all installed conduit prior to the installation of final wiring.

## SITE WORK

- Install all necessary formwork, rebar, anchor bolts, concrete foundations and curbing, concrete or asphalt pavement, railings, signage post, wheel stops and/or bollard protection per the project *Site Drawings* and the equipment manufacturers *Site Design Guide*.
- Install all necessary signage and parking lot striping per the project *Site Drawings*.

## PROJECT CLOSEOUT

- Provide damage and/or theft protection to exposed conduit and wiring until the installation of EV charging equipment. Coordination may be required with charging equipment installer to complete electrical installation.
- Provide lock out/tag out devices on all energized distribution devices prior to the installation of EV charging equipment.

- Complete site remediation to facilitate the installation of the EV charging equipment. This includes, but not limited to, removing temporary protective devices, topsoil grading, establishing vegetative ground cover, sweeping parking lot, and the removal of all construction debris from the site.
- Complete and submit the ChargePoint Construction Signoff documentation attached in the project *Technical Specifications* for Make-Ready validation.

## **SECTION 4**

### **SITE DRAWINGS**

3D renderings

Electrical layout and schematics (included in Electrical Design under Technical Specifications)

Sample of Pad Mount Transformer Pad Detail



## **SECTION 5**

### **TECHNICAL SPECIFICATIONS**

ChargePoint Express 250 Electrical – Single Line Diagram

ChargePoint Express 250 Specifications and Ordering Information

ChargePoint Express 250 Site Design Guide for Standalone and Paired Stations

ChargePoint Express 250 Mounting Template

Charging Station Pad Information

Pad Mount Transformer Pad Information/Charging Station Pad Information/Bollard Notes

ChargePoint Paired CPE250 Diagram

### **ADDITIONAL DOCUMENTS**

Iran Divestment Act Notice **\*\*Must be signed and returned in bid submittal\*\*** - See Page 11.

ChargePoint Express 250 Construction Signoff Form

**SECTION 6**

**BID FORM**

Submit *Bid Form* with a completed Bid Information Sheet (Page 1) and a proposed construction schedule detailed per the Scope of Work.

|  |  |
|--|--|
| Company Name                                   |  |
| Company Address                                |  |
| Contractor's License Number and Classification |  |

| Item                       | Quantity | Unit  | Cost (USD) per Unit | Extended Cost (USD) |
|----------------------------|----------|-------|---------------------|---------------------|
| Project Price              | 1        | Total |                     |                     |
| Rock Removal (Provisional) | 1        | Hour  |                     |                     |

|             |  |
|-------------|--|
| Total (USD) |  |
|-------------|--|

\_\_\_\_\_

Authorized Representative

\_\_\_\_\_

Date

\_\_\_\_\_

Print

\_\_\_\_\_

Title

**SECTION 7****IRAN DIVESTMENT FORM**

# IRAN DIVESTMENT ACT NOTICE

Tenn. Code Ann. § 12-12-106 requires the chief procurement officer to publish, using credible information freely available to the public, a list of persons it determines engage in investment activities in Iran, as described in § 12-12-105.

For these purposes, the State intends to use the attached list of “Entities determined to be non-responsive bidders/offerors pursuant to the New York State Iran Divestment Act of 2012.”

While inclusion on this list would make a person ineligible to contract with the state of Tennessee, if a person ceases its engagement in investment activities in Iran, it may be removed from the list.

If you feel as though you have been erroneously included on this list please contact the Central Procurement Office at [CPO.Website@tn.gov](mailto:CPO.Website@tn.gov).

List Date: May 4, 2022

Source: <https://www.ogs.ny.gov/iran-divestment-act-2012>

- |  |   |
|--|---|
| 1. Ak Makina, Ltd.   | 25. Sinohydro Co., Ltd.   |
| 2. Amona   | 26. Sinopec Corp. (China<br>Petroleum & Chemical<br>Corporation)              |
| 3. Bank Markazi Iran<br>(Central Bank of Iran)                         | 27. SKS Ventures  |
| 4. Bank Mellat   | 28. SK Energy Co., Ltd.   |
| 5. Bank Melli Iran   | 29. Som Petrol AS   |
| 6. Bank Saderat Iran   | 30. Unipet (China International<br>United Petroleum & Chemicals<br>Co., Ltd.) |
| 7. Bank Sepah  | 31. Zhuhai Zhenrong Co.   |
| 8. Bank Tejarat  |   |
| 9. China Precision Machinery<br>Import- Export Corporation<br>(CPMIEC) |   |
| 10. ChinaOil (China National United<br>Oil Corporation)                |   |
| 11. China National Offshore Oil<br>Corporation (CNOOC)                 |   |
| 12. China National Petroleum<br>Corporation (CNPC)                     |   |
| 13. Indian Oil Corporation   |   |
| 14. Kingdream PLC  |   |
| 15. Naftiran Intertrade Co. (NICO)                                     |   |
| 16. National Iranian Tanker Co.<br>(NITC)                              |   |
| 17. Oil and Natural Gas Corporation<br>(ONGC)                          |   |
| 18. Oil India, Ltd.  |   |
| 19. Persia International Bank  |   |
| 20. Petroleos de Venezuela<br>(PDVSA Petróleo, SA)                     |   |
| 21. PetroChina Co., Ltd.   |   |
| 22. Petronet LNG, Ltd.   |   |
| 23. Sameh Afzar Tajak Co. (SATCO)                                      |   |
| 24. Shandong FIN CNC Machine<br>Co., Ltd.                              |   |

# IRAN DIVESTMENT ACT

“By the submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not a person included within the list created pursuant to § 12-12-106.”

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

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

Title: \_\_\_\_\_