

INVITATION FOR BID # 01-2020GEN

SECTION ONE: SPECIFICATIONS

PROJECT: SOLAR PHOTOVOLTAIC SYSTEM FOR THE WILLARD RECREATION CENTER

BID DATE: _____

BID OPENING: SEALED BIDS WILL BE PUBLICLY OPENED AND READ AT CITY HALL ON THE 27th DAY OF February , 2020 AT 10:00 A.M.

OVERVIEW: The City of Willard (City) is soliciting proposals from a qualified contractor/vendor to design, fabricate, deliver and install a ground mounted solar photovoltaic (PV) system.

The contractor/vendor must demonstrate the ability to perform the work described in the scope of services set forth in this solicitation and have demonstrated experience successfully performing comparable work.

TENTATIVE SCHEDULES:

PROPOSAL DUE	<u>02/27/2020 10:00 a.m.</u>
SELECTION NOTIFICATION	<u>mid-March</u>
DESIGN AND CONSTRUCTION	<u>October 2020</u>
COMMERICAL OPERATION DATE	<u>December 2020</u>

Proposal shall be received no later than 02/27/2020 10:00 a.m.

All inquiries should be directed to:

Jennifer Rowe, City Clerk
City of Willard
224 W. Jackson, PO Box 107
Willard, MO 65781

SECTION TWO: SCOPE OF SERVICES

OBJECTIVE: Contractor/vendor shall provide a total “turn key” project including all necessary equipment, materials, design, manufacturing and installation services for the installation of a ground mounted utility – interactive PV system that shall produce a minimum of 176,249 kWh alternate current (AC) per year at the point of interconnection (POI).

- Contractor/vendor shall prepare a system summary detailing equipment/size and predicted system energy production.
- Contractor/vendor shall install the project such that it is operational and compliant with all applicable standards, building codes, interconnection requirements and Missouri requirements. After approval by City of the final design package, the contractor/vendor shall provide all necessary construction services to successfully complete the PV system installation.
- The ground mounting system shall be either directly anchored into the ground (driven piers, concrete footers, etc.) or ballasted on the surface without ground penetration.
- Panels orientation and tilt shall be based on site latitude and wind conditions.
- All lines interconnecting PV arrays to the POI shall be underground.
- Winning bidder will be required to submit design drawings stamped by a licensed professional engineer specifying connection voltage and location.
- The proposal shall provide an estimated energy delivery for each array and for the total for the year. The estimated annual energy delivery shall be a minimum of 176,249 kWh AC per year at POI.
- All PV hardware components shall be either stainless steel or aluminum. PV structural components shall be corrosion resistant.
- The project shall have at least one (1) production meter at POI of the building.

SECTION THREE: TECHNICAL REQUIREMENT AND REFERENCE MATERIALS

- The installation and equipment shall comply with all applicable building and electrical codes. Only UL products shall be used as components in the project.
- The contractor/vendor shall provide:
 - A web-based monitoring system for twenty (20) years.
 - Design and construction supervision.
 - Construction material, equipment and labor.
 - Conceptual design drawings.
 - Warranted and guarantees for twenty (20) years.
 - An estimate of the project timeline and schedule.
- The awarded contractor/vendor will secure from the utility company all required rights, approvals and interconnection agreements at no additional cost to City. The awarded contractor will complete or assist in completing and submitting in a timely manner all documentation required to qualify for available incentives, government loans, grants or other incentives/rebates that are available to City.
- The contractor/vendor is responsible for preparing required submission for obtaining net energy metering and interconnection agreement from Empire District Electric Company.
- PV modules shall be a commercial, off-the-shelf product and shall consist of a Tier I photovoltaic modules as defined by industry standards.
- The contractor/vendor shall provide surge protection on all electrical system.
- Contractor/vendor shall provide four (4) detailed operation and maintenance manuals including a diagram of system components; a description of normal operation; safety consideration; preventative maintenance requirements; and to provide City with approved training for designated personnel in the operation of the entire PV energy system.

SECTION FOUR: ADDITIONAL NOTIFICATION AND REQUIREMENT

- All work under this contract shall be subject to Missouri laws relating to prevailing wages. Burden for compliance with these laws rest with contractor.
- All work done under this contract must comply with a Drug Free Workplace.
- The City reserves the right to reject any or all bids and to waive irregularities in bidding.
- The City reserves the right to purchase material or equipment from more than one bidder.
- The City reserves the right to increase, decrease or delete items in the proposal in order to match an increase or decrease in the size of the project.
- All contractors involved in municipal public works costing more than fifty thousand dollars (\$50,000) are required to post public works bonds – payment and material bonds (Section 107.170.2 RSMo. 2016)
- Contractor will be required to provide proof of liability insurance.
- The City of Willard requires all contractors to adhere to the Equal Opportunities in Employment guidelines as set forth within Federal and State guidelines. By signing and submitting a proposal for this contract to the City, the contractor does certify, to adhere to said guidelines.
- Contractor will show proof of liability insurance with a minimum of one million dollars (\$1,000,000) per occurrence and in the aggregate and will provide proof of worker's compensation coverage.