

STATE OF NORTH CAROLINA/BUNCOMBE COUNTY SCHOOLS

REVISED REQUEST FOR PROPOSAL

RFP # 32-18

PROJECT: Administrative Facility Electrical Switchgear Replacement

PROJECT DESIGNER: Richard Edwards – Electrical Supervisor & Gerald Isbouts – Project Manager

USING AGENCY: Buncombe County Schools

ISSUE DATE: April 16, 2018

Proposals subject to the conditions made a part hereof will be received until **4:00 pm, April 25, 2018** for furnishing all labor, materials, equipment, and services incidental and implied, for completion of the project described herein.

Pre-Bid Conference: A pre-bid conference was held at 10:30 am on Thursday, April 12, 2018 at Buncombe County Schools (Maintenance Conference Room), 175 Bingham Road, Asheville, NC 28806.

SEND ALL PROPOSALS DIRECTLY TO THE ADDRESS AS SHOWN BELOW:

Buncombe County Schools, Purchasing Division

175 Bingham Road

Asheville, NC 28806

FAX: (828) 251-1730 (fax is not guaranteed, call to confirm 828-255-5890)

NOTE: Indicate firm name and RFP number on the front of each sealed proposal envelope or package, along with the date for receipt of proposals specified above.

Direct inquiries concerning this RFP to: Richard Edwards, Electrical Supervisor, Phone: (828) 225-1110
Gerald Isbouts, Project Manager, Phone: (828) 225-1108
Tiffany McCants, Purchasing Officer, Phone: (828) 255-5891

THE PROCUREMENT PROCESS

The following is a general description of the process by which a firm will be selected to provide services.

1. Request for Proposals (RFP) is issued to prospective contractors.
2. A pre-proposal conference and/or deadline for written questions is five days prior to due date.
3. Proposals in one original will be received from each offeror in a sealed envelope or package. Each original shall be signed and dated by an official authorized to bind the firm. Unsigned proposals will not be considered.
4. All proposals must be received by the issuing agency not later than the date and time specified on the cover sheet of this RFP.
5. At that date and time the proposals from each responding firm will be opened. Interested parties are cautioned that these costs and their components are subject to further evaluation for completeness and correctness and therefore may not be an exact indicator of an offeror's pricing position. Informal proposals (less than \$ 300,000) are confidential until such time that award has been made. Thereafter, the purchasing division will furnish bid tabs upon request.
6. At their option, the evaluators may request oral presentations or discussion with any or all offerors for clarification or to amplify the materials presented in any part of the proposal. However, offerors are cautioned that the evaluators are not required to request clarification; therefore, all proposals should be complete and reflect the most favorable terms available from the offeror.
7. Proposals will be evaluated per completeness, content, experience with similar projects, ability of the offeror and its staff, and cost. Award of a contract to one offeror does not mean that the other proposals lacked merit, but that, all factors considered, the selected proposal was deemed most advantageous to the State.
8. Offerors are cautioned that this is a request for offers, not a request to contract, and the State/Buncombe County Schools reserves the unqualified right to reject all offers when such rejection is deemed to be in the best interest of the State.

(NOTE: THIS FORM MUST BE FULLY EXECUTED AND RETURNED FOR CONSIDERATION OF PROPOSAL)

*****REVISED*** PROPOSAL FORM**

Administrative Facility Electrical Switchgear Replacement

RFP# 32-18

DUE DATE: April 25, 2018 by 4:00 PM

By submitting this proposal, the potential contractor certifies the following:

- ** This proposal is signed by an authorized representative of the firm.
- ** It can obtain and submit to the Owner insurance certificates as required within 5 calendar days after notice of award.
- ** The cost and availability of all equipment, materials, and supplies associated with performing the services described herein have been determined and included in the proposed cost.
- ** All labor costs, direct and indirect, have been determined and included in the proposed cost.
- ** All taxes have been determined and included in the proposed cost.
- ** The offeror has attended the conference (*if applicable*) or conducted a site visit and is aware of prevailing conditions associated with performing these services.
- ** The potential contractor has read and understands the conditions set forth in this RFP and agrees to them with no exceptions.

Therefore, in compliance with this Request for Proposals, and subject to all conditions herein, the undersigned offers and agrees, if this proposal is accepted within 45 days (normally less) from the date of the opening, to furnish the subject services for a cost not to exceed:

Base Bid: The project includes replacement of existing breakers in existing Square D Switchgear and distribution panels located in the main electrical room, along with minor electrical work. Project requires close coordination for outages with B.C.S. Maintenance.

\$ _____ dollars and _____/100 \$ _____

Alternate #1 (DEDUCT): Deduct generator and all generator related work from scope in main bid.

\$ _____ dollars and (\$ _____)

Alternate #2 (DEDUCT): Deduct generator (owner will supply).

\$ _____ dollars and (\$ _____)

Addendums received and used in computing bid: Yes/No _____

Number of addendums received: _____

OFFEROR: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

TELEPHONE NUMBER: _____ FAX: _____

FED ID No: _____ Type & License #: _____

E-MAIL: _____ MBE Status: _____

Principal Place of Business if different from above (See General Information on Submitting Proposals, Item 18):

BY: (Signature) _____ TITLE: _____

DATE: _____ (Typed or printed name) _____