

CITY OF LAKEPORT

*Over 100 years of community,
pride, progress, and service*



Request for Proposal

CITY OF LAKEPORT

REQUEST FOR PROPOSAL PROCESS:

Inquiries:

All inquiries related to this Request for Proposal are to be sent via email to pharris@cityoflakeport.com

Closing Date:

The City of Lakeport will receive sealed proposals for the “**Standby Generators Procurement**” at City of Lakeport, 225 Park Street, Lakeport, CA 95453 until **Tuesday, July 14, 2020 at 2:00 p.m.** Bids shall be opened at that time and place. Sealed bids should be addressed to the City Clerk.

The **City of Lakeport** reserves the right to reject any or all bids, to waive any informality, and to re-advertise for new proposals.

The **City of Lakeport** is an Equal Opportunity Employer, Minority and Women-Owned businesses are encouraged to bid.

Each proposal shall be submitted in a sealed envelope addressed to the City Clerk, City of Lakeport, and plainly marked on the outside of the Envelope: “**Proposal for Standby Generators Procurement**”. The envelope shall show the name and address of the Bidder. If mailed to the City, the bid envelope shall be enclosed in another envelope addressed to the City Clerk.

Late proposals will not be accepted

Irrevocability of Proposals:

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By submission of a clear and detailed written notice, the Proponent may amend or withdraw its proposal prior to the closing date and time. Upon closing time, all proposals become irrevocable. By submission of a proposal, the Proponent agrees that should its proposal be successful, the Proponent will enter into a contract with the City.

Proponents Expenses:

Proponents are solely responsible for their own expenses in preparing a proposal and for subsequent negotiations with the City, if any. If the City elects to reject all proposals, the City will not be liable to any Proponent for any claims, whether for costs or damages incurred by the Proponent in preparing the proposal, loss of anticipated profit in connection with any final Contract, or any other matter whatsoever.

Firm Pricing:

Prices will be firm for the items and property sought. All costs, fees, charges and penalties shall be included in the final total by the Proponent.

Local Proponent :

Pursuant to Lakeport Municipal Code section 3.04.060, all bids will be evaluated with a ten percent preference to local businesses. A bid received from a local business will be tabulated as if it were ten percent lower than the figure actually set forth in the bid. To qualify as a local business, the business shall submit with its bids an affidavit that demonstrates its eligibility as a local business.

Currency and Taxes:

Prices quoted must:

- 1) Be in U.S. dollars.
- 2) Include all tax and licensing customary to this type of service including but not limited to sales tax if applicable.
- 3) Include delivery to:

City of Lakeport Corporation Yard
591 Martin Street
Lakeport, CA 95453

Acceptance of Proposals:

- 1) This Request for Proposal should not be construed as an agreement to purchase goods or services. The City is not bound to enter into a contract with the Proponent who submits the lowest priced proposal

or with any proponent. Proposals will be assessed in light of the evaluation criteria. The City will be under no obligation to receive further information, whether written or oral, from any proponent.

- 2) Neither acceptance of a proposal nor execution of a contract will constitute approval of any activity or development contemplated in any proposal that requires any approval, permit or license pursuant to any federal, state, or municipal statute, regulation or by-law.
- 3) Time is of the essence. Proponent must provide lead time for delivery, as this may determine whether a proposal is deemed responsible. .

Definition of Contract:

Notice in writing to a Proponent that it has been identified as the successful proponent and the subsequent full execution of a written contract and purchase order will constitute a contract for the goods or service, and no Proponent will acquire a legal or equitable rights or privileges relative to the goods or services until the occurrence of both such events.

Modification of Terms:

The City reserves the right to modify the terms of the Request for Proposal at any time in its sole discretion. This includes the right to cancel this Request for Proposal at any time prior to entering into a contract with the successful Proponent.

Description of Equipment:

(4) Commercial Grade/Industrial Rated Generators and Automatic Transfer Switches All generators must be the same brand.

1. 80 KW Industrial Diesel 3-Phase 120/208V Stationary Standby Generator
 - a. Level 3 Acoustic Enclosure
 - b. EPA Tier 4 Certified
 - c. 72 Hour Double Wall Base Tank
 - d. 200 AMP Automatic Transfer Switch
2. 80 KW Industrial Diesel 3-Phase 120/208V Stationary Standby Generator
 - a. Level 3 Acoustic Enclosure
 - b. EPA Tier 4 Certified
 - c. 72 Hour Double Wall Base Tank
 - d. 400 AMP Automatic Transfer Switch

3. 80 KW Industrial Diesel 3-Phase 120/208V Stationary Standby Generator
 - a. Level 3 Acoustic Enclosure
 - b. EPA Tier 4 Certified
 - c. 72 Hour Double Wall Base Tank
 - d. 600 AMP Automatic Transfer Switch

4. 200 KW Industrial Diesel 3-Phase 480V Stationary Standby Generator
 - a. Level 3 Acoustic Enclosure
 - b. EPA Tier 4 Certified
 - c. 72 Hour Double Wall Base Tank
 - d. 300 AMP Automatic Transfer Switch