

**REQUEST FOR PROPOSALS FOR GENERATOR
AND ASSOCIATED IMPROVEMENTS AT STERLING MUNICIPAL BUILDING
1183 PLAINFIELD PIKE, STERLING, CT 06377**

The Town of Sterling, CT requests written proposals from licensed and qualified electrical and general contractors with offices in the State of Connecticut to acquire and install a new backup power generator for the Sterling Municipal Building, along with several associated facility improvements. The Municipal Building is a nearly 40,000 square foot facility that hosts the Town Hall, Municipal Library, Senior Center, Recreation Department, and community meeting space. The Municipal Building has recently installed numerous upgrades to its HVAC system and wishes to replace its existing backup generator with a new system to serve the facility. Specifically, the Town seeks the following elements:

- Removal of two (2) ten-thousand gallon (10,000 gal.) underground diesel fuel tanks, one of which will be in the location of the new generator pad;
- Installation of new ATS (automatic transfer switch) appropriate to the capacity of the generator;
- 650 KVA backup power generator installed on new concrete pad, with appropriate wiring;
- Installation of six foot high (6') chain link fencing around generator pad with locking gate for secure access; and 6' chain link fence around heating system condensers.
- Removal and replacement of an exterior steel double-door unit (84" wide x 80" tall) to the Municipal Building boiler/electrical service room.

Because of the various components of this request, the Town is requesting that interested parties attend a site visit in order to familiarize bidders on the details of the existing facility and the Town's goals for these improvements.

The **voluntary site visit will take place at 2:00 p.m. on Wednesday, April 19, 2023** at the Sterling Municipal Building, 1183 Plainfield Pike, Sterling, CT 06377.

Respondents should provide a statement of qualifications and scope of services based on this project's description and the attachments. Proposals will be rated on the following:

- Qualifications, relevant experience and licensing;
- Proposed Equipment to be Installed with Labor and Material Costs; and
- Anticipated time frame for system installation.

Sealed Bids clearly marked "Sterling Municipal Building Generator" shall be received until 12:00 p.m. on Wednesday, May 3, 2023 at the Office of the First Selectman, Sterling Town Hall/Municipal Building, 1183 Plainfield Pike, P. O. Box 157, Oneco, CT 06373-0157. The Town of Sterling reserves the right to accept or reject any and all bids.

Bids will be publicly opened and read at an open public meeting on Wednesday, May 3, 2023 at 6:00 p.m. in Room #15 at the Sterling Municipal Building by the Board of Selectmen.

The Town of Sterling will not reimburse from any expenses incurred in connection with this Request for Proposals (RFP) including, but not limited to, preparing the initial response and any additional

information requested or travel expenses relating to any oral presentation. Please be advised that responses will be considered property of the Town, are matters of public record, and may be disclosed by Sterling after the awarding of a contract.

Confidentiality - If the Respondent believes that any information in its proposal should be treated as confidential that material shall be clearly marked. The Town shall endeavor to protect confidential material from disclosure to non-Town employees to the extent required by State or Federal law. In no event will the Town be responsible for the inadvertent disclosure of your response to this RFP.

Attachments to RFP:

- 1) Town of Sterling Town Hall Heating & Air Conditioner Installation Report - Hitachi
- 2) TPRG-R Heat Pump Unit Specification
- 3) FRC Series Wall Heater Specification