

Date: Monday, May 18, 2020
Due On: Tuesday, June 2, 2020 at 2 p.m.

**REQUEST FOR BID FOR
300 KW DIESEL STANDBY GENERATOR SET
AT THE WALLER COUNTY
PRECINCT 4 ANNEX BUILDING IN BROOKSHIRE, TEXAS**

BID NO. #20200602

Pursuant to the provisions listed below, sealed bids subject to the conditions and requirements made a part hereof will be received at the Waller County Auditor's Office, 836 Austin Street, Suite 221, Hempstead, TX 77445 until 2:00 p.m. on Tuesday, June 2, 2020. All bids received after that time will be returned unopened. Sealed Bids will be opened at 9:00 a.m. on Wednesday, June 3, 2020, during the Waller County Commissioners Court meeting at 836 Austin Street, Hempstead, TX 77445. The names of companies and bid amount will be read aloud.

The bidders signature is required for acceptance of bid and confirms offeror has read and understands all requirements concerning this Request for Bids. Each bid must be **SEALED** & the envelope **CLEARLY** marked:

300 KW Diesel Generator Vendor

Proposal No.: **20200602 – 300 KW Generator**
Proposal Due: **June 2, 2020 at 2:00 p.m. CST**
Proposal Opening: **June 3, 2020 at 9:00 a.m. CST**

FACSIMILE AND EMAIL TRANSMISSIONS will NOT be accepted.
FedEX, UPS, or other delivery service is acceptable, provided the package arrives on time.

Submit Proposals to: Waller County Auditor's Office
836 Austin Street, Room # 221
Hempstead, TX 77445

**Direct questions to Danny Rothe, Waller County Construction Manager,
d.rothe@wallercounty.us.**

Details for this BID can be found at
<http://www.co.waller.tx.us/page/Construction%20Manager>
County Homepage: <http://www.co.waller.tx.us/page/homepage>

*****DURING THE BIDDING PROCESS DO NOT DISCUSS THIS BID OR
YOUR PROPOSAL WITH ANY COUNTY EMPLOYEES OR OFFICIALS
OTHER THAN THE COUNTY CONSTRUCTION MANAGER.*****

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INTRODUCTION

Waller County is accepting Bids for the delivery of a 300 KW Diesel Standby Generator Set, and Automatic Transfer Switch, at the Waller County Precinct 4 Annex Building in Brookshire, Texas.

The equipment included in this bid will consist of the following:

1. 300 KW Diesel Standby Generator Set.
2. Automatic Transfer Switch for Gen Set. (Do Not include second ATS for Fire Pump, it is being provided with the fire pump)
3. See Sheet E0.1 for suggested list of Manufactures. This an open bid, other manufacturers of equal or greater value will be allow to bid.
4. Minimum 2,000 gallon sub-base fuel tank.

It is the desire of the County to issue the contracts and give notice to proceed on the equipment in mid-June 2020. It is important that this Gen Set be delivered before the end of August 2020.

PROJECT DESCRIPTION

The Waller County Precinct 4 Annex Building is located at 32225 U.S. Hwy 90 Business, Brookshire, Texas 77423. (1/4 Mile West of Woods Road) (Note: This is a new address and GPS address location maps are not currently always accurate.)

The Waller County Precinct 4 Annex Generator consists of the following:

1. 300 KW Generator
2. Transfer Switch
3. Delivery to Job Site
4. Unloading by Owner/Contractor
5. Concrete pad by Owner/Contractor
6. Electrical installation by Owner/Contractor

IMPORTANT DATES

Tuesday, May 19	Request for Bids issued to the public
	NO - Pre-Bid Conference at Project Site
Wednesday, May 27 @ 2pm	Written questions due to Danny Rothe by email
Tuesday, June 2 @ 2 pm	Bids due to Auditor's Office – Room 221 – WC Courthouse
Wednesday, June 3	Bids opened in Commissioners Court
June 4 – June 9*	Review of Bids
Wednesday, June 10*	Recommended selection submitted to Commissioners Court

*Dates may change depending on availability and scheduling

Additional Notes:

- **DO NOT** turn in Bids to Construction Manager's Office, Room 124.
- Auditor's Office, Room 221 can be hard to find. Room 221 is located on the lower split level 2nd floor of the Courthouse. South side facing Austin Street / B-290.
- Sheriff's Deputies will assist with locating Room 221. Please ask.

BID FORM

Bid Form:

- A "Final" Bid Form is attached

SUBMISSION PACKET

DOCUMENTS:

- Drawings are available online at the County website. Please contact the Waller County Construction Manager, Danny Rothe, 836 Austin Street, Suite 124, Hempstead, Texas 77445; Ph: (979) 826 – 7737; Fax: (979) 826 – 2112. d.rothe@wallercounty.us

DEFINITIONS:

- All definitions set forth in the General Conditions of the Contract for Construction, AIA Documents A201 may be used, but are not required.
- Bid documents include the Invitation for Bidders, Instructions to Bidders, and the Bid Contract Documents including any Addenda issued prior to receipt of proposals.
- Addenda are written or graphic instruments issued prior to the execution of the Contract which modify or interpret the Bid documents, including Drawings and Specifications, by additions, deletions, clarifications, or corrections. Addenda will become part of the Contract Documents when the Construction Contract is executed.

EXAMINATION OF DOCUMENTS AND SITE

- Each Contractor/Vendor, by making their Bid, represents that they have read and understands the Bid Documents.
- Each Contractor/Vendor, by making their Bid, represents that they have visited the site, performed investigations and verifications as they deem necessary, and familiarized themselves with all local conditions under which the Work is to be performed. The Vendor will be responsible for any and all errors in their Bid resulting from their failure to do so. The Owner will NOT facilitate a pre-bid site visit:
 - **NO pre-bid**
 - **Date: n/a**
 - **Time: n/a**
 - **Location: n/a**
- Each Contractor/Vendor by making their Bid represents that the Bid is based upon the materials, systems, and equipment required by the Bid Documents without exception.

QUESTIONS:

- Contractor/Vendors shall submit all questions about the Bid Documents to the Waller County Construction Manager, Danny Rothe, at d.rothe@wallercounty.us by Wednesday, May 27, 2020 at 2:00 pm.

SUBSTITUTIONS / MATERIALS / EQUIPMENT:

- Each Contractor/Vendor represents that his Bid is based upon the materials and equipment described in the Bid Documents or an approved substitution that is equal to or better than specified.
- All materials and equipment being used on this project must be submitted to Owner for approval prior to purchase and installation of any materials and equipment into the project. The Owner reserves the right to reject any materials or equipment that was not pre-approved by the Owner.

PREPERATIONS OF BIDS:

- Bids shall be submitted on Generator Vendor letterhead and clearly identify the following information: Bid Scope, or combination thereof, name of contact preparing Proposal, and acknowledgment of issued addendum.
 - Proposed scope of work included.

EXECUTION OF CONTRACT:

- The Owner reserves the right to accept any bid, to reject any and all bids, or to negotiate contract terms with the various Vendors, when such is deemed by the Owner to be in their best interest.
- Notwithstanding any delay in the preparation and execution of the formal contract agreement, each Contractor/Vendor shall be prepared, upon written notice of bid acceptance, to commence work on or before a date stipulated in an official written order from the County.
- The accepted Contractor/Vendor shall assist and cooperate with the Owner in preparing the formal contract agreement, and within 10 days following its presentation shall execute same and return it to the Owner.

SALES TAX EXEMPTION:

- Waller County is exempt from state and local sales and uses taxes under Section 151.309 of the Texas Tax Code. This project will be deemed a separate project for Texas tax purposes, and as such, Waller County hereby issues its Texas Exemption for the purchase of any items qualifying for exemption under this project. Vendor is to issue its Texas Resale Certificate to vendors and subcontractors for such items qualifying for this exemption, and further, Vendor should state these items at cost.

SECURITY AND SAFETY ON THE PROJECT:

- The Water Plant Contractor is responsible to provide the warnings signs, barricades, and protective measure necessary to keep the site safe for all workers and staff.
- The Water Plant will be built on the site of the new Waller County Pct. 4 Annex Building, which is also currently under construction by Collier Construction. While the Water Plant contractor will not be under contract to Collier Construction, it is requested by the County that the Water Plant contractor comply with all standard, but reasonable, job site safety and security requirements as set forth by Collier Construction.

CERTIFICATION OF BID

The undersigned affirms they are duly authorized to execute a contract for their firm. The undersigned affirms that the information contained in this proposal is complete and accurate to the best of the undersigned's knowledge.

Signed By: _____ Title: _____

Typed/Printed Name: _____

Company Name _____ Date: _____

Mailing Address: _____
Street/P. O. Box City State Zip

Telephone #: _____ Cell #: _____ Fax #: _____

Employer Identification Number/Social Security No: _____