

Responses to this Request for Proposals
Will be received until
12:00 NOON CDT, May, 27, 2021,
And opened at City Hall

City of Abbeville RFP
Page 1 of 11

Date RFP Prepared: May 3, 2021

Bid Bod Requirements: A bid bond or check
For N/A% of the total amount of bid

Please file quotations with the following:

Clay Menard, Public Works Director
Abbeville City Hall

Performance Bond Requirements: In the
Event bid is accepted, a performance bond
Shall be required in N/A%.

101 N. State Street

Abbeville LA 70510

Phone (337) 898-4228 Fax (337) 898-4298

INTRODUCTION

ELECTRIC DISTRIBUTION EMERGENCY SERVICES

It is the intent of the City of Abbeville to secure pricing for **Electric Distribution Emergency Services** for the City of Abbeville Electric Department for a twelve (12) month period. Prices are to be submitted on an hourly rate basis for the specified job classifications and equipment. Bidders should be licensed by Louisiana State Licensing Board for Contractors in one of the following categories: Electrical Work (Statewide), Heavy Construction, or Electrical Distribution Lines.

The City reserves the right to award a contract, or portions thereof, to more than one contractor.

NO Pre-Bid Conference is scheduled for this RFP; however, proposers are encouraged to request any clarifications required. Questions regarding this RFP shall be in writing and shall be directed to Clay Menard, Public Works Director, P.O. Box 1170, Abbeville, LA 70511-1170, or emailed to cmenard@cityofabbeville.net. Written questions/clarifications must be submitted and received by Monday, the 27th day of May, 2021 at 12:00 Noon CDT.

Proposals may be returned prior to the above opening date and time, via mail to The City of Abbeville, Attn: Clay Menard, Public Works Director, P.O. Box 1170, Abbeville, LA 70511-1171; hand delivered to City Hall, 101 N. State Street Abbeville, LA 70510; or via fax to (337) 898-4292; or e-mailed to cmenard@cityofabbeville.net. Please return this entire RFP package as submitted with any attachments you would like to send such as additional company information.

CITY OF ABBEVILLE REQUEST FOR PROPOSAL FOR:
ELECTRIC DISTRIBUTION EMERGENCY SERVICES
GENERAL CONDITIONS FOR BIDDERS - PLEASE READ CAREFULLY

1. Pursuant to LA R.S 38:2212.1. C. (1) (2), any manufacturer's preference in this proposal is descriptive, but non-restrictive, and is used only to indicate minimum requirement for type, grade and quality unless otherwise specified.
2. Pursuant to LA R.S. 38:2212 B. (1), the provisions and requirement of this bid shall not be considered as informalities and shall not be waived by the City of Abbeville. Therefore, conditions and specifications on this bid form shall be strictly enforced and any and all alterations, deviations, and non-compliance to said conditions and specifications, either on the bid form or by separate attachment, shall be grounds for immediate disqualification.
3. Preference shall be given to bidders quoting F.O.B. Destination (the City of Abbeville using department), FREIGHT PREPAID, unless otherwise requested.
4. Each bidder shall submit his proposal on the proposal form furnished by the City of Abbeville Public Works Department. The complete bid package must be returned as issued by the City with all pages intact and all specification response columns filled in. Incomplete columns or missing pages, to include addendum pages, shall result in the vendor's entire bid package being rejected.
5. Literature, brochures, and other related paperwork attached to the bid should be identified with the name of the bidder and bid item number.
6. In case of a mathematical discrepancy between unit price and extensions, the unit price shall prevail.
7. Pursuant to LA R.S. 38:2212 F., the bid specifications may contemplate a fixed escalation or de-escalation in accordance with the United States Bureau of Labor Statistic's Consumer Price Index or the Producer Price Index. Bids based on specifications which are subject to a recognized escalation index shall be legal and valid for any item of a public work, at the discretion of the City.
8. Pursuant to LA R.S. 38:2212.1. F., any public procurement unit may participate in a cooperative purchasing agreement with the City of Abbeville to acquire quantities of the above listed items under a contract with the City of Abbeville for items awarded by public bid, pursuant to the cooperative purchasing provisions of Part VII of Chapter 17 of Subtitle III of Title 39 of the Louisiana Revised Statutes of 1950, R.S. 39:1701 et seq.
9. The City of Abbeville reserves the right to award by item or by total bid, unless otherwise specified in the bid specifications. (Price(s) should be itemized.)
10. All erasures or corrections on the bid form must be initialed and the City of Abbeville may rely on the apparent authority represented by the initials.
11. The City of Abbeville reserves the right to reject for cause any and all bids or parts of bids, or accept bids most beneficial to the City.

CITY OF ABBEVILLE REQUEST FOR PROPOSAL FOR:
ELECTRIC DISTRIBUTION EMERGENCY SERVICES
General Conditions for Bidders - Please Read Carefully

12. Any bid submitted which contains additions, conditional or alternate bids, or irregularities which may make the proposal incomplete, indefinite, or ambiguous as to its meaning, thus requiring clarification after the specified date and time of bid opening shall be rejected.
13. Bids shall be opened publicly in the City Council Chambers or Council Conference Room.
14. Cash discounts may be accepted, but SHALL NOT be considered in making award.
15. Regarding a bid for purchase of materials, supplies or services, not to include construction of any public works, a written notice of acceptance mailed or otherwise furnished to the successful bidder shall result in a binding contract without further action by either party.
16. When any bid is accepted for the construction or doing of any public works, a written contract shall be executed by and between the City of Abbeville and the Contractor. No contract shall be binding upon the City until it has been executed by the City and delivered to the successful bidder. Should the bidder to whom the contract is awarded fail to execute the contract, the award shall then be made to the next lowest responsible bidder, or re-advertised for public bid, said decision to be in the sole judgment of the City of Abbeville. This action may result in the loss of bidding privileges for a period of one (1) year.
17. The City of Abbeville shall schedule for payment the invoices for articles or services purchased under this bid within thirty (30) days after due and proper delivery accompanied by invoice.
18. The City of Abbeville is exempt from all sales taxes. A sales tax exempt form shall be furnished by the City of Abbeville Accounting Department, if requested.
19. Bidder(s) awarded item(s) by the City of Abbeville shall be responsible for supplying all products at the awarded price(s). Failure may result in the City's cancellation of the remaining items awarded.
20. Regarding Service Contracts and Procurement Contracts, the terms of the contract shall be binding upon any and all parties involved until goods and supplies are delivered, services have been rendered, and/or work has been completed and accepted by the Mayor on behalf of the City of Abbeville and all payments required to be made to the Contractor have been made. However, a contract may be terminated under any and all of the following conditions:
 - (a) By mutual agreement and consent of either party upon thirty (30) days written notice to the other party;
 - (b) By the Mayor, on behalf of the City of Abbeville, as a consequence of the failure of the Contractor to comply with the terms and conditions of the contract or the progress or quality of work to be performed in a satisfactory manner, proper allowance being made for circumstances beyond the control of the Contractor; or
 - (c) By satisfactory completion of all services and obligations described in the contract.

**CITY OF ABBEVILLE REQUEST FOR PROPOSAL FOR:
ELECTRIC DISTRIBUTION EMERGENCY SERVICES**

General Conditions for Bidders - Please Read Carefully

If the contract is terminated for any of the terms and conditions authorized in subparagraph (b) above, Contractor shall be formally notified in writing by the City of Abbeville, Mayor's Office by means of certified mail informing him of cancellation of the contract, giving specific reasons for said cancellation. Contractor shall have the right to appeal to the City Council within ten (10) days from the date that said notification is placed in the U.S. Mail. Contractor's appeal shall be accomplished by means of a letter addressed to the City Council and delivered to the City Clerk, stating that an appeal to the decision of cancellation is desired. The City Council shall thereafter hold a hearing on the appeal, giving all parties the opportunity to present any and all evidence concerning the decision of cancellation. After hearing the appeal, the city Council may, by a majority vote, sustain, modify, or reverse the findings for said decision and shall provide, if requested by Contractor, a written determination of its findings.

21. Contractors submitting bids for Public Works construction projects in excess of \$1.00 must show his Contractor's License Number on the front of the bid envelope, except for certain projects for which a Contractor's License Number is not required by the State Contractor's Licensing Board. Failure to comply with this directive shall result in automatic bid rejection, furthermore, any Contractor who submits a bid for a type of construction for which he is not properly licensed shall be acting in violation of LA R.S. 37:2163, and shall be subject to all provisions for violation and penalties thereof. Contractors who are owned by, and are submitting a bid as a subsidiary of a parent company, whose name is listed in the State of Louisiana's Roster of Licensed Contractors, may do so by including a letter of proof of ownership from the parent company with the submitted bid package. The letter must be signed as per LA R.S. 38:2212 B.(5)(a)(b)(c) (see Item #22 below).

22. All bids submitted via USPS (registered or certified), overnight courier or hand delivered, shall be signed by hand and in ink by an authorized company representative per LA R.S. 38:2212 B.(5)(a)(b)(c), which states:

- (c)(i) Evidence of agency, corporate, or partnership authority shall be required for submission of a bid to the division of administration or the State of Louisiana. The authority of the signature of the person submitting the bid shall be deemed sufficient and acceptable if any of the following conditions are met:
 - (aa) The signature on the bid is that of any corporate officer listed on the most current annual report on file with the Secretary of State, or the signature on the bid is that of any member of a partnership or partnership in commendam listed in the most current partnership records on file with the Secretary of State.
 - (bb) The signature on the bid is that of an authorized representative of the corporation, partnership, or other legal entity and the bid is accompanied by a corporate resolution, certification as to the corporate principle, or other documents indicating authority which are acceptable to the public entity.
 - (cc) The corporation, partnership, or other legal entity has filed in the appropriate records of the Secretary of State in which the public entity is located, an affidavit, resolution, or other acknowledged or authentic document indicating the names of all parties authorized to submit bids for public contracts. Such document on file with the Secretary of State shall remain in effect and shall be binding upon the principal until specifically rescinded and canceled from the records of the office.

**CITY OF ABBEVILLE REQUEST FOR PROPOSAL FOR:
ELECTRIC DISTRIBUTION EMERGENCY SERVICES**

General Conditions for Bidders - Please Read Carefully

23. In-State preferences shall not apply to procurements involving federal funds.
24. Pursuant to LA R.S. 38:2212 O. (2)(a)(b), any modifications of plans and specifications will be made through an addendum. No addendum shall be issued within seventy-two (72) hours of the bid opening, excluding weekends and legal holidays, without the extension of the bid opening date. An extension of at least seven (7) but no more than thirty (30) working days is required but, re-advertising is not required. The addendum shall be transmitted by any one of the following methods:
- (1) By facsimile transmission;
 - (2) By e-mail;
 - (3) By hand; or
 - (4) By posting on the City of Abbeville's website (www.cityofAbbevillela.com) and posted on Central Bidding's website (www.centralauctionhouse.com) if applicable.
25. All Federal Transit Administration (FTA) funded procurements, including operating assistance funding contracts, are to follow the Master Agreement, to include all applicable federal clauses. a. Any bidder that is found listed on the Federal Government's System for Award Management (SAM) website, at www.sam.gov/portal/sam, under the advanced search feature for Excluded Parties List System (EPLS), shall automatically be rejected for the award of this bid, by Category and/or in its entirety. This applies to any portion of the bid that is a procurement funded by FTA.
26. Under the City's AFEAT (Abbeville Fairness, Equality, Accessibility, and Teamwork Program), participation by minority and/or disadvantaged business enterprise firms is encouraged. Inquiries about the AFEAT Program should be directed to the Division of Finance. As a part of its RFP response, each Bidder **shall** submit documentation of its bona fide effort to secure subcontractors that meet the City's AFEAT goals. Each bidder **shall** also submit proof of engagement of any subcontractor selected because of its solicitations. The Bidder's bona fide efforts and engagement(s) are a consideration in bid review and rating.

**CITY OF ABBEVILLE REQUEST FOR PROPOSAL FOR:
ELECTIC DISTRIBUTION EMERGENCY SERVICE**

SPECIFICATIONS SCOPE:	Comply/Non-Comply
I. PRICING: Quoted prices are for emergency Electric Distribution services.	_____/_____
II. OVERTIME: Overtime rates will apply only after forty (40) hours straight time billing per week.	_____/_____
III. MOBILIZATION: Mobilization is to be billed at quoted hourly rates only. No additional mobilization charges will be accepted for travel to or from Abbeville.	_____/_____
IV. INSURANCE: Proposer should furnish, attached to this RFP document, a current copy of his Certificate of Insurance indicating limits of General Liability, Automobile Liability and Worker’s Compensation in force at the time of the bidding. Evidence of reliable insurance to fully indemnify against long-term liabilities shall be part of the evaluation criteria for award of this proposal. Certificate of Insurance shall have a General Liability Aggregate of Four Million (\$4,000,000) Dollars and a per person/per occurrence of Two Million (\$2,000,000) Dollars. Automobile Liability will have a Combined Single Limit of Two Million (2,000,000). Also on the Certificate, the City shall be named as an “additional insured” and a waiver of subrogation in favor of the City of Abbeville. On the Certificate of Insurance under Worker’s Compensation, it shall state that “This is a standard Worker’s Compensation Policy”, with statutory limits. Cancellation of any Certificate of Insurance should require sixty (60) days notice to the City of Abbeville, but under no circumstances less than thirty (30) days notice. Also, the following wording must be removed before acceptance of the Certificate: “Endeavor to” or “But failure to mail such notice shall impose no obligation of liability of any kind upon the company, its agents or representatives.” Certificate holder shall be the City of Abbeville, P.O. Box 1170, Abbeville, LA 70510-1170, Attention: Clay Menard, Public Works Director.	_____/_____

CITY OF ABBEVILLE REQUEST FOR PROPOSAL FOR:
ELECTRIC DISTRIBUTION EMERGENCY SERVICE

SPECIFICATIONS SCOPE:

Comply/Non-Comply

- V. Pursuant to Louisiana R.S. 38:2212.10 (C) (1-3) and (D) (1):
A private employer shall not bid on or otherwise contract with a public entity for the physical performance of services within the state of Louisiana unless the private employer verified in a sworn affidavit (affidavit form attached on page 13 of 13) attesting the private employer is registered and participates in a status verification system to verify that all his employees in the state of Louisiana are legal citizens of the United States or are legal aliens.

_____ / _____

END OF SPECIFICATIONS

**CITY OF ABBEVILLE REQUEST FOR PROPOSAL FOR:
ELECTRIC DISTRIBUTION EMERGENCY SERVICES**

PRICE PAGE:

Distribution Crew Hourly Rates

Classification	Straight Time Rate	Overtime Rate
General Foreman	_____	_____
Crew Foreman	_____	_____
Senior Lineman	_____	_____
Hot Apprentice	_____	_____
Cold Apprentice	_____	_____
Truck Driver/Operator	_____	_____
Groundman	_____	_____

Per Diem – Includes all meals and lodging expenses per employee, per day. _____

Distribution Equipment Hourly Rates

Equipment Type	Hourly Rate
50' Bucket Truck with Tools - Altec AA600 or equal. Make and model being quoted: _____	_____
55' Bucket Truck with Tools - Altec AA755 or equal. Make and model being quoted: _____	_____
55' Material Handler with Tools - Altec AA755MH or equal. Make and model being quoted: _____	_____
Single Axle Digger Derrick with Tools - Altec D947 or equal. Make and model being quoted: _____	_____
Tandem Axle Digger Derrick with Tools - Altec D1000 or equal. Make and model being quoted: _____	_____
Single Axle Pole Trailer – 40' capacity, minimum. Make and model being quoted: _____	_____
Tandem Axle Pole Trailer – 40' capacity, minimum Make and model being quoted: _____	_____

**CITY OF ABBEVILLE REQUEST FOR PROPOSAL FOR:
ELECTRIC DISTRIBUTION EMERGENCY SERVICES**

PRICE PAGE: (Continued)

Distribution Equipment Hourly Rates - (Continued)

Equipment Type	Hourly Rate
4x2 Crew Cab Pickup – Ford F150, 4 Door or equal Make and model being quoted: _____	_____
4x4 Crew Cab Pickup – Ford F250, 4 Door or equal Make and model being quoted: _____	_____
16' Material Trailer – Tandem Axle Make and model being quoted: _____	_____
Off-Road Bucket - Ardco 4x4 with Altec AA600 or equal. Make and model being quoted. _____	_____
Off-Road Digger - Ardco 4x4 with Altec D945 or equal. Make and model being quoted. _____	_____
Rear Easement Pole Setter - EZ Hauler or equal. Make and model being quoted. _____	_____
Rear Easement Bucket - EZ Hauler or equal. Make and model being quoted. _____	_____
Dozer - D6 LGP or equal. Make and model being quoted. _____	_____

END OF DISTRIBUTION PRICE PAGES

CITY OF ABBEVILLE REQUEST FOR PROPOSAL FOR:
ELECTRIC DISTRIBUTION EMERGENCY SERVICES

PROPOSER'S COMPANY INFORMATION:

Louisiana License #: _____

Company Name: _____

Mailing Address: _____

Phone Number: (____) _____ Fax Number: (____) _____

Name of Primary Contact: _____

Primary Contact Phone #: (____) _____

Name of Secondary Contact: _____

Secondary Contact Phone #: (____) _____

Available Distribution Crew Inside Louisiana: _____

Available Distribution Crews Outside Louisiana: _____

Available Transmission Crews Inside Louisiana: _____

Available Transmission Crews Outside Louisiana: _____

Is your company willing to offer a discount on equipment after forty (40) hours of billing? ___ Yes ___ No

If yes, please explain the conditions of this discount and the discount amount:

Authorized Signature: _____

Printed Name: _____

Title: _____

(Per LA R.S. 38:2212 (A)(c)(i) - See General Conditions Item #22, Page 4 of these bid specifications)

Email: _____

**CITY OF ABBEVILLE REQUEST FOR PROPOSAL FOR:
ELECTRIC DISTRIBUTION EMERGENCY SERVICES**

AFFIDAVIT OF BIDDER

STATE OF LOUISIANA
PARISH OF _____

BEFORE ME, the undersigned Notary Public, duly commissioned and qualified in and for the Parish and State aforesaid, personally came and appeared:

BIDDER'S NAME: _____,
who, after being duly sworn, did declare and state:

1. Appearer's company is registered and participates in a status verification system to verify that all employees in the state of Louisiana are legal citizens of the United States or are legal aliens.
2. Appearer shall continue, during the term of the contract, to utilize a status verification system to verify the legal status of all new employees in the state of Louisiana.
3. Appearer shall require all subcontractors to submit to appearer a sworn affidavit verifying compliance with La. R.S. 38:2212.10 (C) (1-3) and (D) (1).
4. Appearer has the authority and personal knowledge requisite to testify to the matters stated herein.

NAME OF BIDDER

AUTHORIZED SIGNATORY OF BIDDER

TITLE OF AUTHORIZED SIGNATORY OF BIDDER

SIGNATURE OF AUTHORIZED SIGNATORY OF BIDDER

SWORN TO AND SUBSCRIBED before me, Notary Public, in _____ (City),
_____ (State), on this _____ day of _____, 2021.

NOTARY PUBLIC (Notary ID/Bar Roll No. _____)
Printed Name: _____
My commission expires _____.