



YORK SCHOOL DEPARTMENT  
OFFICE OF THE SUPERINTENDENT OF SCHOOLS

## **LIGHTING UPGRADES FOR THE YORK SCHOOL DEPARTMENT**

Proposals are being requested by the York School Department for Lighting upgrades in the four school buildings and central office as specified below and in the outline attached hereto as Appendix A, and fixture list on Appendix B.

Complete written proposals shall be submitted in envelopes plainly marked, “York School Department Lighting Project” to the Business Administrator, York School Department, 469 US Route 1, York Maine, 03909, not later than **12:00 p.m. (noon) Tuesday, May 3, 2022** at which time they will be publicly opened. Proposals received after that time and date shall not be accepted. Proposals will be evaluated in accordance with the specifications detailed in Appendix A, and fixture list on Appendix B

Each proposal shall indicate that the applicant has visited the site and is aware of existing conditions at the site. A pre-bid site visit will be held on **Tuesday April 19, 2022 at 9:00am -**.

The selected vendor will be required to provide 3 work references from previous commercial electrical jobs, and a certificate of insurance for public liability, and property damage for a minimum of \$1,000,000.00.

Each proposal shall be signed by a person legally authorized to bind the vendor to a contract.

The vendor shall signify in the proposal that he/she has read and understands all conditions as outlined in this Request for Proposals and the attached Appendix A.

The vendor shall complete the fixture retrofit list attached as Appendix B.

The vendor shall include all the labor, materials, and incidentals to complete the identified scope of work.

The vendor shall include the proposal price including per unit cost of each fixture type should a unit need to be added to the scope at a later time.

The vendor shall include the annual kWh savings by building.

Payment and performance bonds will be required by the selected vendor.

The vendor shall rely only on information contained in the Request for Proposal and written addenda hereto.

Selected sections of vendor response may be incorporated as part of any agreement the York School Department executes with the selected vendor.

Questions regarding this Request for Proposal must be directed in writing to Chris Rynne, Building and Grounds Manager or his designee at the above address. Questions which may influence vendor responses will be answered in writing with copies to all vendors as addenda to this Request for Proposal.

If your business is a foreign corporation, limited liability company, limited partnership and or limited liability partnership, you must include with your proposal, proof from the Maine Secretary of State's office that you are qualified to do business in the State of Maine.

The General Conditions shall be per the Maine Bureau of General Services:

<https://www.maine.gov/dafs/bgs/sites/maine.gov.dafs.bgs/files/inline-files/00%2072%2013%20General%20Conditions%2027%20April%202021.docx>

The York School Department reserves the right to negotiate with the selected vendor as to the scope of services and fees.

The York School Department also reserves the right to waive or disregard any informality, irregularity, or deficiency in any proposal received and to reject any or all proposals received for whatever reason it deems appropriate.

Zak Harding

Business Administrator