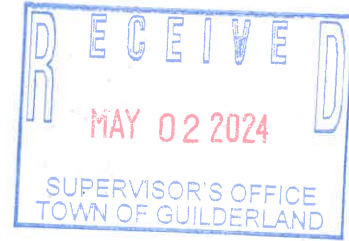


Memorandum



To: Peter Barber, Town Supervisor
Town Board Members

From: Colin J. Gallup, Director of Parks and Recreation

Date: 5/2/2024

Re: Award of RFP for the Irrigation Pump Station at Nott Road Park

This memo is requesting the Town Board to consider awarding the RFP for the installation of the Irrigation Pump Station at Nott Road Park. DAF Services Inc. is the low bidder of three comparative bids at \$76,955.00.

For further details, please refer to the attached RFP, and bid opening document from April 12, 2024. Actual bid documents are available for review upon request.

Thank you for your consideration,

A handwritten signature in black ink, appearing to be "Colin J. Gallup", written over a horizontal line.

Colin J. Gallup

Director of Parks and Recreation

**TOWN OF GUILDERLAND
REQUEST FOR PROPOSALS
Horizontal Centrifugal Booster Variable Speed
Prefabricated Pump Station**

The Town of Guilderland ("Town") is seeking proposals for the removal of existing pump station and installation of a new irrigation pump station, located at Nott Road Park, 6073 Nott Road, Guilderland NY 12084.

The "Town" is seeking a reliable and experienced contractor to undertake this important project in compliance with the regulations set forth by the "Town" as described herein.

Project Overview:

Project Name: Nott Road Park Irrigation Pump Station

The purpose of this Request for Proposal (RFP) is to solicit competitive bids from qualified contractors who possess the necessary expertise, resources, and experience to successfully complete the project. To provide a single source responsibility for the manufacture, warranty, service, and operation of a prefabricated, skid mounted, fully automatic **variable speed** pumping system for turf irrigation. The pumping system shall automatically maintain a constant discharge pressure regardless of varying flow demands within the station rating. The pumping system shall conform to the following specifications in all respects. The specification covers the minimum requirements; however, it should not be considered all inclusive. It is the successful vendor's responsibility to include all necessary appurtenances to provide for a complete, automatic, smooth operating, and reliable pumping system. The manufacturer shall supply a complete set of general arrangement drawings, electrical power schematics, and control schematics in the operations & service manual.

Questions regarding this Request For Proposals or to arrange an inspection of the facilities should be directed to CJ Gallup, Director of Parks & Recreation, 181 State Route 146, Altamont, NY 12009, (518) 456-3150.

An original and one copy of the proposal shall be filed with Lynne M. Buchanan, Town Clerk, Town Hall, 5209 Western Turnpike, Guilderland, NY 12084 no later than 4:00 pm on April 12, 2024. A proposal may be modified or withdrawn at any time prior to the opening date and time upon written request to the Town.

Project Scope:

Manufacturer. The pumping system shall be of the type manufactured as a complete pump station, and the control panel shall be manufactured by a U.L. list panel shop. The station shall be of the model number and capacities as shown in the attached technical data sheet.

Manufacturer. The pumping system manufacturer shall have 24/7 on-call service and will have certified service personnel on staff within 3 hours of Nott Park.

Mechanical

Pump station skid perimeter frame shall be heavy C channel. Skid substructure shall be Box steel. Pump mounting plate shall be 1/2" mill plate. Continuous welding of all plating on skid. **Horizontal, Centrifugal, Booster, VFD** pump station built by a single manufacturer. All equipment including but not limited to pumps, motors, valves, instrumentation, and controls shall be mounted on a common structural steel base to form a complete operating pumping station.

Station base.

The pump(s) frame base shall be designed and fabricated to provide proper structural support for all attached equipment. The base shall supply sufficient rigidity to withstand the stresses of reasonable and competent transportation to site, off loading, installation, and operation. Main structural members shall be constructed from heavy weight channel or I-beam steel. Provisions shall be made in the station base for off-loading and handling the station at the site of installation. Critical frequency of complete pump station shall be above operating frequencies.

Discharge Piping.

All piping shall be constructed from ASTM A105 schedule 40 pipes or heavier as required to maintain a 3 to 1 pressure safety factor (including 1/16" corrosion allowance). All piping shall be hydrostatically tested to 150% of maximum shutoff pressure.

Paint.

Two-part blasting process: First steel grit, Second aluminum oxide media. Two-part powder coat paint process

Bolts.

All bolts used in the assembly of the pumping system shall be zinc plated to retard corrosion.

Pumps.

The main irrigation pump(s) shall be of the horizontal centrifugal type with flow and head defined in the attached technical specifications. The horizontal pumps shall be manufactured according to the standards of **the** Hydraulic Institute and to ANSI specification No. B58.1. The pump casing shall be ASTM 48, class 30, cast-iron capable of hydrostatic test @ 150% of maximum discharge pressure and have both suction and hub replaceable wear ring. All mating parts shall have a register fit to ensure alignment.

The impeller shall be enclosed, single piece bronze or cast-iron casting completely machined on all outside surfaces and statically balanced at time of pump assembly. The impeller shall be keyed to the shaft and securely fastened with a vibration resistant lock screw and washer.

The packing box shall contain a **mechanical seal** for the specific application.

The impeller shall not contact the suction or hub wear ring under any operating load condition.

The pump and motor **shall** be connected by an ASTM 48, class 30, cast-iron bracket incorporating a full isolating shield with dual slinger rings to prevent moisture from entering the front motor bearing. The main irrigation pump shall be as manufactured by Goulds, or Cornell, or Berkeley or approved equal.

A pressure maintenance pump shall be provided to maintain system pressure during non-irrigation periods. The pump end shall be of a vertical multi-stage design with the motor mounted directly to the top of the pump.

The pump suction/discharge chamber, motor stool and pump shaft coupling shall be constructed of cast iron. The impellers, pump shaft, diffuser chambers, outer discharge sleeve and impeller seal rings **or** seal ring retainers shall be constructed of stainless steel. The impellers shall be secured directly to the pump **shaft** by means of a splined shaft arrangement. Intermediate and lower shaft bearings shall **be** Tungsten Carbide and Ceramic or Tungsten Carbide and Bronze. Pumps shall be equipped with a high temperature mechanical seal assembly with Tungsten Carbide/Carbon or Tungsten Carbide/Tungsten Carbide seal faces. Pump shall be manufactured by Goulds or approved equal.

Motors.

Motor(s) for the irrigation pump shall be of United States manufacture, **PREMIUM EFFICIENT** close-coupled type with rodent screens on all ventilating passages and be open-drip proof, 1.15 service factor, and class F insulation. Motors shall be wound for the starting configuration as called out in the technical data sheet. Design pump brake horsepower shall not exceed 98% of motor horsepower exclusive of service factor. Maximum pump run out horsepower shall not be greater than 8% higher than motor rating exclusive of service factor. The motor bearings shall be selected to withstand thrust loads and have a minimum life of 5 years continuous operation. The motor shaft shall be **high-strength** steel protected by a bronze shaft sleeve secured to the shaft to prevent rotation. All pump motors shall have 120 VAC space heaters. Heaters shall be de-energized when the motor starts. Motors shall be as manufactured by U.S. Electric, or Baldor or Reliance or approved equal.

Pump Check Valve. Pump check valves shall be provided on the discharge of each pump and sized per the technical data sheet. They shall be of the silent operating type that begins to close as forward velocity diminishes and be fully closed at zero velocity preventing flow reversal. Valve bodies shall be cast from grade 35 cast-iron or better and shall be free from blow holes, sand holes, and other impurities. The valve design shall incorporate a center guided, spring loaded poppet, guided at opposite ends and having a short linear stroke that generates a flow area equal to the pipe diameter. Internals shall be machined bronze disc, seat, and stem guide. Seat shall be Buna-N to provide resilient sealing. **Dual disc style check valves are not acceptable.** Valves shall be sized to permit full pump capacity to discharge through them without exceeding a pressure drop of 2.5 PSI. Check valve shall be as manufactured by Valmatic **or** approved equal.

Pump Isolation Valves: Discharge. Valve shall be of the lug style butterfly type. Valve shall have one piece body cast from ASTM A126 cast iron. The stem shall be 416 stainless steel. The disc shall be nickel plated ductile iron. Stem bushings shall be Acetyl to prevent stem seizure to body during prolonged periods of non-use. Seat shall be Buna-N elastomer, one piece construction, and shall also form the flange sealing gaskets. Valves 8" and smaller shall have a lever operator. Valves 10" and larger shall have a gear operator with hand wheel. Valve shall be rated at 200 PSI bubble shutoff. Station isolation valve shall be as manufactured by Flomatic. A grooved coupling will be provided for expansion and vibration dampening between the pump and discharge manifold. Grooved coupling shall be manufactured by Flomatic, Gruv-Lok or approved equal.

Pump Isolation Valves: Suction. Pump isolation valves shall be installed on the inlet of the pump to completely isolate the individual pumps. Valve shall be of the lug style butterfly type. Valve shall have one piece body cast from ASTM A126 cast iron. The stem shall be 416 stainless steel. The disc shall be nickel plated ductile iron. Stem bushings shall be Acetyl to prevent stem seizure to body during prolonged periods of non-use. Seat shall be Buna-N elastomer, one piece construction, and shall also form the flange sealing gaskets. Valves 8" and smaller shall have a lever operator. Valves 10" and larger shall have a gear operator with hand wheel. Valve shall be rated at 200 PSI bubble shutoff. Pump suction isolation valve shall be manufactured by Flomatic.

Pressure Gauge. A pressure gauge shall be mounted on the suction and discharge header with an isolation ball valve. All gauges shall be silicon filled to reduce wear due to vibration. Accuracy shall be within 2%. The gauge diameter shall be 4" minimum. Range shall be at least 30% higher than the highest pressure attainable from the pumps at shutoff head conditions. Stainless steel back & bronze internal. Pressure gauge shall be manufactured by Wika or approved equal.

Station Isolation Valve. Station isolation valve shall be installed on the discharge of the pump station to completely isolate the pumping system from the irrigation system. Valve shall be of the lug style butterfly type. Valve shall have one piece body cast from ASTM A126 cast iron. The stem shall be 416 stainless steel. Disc shall be nickel plated ductile iron. Stem bushings shall be Acetyl to prevent stem seizure to body during prolonged periods of non-use. Seat shall be Buna-N elastomer, one piece construction, and shall also form the flange sealing gaskets. Valves 8" and smaller shall have a lever operator. Valves 10" and larger shall have a gear operator with hand wheel. Valve shall be rated at 200 PSI bubble shutoff. Station isolation valve shall be manufactured by Flomatic or approved equal.

Electrical

Scope. To provide complete instrumentation and controls to automatically start, stop and modulate pump speed(s) to pump variable flow rates smoothly, efficiently and reliably at a constant discharge pressure. Full alarms and safety features needed to protect the equipment and irrigation piping system. **Control panel shall be UL listed as a complete assembly. Non-UL listed panels are not acceptable.**

Control Enclosure. Controls shall be housed in a **NEMA 4** enclosure with integral latches. The control enclosure should be constructed of 12-gauge steel and the back plate assembly shall be constructed of 12-gauge steel. All

indicating lights, **reset** buttons, selector switches and the operator interface device shall be mounted on enclosure door and be rated **NEMA 4**. All internal components shall be mounted and secured to the removable back plate assembly. A closed type cooling system shall be included to cool the enclosure and reject heat from the VFD. **Open type cooling systems allowing outside ambient air to enter the panel are not acceptable.** No water line connections shall be permitted inside of the control enclosure. Control panel to be mounted on skid.

Enclosure Cooling. A closed type cooling system shall be included to cool the enclosure and reject heat from the VFD. The cooling system shall consist of an air/water heat exchanger with integral circulation fan. Cooling water on/off control will be via solenoid. Solenoid will be energized when the VFD is operating. No water line connections shall be permitted inside of the control enclosure. **Open type cooling systems allowing outside ambient air to enter the panel are not acceptable.**

Lightning and Surge Arrester. All electrical equipment shall be protected by a U.L. approved Category C and Category B surge arrester to suppress voltage surges on incoming power. The device under IEEE C62.41 Category C will withstand an impulse of 10Kv/10Ka and Category B to withstand a ring wave of 6Kv/500a and a impulse of 6Kv/3Ka. Pass voltage for a 480v devise to the end equipment shall not exceed 1500V-1800V when subjected to a 8ms* 20ms wave shape resulting in the following performance statistics: 3720 joules minimum with a power dissipation of 82,500,000VA at 1800V maximum pass voltage to the protected equipment. Response time shall be less than 5 nanoseconds.

Main Disconnect. A non-fusible main disconnect shall be provided to completely isolate all controls and motor starting equipment from incoming power. Main disconnect shall have a through the door operator and shall be sized as shown in the technical data sheet. Disconnect shall be as manufactured by ABB or approved equal.

Control Power. Power for the controls shall be provided by a control power transformer which will provide 120-volt, single phase power for the pumping system control operation. The control power transformer shall not be used for any other external load. The control power transformer shall be protected on the primary side by control limiting fuses of adequate size and voltage rating. All control components will be protected by time delay circuit breakers of adequate size. The control power transformer shall be manufactured by Acme or approved equal.

Motor Starting Equipment. All motor starters for the pumping station shall be mounted on a single back panel in a single enclosure as specified in section 3.10. Motor starters shall meet I.E.C. standards and shall be rated for a minimum of 1,250,000 operations. Each main irrigation motor shall have **dual contactors** which are mechanically interlocked to allow the VFD to operate on any of the motors as called out in the technical data sheet. Motor overload relays shall be I.E.C. rated class 10 ambient compensated. Fuses shall supply short circuit protection to each motor and shall be rated for a minimum 200,000-amp interrupting capacity. Motor starters shall be manufactured by Allen Bradley or approved equal.

Variable Frequency Drive. The variable speed drive shall be a digital, pulse width modulation (PWM) variable frequency drive (VFD) with IGBT transistors. The VFD shall have a minimum wire to wire efficiency of 98.5% and shall be rated up to 550-volt operation in order to eliminate nuisance tripping at marginally high voltage conditions. The front end shall be protected by fast acting semiconductor fuses. Any VFD error messages shall be displayed on a 40-character LCD. The following fault protection circuits shall be included: Over current (200%), Overvoltage (130%), Under voltage (60%), Over temperature (70 Deg. C), Ground fault, and Motor overload. The VFD shall be capable of starting into a rotating load and accelerate or decelerate to setpoint. The VFD shall have an automatic extended power loss ride through circuit which will utilize the inertia of the pump to keep the drive powered. Minimum power loss ride-through shall be one cycle based on full load and no inertia. The VFD shall be optimized for a 3 kHz carrier frequency to reduce motor noise. The VFD shall employ three current limit circuits to provide "tripless" operation. The following operating information shall be displayed on the VFD LCD: KWH, elapsed time, output frequency (Hz), motor speed (RPM), motor current (amps), and voltage. Line reactor will be installed on input of VFD to protect against voltage transients. The VFD LCD display shall continuously scroll through all operating information and shutdown faults while the drive is running and while stopped. The VFD shall be manufactured by ABB or approved equal.

Pressure Transducer. Pressure transducer shall be utilized for providing all pressure signals for the control logic. Pressure transducer shall be a solid-state bonded strain gage type with an accuracy of plus/minus 0.20% and constructed of **316L stainless steel**. Transducer shall be rated for station discharge pressure as shown on technical data sheet, and shall provide gauge pressure output, rather than an absolute. **Pressure transducer constructed of plastic is not acceptable.**

Flow meter. The pump station shall have a flow sensor installed, which will be utilized for control and display the pump flow rate, and display total through the pump station controller operator interface (OID) Flow meter shall be an electromagnetic flow meter comprised of two major components. A primary head and a signal converter. The flow meter signal converter shall produce two separate signals, pulse and 2-20mA, in linear proportion to flow rate. The flow meter shall read flows from 0-40fps with a worst-case inaccuracy of 0.5% of indicated value (not a percentage of full scale) at 1.3 fps or greater. Flow under 1.3 fps shall have a lower accuracy applying to indicated value (**not full scale**). The flow meter shall be sized so that maximum system flow lies between 16 and 14 fps through the meter. The meter shall be installed according to manufacture recommendations. Manufacture shall have a U.S. base Manufacturing and assembly center.

Controls. All control logic shall be handled by an industrial grade programmable logic controller (PLC). PLC shall provide demand controlled sequential pump start-up, shutdown and safety features through its pressure sensing, flow sensing and voltage sensing devices. PLC shall have LED indicators for input, output, and diagnostic read-outs showing PC Run, CPU Fault, and two communications, (battery and force). An LED visual status light is provided for each I/O to indicate on/off status. PLC shall be provided with a built-in EEPROM, capacitor, and battery for memory backup. **All** logic for system control, timing, and control of VFD speed shall be handled by the PLC. **A separate set point controller is not acceptable.** PLC shall have a built- in clock calendar. The PLC shall be manufactured by Allen Bradley or approved equal.

Control software shall be touch key driven, fully documented, and allow user to easily change **ALL** operational parameters. All control values shall be via touch screen input, with clearly stated function. **Numeric register parameter systems are not acceptable.**

Alarms and Shutdowns:

Low & High discharge pressure

Low water level (Attempts restart)

Low & High Voltage, phase reversal (Attempts restart)

Pump overload

Pump over temp

VFD alarm (Attempts restart)

All alarms will be indicated by a red general alarm light. Specific alarm conditions along with procedures for correction will be displayed in English on the operator interface display (OID).

Phase failure and low voltage safety circuit shall also be provided to retire the pumping system if it experiences low voltage, phase failure or phase reversal as monitored at line-side of control enclosure. Phase monitor shall have a time delay allowing for transient low voltage during motor starting and to allow maximum motor protection. Single incoming phase monitor safety circuit is not acceptable.

Panel face switches and lights:

Individual pump on/off switches

System Hand/Off/Automatic switch

PLC bypass switch mounted inside panel allows user to manually

Operate pumps should PLC fail.

Software will be included to ramp up irrigation system pressure automatically and gradually to the desired operating pressure (i.e., 1 PSI every 4 seconds) without overshooting design pressure. This feature operates whenever pressure drops 10 psi below set point pressure. This ramp up time is fully adjustable by the operator. This control feature is based on an increase in pressure over a pre-defined time period. The acceleration control on the VFD is **NOT** an acceptable means of adjusting pressure ramp up speed.

VFD output frequency shall be used for shutting down last VFD driven pump. Controls and software shall incorporate a method to eliminate excessive cycling of VFD pump at very low flow conditions, yet not run the pump excessively at no flow conditions.

Automatic alternation of VFD driven pumps. This shall be accomplished by incorporating **dual mechanically** and electrically interlocked contactors allowing alternation of the VFD between pumps.

Real time clock calendar allows PLC to internally provide all date and time functions used above.

Shutoff algorithm for fixed speed pumps to minimize pump cycling while also remaining responsive to sudden flow reductions. Minimum run timers alone for minimizing fixed speed pump cycling is not acceptable.

Full manual operation capability with panel face mounted speed potentiometer for manually adjusting VFD speed.

All pump station shutdowns shall be of the controlled type that sequentially phase pumps off at user selectable intervals to reduce water hammer within the irrigation system.

The pump station software program shall be user friendly enough to enable the set point pressure from being raised or lowered by the end user at the pump station or through the remote monitoring software package if provided. The pump station software ladder logic shall be written in such a way that no other value would require changing if the set point pressure had to be adjusted. Pressure maintenance pump and main irrigation pump start pressures, the pressure maintenance pump stop pressure, low discharge shutdown and high discharge shutdown shall not be at a specific value but a differential pressure off of set point (i.e., pressure maintenance pump (PMP) to start 5 psi below set point and stop 5 psi above setpoint).

Operator Interface Device (OID). Mounted in the enclosure door shall be an operator interface for logical display of all pump station functions. The operator interface shall be NEMA 4 rated for mounting in the control enclosure door. The operator interface shall be touch sensitive with intuitive on-screen user instruction for ease of operator use. The use of buttons or keys or off-screen user instructions shall not be permitted. The operator interface shall be color with viewing an area measuring not less than **10" diagonal**.

The operator interface shall allow the user to view and modify all pertinent operation parameters. The operator interface shall incorporate password protection for modification of critical pump station parameters. The operator interface capabilities shall include but are not limited to the following:

In addition to normal data entry keys, the device shall include a minimum of the following function keys labeled:

Pump control:

Mode Select Switch – allows automatic bypass mode of operation which can be used if VFD should fail.

VFD selector switch in manual mode, allows user to select which pump will be run off the VFD Reset -- Acknowledges pump station alarms.

Speed control -- in manual mode allows user to adjust VFD pump speed (via touch screen) Low discharge pressure override switch -- disables low discharge pressure alarm (via touch screen)

User shall be able to field select either of two modes of VFD operation. Auto switch VFD option allows VFD to sequentially start each pump. The standard mode of operation starts the first main pump on the VFD, and the remaining pumps start across the line as required.

Display of pressure in PSI, flow in GPM and total gallons pumped in thousands of gallons. Current system set point, system pressure, and GPM, shall be always displayed on all sub-screens, to preclude toggling between screens to see current system status.

Separate display for total gallons pumped with operator resets capability

Separate display for total gallons pumped within a daily, weekly, monthly, and Annual total

Pump control and running status.

Individual pump total elapsed run time display, with operator reset capability

Alarm status with time stamping and display of pump station conditions at shutdown. Display shall retain last 12 faults. Operator shall be able to clear alarm without clearing fault log. The operator shall also be able to clear fault log.

Status of optional auxiliary equipment such as strainer flushing or pond fill pumps with manual-on override capability.

Override for automatic pump alternation.

Codes. The control panel with controls shall be built in accordance with N.E.C., and U.L. standards. All equipment and wiring shall be mounted within the enclosure and labeled for proper identification. All adjustments and maintenance shall be able to be done from the front of the control enclosure. A complete wiring

circuit and legend with all terminals, components, and wiring identification shall be provided. Main disconnect shall be interlocked with door.

Operation. During non-irrigation times. The start and stop pressures shall be a **differential** off of set point. The cycling pressures can be user selected and can be set substantially below normal set point pressure, if desired. The start pressure of the VFD pump shall be a **differential** below the set point. The pump speed will be modulated to hold a constant discharge pressure regardless of flow. As the flow rate increases and the VFD pump can no longer maintain pressure while at maximum speed, the next sequential pump will be started and the VFD driven pump will accordingly reduce its speed and modulate. An algorithm shall be included for accurately reducing the VFD pump speed as the next sequential pump is started so that no pressure surges are generated during the transition (even with across the line starting). As the flow continues to increase, pumps will sequentially be started until **all** pumps are running. As the flow begins to decrease, pumps will be sequentially turned off until only a single VFD driven pump is operating. When a no flow condition occurs, the VFD pump shall be turned off.

Web Based Remote Monitoring Software. The remote monitoring software shall be provided which allows user to remotely view the pump station from any web enabled device. The software shall be graphic with full mouse (point and click) control. The user shall be able to view set point pressure, acknowledge and reset fault conditions and stop the pump station in an emergency. All data collected shall be stored in a cloud-based server. The owner's account shall be password protected. A one-year renewable data plan shall be included. The cloud-based storage shall have a home page "dashboard". Displayed on the dashboard shall be:

Individual pump switch status (On, Off, Auto)

Indication of pump operation (On, Off)

System status (Manual, Off, Auto)

Current Time, System Set Point, pressure, flow, and level.

Alarm Status Indicator, Emergency Stop Button.

Additionally, the dashboard shall provide access to the other system pages.

These pages include:

Flow watch, Lockouts, Alarm Log accumulation.

The Cloud View page will allow the user to program a maximum and minimum flow rate for a specific period of time. If the station exceeds that flow rate it shall be shut down and an alarm generated.

The Lockouts page will allow **the** user to program specific times that the pump station will **not** run. This can be done on an individual pump basis.

The system shall track and report the level of salinity in the irrigation pond.

The Alarm **Log** page will provide a history of alarms triggered by the station.

The user can select a start and stop calendar period for the report. Once generated on the screen the user can export the report for printing. Alarms can be reset at this page. The Image Set tab is not for use by the end user. The Accumulation page will provide flow data to the end user. The user can select a specific start and stop calendar period for the report. The user can select either daily, weekly, or monthly reporting. Once generated on the screen the user can export the report **for** printing.

The system shall be capable of delivering alerts via text message or email.

The remote monitoring software shall be developed by the pumping system manufacturer.

Installation

General. The successful bidder shall be responsible for providing all materials, equipment, and labor necessary to install all items associated with the pump station. Connection of power to the control cabinet to be by **New York State Licensed Electrician.**

Unloading and Setting. Setting of the pump station is the responsibility of the **successful bidder.** Equipment to off-load and set the pump station onto the concrete slab is to be provided by **the successful bidder.**

Connecting the power to the new control panel shall be the responsibility of others.

Start Up. When discharge piping, electrical connections, and electrical inspection have been completed, the successful bidder shall be contacted for start up. A minimum one-week notice shall be given to the successful bidder prior to the scheduled start-up date. During start up, the complete pumping system shall be given a running test of normal start and stop, and fully loaded operating conditions. During this test, each pump shall demonstrate its ability to operate without undue vibration or overheating and shall demonstrate its general fitness for service. All defects shall be corrected, and adjustments made at the expense of the pump station manufacturer. Test shall be repeated until satisfactory results are obtained. Start up assistance will be provided but will be limited to one 8-hour day unless otherwise specified.

After the station startup has been completed, but before leaving the job site, a training session will be given. The training session will be given to the owner or the owner's representative to familiarize them with the pumping system operation, maintenance, and adjustments.

Warranty. The manufacturer warrants that the water pumping system or component will be free of defects in workmanship for **one year** from date of authorized start-up but not later than fifteen months from date of manufacturer's invoice.

Provided that all installation and operation responsibilities have been properly performed, the manufacturer will provide a replacement part or component during the warranty life. Repairs done at the manufacturer's expense must be pre-authorized. The start-up certificate must be on file with the manufacturer to activate the warranty. Upon request, manufacturer will provide advice for trouble shooting of a defect during the warranty period.

Manufacturers use only high-quality material. As with any mechanical or electrical device, some preventative maintenance efforts are required to enhance service life. The customer is encouraged to establish a methodical maintenance service program to avoid premature failure. The manufacturer supports a wide network of technical service agents and recommends they be utilized for service. Because of varied conditions beyond the control of manufacturer, this warranty does not cover damage under the following condition or environment unless otherwise specified in writing:

- Default of any agreement with manufacturer.
- Misuse, abuse, or failure to conduct routine maintenance.
- Handling any liquid other than irrigation water.
- Exposure to electrolysis, erosion, or abrasion.
- Presence of destructive gaseous or chemical solutions.
- Over voltage or unprotected low voltage.

Unprotected electrical phase loss or phase reversal:

The foregoing constitutes the manufacturer's sole warranty and has not nor does it make any additional warranty, whether express or implied, with respect to the pumping system or component. The manufacturer makes no warranty, whether express or implied, with respect to fitness for a particular purpose or merchantability of the pumping system or component. The manufacturer shall not be liable to the purchaser or any other person for any liability, loss, or damage caused or alleged to be caused, directly or indirectly, by the pumping system. In no event shall manufacturer be responsible for incidental, consequential, or *act of God* damages nor shall manufacturer's liability for damages to purchaser or any other person ever exceed the original factory purchase price.

Proposal Guidelines

This project is required to fall within NYS law with regard to Prevailing wages and payroll certifications.

Company Profile: Provide a brief overview of your company, including its history, experience in similar projects, and relevant certifications.

Project Approach: Outline your proposed methodology, including a timeline, key milestones, and any specialized equipment or techniques that will be employed.

Materials and techniques: Specify the type of paint, primer, and other materials you propose to use, ensuring they are suitable for historical preservation purposes.

Project timeline: Provide a detailed timeline outlining the major milestones and estimated completion date.

Cost Estimate: Clearly state your pricing structure, including a breakdown of labor, materials, equipment, and any additional expenses.

References: Furnish a list of at least three references from previous clients for whom you have completed similar projects.

Insurance and Licensing: Demonstrate that your company possesses all the necessary licenses, permits, and insurance coverage required to undertake the project.

SELECTION PROCESS AND AWARD

- a. All proposals received by the specified deadline will be reviewed by the Town for content, completeness, qualifications, and experience. After those firms deemed the most qualified are selected, further evaluation and interviews of the selected firms may be conducted as part of the final selection process. However, the Town reserves the right to complete the selection process without proceeding to an interview phase, and may choose to select based upon information supplied in the proposal alone.
- b. Selection Criteria: All RFPs submitted will be evaluated based on the following factors with weighting provided:
 1. Completeness of RFP Submission - 5%
 - a). Clarity of firm's response and understanding of project requirements
 - b). Ability of firm to communicate proposed approach to this Project
 2. Expertise of Firm and Personnel - 15% (evaluated based on the information required by the above)
 - a). Related experience on similar projects
 - b). Qualifications, experience and training of staff to be assigned to this Project
 3. Capability and Capacity of Firm - 15% (evaluated based on the information required above)
 - a). Ability to meet all technical requirements
 - b). Capability of firm to meet project time requirements
 4. Record of past performance of firm - 15% (evaluated based on the responses of references required by above)
 - a.) Quality of work, on-schedule performance, cost performance, change order history, cooperation with clients
 5. Cost/Schedule - 50% (evaluated based on the information required by the above)
 - a). Realism of proposed project cost
 - b). Total cost of the project
 - c). Practicality of schedule
- c. Evaluation of awards will be based on the most responsive, responsible proposer, with the most relevant experience and best qualifications. The awards will not be based solely on a low fee structure. The Town will review the proposals and if necessary, select consultants for interviews that demonstrate significant experience and successful past performance.
- d. The Town reserves the right to request a detailed financial and ownership statement by the apparent low proposer.
- e. The apparent responsible proposer may be required to attend a pre-award conference with the Town Or its representative. Representatives of the proposed subcontractors and vendors shall attend such conference if requested by the Town.
- f. Criteria the Town shall consider in its determination of whether the low proposer is responsible

shall include, but is not limited to the following:

i. Lack of adequate expertise, lack of prior experience with comparable projects, or lack of financial resources necessary to perform the work outlined in the Contract in a timely, competent and acceptable manner.

ii. The engagement of criminal conduct on the part of the Bidding firm, its principals, and significant staff members in connection with any other public works contracts or the conduct of business activity that involves such crimes as extortion, bribery, fraud, bid-rigging and embezzlement.

iii. Grave disregard for the safety of employees or members of the public. Whether employees who will be assigned to work on the Project are properly trained and whether the equipment to be used is safe and functioning properly.

iv. The willful noncompliance with the State's Labor Laws regarding prevailing wage and supplement payment requirements.

v. Disregard for other State Labor Laws, including child labor, proper and timely payments and unemployment insurance.

vi. Violation of the State's Workers' Compensation Law including failure to provide proof of proper workers' compensation or disability coverage.

vii. Violations of the State's Environmental Conservation Law or violations of any other federal or state environmental statutes.

viii. The submission of a bid which is mathematically or materially unbalanced.

ix. The submission of a bid which is so much lower than the Town's estimate that it appears unlikely that the contractor will be able to complete the Project satisfactorily at the bid price.

x. The presentation of false or misleading statements or any other issue that raises questions about the responsibility of the proposer.

g. The Town shall have the right to take such steps as it deems necessary to determine the ability of the proposer to perform his obligations under the Contract, and the proposer shall furnish the Town all such information and data for this purpose as he may request. The right is reserved to reject any Proposal where an investigation of the available evidence or information does not satisfy the Town that in its sole discretion the proposer is qualified to carry out properly the terms of the Contract.

h. Based on evaluation of the submitted materials and performance in the interview (if needed), the Town will make recommendations to the Town Board on whom to offer contracts for services.

The acceptance of a Proposal will be a Notice of Award in writing signed by a duly authorized representative of the Town. No other act of the Town shall constitute the acceptance of a Proposal. The acceptance of a Proposal shall bind the successful proposer to execute the Contract as provided hereinafter.

Proposal Submission:

Please submit your comprehensive proposal to the Town Clerk, information provided on page one of this document. If you have any questions or need clarifications regarding this RFP, kindly contact CJ Gallup at 518-456-3150 or gallupcj@togny.org.

We look forward to receiving your proposal and potentially working with you to complete This important project for the Town of Guilderland. Thank you for your time and consideration.