

City of Tombstone

P.O. Box 339 * 613 E. Allen Street

Tombstone, Arizona 85638

Phone (520) 457-2202 TDD: 1-800-367-8939 Fax (520) 457-3516

E-mail: cityhall@cityoftombstone.com

REQUEST FOR PROPOSAL

SENIOR CENTER ELECTRICAL IMPROVEMENTS

RFP #01-17

Requested February 27, 2017

Please deliver all submittal materials no later than
2:00 PM on Friday, March 17, 2017
to the address below:

City of Tombstone
Attention: City Clerk
613 E. Allen Street
PO Box 339
Tombstone, AZ 85638

SENIOR CENTER ELECTRICAL IMPROVEMENTS

RFP #01-17

CITY OF TOMBSTONE, ARIZONA

1. INTRODUCTION

The City of Tombstone (City) is actively seeking proposals from qualified bidders, hereinafter referred to as the (Contractor), to provide electrical improvements as shown on the attached engineered design plans and specifications “**Attachment B**”. Services shall be provided to the City of Tombstone Senior Center located at 507 E. Toughnut Street Tombstone AZ 85638, and shall be in full accordance with the National Electrical Code and APS Construction Standards, engineered design plans and specifications, and terms and conditions contained in this Request for Proposal (RFP).

2. SCOPE OF SERVICES

The scope of work includes the execution and installation of all equipment and materials as shown on the engineered design plans and specifications “**Attachment B**”. The contractor shall provide all materials and labor. Installation of all equipment and materials and execution of work is expected to begin upon successful Contractor selection. The contract may be amended at a later date to include additional related services if deemed necessary by the City.

All work shall meet the requirements of the National Electrical Code, Arizona Public Service Construction Standards, Engineered Design Plans and Specifications. Work is generally completed in public spaces and around multiple existing utilities and will require pedestrian traffic control and BLUE STAKE coordination.

- A. Contractor shall indicate the estimated time for completion of the project
- B. Contractor shall provide all equipment, tools, materials and labor
- C. Contractor is responsible for cleanup and removal of all construction debris daily
- D. Contractor is responsible for the demolition and removal of existing equipment and materials as agreed to by the owner
- E. Contractor shall notify the City of all discrepancies related to the work involved
- F. Contractor is responsible for contacting BLUE STAKE to mark any nearby underground utilities before commencing work
- G. Contractor shall be responsible for scheduling inspections with the City Building Official and APS
- H. The contractor shall be responsible for the coordination, cost and scheduling with the power authority (APS) for the service side of the meter

- I. Contractor shall provide 2-year workmanship and materials warranty
- J. Contractor shall meet the City of Tombstone insurance and indemnification requirements
- K. The City of Tombstone reserves the right to accept any or all proposals, or reject all proposals

3. INFORMATION

A site visit will be conducted at **507 E. Toughnut Street, Tombstone, AZ 85638** on **Wednesday March 8, 2017 at 10:00 AM.**

Complete the RFP “**ACKNOWLEDGEMENT OF RECEIPT – ATTACHMENT A**” and submit no later than **March 10, 2017.**

Any questions regarding this RFP should be made no later than **Friday, March 10, 2017** in writing to: Debbie Hankerd, Senior Center Director, E-mail: cityhall@cityoftombstone.com or Fax: 520-457-3516. If required, a written addendum will be issued.

4. PROPOSAL REQUIREMENTS

Each proposal must include the following information:

A. COVER LETTER

Briefly state the Proposer’s understanding of the services to be rendered, and make a positive commitment to perform according to the requirements listed in this RFP. A representative who is authorized to contractually bind the Contractor shall sign the cover letter.

B. REFERENCES

Provide at least three (3) references for similar work that has been performed by the firm. Include contact person’s name, organization, phone number and email address.

C. ITEMIZED COST BREAKDOWN

Provide a detailed description of the materials, labor and total cost for the services requested including all applicable fees, taxes and delivery charges.

5. SUBMITTAL AND EVALUATION OF PROPOSALS

REQUIRED PROPOSALS: Five (5) hard copies of each component of the submittal shall be delivered in a sealed envelope to the **City of Tombstone, 613 E. Allen Street, PO Box 339,**

Tombstone, AZ 85638 by 2:00 PM on March 17, 2017. All envelopes and materials should be clearly marked **“SEALED BID - RFP #01-17 – SENIOR CENTER ELECTRICAL IMPROVEMENTS”**. Any proposals received after the due date will not be considered. The proposals will be publicly opened at **City of Tombstone, 613 E. Allen Street, PO Box 339, Tombstone, AZ 85638 at 2:15 PM on March 17, 2017.**

- A. **RFP FORMAT:** All RFP material must be legible on standard 8 ½ x 11 papers. The RFP must be limited in format and length to fourteen (14) pages maximum count. All foldout sheets, up to a maximum of 11"x17" (2) sheets will be counted as two (2) pages and shall be labeled as such. A certificate of insurance as outlined in General Conditions Item B shall be included.

Material excluded from the fourteen (14) pages maximum count include and shall be limited to:

- Front Cover (blank on back side)
- Submittal Cover Letter (one page maximum)
- Table of Contents (one page maximum)
- Divider Pages (blank except for title information)
- Certificate(s) of Insurance
- Back Cover (blank on one side)

Proposing firms must indicate receipt of all addenda to this RFP, if any.

- B. **EVALUATION CRITERIA:** Proposals will be reviewed by the City's evaluation committee based on the overall responsiveness to the criteria set forth in Item 4 and 5 and on the total costs of deliverable services and materials.
- C. **SELECTION:** The successful firm will be selected based on the overall responsiveness to the criteria set forth in Item 4 and 5, qualifications of the contractor and on the total costs of deliverable services and materials. Final selection will be determined by approval of the Mayor and Council. The City of Tombstone reserves the right to accept any or all proposals, or reject all proposals.

Calendar of Events:

- RFP Posted:** February 27, 2017
- Site Visit:** March 8, 2017
- Deadline to Submit Questions:** March 10, 2017

Responses to Questions:

March 13, 2017

Submission of RFP:

March 17, 2017 by 2:15 PM

6. GENERAL CONDITIONS

- A. **CONFLICT OF INTEREST:** The successful firm shall disclose any potential conflicts of interest it may have with the City of Tombstone, and shall address and resolve any individual matters involving a conflict in advance of appointment. Such conflicts shall be disclosed as part of the RFP submission.

- B. **INSURANCE AND INDEMNIFICATION:** The selected firm must maintain professional, general, automobile and employee liability insurance in addition to workers' compensation insurance in the minimum amount of \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate and name the City of Tombstone as an additional insured. Additionally, the selected firm must state in its RFP that it shall indemnify and hold harmless the City of Tombstone from any claims arising out of any work or services provided by the firm including, but not limited to, claims by any federal, state or county agency that there is, or may be, a violation of a law or regulation.

- C. **DATA COMPILATION:** The selected firm shall take all steps necessary to safeguard any data, files, reports, surveys, drawings or other information from loss, destruction or erasure. Any costs or expenses of replacing or damages resulting from the loss of such data shall be borne by the contractor when such loss or damage occurred through its negligence. The selected firm shall retain all data, files, reports, drawings or other information and shall provide a copy the same to the Clerk of the City of Tombstone within 60 days of the date such data, file, report, survey, drawing or other information is created.

- D. **FEDERAL AND STATE LAWS:** The selected firm shall include in its RFP that is shall be solely responsible for obtaining all permits and complying with all other federal or state laws, regulations or requirements governing a municipalities' water system.

- E. **CANCELLATION:** City Code Section 1-18-4F states "The purchasing agent under subsections 1-18-2A, B, C and D of this chapter and the mayor and council under subsection 1-18-2E of this chapter shall have the authority to reject any and all bids and parts of all bids and re-advertise or re-solicit bids. (Ord. 3-1989, 4-17-1989)"

The signer of the Bid must declare that the Bid is in all respects fair and in good faith without collusion or fraud and that the signer of the Bid has the authority to bind the principal proponent.

Total Project Cost: _____

Company Name: _____

Authorized Bidder: _____

It is agreed by the above signed proposer that the signature and submission of this proposal represents the proposer's acceptance of all terms, conditions, and requirements of the proposal specifications and, if awarded, the proposal will represent the agreement between the parties.

The proposer agrees that the cost of any work performed, materials furnished are included in this RFP and all information provided is true and correct.

End.....

ATTACHMENT A

**ACKNOWLEDGEMENT OF RECEIPT OF RFP
#01-17 – SENIOR CENTER ELECTRICAL IMPROVEMENTS
ACKNOWLEDGEMENT OF RECEIPT FORM**

In acknowledgement of receipt of this Request for Proposal, the undersigned agrees that he/she has received a complete copy, beginning with the Title Page and ending with Attachment B.

This Acknowledgement of Receipt should be signed and returned to the Senior Center Director no later than 5:00 PM on March 10, 2017. Only Vendors who elect to return this form completed with the intention of submitting a proposal will receive copies of all Vendor written questions and the CITIES written responses to those questions, as well as RFP amendments, if any are issued.

COMPANY NAME: _____

REPRESENTED BY: _____

TITLE: _____ PHONE NO.: _____

E-MAIL: _____

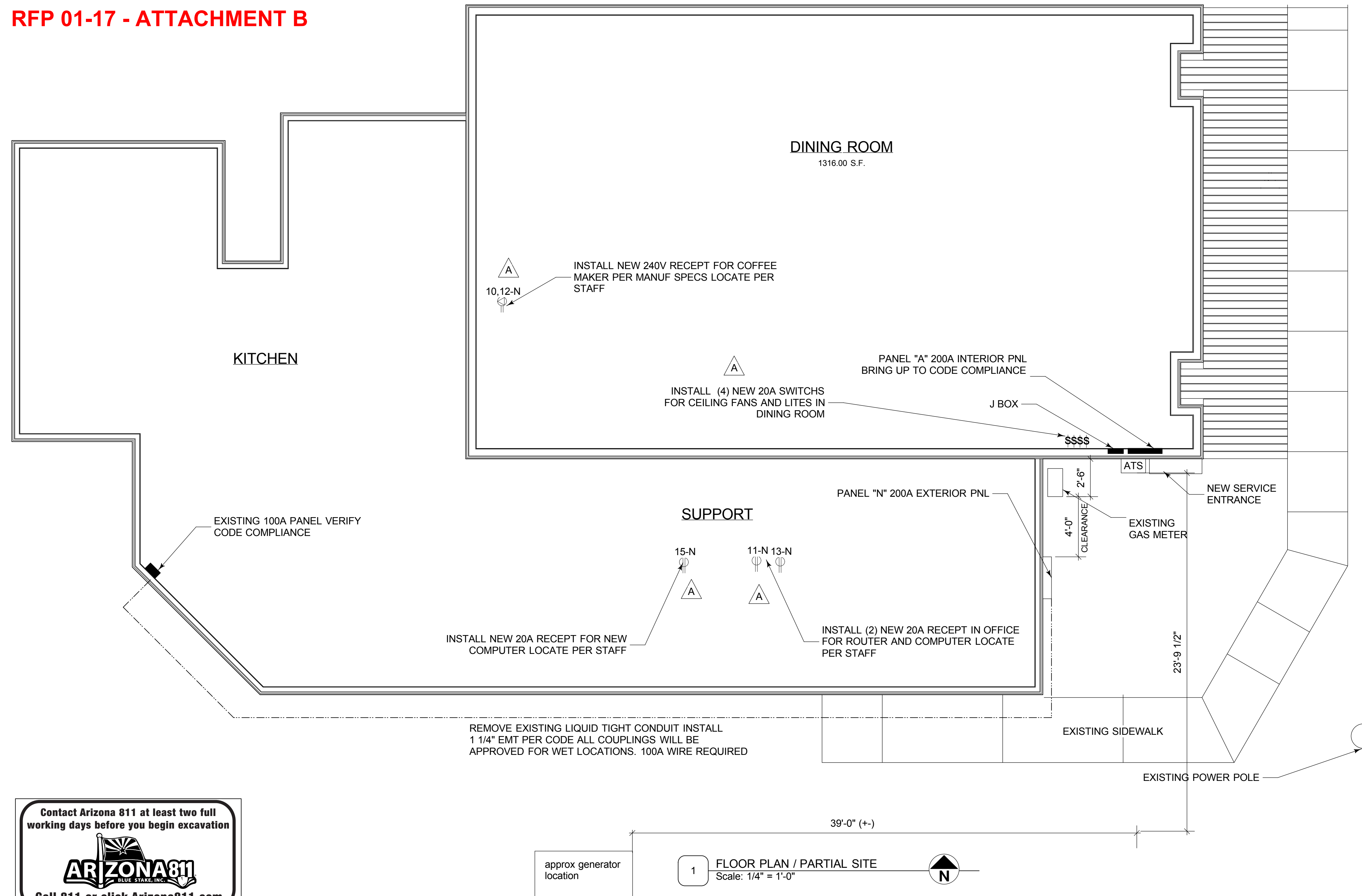
ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

SIGNATURE: _____ DATE: _____

This name and address will be used for all correspondence related to the Request for Proposal and be used when distributing the written responses to questions and any RFP amendments. Written responses to questions and any RFP amendments will also be available on the CITY website at www.cityoftombstone.com. Return this form to the Senior Center Director:

Debbie Hankerd, Senior Center Director, PO Box 339 Tombstone, AZ 85638
Fax: 520-457-3516, E-mail: cityhall@cityoftombstone.com



INTERIOR PANEL					EXTERIOR PANEL					
CIR	DESCRPT	P	BKR	PHASE	PHASE	BKR	PHASE	PHASE	DESCRPT	CIR
1	fans main rm	1	20	1600	0	0	0	0	space	2
3	recept dine s wall	1	20	1600	1600	0	0	0	recept dine n wall	4
5	lites	1	20	1000	800	20	1	gfi toilet rms	6	
7	lites	1	20	800	800	20	1	kit recept	8	
9	rec lites main rm	1	20	1600	1600	20	1	hood fans	10	
11	space	0	0	0	1200	20	1	kit e wall	12	
13	space	0	0	0	0	20	1	kit	14	
15	space	0	0	0	0	0	0	space	16	
17	outside lites	1	20	1200	1200	20	1	outside lites	18	
19	ac #1	2	60	5600	1500	20	1	kit ne recept	20	
21	ac #1	2	60	5600	2880	30	2	3.5 t hp # 3	22	
23	3.5 t hp # 2	2	30	2880	2880	30	2	3.5 t hp # 3	24	
25	3.5 t hp # 2	2	30	2880	0	20	1	furnace #3	26	
27	furnace #1	1	20	1656	0	20	1	lites	28	
29	furnace #2	1	20	1656	0	0	0	space	30	
31	space	0	0	0	1200	20	1	recept	32	
33	space	0	0	0	0	0	0	space	34	
35	space	0	0	0	0	0	0	space	36	
37	space	0	0	0	0	0	0	space	38	
39	space	0	0	0	0	0	0	space	40	
41	space	0	0	0	0	0	0	space	42	
TOTAL KVA		22816	21716							
TOTAL AMP		183.4667	180.9667							
PNL NAME		MLO		MAIN BKR						
VOLTAGE		120/240	200A	BUSS						
EXISTING PANEL FLUSH MOUNT, NEMA1, SERIES RATED IF PANEL CANNOT BE MADE CODE COMPLIANT REPLACE										

EXISTING PANEL W/ EXISTING BREAKERS										
CIR	DESCRPT	P	BKR	PHASE	PHASE	BKR	PHASE	PHASE	DESCRPT	CIR
1	fans main rm	1	20	0	0	0	0	0	space	2 xxx
3	recept dine s wall	1	20	0	0	20	1	recept dine n wall	4	
5	lites	1	20	0	0	20	1	gfi toilet rms	6	
7	lites	1	20	0	0	20	1	kit recept	8	
9	rec lites main rm	1	20	0	0	20	1	hood fans	10	
11	space	0	0	0	0	20	1	kit e wall	12	
13	space	0	0	0	0	20	1	kit	14	
15	space	0	0	0	0	0	0	space	16 xxx	
17	outside lites	1	20	0	0	20	1	outside lites	18	
19	ac #1	2	60	0	0	20	1	kit ne recept	20	
21	ac #1	2	60	0	0	30	2	3.5 t hp # 3	22	
23	3.5 t hp # 2	2	30	0	0	30	2	3.5 t hp # 3	24	
25	3.5 t hp # 2	2	30	0	0	20	1	furnace #3	26	
27	furnace #1	1	20	0	0	20	1	lites	28	
29	furnace #2	1	20	0	0	0	0	space	30 xxx	
31	space	0	0	0	0	20	1	recept	32	
33	space	0	0	0	0	0	0	space	34	
35	space	0	0	0	0	0	0	space	36	
37	space	0	0	0	0	0	0	space	38 xxx	
39	space	0	0	0	0	0	0	space	40 xxx	
41	space	0	0	0	0	0	0	space	42	
TOTAL KVA		0	0							
TOTAL AMP		0	0							
PNL NAME		E	MLO	MAIN BKR						
VOLTAGE		120/240	200A	BUSS						
EXISTING PANEL FLUSH MOUNT, NEMA1, SERIES RATED										

Contact Arizona 811 at least two full working days before you begin excavation

Call 811 or click Arizona811.com

JOB ADDRESS: 507 E TOUGHNUT ST ARCHITECT: WAYNE R. SCHEIBE
SIGNATURE: DATE:

CODE ANALYSIS DATA
Summary of Governing Regulations

Code	Title	Edition	Local Amendments
Building Code	IRC/IBC	2012	
Accessibility Code	ICC/ANSI A117.1	2012	
Mechanical Code	IMC	2012	
Electrical Code	NEC	2012	
Plumbing Code	UPC	2012	
Fire Prevention Code	IFC	2012	AND LOCAL AMENDMENTS
Zoning Code	-	-	
Energy Code	IECC-SES	2012	

General Building Summary

Building	Occupancy Group(s)	Type of Construction	Sprinkler System	Building Area (sq.ft.)	Building Height (ft/# of Stories)
A	A-3	VB	NO	2998 sqft	14'-4" 1
B					
C					

Mixed Occupancy

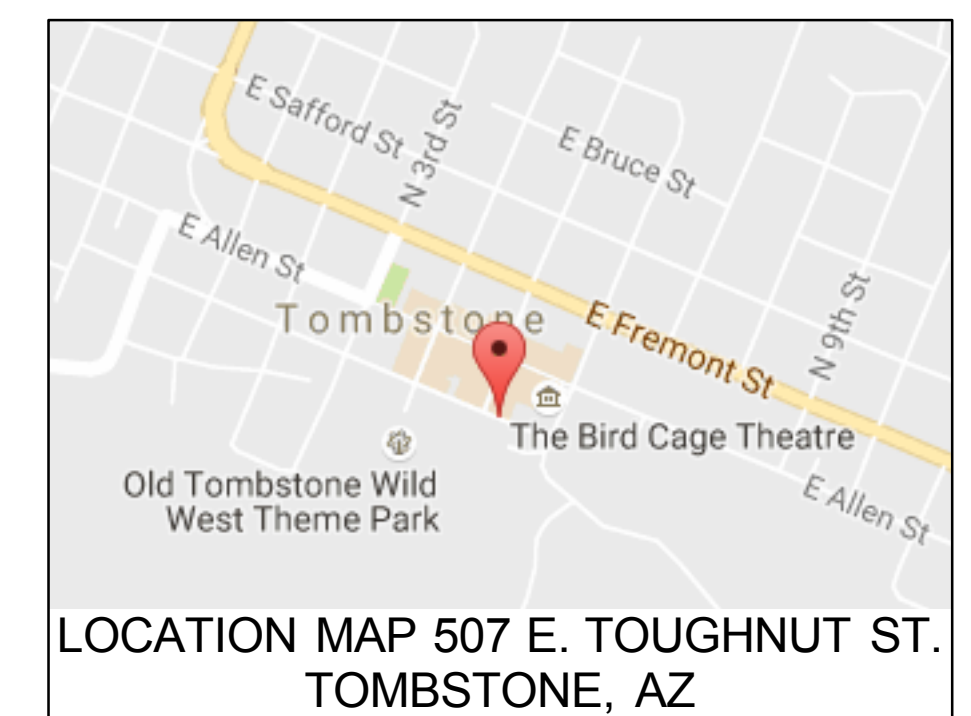
Separated Uses	Y	(N)	Nonseparated Uses	Y	(N)
Fire Area	Occ Groups	Fire Area	Occ Groups	Fire Area	Occ Groups
A	C	E	G		
B	D	F	H		

Special Uses and Occupancy

Conditions Applicable	Y	(N)	Special Use
Occupant load: 98			

ENERGY VALUES PER IRC SEC N1101 & TABLE 1102.1

ZONE 2	COHISE COUNTY
GLAZING	U-0.40
CEILINGS	R-38
WALLS	R-13
OPAQUE DOORS	U-0.35
SHGC	U-0.25
SKYLITES	U-0.65



1 FLOOR PLAN / PARTIAL SITE
Scale: 1/4" = 1'-0"

SHEET INDEX
AE-1 FLOOR / PARTIAL SITE-PANELS
E-1 ELEC SPECS
E-2 PLAN
E-3 RISER / DETAILS

No.	Date	Revision Notes	Zone	Approvals	No.	Date	Issue Notes
A	11/15/16	REVIEW COMMENT CHANGES					

Design Firm
Wayne Scheibe Architect
PO BOX 445
DRAGOON, AZ
(520) 906-7548

Project Title
TOMBSTONE SENIOR CENTER
507 E TOUGHNUT ST
TOMBSTONE, AZ

Project Manager
Scale
1/4" = 1'0"

Consultant

Drawing Title
Floor Plan / Electric Panels

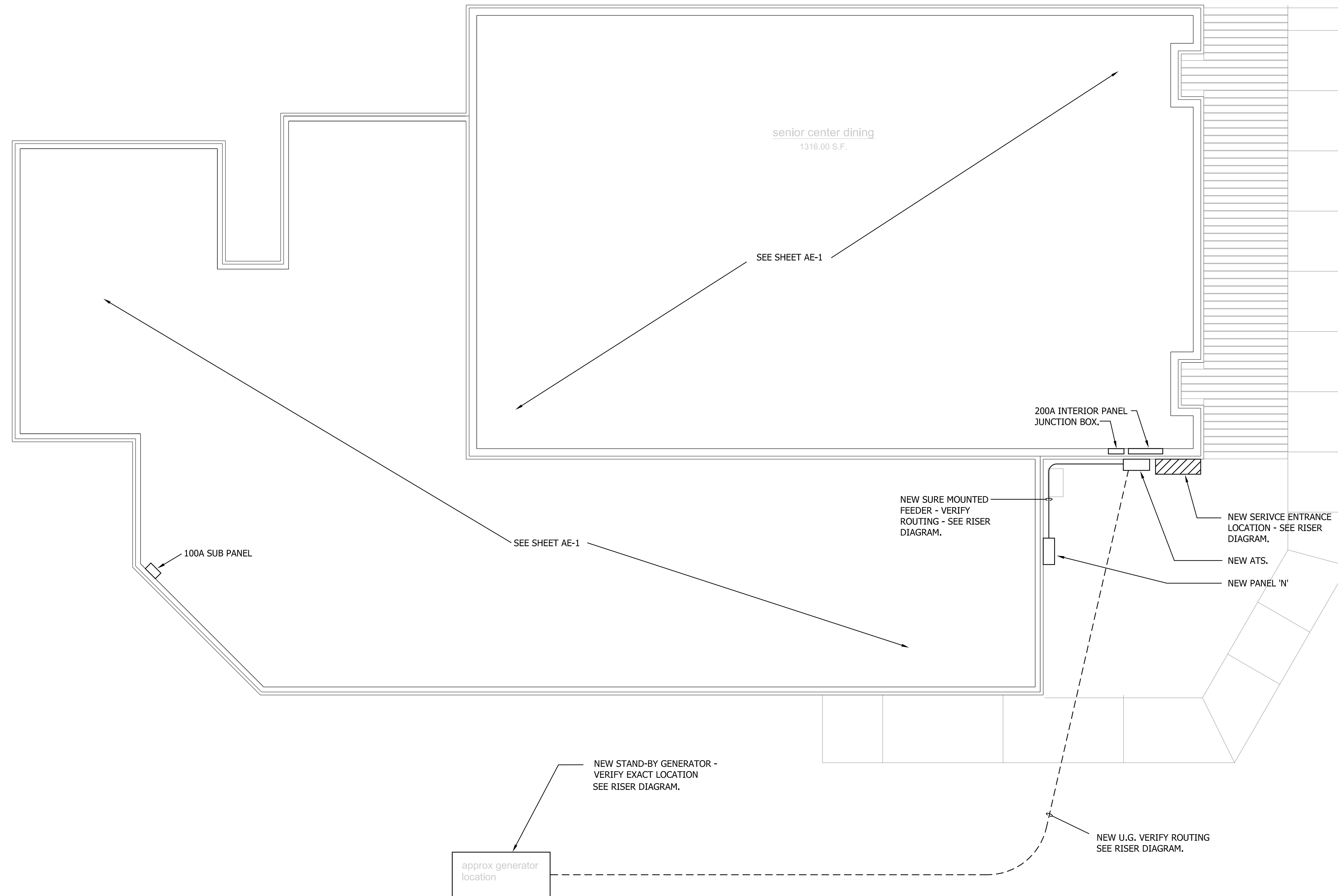
Project ID

Drawn By
Reviewed By
Date
CAD File Name

AE-1

of

4



1 ELECTRICAL PLAN
Scale: 1/4" = 1'-0"

ENGINEERED DESIGN GROUP
CONSULTING MECHANICAL-ELECTRICAL-PLUMBING
REFRIGERATION & FIRE PROTECTION ENGINEERS

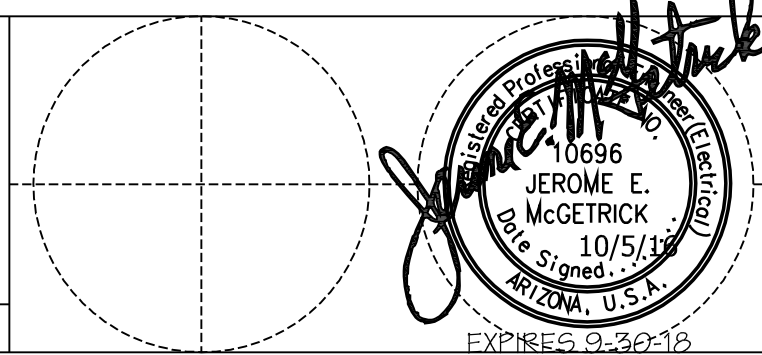
EDG PROJECT #
954 N. ALVERSON WAY, TUCSON, AZ 85711
PH: (520)881-8886 FAX: (520)881-5647

Web Site: www.edg-ec.com
CERTIFICATE OF AUTHORIZATION
#246A28116590

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THIS DRAWING IS PRELIMINARY. NOT FOR CONSTRUCTION UNLESS SEALED AND SIGNED BY A REGISTERED ENGINEER.

No.	Date	Revision Notes	Zone	Approvals	No.	Date	Issue Notes



Design Firm
Wayne Scheibe Architect
PO BOX 445
DRAGON, AZ
(520) 906-7548

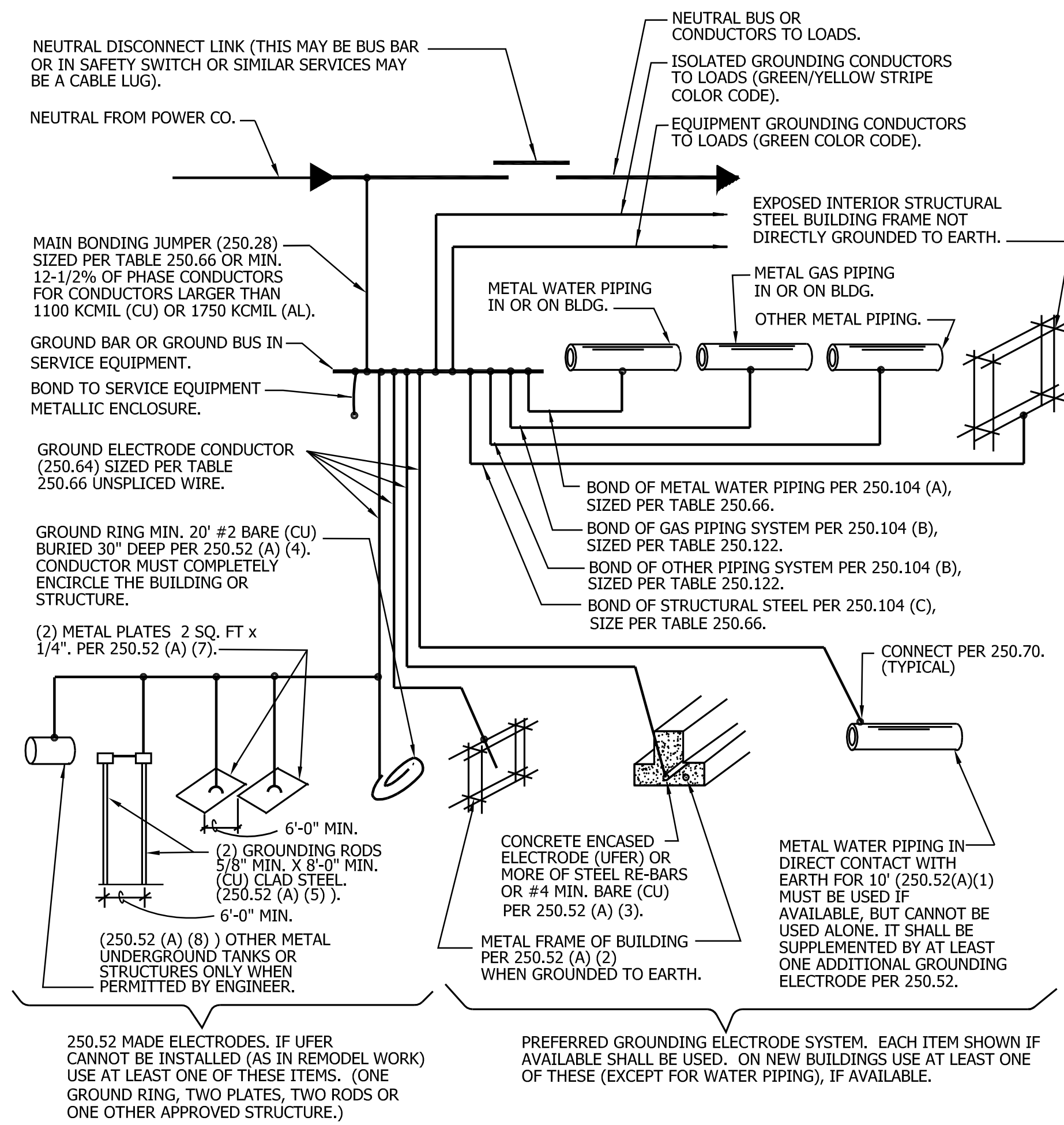
Consultant
Engineered Design Group - West
954 N. Alvernon Way
Tucson Az. 85711

Project Title
Tombstone Senior Center

Drawing Title
Electrical Plan

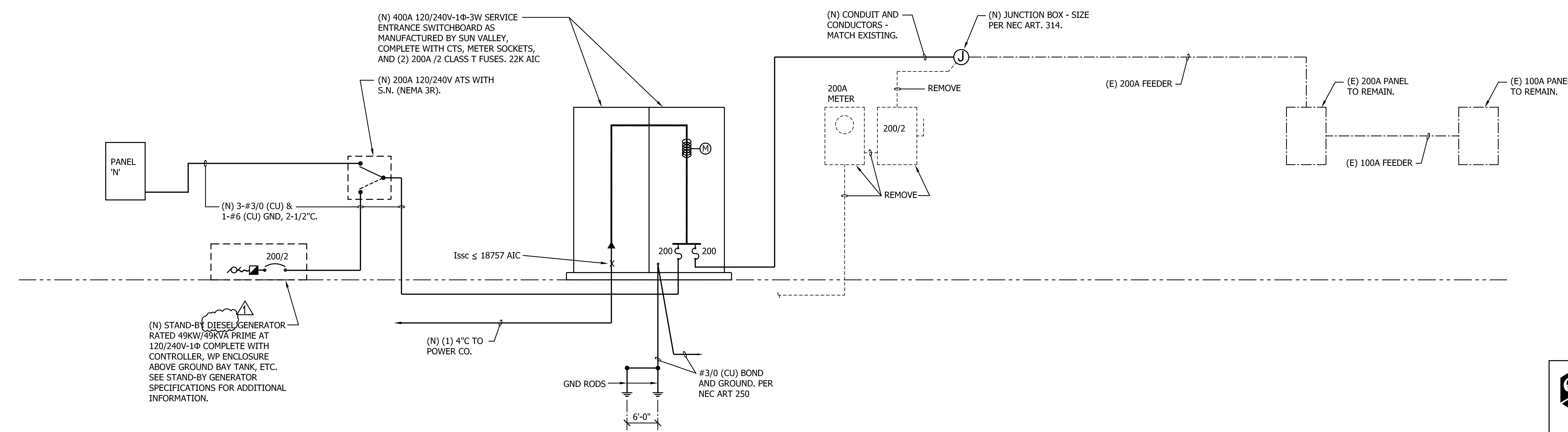
Project Manager	Project ID
Drawn By	Scale AS NOTED
Reviewed By	Drawing No. E-2
Date	of
CAD File Name	3

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2 SERVICE GROUNDING DETAIL
N.T.S. CODE SECTION REFERENCES TO 2011 NFPA-70, NATIONAL ELECTRICAL CODE. SERVICE GROUNDING SHALL COMPLY WITH NEC ARTICLE 250 IN ITS ENTIRETY.

NOTE:
EXISTING PANEL AND NEW PANEL N SHALL BE SERIES RATED U.L. LISTED 22/10



1 ELECTRICAL SERVICE & DISTRIBUTION RISER DIAGRAM
Scale: NTS

ENGINEERED DESIGN GROUP
CONSULTING MECHANICAL-ELECTRICAL-PLUMBING REFRIGERATION & FIRE PROTECTION ENGINEERS

EDG PROJECT #
954 N. ALVERNON WAY, TUCSON, AZ 85711
PH: (520) 881-8896 FAX: (520) 881-5647

Web Site: www.edg-ce.com
CERTIFICATE OF AUTHORIZATION #240A2816590

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11-15-16	PER CITY OF TOMBSTONE																		
No.	Date	Revision Notes	Zone	Approvals	No.	Date	Issue Notes												

Design Firm: **Wayne Scheibe Architect**
PO BOX 445
DRAGON, AZ
(520) 906-7548

Consultant: **Engineered Design Group - West**
954 N. Alvernon Way
Tucson Az. 85711

Project Title: **Tombstone Senior Center**

Drawing Title: **Electrical Plan**

Project Manager: _____

Project ID: _____

Drawn By: _____

Scale: **AS NOTED**

Reviewed By: _____

Drawing No.: **E-3**

Date: _____

CAD File Name: _____

of 3

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