

Bid Of: _____

Bid Documents for:

FACILITIES LIGHTING RETROFIT

In Mineral Point, Iowa County, Wisconsin

City of Mineral Point

137 High St. STE 1

Mineral Point, WI 53565

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A: ADVERTISEMENT FOR BIDS.

ADVERTISEMENT FOR BIDS

CITY OF MINERAL POINT

FACILITIES LIGHTING RETROFIT

Notice is hereby given that sealed bids will be received by the City of Mineral Point, Attention: Matthew Honer, City Administrator, 137 High Street, Suite 1, Mineral Point, Wisconsin 53565, until 9:00 AM, local time on September 27, 2024, for furnishing the necessary labor, materials, equipment, tools, and guarantees thereof to perform the project.

Work shall include parts and labor for the replacement of identified non-LED lighting fixtures and bulbs by the bidder at the following municipally owned facilities: City Hall (137 High St.), Public Library (137 High St.), Mineral Point Opera House (139 High St.), Fire Station (214 Doty St.), Soldier's Memorial Park (206 Copper St.), Public Swimming Pool (206 Copper St.), (2) Well Houses, and the Wastewater Treatment Facility (1030 Bollerud St.).

All bidding and work are to be performed in compliance with the Contract Documents for this project and any addenda issued thereto, which are on file with the City Administrator.

Bids received after the date and time stated above will be returned unopened to submitters. Immediately following the deadline for submission, bids will be publicly opened and read aloud in the City of Mineral Point Community Room at 137 High Street, Suite 1, Mineral Point, Wisconsin.

Bids must be submitted on the forms provided with the contract documents. All bids must be accompanied by a bid deposit in the form of a certified or cashier's check, or bid bond, for not less than five percent (5%) of the total amount bid. Should the successful Bidder fail to enter into the contract and furnish satisfactory payment and performance bonds within the time stated in the specifications, the bid deposit shall be forfeited to the City of Mineral Point.

Bid documents are available on the City's website, www.cityofmineralpoint.com. Bid documents can also be acquired by contacting Matthew Honer at 608-987-0463, or administrator@cityofmineralpointwi.gov.

The City of Mineral Point expressly reserves the right to reject any and all bids, to waive minor irregularities or informalities, and to further make award of the project to the lowest responsible bidder as it best serves the interest of the City. No proposal may be withdrawn after the time stated above, or before the Award of Contract unless said award is delayed for a period exceeding thirty (30) calendar days after the opening of the proposals.

Posted and Published on September 19 and September 26, 2024.

B. INSTRUCTIONS FOR BID PROPOSAL.

Bidders shall include the following information:

Contractor's Name: _____

Address: _____

Phone Number: _____ **Email Address:** _____

Pricing

Information: _____

Warranty: 1 year repair or replacement.

Est. timeline: Starting Date: _____ **Completion Date:** March 15, 2025

Scope of Project:

Retrofitting the identified non-LED lighting in the following City facilities: City Hall, Public Library, Opera House, Fire Station, (2) Well Houses, Park, Pool, and Wastewater Treatment Plan.

The project is being partially funded through the Rural Electric Reduction Accelerator program through *Focus on Energy*. The Contractor is responsible for ensuring that all Retrofitting is done with fixtures and bulbs approved by *Focus on Energy*. The contract shall adhere to the requirements of the Rural Electric Accelerator program, attached.

The contractor will need to work with multiple city departments to schedule appropriate times to complete the work

The work must be completed by March 15, 2025.

City hall

Space	Existing Fixture	Qty
Conference	Downlight/CFL Pin Base/32.0W/1 Lamp	9
Conference	Troffer/T8 Fluorescent/4 ft/32.0W/2 Lamp	9
Conference	Wall Wash/T8 Fluorescent/4 ft/32.0W/1 Lamp	5
Exterior	Wallpack/CFL Pin Base/36.0W/1 Lamp	1
Hall	Downlight/CFL Pin Base/32.0W/1 Lamp	1

Space	Existing Fixture	Qty
Hall	Wall Wash/T8 Fluorescent/4 ft/32.0W/1 Lamp	5
Kitchen/Hall	Troffer/T8 Fluorescent/4 ft/32.0W/2 Lamp	9
Main Office	Troffer/T8 Fluorescent/4 ft/32.0W/3 Lamp	7
Mayor	Troffer/T8 Fluorescent/4 ft/32.0W/2 Lamp	1
Mechanical	Strip/T8 Fluorescent/4 ft/32.0W/2 Lamp	4
Records	Troffer/T8 Fluorescent/4 ft/32.0W/2 Lamp	1
Restrooms	Downlight/CFL Pin Base/32.0W/1 Lamp	4
Seniors Room	Troffer/T8 Fluorescent/4 ft/32.0W/2 Lamp	2
Small Conference	Troffer/T8 Fluorescent/4 ft/32.0W/2 Lamp	2

Library

Space	Existing Fixture	Qty
Archives	Decorative Indoor/CFL Screw In/15.0W/4 Lamp	8
Archives	Strip/T8 Fluorescent/4 ft/32.0W/2 Lamp	5
Archives	Wrap/T8 Fluorescent/4 ft/32.0W/2 Lamp	3
Back Staircase Room	Downlight/Incandescent/60.0 W/1 Lamp	3
Back Staircase Room	Strip/T8 Fluorescent/4 ft/32.0W/2 Lamp	1
Elevator	Strip/T8 Fluorescent/4 ft/32.0W/2 Lamp	1
Jack May Room	Troffer/T8 Fluorescent/4 ft/32.0W/2 Lamp	2
Library Second Level	Decorative Indoor/CFL Screw In/13.0W/1 Lamp	2
Library Second Level	Decorative Indoor/CFL Screw In/15.0W/3 Lamp	1
Library Second Level	Decorative Indoor/CFL Screw In/15.0W/4 Lamp	4
Library Second Level	Decorative Indoor/CFL Screw In/15.0W/4 Lamp	6
Library Second Level	Decorative Indoor/Incandescent/60.0W/2 Lamp	1
Library Second Level	Downlight/CFL Pin Base/32.0W/1 Lamp	2
Lower Level Library	Decorative Indoor/CFL Screw In/13.0W/1 Lamp	4
Lower Level Library	Decorative Indoor/CFL Screw In/15.0W/4 Lamp	10

Space	Existing Fixture	Qty
Lower Level Library	Decorative Indoor/Incandescent/60.0W/2 Lamp	6
Lower Level Library	Downlight/CFL Pin Base/32.0W/1 Lamp	2
Lower Level Library	Troffer/T8 Fluorescent/4 ft/32.0W/2 Lamp	2
Main Entry	Decorative Indoor/CFL Screw In/15.0W/3 Lamp	1
Main Entry	Decorative Indoor/Incandescent/60.0W/2 Lamp	3
Main Entry	Wrap/T8 Fluorescent/4 ft/32.0W/2 Lamp	2
Man Level	Decorative Indoor/CFL Screw In/13.0W/1 Lamp	6
Man Level	Decorative Indoor/CFL Screw In/15.0W/4 Lamp	16
Man Level	Decorative Indoor/Incandescent/100.0W/1 Lamp	3
Man Level	Downlight/CFL Pin Base/32.0W/2 Lamp	4
Panel Room	Wrap/T8 Fluorescent/4 ft/32.0W/2 Lamp	1
Roof Access	Wrap/T8 Fluorescent/4 ft/32.0W/2 Lamp	1
Stairs	Decorative Indoor/CFL Screw In/15.0W/3 Lamp	1
Stairs	Decorative Indoor/Incandescent/60.0W/2 Lamp	2
Stairs	Downlight/CFL Pin Base/32.0W/1 Lamp	3
Stairs	Downlight/CFL Pin Base/32.0W/1 Lamp	3
Stairs	Wrap/T8 Fluorescent/4 ft/32.0W/2 Lamp	6

Opera house

Space	Existing Fixture	Qty
Dressing Room/Level	Other/CFL Screw In/23.0W/1 Lamp	1
Dressing Room/Level	Strip/T8 Fluorescent/4 ft/32.0W/2 Lamp	6
Entry Area	Decorative Indoor/CFL Pin Base/32.0W/4 Lamp	1
Entry Area	Decorative Indoor/CFL Screw In/13.0W/1 Lamp	4
Entry Area	Downlight/CFL Pin Base/32.0W/1 Lamp	2
Exterior	Wallpack/High Pressure Sodium/100.0W/1 Lamp	1

Space	Existing Fixture	Qty
Kitchen/concessions	Downlight/Incandescent/60.0W/1 Lamp	2
Kitchen/concessions	Wrap/T8 Fluorescent/2ft/17.0W/2 Lamp	4
Kitchen/concessions	Wrap/T8 Fluorescent/4ft/32.0W/2 Lamp	1
Restrooms	Decorative Indoor/CFL Screw In/13.0W/1 Lamp	5
Restrooms	Decorative Indoor/CFL Screw In/13.0W/1 Lamp	4
Seating Area	Decorative Indoor/CFL Pin Base/32.0W/4 Lamp	2
Seating Area	Decorative Indoor/Incandescent/60.0W/2 Lamp	8
Stairs	Decorative Indoor/Incandescent/60.0W/1 Lamp	2
Stairs	Decorative Indoor/Incandescent/60.0W/2 Lamp	1
Upper Balcony	Decorative Indoor/CFL Pin Base/32.0W/4 Lamp	6
Upper Balcony	Decorative Indoor/Incandescent/60.0W/1 Lamp	4

Fire house

Space	Existing Fixture	Qty
Flag Lt	Flood Light/Halogen/50.0W/1 Lamp	2
Garage	Strip/T8 Fluorescent/4ft/32.0W/2 Lamp	11
Garage	Strip/T8 Fluorescent/4ft/32.0W/3 Lamp	14
Interior	Decorative Indoor/CFL Screw In/13.0W/3 Lamp	2
Interior	Troffer/T8 Fluorescent/4ft/32.0W/3 Lamp	21
Interior	Troffer/T8 Fluorescent/4ft/32.0W/4 Lamp	2
Interior	Wrap/T8 Fluorescent/4ft/32.0W/2 Lamp	2
Interior	Wrap/T8 Fluorescent/4ft/32.0W/4 Lamp	4
Restrooms	Wrap/T8 Fluorescent/4ft/32.0W/4 Lamp	3
Upper Storage/Workout/	Other/Incandescent/100.0W/1 Lamp	1
Upper Storage/Workout/	Other/Incandescent/200.0W/1 Lamp	2
Upper Storage/Workout/	Other/Light Emitting Diode/15.0W/1 Lamp	2

Space	Existing Fixture	Qty
Upper Storage/ Workout/	Wrap/T8 Fluorescent/4 ft/32.0W/4 Lamp	12

Soldiers park

Space	Existing Fixture	Qty
Poles	Area Light/High Pressure Sodium/400.0W/1 Lamp	9
Poles	Flood Light/High Pressure Sodium/400.0W/1 Lamp	1
Restrooms	Other/CFL Screw In/23.0W/1 Lamp	8

Pool

Space	Existing Fixture	Qty
Exterior	Other/CFL Screw In/23.0W/1 Lamp	1
Exterior	Wallpack/High Pressure Sodium/100.0W/1 Lamp	3
Restrooms	Other/CFL Screw In/23.0W/1 Lamp	18

Water Dept Bldg

Space	Existing Fixture	Qty
Water Dept Bldg	Wallpack/Light Emitting Diode/30.0W/1 Lamp	1
Water Dept Bldg	Wrap/T8 Fluorescent/2 ft/17.0W/2 Lamp	2
Water Dept Bldg	Wrap/T8 Fluorescent/4 ft/32.0W/2 Lamp	1

Water pump house (2)

Space	Existing Fixture	Qty
Interior	Other/Incandescent/100.0W/1 Lamp	2
Interior	Vapor Tight/T8 Fluorescent/4 ft/32.0W/2 Lamp	4

Water treatment

Space	Existing Fixture	Qty
Electrical	Vapor Tight/T8 Fluorescent/4 ft/32.0W/2 Lamp	2
Grit Chamber	Vapor Tight/T8 Fluorescent/4 ft/32.0W/2 Lamp	5
Lower Level	Vapor Tight/T8 Fluorescent/4 ft/32.0W/2 Lamp	12
Office Area	Troffer/T8 Fluorescent/4 ft/32.0W/2 Lamp	6

Space	Existing Fixture	Qty
Office Area	Troffer/T8 Fluorescent/4 ft/32.0W/3 Lamp	2
Office Area	Troffer/T8 Fluorescent/4 ft/32.0W/4 Lamp	6
Office Area	Vapor Tight/T8 Fluorescent/4 ft/32.0W/2 Lamp	2
Old Office	Vapor Tight/T8 Fluorescent/4 ft/32.0W/2 Lamp	17
Shop	Highbay/High Pressure Sodium/400.0W/1 Lamp	5

C: BID BOND.

LET ALL KNOW BY THESE DOCUMENTS PRESENTED, THAT Principal and Surety, as identified below, are held and firmly bound unto the City of Mineral Point, (hereinafter referred to as the "Obligee"), in the sum of five per cent (5%) of the amount of the total bid or bids of the Principal herein accepted by the Obligee, for the payment of which the Principal and the Surety bind themselves, their heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents. The conditions of this obligation are such that, whereas the Principal has submitted, to the City of Mineral Point a certain bid, to enter into a contract in writing for the retrofitting of identified non-LED light fixtures and bulbs, by the bidder, in the following City of Mineral Point's facilities: City Hall, Public Library, Opera House, Fire Station, (2) Well Houses, Park, Pool, and Wastewater Treatment Plan, in the City of Mineral Point, Iowa County, Wisconsin, which said bid is hereto attached and made a part of the bond.

- 1) If said bid is rejected by the Obligee, then this obligation shall be void.
- 2) If said bid is accepted by the Obligee and the Principal shall execute and deliver a contract in the form specified by the Obligee (properly completed in accordance with said bid) and shall furnish a bond for the Principal's faithful performance of said contract, and for the payment of all persons performing labor or furnishing materials in connection therewith, and shall in all other respects perform the agreement created by the acceptance of said bid, then this obligation shall be void.
- 3) If said bid is accepted by the Obligee and the Principal shall fail to execute and deliver the contract and the performance and payment bond noted in 2. above executed by this Surety, or other Surety approved by the City of Mineral Point, all within the time specified or any extension thereof, the Principal and Surety agree jointly and severally to forfeit to the Obligee as liquidated damages the sum mentioned above, it being understood that the liability of the Surety for any and all claims hereunder shall in no event exceed the sum of this obligation as stated, and it is further understood that the Principal and Surety reserve the right to recover from the Obligee that portion of the forfeited sum which exceed the actual liquidated damages incurred by the Obligee.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no way impaired or affected by an extension of the time within which the Obligee may accept such bid, and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, on the day and year set forth below.

Seal PRINCIPAL

Name of Principal

By

Date

Name and Title

Seal SURETY

Name of Principal

By

Date

Name and Title

This certifies that I have been duly licensed as an agent for the above company in Wisconsin under National Provider No. _____ for the year _____, and appointed as attorney in fact with authority to execute this bid bond and the payment and performance bond referred to above, which power of attorney has not been revoked.

Date

Agent Signature

Address

City, State and Zip Code

Telephone Number

NOTE TO SURETY & PRINCIPAL The bid submitted which this bond guarantees shall be rejected if the following instrument is not attached to this bond: Power of Attorney showing that the agent of Surety is currently authorized to execute bonds on behalf of the Surety, and in the amounts referenced above.

D: AGREEMENT

THIS AGREEMENT made this _____ day of _____ in the year Twenty Twenty-Four between _____ hereinafter called the Contractor, and the City of Mineral Point, Wisconsin, hereinafter called the City. WHEREAS, the Common Council of the said City of Mineral Point, has awarded to the Contractor the work of performing certain construction.

NOW, THEREFORE, the Contractor and the City, for the consideration hereinafter named, agree as follows:

1. Scope of Work. The Contractor shall, perform the construction, execution, and completion of the following listed complete work or improvement in full compliance with the Plans, Specifications, Standard Specifications, Supplemental Specifications, Special Provisions, and contract; perform all items of work covered or stipulated in the proposal; perform all altered or extra work; and shall furnish, unless otherwise provided in the contract, all materials, implements, machinery, equipment, tools, supplies, transportation, and labor necessary to the prosecution and completion of the work or improvements:

Retrofitting the identified non-LED lighting in the following City facilities: City Hall, Public Library, Opera House, Fire Station, (2) Well Houses, Park, Pool, and Wastewater Treatment Plan.

2. Completion Date/Contract Time. Construction work must begin within seven (7) calendar days after the "starting date" identified by the Contractor in the proposal and shall be carried on at a rate to secure full completion by the "completion date" specified by the contractor. The rate of progress and the time of completion being essential conditions of this Agreement.
3. Contract Price. The City shall pay to the Contractor within 30 days of receipt of an invoice following completion, the sum of _____ (\$ _____) Dollars being the amount bid by such Contractor and which was awarded to him/her as provided by law.
4. Affirmative Action. In the performance of the services under this Agreement the Contractor agrees not to discriminate against any employee or applicant because of race, religion, marital status, age, color, sex, disability, national origin or ancestry, income level or source of income, arrest record or conviction record, less than honorable discharge, physical appearance, sexual orientation, gender identity, political beliefs, or student status. The Contractor further agrees not to discriminate against any subcontractor or person who offers to subcontract on this contract because of race, religion, color, age, disability, sex, sexual orientation, gender identity or national origin.
5. Applicable Law and Forum. Any dispute between the Contractor and the City shall be venued in Iowa County, Wisconsin. Contractor agrees to submit to such jurisdiction and agrees that the dispute shall be governed by and construed in accordance with the laws of the State of Wisconsin without giving effect to any choice or conflict of law provision or rule.

IN WITNESS WHEREOF, the Contractor has hereunto set his/her hand and seal and the City has caused this contract to be sealed with its corporate seal and to be executed by its Mayor and City Clerk on the dates written below.

Countersigned:

Witness Date

Witness Date

Company Name

President Date

Secretary Date

CITY OF MINERAL POINT, WISCONSIN

Witness Date

Witness Date

Mayor Date

Clerk Date

2024 BUSINESS OFFERINGS

SCHOOLS & GOVERNMENT RURAL ELECTRIC REDUCTION ACCELERATOR OFFERING



HOW TO APPLY

NEED HELP? Call 800.762.7077



FOCUS ON ENERGY® invites school and government customers to begin their electrification efforts by reducing their overall electric load. Before starting plans to convert to renewable energy and electrify buildings, focus on existing electric infrastructure and reduce your energy consumption. Make your electric reduction project happen sooner with additional incentives from Focus on Energy.

HOW DO I GET STARTED?

- 1 Start by identifying your electric savings project.
- 2 Complete the attached application with the estimated savings, incentives requested, scope of work, and program impact questionnaire.
- 3 Submit completed paperwork to Focus on Energy. Once funds are allocated to this accelerator, the offering will be closed. **Funding is limited.**

REQUIREMENTS

- Customer must be a school or government.
- Project site must be served by participating Focus on Energy [utilities](#) and be in a [rural zip code](#).
- Requested incentive cannot exceed 100% of total project cost.
- Retrocommissioning and renewable energy projects are not eligible.
- Projects already approved or submitted for pre-approval review by Focus on Energy are not eligible.
- Projects must be completed by October 31, 2026.
- All completion paperwork must be received within 60 days of installation and no later than October 31, 2026.
 - Completion paperwork will include a signed Project Completion Notice, final invoices, and acknowledgment from the Energy Advisor confirming the project has been completed.

Funding request may be denied or a counteroffer may be provided based on cost effectiveness (incentives per MMBtu saved), Focus on Energy impact, or funding availability.

TECHNOLOGY INVESTMENT FUND [\(TIF\)](#)

Looking for additional funding options? Consider using the TIF to provide a low- or no-interest loan up to \$600,000 with terms of up to five years. Contact your Focus on Energy Advisor to start the process.

SCHOOLS & GOVERNMENT RURAL ELECTRIC REDUCTION ACCELERATOR APPLICATION



Enrollment is competitive and limited to funding available. Complete all sections. Incomplete applications cannot be processed and will delay allocation of incentives.

section 1 ACCOUNT AND CUSTOMER INFORMATION

Tax Identification Number (Check one) FEIN or SSN

If you use a Social Security Number (SSN) as your Tax Identification Number, **do not provide it below**. You will be contacted by the Program via email to provide a copy of your W-9 using a secure online portal, if it is not already on file. **You must list an email address in Section 3.**

FEIN _____

TAX CLASSIFICATION OF CUSTOMER

(Check one. Required for all businesses, including non-profits.)

- Sole Proprietorship
- S Corporation
- Partnership
- C Corporation
- LLC - S Corp
- LLC - Partnership
- LLC - C Corp
- Single-Member LLC
- Other _____

OWNER NAME (REQUIRED IF SSN IS USED AS TAX IDENTIFICATION NUMBER) _____

COMPANY NAME _____

LEGAL ADDRESS (AS SHOWN ON COMPANY W-9) _____

CITY _____ STATE _____ ZIP _____

WHO DID YOU WORK WITH FROM FOCUS ON ENERGY? (CONTACT NAME) _____

section 2 PARTICIPATING SITE INFORMATION

(Refer to your utility bills for account numbers below.)

PARTICIPATING SITE ADDRESS _____

CITY _____ STATE _____ ZIP _____

ELECTRIC UTILITY AT JOB SITE _____ ELECTRIC ACCOUNT # _____

GAS UTILITY AT JOB SITE _____ GAS ACCOUNT # _____

- PARTICIPATING SITE ADDRESS IS SAME AS LEGAL ADDRESS
- PARTICIPATING SITE ADDRESS IS DIFFERENT (COMPLETE BELOW)

OTHER ENERGY USED (RENEWABLE, PROPANE, ETC.) _____

APPROXIMATE ANNUAL KWH USAGE _____

ESTIMATED ANNUAL KWH SAVINGS _____

MMBTU SAVINGS: (KWH SAVINGS x .003412) _____

INCENTIVES REQUESTED _____

TOTAL PROJECT COST _____

ESTIMATED COMPLETION DATE _____

section 3 CUSTOMER CONTACT INFORMATION

NAME _____ TITLE _____

PRIMARY PHONE # _____ EMAIL ADDRESS _____

- I opt in to receive program updates via text message.
- Preferred method of contact: Call Email Text

If Focus on Energy has a question about this application, we should contact: Customer Trade Ally Other _____

section 4 BUSINESS PAYMENT INFORMATION

Payee is responsible for any associated tax consequences.

- Mail check to:** Customer Legal Address Participating Site Address
- Alternate Address (complete below)

COMPANY NAME _____

ALTERNATE ADDRESS _____

CITY _____ STATE _____ ZIP _____

ATTENTION TO (OPTIONAL) _____

section 5 SCOPE OF WORK

Explain your plan to achieve measurable electric energy savings (attach a separate document if necessary).

By signing this agreement, I demonstrate my alignment with the objectives of this offering, and I pledge to support the efforts at this site. By signing this agreement, I also provide my permission for my electric and gas utility(ies) to share my energy data directly with Focus on Energy.

CUSTOMER SIGNATURE _____

NAME (PRINT) _____ DATE _____



PARTICIPATION REQUIREMENTS

NEED HELP? Call **800.762.7077**



Use the eligibility requirements below to see if your business qualifies for program incentives. You can also visit **focusonenergy.com** to find savings opportunities specific to your business.

INFORMATION AND REQUIREMENTS

Before you start your project, make sure you are familiar with participation requirements, program information, and Terms and Conditions.

General Terms and Conditions

Review the Focus on Energy Terms and Conditions at **focusonenergy.com/terms** or call **800.762.7077** to request a copy.

Incentive Limits

Incentives are limited to \$300,000 per project and \$400,000 per customer per calendar year for all Focus on Energy incentives (prescriptive and custom).

Depending on the business tax classification of the payee, the entity receiving the incentive payment may receive IRS form 1099 for incentives totaling over \$600 in a calendar year.

REDUCING ENERGY WASTE ACROSS WISCONSIN

FOCUS ON ENERGY®, Wisconsin utilities' statewide program for energy efficiency and renewable energy, helps eligible residents and businesses save energy and money while protecting the environment. Focus on Energy information, resources, and financial incentives help to implement energy efficiency and renewable energy projects that otherwise would not be completed.

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