

September 26, 2022

To all Potential Contractors,

RE: Notice to Bidders – Cherokee Water Treatment Plant & Wells Generators

The City of Cherokee is soliciting sealed bids from qualified sources to supply and install:

- 1- 400KV/500kVA Diesel Generator set with an automatic transfer switch and gear with material for install to Water Treatment Plant

- 1- 200KW/250kVA Diesel Generator set with an automatic transfer switch and gear with material for install to both Well locations

There will be concrete a pad that will need to comply with the manufacturer's requirements for each size generator, this shall be included in this bid

Location of generators and specifications on materials can be obtained by doing a site visit with Public Works.

The selected contractor must have a current Iowa licensed Master Electrician or Professional Engineer on staff to certify the installations. A bid bond as well as performance and payment bonds will be required. Bid bond shall be a certified check or bond of a reputable bonding company authorized to do business in the state of Iowa, in an amount of not less the ten percent (10%) of total amount of the bid. The successful bidder must execute performance and payment bonds, each in the amount to one hundred percent (100%) of the contract amount. The selected contractor shall provide a certificate of insurance.

Please provide your sealed bid in writing to our office at the above address to my attention. **Please separate your invoice/quote into 3 line items: Generator, Labor and Materials.** If you wish to be considered for this project, we must have your bid by October 19th, 2022, at 4 P.M. Bids are due back to Cherokee City Hall, 416 West Main Street, Cherokee, IA 51012. Should you wish to email your bid, you may do so by sending it to me at publicworks@cherokeeiowa.net. The project will be awarded on 25th of October at the monthly meeting of the City Council.

City of Cherokee reserves the right to accept or reject any or all submitted quotes and qualifications and waive any irregularities or non-conformities as determined by the FEMA grant requirements or deemed to be in the best interest of the City of Cherokee.

The project contractor will be selected through the use of an evaluation utilizing a scoring system based upon the following criteria of importance with the maximum points possible for each listed criterion:

- Contractor has a current Iowa licensed Master Electrician and/or a Professional Engineer on staff (Maximum of 10 points)
- Contractor's availability and capability of staff (Maximum of 10 points)
- Contractor's past experience with similar projects (Maximum of 10 points)
- Contractor's geographic location (Maximum of 10 points)
- City of Cherokee's familiarity with the contractor (Maximum of 10 points)

- Contractor's ability to complete projects in a timely manner and within budget constraints (Maximum of 10 points)
- Contractor's proposed cost to complete the project (Maximum of 10 points)
- Contractor's previous experience with FEMA funded projects (Maximum of 10 points)

Maximum possible points: 80

Thank you for considering this request and we look forward to hearing from you. Contact me at 712-229-5309 or publicworks@cherokeeiowa.net with any questions.

Sincerely,

Luke Gravenish, Public Works Superintendent
City of Cherokee