



Mountain Rides Transportation Authority
PO Box 3091
Ketchum, ID 83340
Phone: 208-788-7433

Invitation for Bid

FOR

INSTALLATION OF
ELECTRIC BUS CHARGERS AND DISPENSERS

IFB # 2020-12-001

December 2, 2020

SECTION 1: SOLICITATION NOTICE

1.1 Notice

Notice is hereby given that Mountain Rides Transportation Authority (MRTA) releases this Invitation for Bid **IFB# 2020-12-001** for installing two electric bus chargers and two electric bus charger dispensers at each of its Bellevue, Idaho and Ketchum, Idaho bus operations and maintenance locations.

1.2 Communications with MRTA

Upon release of this IFB, all communications concerning this procurement should be directed to:

Ben Varner
Director, Assets and Infrastructure
Mountain Rides Transportation Authority
PO Box 3091, Ketchum, ID 83340
ben@mountainrides.org
208-788-7433, ext. 105

1.3 Submittal of Proposals

Submittals shall be sent via email, as an attachment in PDF format, to Ben Varner, Director, Assets and Infrastructure, at ben@mountainrides.org.

1.4 Nonresponsive Submittals

MRTA reserves the right to reject as non-responsive any Submittal that is incomplete, obscure, or irregular, or from Bidders who have previously failed to perform properly, or to complete on time, contracts of any nature.

1.5 Submittal Process & Requirements

- a) This Invitation is open to licensed public works contractors. Except as set forth below, MRTA will consider the amount bid, Bidder compliance with administrative requirements of the bidding process, and whether the Bidder holds the requisite license, and shall award the bid to the qualified Bidder submitting the lowest responsive bid.
- b) Written objections to specifications or bidding procedures must be received by MRTA at least three (3) business days before the date and time upon which bids are scheduled to be opened. MRTA shall respond to any such objection in writing, adjusting bidding timeframes if necessary.

- c) MRTA requires Bidders to provide Bid Security in an amount equal to at least five percent (5%) of the amount bid. A bid will not be considered unless it includes Bid Security in one (1) of the following forms:
- 1) Cash;
 - 2) A cashier's check made payable to MRTA;
 - 3) A certified check made payable to MRTA; or
 - 4) A Bidder's bond executed by a qualified surety company, made payable MRTA.
- d) Any bid received by MRTA may not be withdrawn after the date and time set in the Notice for opening of bids. If the successful Bidder fails to execute the contract, the amount of its Bidder's security may be forfeited to MRTA at the sole discretion of MRTA and the proceeds shall be deposited in a designated fund out of which the expenses of procuring substitute performance will be paid.
- e) MRTA may, on the refusal or failure of the successful Bidder to execute the contract, award the contract to the qualified Bidder submitting the next lowest responsive bid. If MRTA awards the contract to the next lowest qualified Bidder, the amount of the lowest qualified Bidder's security may be applied by MRTA to the difference between the lowest responsive bid and the next lowest responsive bid, and the surplus, if any, shall be returned to the lowest Bidder if cash or check is used, or to the surety on the Bidder's bond if a bond is used, unless reasonable administrative costs not to exceed twenty-five percent (25%) of the amount of the Bidder's security to the owner.
- f) The successful Bidder, upon execution of the contract, shall provide MRTA a Performance Bond for 100 percent of the contract price. This "performance bond" is obtained to ensure completion of the obligations. This successful Bidder will also be required to submit a Payment Bond in the amount of 50 percent of the contract price. Performance and Payment Bonds may be in the form of: (A) cash; (B) a cashier's check made payable to MRTA; (C) a certified check made payable to MRTA; or (D) a Bidder's bond executed by a qualified surety company, made payable MRTA.
- g) If any participating Bidder objects to the bid award, such Bidder shall respond in writing to the notice from MRTA within seven (7) calendar days of the date of transmittal of the notice, setting forth in such response the express reason or reasons that the award decision of MRTA is in error. Thereafter, MRTA shall review its decision and determine whether to affirm its prior award, modify the award, or choose to re-bid. After completion of the review process, MRTA may proceed as it deems to be in the public interest.
- h) Protests at the FTA Level (for Federally-funded projects only): Protests made to the FTA will be limited to MRTA's failure to have or follow its protest procedures, MRTA's failure to review a complaint or protest, or violations of Federal law or regulation. Any protest to

the FTA must be made in accordance with the following guidelines:

- 1) A protest must be filed with the FTA no later than five (5) working days after the protester learns or should have learned of an adverse decision by MRTA or other basis of appeal to the FTA.
- 2) A protest to the FTA must be filed in accordance with FTA Circular 4220.1F, as amended.

1.6 Pre-contractual Expenses

MRTA will not be responsible for any expenses incurred in preparing, submitting, or negotiating this proposal, and such costs should not be included in the proposal.

1.7 Requests for Clarification or Approved Equals

All requests for clarifications, explanations, changes, substitutions, or approval of items equal to items with specified brand names must be submitted via email to the contact person listed in Section 1.2 using the form in Exhibit A, no later than Dec. 17, 2020 at 5:00PM MST.

MRTA will provide a single written response to all properly submitted requests for clarification or approved equals as an Addendum on or before Dec. 22, 2020 at 5:00PM MST. All Addenda will be posted on the MRTA website at mountainrides.org

1.8 Intent to Bid and Acknowledgement of Addenda

Please send an email to ben@mountainrides.org to state your interest in submitting a proposal and to receiving any issued Addenda.

While MRTA will make efforts to provide Addenda to all interested parties, it is each Bidder's responsibility to ensure that they have received and understand all Addenda issued.

A completed 'Addendum Acknowledgement' form (Exhibit A) shall be included with all proposals.

1.9 Disadvantaged Business Enterprise Participation

The Disadvantaged Business Enterprise (DBE) requirements of 49 CFR Part 26 applies to this contract. The requirements of this contract are to encourage DBE participation and to report race neutral accomplishments semi-annually. No preference will be included in the evaluation of proposals, no minimum level of DBE participation shall be required as condition for receiving an award, and proposals will not be rejected or considered non-responsive on that basis.

1.10 Public Disclosure of Information

All the information contained in the submittal is subject to the State of Idaho public disclosure laws. If a Bidder feels that any information is confidential or proprietary in nature, the Bidder must submit all such information in a separate sealed envelope prominently marked with the Bidder's name and "Exempt from Public Disclosure." MRTA shall not release or divulge such information to third parties without the consent of the Bidder unless required to do so by applicable law or order of a court of competent jurisdiction.

MRTA assumes no responsibility or liability for any losses or damages which may result from the information contained in the submittal. Furthermore, it will be the responsibility of the Bidder to protect the confidentiality of any information submitted in the submittal, and the Bidder will assume all liability and responsibility for any information declared confidential and shall defend and hold MRTA harmless for any cost, penalties, and/or fees (including attorney fees) incurred in any action regarding the disclosure of said information.

1.11 Federal Clauses and Requirements

MRTA receives funding from the Federal Transit Administration (FTA) to assist with transit operations and capital expenses. As such, third party contracts involving the use of federal funds are subject to applicable federal rules, including Exhibit B, Supplemental Conditions for FTA-Funded Projects, which are incorporated herein by reference and are a material part of this Invitation for Bid and any awarded Contract.

SECTION 2: SCOPE OF WORK & SCHEDULE

Project Description

Mountain Rides requires the installation of two electric bus chargers and four electric bus charger dispensers at each of its Bellevue and Ketchum bus operations and maintenance facilities located at: i) MRTA, South Valley Maintenance Facility, 121 Clover St., Bellevue, ID 83313; and ii) MRTA, Ketchum Maintenance Facility, 800 1st Ave North, Ketchum, ID 83340.

The selected contractor's scope comprises: i) the procurement and installation of all equipment necessary between the medium voltage padmount transformer installed by Idaho Power and the bus chargers and dispensers which will be procured by Mountain Rides separately; and ii) the installation of the electric bus chargers and dispensers and all connections between the chargers, dispensers, and padmount transformer.

The installation shall be in accordance with the supplied drawings included as Exhibit C and all applicable local and national codes. Exhibit D, ABB installation Guide, is provided for reference.

Bid Submittals

Each bid response should include itemized cost for equipment and labor with major equipment, including electrical panels, step-down transformers, and charger/dispenser installation shown on a separate line item. Major equipment should include manufacturer and generic part number/family.

The proposed schedule for the project is shown below and bid response should include a milestone schedule for the procurement and installation. Included in the milestone schedule should be the contractor's contingency plan/considerations related to potential weather and other issues that would affect the project.

- IFB Release Date: December 2, 2020
- Optional Pre-Bid Virtual Meeting: Friday, Dec. 11, 2020 10:00AM MST (details below)
- Optional Bellevue Pre-Bid Site Walk: December 14, 2020, 1:00PM MST
- Optional Ketchum Pre-Bid Site Walk: December 15, 2020, 1:00PM MST
- Bids Due Date: January 12, 2021, 2:00PM MST
- Bid Opening: January 12, 2021, 2:15PM MST, 121 Clover Street, Bellevue, Idaho
- Bid Award Date: January 20, 2021
- Project complete and ready for testing: April 15, 2021, 4:00PM MDT

Pre-Bid Virtual Meeting Login and Call-In Information:

Mountain Rides - IFB#2020-12-001 Informational Call
Fri, Dec 11, 2020 10:00 AM - 11:00 AM (MST)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/413115405>

You can also dial in using your phone.

United States: [+1 \(786\) 535-3211](tel:+17865353211)

Access Code: 413-115-405

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<https://global.gotomeeting.com/install/413115405>

Owner's Representative

As part of this project, MRTA has contracted POWER Engineers, Inc. (POWER) to act as Owner's Representative. POWER has assisted with preparation of the bid and design documents provided. All communication regarding the project should be directed to both POWER and MRTA representatives. POWER representative is Jason Marena, jason.marena@powereng.com and MRTA representative is Ben Varner, ben@mountainrides.org.

Project Submittals and Installation

As part of the project, the selected contractor is expected to install in accordance with drawings provided in Exhibit B. Except for conduit routing paths and where specified, any change from the drawings should be discussed with MRTA and POWER and the deviation approved prior to proceeding. Any changes to the design should be documented on the provided drawings and a red-lined version of the drawings provided upon project completion.

One hard copy and an electronic version of the Bill of Materials for each location should be provided, including data sheets, where applicable. Included with the data sheets should be routine maintenance requirements for switchboards and components to include in emergency, operation, and maintenance manuals.

The project installation will be done in an operational facility. Ongoing operations could prevent installation if not coordinated ahead of time and contractor should not assume that installation schedule changes can be made without prior notice and planning. The contractor shall coordinate all installation activities with the MRTA facilities team.

Final Inspection and Testing.

Contractor shall perform and document manufacturer recommended field testing for all equipment. At a minimum of twenty-four (24) hours prior to energization of switchboards, contractor must notify POWER and MRTA of such. Contractor must perform tests and inspections per NEMA PB.2.1 and the following:

- Phase rotation of main feeder feeding the 480V switchboard and match to existing building switchboards.
- Applicable visual and mechanical inspections per NETA, MRTA, or industry standard.
- Adjustment of breaker settings according to provided documentation.

Prior to project completion, MRTA and POWER will walk through the project with the contractor to verify completion. Following completion, when the buses arrive on site, the bus manufacturer will be on site to perform acceptance testing of the buses. The contractor must provide a representative for one day of testing. This contractor's representative must be licensed and able to make any changes required to the installation that are discovered during the testing.

Equipment

For major equipment, the accepted manufacturers are:

- Square D
- General Electric
- Eaton/Cooper

- ABB
- Schneider Electric

All equipment, conduit, and cable must be identified using industry standards and as required by the NEC. Each overcurrent protective device must be labeled with an engraved plastic nameplate according to its load served. Each main switchboard must be labeled with an engraved plastic nameplate detailing its name, phase, and source of feed.