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TOWN MANAGER  
ROBERT H. STABE, JR.

TOWN CLERK  
LAURA ALDRICH

TOWN ATTORNEY  
CHESTER CLEM

6001 State Road A1A, Indian River Shores, FL 32963  
(772) 231-1771 FAX (772) 231-4348

**The Town of Indian River Shores is seeking proposals for the following:**

**Town Hall Generator Enclosure and the Replacement  
of two (2) Generators Invitation to Bid**

**Scope of Work**

**SITE LOCATION:** The construction location is at 6001 North Highway A1A, Indian River Shores, Florida. The existing generators are approximately 12-15 years old. There are currently no generator enclosures for either generator.

**GENERAL:** The Town has produced an Invitation to Bid (ITB) and is seeking a qualified entity to remove and replace a generator at Town Hall, remove and replace a generator behind Public Safety Building, and construct a generator enclosure for the generator at Town Hall. The proposal has two (2) bids for separate quotes related to the project and different options.

Contractors **MUST** complete a site visit prior to submitting their proposal.

**PRE-BID MEETING**

**A mandatory pre-bid meeting will be held on July 16, 2018, at 10:00 a.m. The meeting will be held in the Council Chambers at Town Hall at 6001 North Highway A1A, Indian River Shores, Florida, 32963. Appointments can be scheduled through the Town Manager's Assistant to view the project area and generator to meet the site visit requirements. The Assistant can be reached via phone at 772-231-1771 x 128 or via email at [mfentress@irshores.com](mailto:mfentress@irshores.com).**

**SCOPE OF WORK**

Existing Generator Information:

- 80KW Generac QT series (liquid cooled) with factory installed steel enclosures.
- Town Hall generator will be a 120/208V three-phase unit with a 300A Main Breaker.
- Public Safety generator will be a 120/240V single-phase unit with a 400A Main Breaker.

**PLEASE NOTE:** The Town is requiring utilization of both existing Generac Automatic Transfer Switches. No changes or alterations will be made to the transfer switches for both the Town Hall generator and the Public Safety generator.

**Bid Item #1:**

Remove existing generator and replace with new generator of the same capacity and reuse existing automatic transfer switches. New **aluminum** generator housing shall meet all current state and local codes. Generator components shall be reconnected after installation. Price shall include all electrical work, LP gas work, and any permits required to put the generator back on-line with complete connection for all power needs. The newly installed units will be load-tested to ensure compliance. Submit, with bid, product information on the proposed generator to include noise decibel ratings.

Proposed Cost for New Generator at Town Hall: \$ \_\_\_\_\_

Proposed Cost for New Generator at Public Safety: \$ \_\_\_\_\_ \*\*

\*\*(subject to approval of the 2018/2019 General Fund Budget after October 1, 2018)

**Bid Item #2:**

Reconstruct (raise) existing concrete slab to **required elevation per plans**. Construct a concrete/steel Generator enclosure with removable aluminum panel sides and tie beams (with steel reinforcement on top of walls) for the generator located at Town Hall **as per plans**. For details, please see Foundation Plan.

Proposed Cost for Generator Enclosure: \$ \_\_\_\_\_

**BID SUBMITTALS**

Bid documents must include a signed proposal, itemized bid description and fee schedule, project schedule, references, contractor's license and insurance certificates. Any major sub-contractor that will be hired by the contractor for this project must also submit references, contractor's license and insurance certificates. Provide one (1) original and two (2) copies of all bid documents submitted.

**BID PACKAGES**

Sealed bids will be received until **2:00 p.m. on Monday, July 23, 2018**, in the Office of the Town Clerk, 6001 North Highway A1A, Indian River Shores, FL 32963, at which time they will be publicly opened and read. All bidders are invited to attend this bid opening, which will be held immediately following the closing time specified, in the Council Chambers at Indian River Shores Town Hall. Bids received after the deadline will not be accepted.

Bids should be addressed to:

**Town of Indian River Shores  
Town Clerk's Office  
6001 North Highway A1A  
Indian River Shores, FL 32963**

**Plainly marked as "Town Hall Generator Enclosure and Replacement Proposal"**

**CONTACT INFORMATION**

Robert Stabe, Town Manager  
Town of Indian River Shores  
6001 North Highway A1A  
Indian River Shores, FL 32963  
Office: 772-231-1771  
E-mail: [mfentress@irshores.com](mailto:mfentress@irshores.com)

**Proposals are due on or before 2:00 p.m. on July 23, 2018. Proposals received after this date and time will not be considered and will be returned to the sender.**

Contractor \_\_\_\_\_

Address \_\_\_\_\_

Person Completing Bid \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_