



**Town of
WILTON
New Hampshire**

Request for Proposals

For

LED Streetlight Conversion

RFP #1

Posted JUNE 19th, 2019

Request for Proposals

Town of Wilton

LED Streetlight Conversion Proposals Due: July 15th, 2019 at 12:00 p.m. (noon)

The Town of Wilton, New Hampshire, (Town) is soliciting proposals from qualified firms (Contractors) for LED Streetlight Conversion. The scope of work includes turnkey services to convert the Town's existing street lighting to LED streetlights. Services will meet layout, installation, project management, disposal requirements per Eversource specifications, and Eversource interface requirements as detailed in the Scope of Work. Proposals for LED equipment are expected to meet qualifications as described in the Scope of Work.

Summary & Background

The emergence of Light Emitting Diode (LED) streetlight technology and wide spread industry adoption presents a realistic opportunity to improve energy efficiency while providing tangible upgrades to our infrastructure. The goals of upgrading streetlights to LED are to reduce energy consumption, cost, improve visibility and safety on the roads, and reduce light pollution. The Town has 144 existing non-metered streetlight fixtures to be converted to LED technology.

The Town has access to an inventory of existing streetlight locations provided by Eversource (attached). These data do not necessarily represent a complete or correct asset inventory. Contractor shall confirm Town's streetlight inventory via field collection audit using GIS-based technology. Contractors shall supply The Town with a GIS Database of the current streetlight inventory and with a web-based dashboard that will track the project from inventory to installation to finalization.

Schedule

The Town anticipates finalizing a completed contract with the successful Contractor by July 31st, 2019 and the work will be performed in 2019. The final scope, budget and installation schedule will be determined in consultation with the selected firm.

The Town of Wilton prohibits discrimination based on race, color, national origin, sex, sexual orientation, religion, age, disability, marital or family status.

Scope of Work

The Town requests proposals for turnkey services relating to LED streetlights. The contractor selected for this project will perform the following project related services. These shall include, but are not limited to:

Project Management

- Assumes beginning-to-end project responsibility, including oversight of any/all subcontractors.
- Directly communicates with the Town's designated point of contact.
- Contractor will complete a GIS (or equivalent) field audit that will confirm the Town's streetlight assets and reconcile any Eversource Ledger discrepancies prior to the beginning of installation.
- Provide to the Town a project plan and expectations.
- Measures reliability and reports on project milestones.
- Presents project details at public meetings.

Utility Interface

- Communicate with Eversource prior to any installations.
- Ensure Eversource Ledger reconciliation of existing equipment based on field inventory audit.
- Confirm Eversource's agreement and approval of selected equipment, installing subcontractor qualifications and installation procedures.
- Coordinate reports to update Eversource on ledger conversion and ensure that converted equipment is switched from the currently billed HID tariff rate to new LED tariff rate.
- Facilitate all aspects of Eversource rebate approval and final payment.

Lighting Layout

- Ensure illumination standards meet established Eversource lighting conditions and NHDOT Roadway Lighting Design Manual recommended illumination standards.
- Determine appropriate optics (and shielding, as needed) based on field- verified asset attributes.
- Ensure appropriate lighting of roadway and sidewalk (if applicable) by directing/angling light to provide adequate lighting to any driving or pedestrian surface.

Installation

- The Installation Plan shall include a GIS-based tracking tool (or equivalent) that will allow the Town and Eversource to track, in real time, the LED streetlight conversion project.
- Contractor to provide information regarding personnel, equipment and standard operating procedures. Personnel shall have all requisite licenses and certifications.
- The contractor shall work with the Town to confirm installation routing and scheduled work areas.
- Police details are not required.
- The contractor shall provide safety flaggers & signage as needed.
- Materials may be stored on Town property, as discussed between the contractor and the Town.
- The contractor will adhere to all OSHA requirements.
- The contractor will adhere to Eversource customer responsibilities.
- The contractor shall follow accepted best practices when managing the on-going waste & recycling of field supplies and legacy equipment.
- The contractor shall supply to The Town a certificate of Disposal for all hazardous materials.
- Upon completion of the LED streetlight conversion project, the Contractor will provide to the Town an updated GIS based (or equivalent) database, that has been reconciled with the Eversource ledger, detailing the geo-position of all LED streetlights converted in this project.

Qualified Lighting Equipment Requirements; the Town's expectation is to install products with 20+ years lifetime reliability. To ensure this, qualified equipment must meet the following requirements or be proven as equal:

General Requirements:

- 10-year warranty to replace defective fixtures.
- 1-year warranty to include installation cost, to replace any defective fixtures.
- Contractor to include detailed Warranty Claim Procedure Policy and supply town with Warranty Claim Form (or equivalent).

Tested Performance:

- All LED fixtures used in this project shall meet the industry standard as acceptable replacements for the High-Pressure Sodium fixtures currently in use.
- Color Rendering: to be determined

Components & Construction:

- Industry leading LED package components (e.g. CREE, Nichia).
- Industry leading driver (e.g. Meanwell), door mounted (isolated from fixture).
- Die-cast aluminum housing & door (no plastic or polymer housing or door components) powder coated standard gray finish or equivalent.
- Door hinge mechanically fixed/bolted to housing.
- Mechanically locked/secured door latch, tool-less entry.
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Other Considerations:

- The contractor will be responsible to stock a sufficient supply of parts and inventory for the product's warranty period.
- The contractor will cover all installation costs of warrantied replacements.
- Eversource's LED rebate program will be critical to the consideration of a proposal. All proposals must meet the qualifications of Eversource for rebates.
- The contractor must be in compliance with Eversource disposal requirements for old fixtures.

General Information

Award of Contract - It is the policy of the Town that contracts are awarded only to responsible vendors. In order to qualify as responsible, a prospective vendor must meet the following standards as they relate to this request: have adequate financial resources for performance or have the ability to obtain such resources as required during performance; have the necessary experience, organization, technical and professional qualifications, skills and facilities; be able to comply with the proposed or required time of completion or performance schedule; and have a demonstrated satisfactory record of performance.

Selection - It is the policy of the Town to select contractors on the basis of the best overall value to the Town. *Some* of the factors considered when determining the best overall value are: Price, Quality, Warranty, Service, Availability, Past Performance with the Town, and References.

Pricing - All prices should include all labor and material costs, and any discounts offered.

Governing law - All contracts entered into by the Town shall be governed by the laws of the State of New Hampshire. Any claims arising out of the contract shall be brought only in the Hillsborough County Superior Court.

Payment - The Town and the Contractor may mutually agree to Progress Payments at stages of completion of the project. At least 25% of the total cost will be retained until the project is 100% completed.

Insurance - The contractor, prior to the execution of the contract, must produce a certificate of insurance, naming the Town an Additionally Named Insured, for the following types and levels of coverage:

For the purpose of the Contract, the Contractor shall carry the following types of insurance in at least the limits specified below:	LIMITS OF LIABILITY
COVERAGES	
Workmen's Compensation	500,000/500,000/500,000
Employer's Liability	1,000,000 each occurrence 2,000,000 aggregate
Bodily Injury Liability Except Automobile	500,000 each occurrence 1,000,000 aggregate
Property Damage Liability Except Automobile	500,000 each occurrence 500,000 aggregate
Automobile Bodily Injury Liability	500,000 each occurrence 1,000,000 aggregate
Automobile Property Damage Liability	500,000 each occurrence
Excess Umbrella Liability	2,000,000 each occurrence

Submission Information All Respondents shall:

- Return a signed copy of the attached Cost Proposal sheet;
- Proposed contract;
- Show evidence of familiarity with work of comparable scope and size in the form of at least three references;
- At the Contractor's discretion supply the Town with additional qualifications, experience, and references.

Proposals must be received at the Wilton Town Hall, 42 Main Street, PO Box 83, Wilton, NH 03086 by 12:00pm (Noon), July 15th, 2019, to be eligible for consideration.

Each proposal must be submitted in a sealed envelope clearly marked: "WILTON LED Streetlights."

The Town reserves the right to reject any or all proposals or accept the proposal the Town deems to be in its best interest, regardless of the lowest proposal amount.

The Town reserves the right to request additional data or information or a presentation in support of written proposals, however the Town may award a contract based on the offers received, without additional submissions.

The proposal should be submitted on the most favorable terms, from all aspects, which the contractor can submit.

The Town reserves all rights to negotiate with the contractor of its choice based not solely upon cost, but on the qualifications and ability of the contractor to perform, consistent with the Town's intent, requirements, time schedule, and funds availability.

The Town further reserves the right to:

- Not award a contract for the requested services;
- Waive any irregularities or informalities in any proposals;
- Accept the proposal deemed to be the most beneficial to the public and the Town;
- Retain products submitted by companies for its own use at its sole discretion.

Any questions regarding this project should be directed to

Paul Branscombe

Town Administrator

Email: WiltonTA@wiltonnh.org

Telephone: 654-3299

**TOWN OF Wilton, New Hampshire LED Streetlight Conversion
Cost Proposal**

CONTRACTOR INFORMATION

Contractor's Name: _____

Contact Person: _____

Mailing _____ Address: _____

Phone Number: _____ Email: _____

Number fixtures	Current Lumens	Current Watt	LED Watt	LED Fixture Lumen	Unit Price Fixture	Install Price Fixture	Total
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____

Subcontractors _____ (if _____ any):

Additional _____ information: _____

References (provide at least 2):

Name / Contact	Phone Number	Year work completed
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1. _____

2. _____

By signing below, you certify the rates above and a full understanding of the project as proposed and outlined in the scope of work and the project's timeline.

Name and Title of Authorized Signatory:_____

Signature_____ Date:_____

EVERSOURCE Streetlight Ledger for
Town of WILTON, NH

	Street	Install Date	Pole number
47	ABBOTT HILL ACRES	4/10/09	51/ 1
47	ABBOTT HILL ACRES	4/10/09	51/ 4
47	ABBOTT HILL ACRES	4/10/09	51/ 5Y
47	ABBOTT HILL ACRES	4/10/09	51/ 7
47	ABBOTT HILL ACRES	4/10/09	51/ 9
47	ABBOTT HILL ACRES	4/10/09	51/11
47	ABBOTT HILL ACRES	4/10/09	51/13
47	ABBOTT HILL ACRES	12/28/98	51/14
47	ABBOTT HILL RD	4/10/09	2018-05-05
47	ABBOTT HILL RD	4/10/09	5/24Y
47	ABBOTT HILL RD	3/31/09	1955-05-01
47	ABBOTT HILL RD	3/31/09	1976-05-01
47	ADRIAN AVE	4/10/09	62/3
47	BURNS HILL RD	4/10/09	2018-06-24
47	BURNS HILL RD	4/10/09	2018-06-27
47	BURNS HILL RD	4/10/09	2018-06-29
47	BURNS HILL RD	4/10/09	1931-06-01
47	BURNS HILL RD	4/10/09	1933-06-01
48	BURNS HILL RD	4/8/93	2018-06-01
48	BURNS HILL RD	11/15/12	2018-06-02
48	BURNS HILL RD	3/26/96	2018-06-11
48	BURNS HILL RD	4/10/09	2018-06-13
151	BURNS HILL RD	1/17/86	2018-06-04
151	BURNS HILL RD	1/17/86	2018-06-07
151	BURNS HILL RD	12/18/92	2018-06-09
47	BURTON HWY	3/31/09	2018-07-01
47	BURTON HWY	3/31/09	2018-07-11
47	CAPTAIN CLARK HWY	3/31/09	41/3
47	CLARK CT	4/10/09	13/2-2
47	CRESCENT ST	4/10/09	16/2
47	CRESCENT ST	4/10/09	16/4
47	DALE ST	6/30/15	2018-03-06
47	DALE ST	1/27/09	2018-03-09
47	DALE ST	4/10/09	2018-03-11
47	DALE ST	2/1/18	2018-03-13
47	DALE ST	4/10/09	2018-03-15
47	DALE ST	4/10/09	2018-03-18
47	DALE ST	4/10/09	2018-03-20
47	DALE ST	4/10/09	2018-03-23
47	DALE ST	3/31/09	2018-03-26

47	DRAPER RD	4/10/09	4A9/2
47	FOREST RD	3/31/09	1970-02-01
48	FOREST RD	4/10/09	2018-02-03
48	FOREST RD	7/16/17	2018-02-06
48	FOREST RD	4/10/09	2018-02-09
48	FOREST RD	4/10/09	2018-02-13
88	FOREST RD	3/31/09	1963-02-01
151	FOREST RD	10/26/95	2018-02-01
47	GIBBONS HWY	4/10/09	2018-04-10
47	GIBBONS HWY	4/10/09	2018-04-12
47	GIBBONS HWY	4/10/09	2018-04-21
47	GIBBONS HWY	4/10/09	2018-04-25
47	GIBBONS HWY	4/10/09	2018-04-27
47	GIBBONS HWY	3/31/09	2009-04-28
47	GIBBONS HWY	4/10/09	2018-04-30
47	GREGG ST	12/7/05	371/2
47	HOLT RD	4/10/09	64/ 5
47	HOLT RD	4/10/09	64/ 8
47	HOLT RD	9/2/09	64/10
47	HOLT RD	4/10/09	64/14
47	INTERVALE RD	4/10/09	2018-04-15
47	INTERVALE RD	4/10/09	2018-04-17
47	INTERVALE RD	4/10/09	4/38A
47	INTERVALE RD	4/10/09	1940-04-01
47	INTERVALE RD	4/10/09	1943-04-01
47	INTERVALE RD	4/10/09	1947-04-01
47	INTERVALE RD	4/10/09	1951-04-01
47	INTERVALE RD	4/10/09	1955-04-01
47	INTERVALE RD	4/10/09	1957-04-01
47	INTERVALE RD	4/10/09	1960-04-01
47	INTERVALE RD	4/10/09	1963-04-01
88	INTERVALE RD	4/10/09	5A/1
47	ISAAC FRYE HWY	3/31/09	1962-09-01
47	ISLAND RD	4/10/09	2018-04-02
47	ISLAND RD	4/10/09	2018-04-04
47	ISLAND RD	4/10/09	2018-04-06
47	ISLAND RD	4/10/09	2018-04-08
47	ISLAND ST	4/10/09	40/2
47	ISLAND ST	4/10/09	40/3
51	LIVERMORE ST	4/10/09	34/ 4
151	LIVERMORE ST	10/10/91	34/ 2
46	MAIN ST	6/10/93	10/26BLD
52	MAIN ST	10/23/95	2018-10-21
151	MAIN ST	8/23/12	2018-10-02
151	MAIN ST	1/17/86	2018-10-04
151	MAIN ST	1/17/86	2018-10-07

151	MAIN ST	1/17/86	2018-10-11
151	MAIN ST	6/16/83	2018-10-13
151	MAIN ST	10/17/12	2018-10-16
151	MAIN ST	1/17/86	2018-10-18
151	MAIN ST	1/17/86	2018-10-20
153	MAIN ST	2/8/83	2018-10-22
188	MAIN ST	6/10/93	2018-10-23
188	MAIN ST	6/10/93	2018-10-24
188	MAIN ST	3/21/18	2018-10-25
188	MAIN ST	6/10/93	2018-10-26
188	MAIN ST	6/10/93	2018-10-27
188	MAIN ST	6/10/93	2018-10-28
188	MAIN ST	6/10/93	2018-10-29
188	MAIN ST	6/10/93	2018-10-30
48	MAPLE ST	4/10/09	18/ 8
48	MAPLE ST	4/10/09	18/11
48	MAPLE ST	4/10/09	18/13
48	MAPLE ST	4/10/09	18/15
51	MAPLE ST	4/10/09	17A/1
53	MAPLE ST	6/29/07	37/1A
151	MAPLE ST	12/13/85	10/28A
151	MAPLE ST	4/11/83	17/ 1B
151	MAPLE ST	9/13/82	17A/3
151	MAPLE ST	9/13/82	18/ 2
151	MAPLE ST	9/13/82	18/ 4
151	MAPLE ST	12/17/12	18/ 6
151	MAPLE ST	4/11/83	37/1A
151	MAPLE ST	4/11/83	37/1A-BLD
47	MILL ST	4/10/09	501/4
47	PARK ST	3/31/09	17/ 2
48	PARK ST	4/10/09	17/ 7
48	PARK ST	4/10/09	17/ 9
48	PARK ST	4/10/09	17/10
88	PARK ST	4/10/09	17/ 3
151	PARK ST	12/13/04	17/ 5
47	PINE VALLEY ST	4/10/09	2018-11-01
47	PINE VALLEY ST	4/10/09	2018-11-03
47	PINE VALLEY ST	3/8/16	2018-11-05
47	PINE VALLEY ST	4/10/09	2018-11-08
47	PLEASANT ST	4/10/09	210/3
47	PROCTOR RD	12/28/98	513/3
47	PUTNAM ST	4/10/09	18/1
47	ROBBINS ST	12/28/98	511/ 3
47	ROBBINS ST	12/28/98	511/12
47	RUSSELL ST	4/10/09	13/3
47	TREMONT ST	4/10/09	15/ 1

47	TREMONT ST	4/10/09	15/ 7
47	TREMONT ST	4/10/09	15/ 9
47	TREMONT ST	4/10/09	15/10
52	TREMONT ST	4/10/09	17B/1
53	TREMONT ST	1/1/06	15/ 8
47	WHITING HILL RD	4/10/09	37/ 2
47	WHITING HILL RD	3/31/09	37/ 3
47	WHITING HILL RD	4/10/09	37/10
47	WHITING HILL RD	4/10/09	37/13
47	WHITING HILL RD	4/10/09	37/15
47	WHITING HILL RD	3/31/09	37/22
153	WHITING HILL RD	1/1/06	37/ 8