

VGJ-SLV
Veterans Green Jobs – San Luis Valley

INVITATION TO BID

ELECTRICAL WORK AND SERVICES

July 1, 2011-June 30, 2012

About Us

Veterans Green Jobs is a nonprofit organization, and our mission is to connect military veterans with meaningful employment opportunities that serve our communities and environment. We focus on helping vets find career opportunities in stable economic sectors related to environmental restoration, preservation and sustainability; clean and renewable energy; and energy efficiency and conservation.

VGJ-SLV is requesting bids for electrical work and services for VGJ-SLV's Weatherization Program for the period of July 1, 2011-June 30, 2012. The range and scope of work will vary; and the number of units is unknown. Contractor is to furnish all labor, materials, insurance, and supervision, *and building permit if necessary*, to perform the required electrical services. Contractor is to warrant all materials and workmanship for one (1) year.

All work must be performed in accordance with the Colorado Governor's Energy Office (GEO) Energy Saving Partners (ESP) Field Standards 2009/2010 Edition. All procedures must be followed, and all jobs that do not meet these standards may result in contractor returning to job to perform the work properly, solely at the contractor's expense. Contractor(s) winning the contract award(s) agree(s) to attend GEO/VGJ-SLV training as a condition of the contract. The expense of this training must be borne solely by the Contractor; no training or training moneys will be provided by VGJ-SLV.

More information about the Weatherization Program and program requirements can be found at www.colorado.gov/energy for general information, and for example at www.colorado.gov/energy/index.php?/residential/partner-agency-resources/ for specific program requirements such as the GEO ESP Field Standards. Information about the Weatherization Assistance Program (WAP) can be found at <http://www.waptac.org/>. Videos showing several of the techniques in use throughout Colorado can be seen at www.waptac.org/sp.asp?id=9088 by viewing the Colorado section.

All contractors must be licensed and insured. Building permits must be obtained where applicable. If the municipality or county where the job is located requires a contractor's license and/or a building permit, VGJ-SLV will reimburse the contractor for the permit fee but not for the Contractor's License. A copy of the building permit fee receipt, clearly showing that the charge is for a permit not a license, must accompany all reimbursement requests. Permit reimbursements will be limited to the actual cost of the permit; administrative fees, handling fees, or any other charges will not be reimbursed.

VGJ-SLV reserves the right to negotiate these proposals, to waive any informalities or irregularities therein, to reject any or all bids, to make multiple awards, and to accept any proposal or portions thereof deemed desirable. VGJ-SLV reserves the right to make this procurement a multi-year procurement. All invoices submitted by the 10th of the month will be paid no later than the 10th of the following month (Net 30 terms), subject to favorable

inspection of the work by VGJ-SLV. An appeals process is available. All appeals must be in writing and addressed to: VGJ-SLV Executive Director (Tamar Ellentuck), 1825 State Ave., #24, Alamosa, CO 81101. Appeals must be made within 15 days of VGJ-SLV's decision. The VGJ-SLV Executive Director will issue a decision in written form within 30 days; all appeal decisions made by the Executive Director will be final.

Davis-Bacon provisions apply to the Weatherization Program.

Services shall be provided in a timely fashion after being notified by VGJ-SLV and will be completed during normal business hours, except in emergency situations in which case work should be completed as soon as possible.

Contractor is to furnish all supervision, labor, materials, and permit if applicable, to perform electrical repairs. Such work may include:

Fixing open splices ('flying splices') in attic areas prior to installing insulation;

Inspecting existing insulation, including Knob and Tube, to see if it is safe to add attic insulation;

Installing new or replacement kitchen or bath fans;

Changing out breakers, fuses, service panels, and/or Knob and Tube or other wiring in a structure, so that insulation may be safely installed.

Questions? Please call "Charlie Sanchez" or "Rae Venturi" at (719) 587-9492

******* ALL BIDS MUST BE RECEIVED BY JUNE 15, 2011**

SIGNATURE AND TRANSMITTAL PAGE

In accordance with Title 8, Colorado Revised Statutes, Article 17.5, your company’s authorized signature below indicates that “As a prospective contractor for the above-mentioned bid, I (we) do hereby certify that, as of the date of this certification, I (we) do not knowingly employ or contract with an illegal alien.”

THIS BIDDING PROCESS IS FOR A 6-COUNTY AREA INCLUDING ALL COUNTIES OF THE SAN LUIS VALLEY: Alamosa, Conejos, Costilla, Mineral, Rio Grande and Saguache.

The following represents the offeror’s prices and proposal for electrical services to be provided to Veterans Green Jobs (Weatherization Service). My signature certifies that these prices and proposals are accurate and complete in all respects.

Company Name

Authorized Signature

Date

Authorized Signer (please print)

Title

Company Mailing Address

Company Telephone Number

Company email address

Contractor shall furnish all labor and materials to properly and safely provide electrical services as outlined in individual Purchase Orders. Contractor agrees to perform the following tasks within **twenty (20) working days** of the date that the purchase order is issued by the Corporation:

- (1) To contact the client and to make an appointment;
- (2) To obtain and pay for a permit if necessary prior to actual installation;
- (3) To complete the work listed on the purchase order, and to submit invoices

according to the terms of the purchase order. (Net 30 terms)

HOURLY RATES: Contractor shall furnish VGJ-SLV with the hourly rates for work performed on VGJ-SLV projects, as well as any trip charges that will be charged to VGJ-SLV. (Materials are to be charged on a usual and customary basis.)

Master Electrician \$_____ / per hour

Journeyman Electrician \$_____ / per hour

Trip charge (if any) \$_____

******* ALL BIDS MUST BE RECEIVED BY June 15, 2011 *******
