TOWN OF WATERTOWN
WATERTOWN, CONECTICUT
NOTICE OF BID

Installation of Electric Vehicle (EV) Charging Stations
Watertown Public Works Department

Sealed bids are invited and will be received by the Purchasing Agent of the Town of Watertown at the office of the Purchasing Agent, Watertown Town Hall, 61 Echo Lake Road, Watertown, Connecticut, until **Thursday, March 20, 2025, at 11:00 a.m**., at which time and place they will be publicly opened and read aloud for furnishing of the Installation of Electric Vehicle (EV) Charging Stations to the Town of Watertown.

The Information for Bidders, Form of Bid, Specifications and other contract documents may be obtained or examined at the office of the Purchasing Agent, Watertown Town Hall, 61 Echo Lake Road, Watertown, Connecticut 06795 or by accessing the Town of Watertown's website at http://www.watertowct.org. Proposals must be submitted on the forms provided and in a sealed envelope plainly marked "Installation of Electric Vehicle Charging Stations".

To receive consideration, bids must be in the hands of the Purchasing Agent or his authorized representative no later than the day and hour mentioned above.

The Purchasing Agent reserves the right to accept or reject any or all bids; to waive an informality; or to accept any bid deemed in the best interest of the Town of Watertown. The Town of Watertown reserves the right to take into account the residency of bidders within the Town of Watertown and/or the location of the bidder's business within the Town of Watertown in awarding this bid.

This contract is subject to state set-aside and contract compliance requirements.

An Affirmative Action/Equal Opportunity Employer. Minority/Women's Business Enterprises are encouraged to apply.

All bids will be considered valid for a period of sixty (60) days.

Donna L. Ford
Purchasing Agent
Town of Watertown

INFORMATION FOR BIDDERS

TOWN OF WATERTOWN
WATERTOWN, CT 06795

Installation of Electric Vehicle (EV) Charging Stations
Watertown Public Works Department

BID OPENING: Thursday, March 20, 2025 at 11:00 a.m.

PROPOSALS RECEIVED

All bids must be in a sealed envelope and received prior to (Bid Date and Time), at the office of the Purchasing Agent, 61 Echo Lake Road, Watertown, CT 06795.

PREPARATION OF PROPOSALS

Proposals must be made upon forms contained herein. The blank spaces in the Proposal must be filled in correctly where indicated. The Bidder must state the prices for which he proposes to do each item of the work contemplated. In case of discrepancy where both words and the numeral are requested, the words shall govern. Ditto marks are not considered writing or printing and shall not be used. The Bidder shall sign his Proposal correctly. If the Proposal is made by an individual, his name, post office address and telephone number must be shown. If made by a firm, partnership, or corporation. Failure to do so may disqualify the bid.

Each bid must be submitted in a sealed envelope bearing on the outside the name of the Bidder, post office address, and name of the project for which the bid is submitted. If forwarded by mail, the sealed envelope containing the id must be enclosed in another envelope address to: The Purchasing Agent, Watertown Town Hall, 61 Echo Lake Road, Watertown, CT 06795.

All information shall be entered in ink or by typewriter. Mistakes may be crossed out and corrections inserted before submission of your bid. The person signing the bid shall initial corrections in ink.

Corrections and/or modifications received after the closing time specified will not be accepted.

SUBMISSION OF PROPOSALS

All proposals and literature shall be submitted **IN DUPLICATE** on the proposal form, which is a part of these specifications. Descriptive literature containing complete specifications must accompany each bid. If a bidder wishes to furnish additional information, more sheets may be added.

Adobe Acrobat® Reader is required to view electronic documents on-line. If you do not have Adobe Acrobat® Reader, you may down load it for free from Adobe at http://www.adobe.com/products/acrobat/readstep.html.

Response summaries will be available online at http://www.watertownct.org on the day of the bid opening or soon after.

Responses delivered via fax are received subject to the following qualifications and limitations:

- The Town is not responsible for the confidentiality of the information transmitted.
- The Town cannot guarantee that its fax equipment will be operational and able to receive transmittals by a particular time and date. It is the Bidder's responsibility to ensure that quotations are received in their entirety and on time at the required location. It is recommended that vendors be advised to call immediately after transmitting a document electronically to confirm complete and accurate receipt by the Town. The Town assumes no liability in the event that a bidder's electronic transmission is not received by the Town in a timely fashion, or is not received either in its entirety or error-free.
- Bids transmitted electronically which have a bond requirement are subject to the same submittal requirements as those responses delivered via traditional means, such as mail or hand delivery, or as otherwise stipulated by appropriate authority.

INCURRING COSTS

The Town of Watertown is not liable for any cost incurred for the preparation of proposals or submission of samples by the firms submitting proposals for the work requested in this bid document for proposals.

FAMILIARITY WITH THE WORK

Each bidder is considered to have examined the work to fully acquaint himself with the exact existing conditions relating to the work and has fully informed himself as to the work involved and the difficulties and restrictions attending the performance of this bid. Failure to do so will not relieve a bidder of his obligations to furnish all specifications set forth in this bid. The submission of a bid will be considered as conclusive evidence that the bidder has made such examination.

CONSIDERATION OF PRIOR SERVICE

Previous performance, quality of service and merchandise will be considered.

ADDENDA AND INTERPRETATIONS & ALTERNATE PROPOSALS

Addenda information will be available online at http://www.watertownct.org. Adobe Acrobat® Reader may be required to view this document. It is strongly suggested that Bidders check for any addenda a minimum of forty-eight hours in advance of the bid deadline.

At the time of the opening of bids, each Bidder will be presumed to have inspected the work and to have read and to be thoroughly familiar with all of the Contract Documents (including all addenda). The failure or omission of a Bidder to receive or examine any form, instruction or document shall in no way relieve any bidder from any obligation in respect to their bid.

If any person contemplating submitting a proposal is in doubt as to the true meaning of any part of these specifications, they may submit a written request for an interpretation to the Purchasing Agent. No interpretations as to the meaning of the plans, specifications or other Contract Documents will be made to any Bidder orally.

Every request for such interpretation should be in writing addressed (duplicate copy) to the Town of Watertown, Purchasing Agent, 61 Echo Lake Road, Watertown, Connecticut 06795, and to be given consideration, must be received at least five (5) days prior to the date fixed for the opening of Bids. Failure of any Bidder to receive any such Addendum or interpretations shall not relieve any Bidder from any obligations under his bid as submitted. All Addends so issues shall become part of the Contract Documents. Oral explanations will not be binding on the Town.

The specifications listed are to be interpreted as meaning the minimum acceptable by the Town of Watertown. Bidders are requested to submit quotations on the basis of these specifications. Alternative bids providing a broader scope and/or services than requested in these specifications may receive consideration providing such equipment and/or service is clearly explained. Any exceptions to the specifications requested herein must be clearly noted in writing and are to be included as a part of the bid proposal. If none are included, it will be assumed that there are none. Definition of the word "complete" means that each unit of the equipment proposed shall include all appurtenances, fasteners, parts, accessories and services ordinarily catalogued. An item equal to that named or described in the specifications may be furnished by the Bidder, except where expressly noted as "no substitutions." The naming of any commercial name, trademark, or other identification shall not be construed to exclude any item of any manufacturer not mentioned by name, nor limit competition, but shall establish a standard of equality only. An item shall be considered equal to the item so named or described if:

- It is at least equal in quality, durability, appearance, strength and design.
- It will perform at least equally the function imposed by the design for the work being contracted for or the material being purchased.
- It conforms substantially, even with deviations, to the detailed requirements for the item in the specifications.

The bidder shall hold the Town of Watertown, its officers, agents, servants, and employees, harmless from liability of any nature or kind because of use of any uncopyrighted compositions, secret process, patented or unpatented inventions, articles or appliances furnished or used under this bid, and agrees to defend, at their own expense, any and all actions brought against the Town of Watertown or themselves because of the unauthorized use of such articles.

QUOTATION LIMITATION

Bidders shall offer only **ONE ITEM AND PRICE** for each line item bid. If an equal item is to be bid, the bidder is to select the brand and model that meets or exceeds the specified item, and submit their bid for that item.

ESTIMATE OF WORK

For bidding purposes, the work has been subdivided into unit price items. The quantities shown are to be considered as approximate only. The Purchasing Agent does not expressly or by implication agree that the actual quantity will correspond therewith, but reserves the right to increase or decrease the amount of any item or portion of the work as deemed necessary.

SAMPLES

Samples of articles, when required, shall be furnished free of cost of any sort to the Town of Watertown. Samples received may be retained aby the Town for future comparison. Samples which are not destroyed by testing, or which are no retained for future comparison, will be returned upon request at the bidder's expense.

WITHDRAWAL OF BID

Bidders may withdraw their proposals at any time prior to the bid date. No agent/broker shall withdraw or cancel their proposal for a period of sixty (60) days after the bid closing date of **Thursday, March 20, 2025 at 11:00 a.m.** The successful agent/broker shall not withdraw, cancel or modify their proposal.

BID BONDS

In consideration of the Town of Watertown, if the Principal's bid is accepted, the Principal will execute the required contract and furnish the necessary performance and payment bonds, the Principal and the Surety agree as follows:

1. The Principal and Surety, jointly and severally, bind themselves to the Obligee in the amount of the Bid Bond Amount 10% for the payment of which they bind themselves, their heirs, executors, administrators, successors, and assigns.
2. This Bid Bond is effective from the Effective Date and shall expire on the Expiration Date unless the Principal's bid is accepted by the Obligee, in which case this Bond will be replaced by the required performance and payment bonds.
3. If the Principal does not enter into the contract within the time stipulated in the bid documents, the Obligee shall have the right to enforce the terms of this Bond and recover the full amount of the Bid Bond from the Principal and the Surety.

This Bid Bond is subject to the laws of the jurisdiction in which the project is located and supersedes any other Bid Bond or bonds issued by the Surety for the same project.

POWER OF ATTORNEY

Attorneys-in-fact who sign contract bonds must bile, with each bond, a certified and effectively dated copy of their power of attorney.

SUBCONTRACTORS

- Each bidder contemplating the use of any subcontractor shall submit a list of subcontractors as listed on the Bid Form.
- The apparent low bidder shall file with the Town of Watertown, within five (5) days after the date of bid opening, a complete list of the names and addresses of competent, responsible and qualified subcontractors who are actually to perform major portions of the work. This in no way restricts or limits the requirement that all subcontractors must be approved by the Town.
- Subcontractors listed on the Bid Form or those previously approved may not be changed without the approval of the Town of Watertown. Local subcontractors, material suppliers, and labor in the Town of Watertown should be considered and sought insofar as is practical in the performance of this project.

QUALIFICATION OF BIDDER

In determining the qualifications of a bidder, the Town may consider his record in the performance of any contracts for similar work into which he may have previously entered and the Town expressly reserves the right to reject the bid of such bidder if such record disclosed that such bidder, in the opinion of the Town, has not properly performed such contracts or has habitually, and without just cause, neglected the payment of bills or has otherwise disregarded his obligations to subcontractors, suppliers, state or local codes, men or employees of subcontractors.

The Town may make such investigation as they deem necessary to determine the ability of the bidder to perform the work and the bidder shall furnish to the Town all such information and data for this purpose as the Town may request. The Town reserves the right to reject any bid if the evidence submitted by or the investigation of such bidder fails to satisfy the Town that such bidder is properly qualified, or that such bidder misrepresented material facts in the bid documents.

DISQUALIFICATION OF BIDDERS

More than one proposal from an individual, firm, partnership, corporation, or an association under the same or different names will not be considered. Reasonable grounds for believing that any bidder is interested in more than one proposal for the work contemplated will cause the rejection of all proposals in which such bidder is interest. Any or all proposals in which such bidder is interested will be rejected if there is reason for believing that collusion exists amount the bidders and all participants in such collusion will not be considered in future proposals for the same work. Proposals in which the prices are obviously unbalanced may be rejected. No contract will be awarded except to competent bidders capable of performing the class of work contemplated.

DELIVERY

Inasmuch as this work concerns a needed public improvement, the provisions of this bid relating to the time of delivery, performance and completion of the work are of the essence of this bid. Accordingly, the successful bidder shall commence work upon receipt of the signed Purchase Order unless the Town shall authorize or direct a further delay.

Time of delivery shall be stated as the number of calendar days following receipt of the Purchase Order by the bidder to receipt of the goods or services by the Town of Watertown.

Prices quoted must include delivery to the Town of Watertown as specified on the Purchase Order. No chares will be allowed for parking, crating, freight, express or cartage unless specifically stated and included in this bid.

Time of delivery may be considered in the award.

PAYMENT

The Town, after inspection and acceptance of workmanship, and in consideration of the faithful performance by the bidder of all and singular his covenants, promises, and agreements contained herein, agrees to pay the bidder for the full completion by him of the work embraced in this Contract, within (30) thirty days of the receipt of the final invoice. When subcontractors or suppliers are utilized, the successful bidder for this project shall be required to submit a Mechanics Lien Waiver, acceptable to the Town,

with each progress payment and/or at time of final payment prior to any payment being made.

Time, in connection with a discount offered, will be computed from the date of delivery to the Town or from the date a correct invoice is received by the Town's Finance Department, if the latter date is later than the date of delivery.

Prices will be considered **NET**, if no cash or payment discount is shown.

The successful bidder shall submit invoices to the following address:
Town of Watertown Police Department
(Department)
(Address)

IT IS UNDERSTOOD AND AGREED THAT SHOULD A BID BE ACCEPTED, IT WILL AUTOMATICALLY BECOME THE CONTRACT OR AN ADDENDUM TO ANY CONTRACT AGREED UPON.

Notification of the bid award will be made by issuance of a purchase order. Bidders are to list their bids on the appropriate attached sheets. Bidders may attach a letter of explanation. A clear notification should be made on the standard bid sheets at the appropriate point of explanation that there is a letter of explanation attached. All bids must be NET prices.

The successful bidder shall submit an itemized invoice to the Town of Watertown for the work as described herein.

The bidder shall be required to submit a Mechanics Lien Waiver, acceptable to the Town of Watertown, with each progress payment and a time of final payment prior to any payment being made.

At the time of award, the successful bidder shall be required to supply the Town of Watertown a Certificate of Good Standing, certifying that the corporation is in fact a valid corporation and presently licensed to conduct business in the State of Connecticut.

SALES TAX

Certain material and supplies incorporated in the work of this project are exempt from Connecticut Sales Tax. The bidder shall familiarize themselves with current regulations of the State Tax Department. The tax on materials or supplies exempted by such regulations shall be included as part of the bid. The Town will furnish the successful bidders sales tax exemption authorization.

CARE AND PROTECTION OF PROPERTY

The bidder shall take particular care to avoid damages to all private and public property and to private or public improvements within the Town's right of way. He shall make good any damages to the satisfaction of the Town. There shall be no additional compensation for the repair or restoration of private or public property improvements.

COMPLIANCE WITH FEDERAL, STATE AND LOCAL CODES

The bidder shall be responsible for full compliance with and Federal, State and/or Local codes, laws, regulations and standards, as applicable.

AWARD

The Town of Watertown reserves the right to accept or reject any bid to best serve its interests, or to hold the bids for sixty (60) days before decision.

The Town reserves the right to reject any and all bids (or any part thereof), to waive defects in proposals, or to accept any proposal deemed to be in its best interest.

Exceptions will be considered to the specification provided, providing they are listed and fully explained on a separate page entitled "EXCEPTIONS TO SPECIFICATIONS".

Each exception will be considered as to its degree of impact and total effect on the bid. The purchaser shall determine which (if any taken) exceptions are acceptable, and this determination shall be final.

The Town of Watertown reserves the right:

- To award bids received on the basis of individual items, or groups of items, or on the entire list of items.
- To reject any or all bids, or any part thereof.
- To waive any informality in the bids
- The Town of Watertown reserves the right to take into account the residency of bidders within the Town of Watertown and/or the location of the bidder's business within the Town of Watertown in awarding this bid.
- To accept the bid that is in the best interest of the Town of Watertown. The Purchasing Agent's decision shall be final.

INSURANCE

A. General:

The insurer shall provide the Town of Watertown with Certificates of Insurance signed by an authorized representative of the insurance company(ies) prior to the performance of this contract describing the coverage and providing that the insurer shall give the Town of

Watertown written notice at least thirty (30) days in advance of any termination, expiration, or any and all change in coverage.

Such insurance or renewals or replacements thereof shall remain in force during the Bidder's responsibility under this agreement.

The Bidder at his own cost and expense shall procure and maintain all insurance required and shall name the Town of Watertown and the State of Connecticut as additional insured on all contracts except Worker's Compensation and Professional Errors & Omissions coverage.

In order to facilitate this requirement for insurance, it is recommended that the Bidder forward a copy of this exhibit to the Bidder's insurance representative(s).

B. Specific Requirements:

Standard Insurance Requirements:

Vendor shall agree to maintain in force at all times during the contract the following minimum coverages and shall name the Town of Watertown as an additional insured on a primary and non-contributory basis to all policies except Workers Compensation. All policies should also include a Waiver of Subrogation. Insurance shall be written with Carriers approved in the State of Connecticut and with a minimum AM Best Rating of "A- VIII." In addition, all Carriers are subject to approval by the Town of Watertown.

General Liability	Each Occurrence	$1,000,000
	General Aggregate	$2,000,000
	Products/Completed Operations Aggregate	$2,000,000
Auto Liability (Incl. Hired/Non Owned)	Combined Single Limit Each Accident	$1,000,000
Umbrella	Each Occurrence	$1,000,000
(Excess Liability)	Aggregate	$1,000,000

(Minimum Limits)

If any policy is written on a "Claims Made" basis, the policy must be continually renewed for a minimum of two (2) years from the completion date of this contract. If the policy is replaced and/or the retroactive date is changed, then the expiring policy must be endorsed to extend the reporting period for claims for the policy in effect during the contract for two (2) years form the completion date.

Workers' Compensation and	WC Statutory Limits	
Employers' Liability	EL Each Accident	$1,000,000
	EL Disease Each Employee	$1,000,000
	EL Disease Policy Limit	$1,000,000

Original completed Certificates of Insurance must be presented to the Town of Watertown prior to contract issuance. Vendor agrees to provide replacement/renewal certificates at least 30 days prior to the expiration date of the polices.

C. Worker's Compensation Insurance

The Bidder shall provide Workers' Compensation Insurance required by law and the Employer's Liability Insurance for at least the amounts of liability for bodily injury by accident of $1,000,000 each accident; bodily injury by disease each employee of $1,000.000; bodily injury by disease, policy limit of $1,000,000.

D. Commercial General Liability Insurance

The Bidder shall carry Commercial General Liability policy (Insurance Services Office Incorporated Form CG-0001 or equivalent). A per occurrence limit of $1,000.000 is required. The Aggregate Limit will not be less than $1,000,000.

E. Business Automobile Liability Insurance

The Bidder shall carry Business Automobile Liability Insurance. (Insurance Services Office Incorporated Form CA-00001 or equivalent). A per occurrence limit of $1,000,000 is required. "Any Auto" (symbol 1 or equivalent is required.

F. Hold Harmless & Subcontractor's Requirements

The Bidder shall require the same insurance that it is required to carry by the Town of Watertown to be carried by an subcontractors and independent contractors hired by the Bidder and to obtain Certificates of Insurance before subcontractors and independent contractors are permitted to begin work.

The Bidder shall require that the Town of Watertown, its employees, departments, boards, committees and commissions, be named as Additional Insured on all subcontractor's and independent contractor's polices before they are permitted to work.

The Bidder and all subcontractors and independent contractors and their insurers shall waive all rights of subrogation against the Town of Watertown, and its officers, agents, servants and employees for losses arising from the work performed by each on this contract.

The Bidder assumes and agrees to hold harmless, indemnify, protect and defend the Town of Watertown against any and all liability for injuries and damages to Bidder and to Bidder's employees, agents, subcontractors and guests, third parties or otherwise incident to or resulting from any and all operations performed by a contractor under any terms of this contract.

G. Other Data:

NOTE 1: If Bidder is only a vendor shipping good via Common Carrier only, General Liability is required.
NOTE 2: If Bidder is a Professional Errors & Omission, coverage will be required. The Town reserves the right to amend amounts of coverage required and the types of coverage provided based on work or services to be performed.

GUARANTEE

The bidder shall unconditionally guarantee for a period of one (1) year from the date of acceptance, all materials, supplies, equipment, and services; including but not limited to its workmanship, delivery and installation. If within the guarantee period there are any defects or signs of deterioration, the bidder shall repair, adjust or replace the item(s) to the complete satisfaction of the Town. These repairs, adjustments, or replacements are at the sole expense of the bidder and shall be made at such times that are agreeable to the Purchasing Agent so that it is least detrimental to instructional programs.

PERMITS

When required, all licenses and permits for complying with any applicable Federal, State, and Municipal laws, codes, regulations in connection with the prosecution of the work shall be obtained by the Bidder, at no additional cost to the Town. The cost of local building permits will be assessed at twenty-six cents per one thousand dollars of

construction value as declared on the building permit application pursuant to State of Connecticut Statute 29-263 by the Town of Watertown. The successful contractor will be responsible for payment to the Town of Watertown Building Inspection Department.

NONDISCRIMINATION IN EMPLOYMENT

The successful bidder shall agree and warrant that in the performance of this contract, he will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, sex, religion, or national origin in any manner prohibited by State, Federal, County, or Municipal law. A certification of Nonsegregated Facilities and a Certification Regarding Equal Employment Opportunity shall be considered a part of this contract.

DISPUTE RESOLUTION

1. Mandatory Negotiation

The parties agree that they will attempt to negotiate in good faith any dispute of any nature arising under this agreement. The parties shall negotiate in good faith at not less that two (2) negotiation sessions prior to seeking any resolution of any dispute by any means under Dispute Resolution Provisions contained herein below. Each party shall have the right to legal representation at any such negotiation session.

2. Mandatory Mediation

Any dispute or question arising under the provisions of this agreement, which has not been resolved under the mandatory negotiation provision, shall be submitted to non-binding mediation before one (1) mediator agreed upon by the parties or appointed by the American Arbitration Association. Mediation proceedings shall take place at any suitable location in Watertown, Connecticut and shall be conducted in accordance with the rules and procedures of the medication then applicable of the American Arbitration Association. If an independent mediator is agreed upon by the parties, said independent mediator shall establish the rules of such mediation. Each party shall pay one half of all costs and expenses of such mediation. The parties shall us their best efforts to reach a good faith resolution of said dispute within ninety (90) days after the commencement of the mediation proceedings. Any decision of the mediator shall not be binding upon the parties except by agreement of the parties.

3. Election to Begin Court Proceedings

Provided the parties have completed the mandatory negotiation proceedings and the foregoing provisions with respect to mediation notwithstanding, if either party determines that mediation is not an appropriate means to settle any such dispute, such party shall

have the right to commence judicial proceedings for the purpose of settling any such dispute.

MECHANICS LIEN WAIVERS

The successful Bidder shall be required to submit a Mechanics Lien Waiver, acceptable to the Town of Watertown, with each progress payment, and/or at time of final payment, prior to any payment made.

STATE SET ASIDE REQUIREMENTS

The contractor who is selected to perform this State project must comply with CONN. GEN. STAT. 4a-60, 4a-60a, 4a-60g and 46a-68b through 46a-68f, inclusive, as amended by June 2015 Special Session Public Act 15-5. State law requires a minimum of twenty-five percent (25%) of the state-funded portion of thee contract be set aside for award to subcontractors holding current certification from the Connecticut Department of Administrative Services ("DAS") under the provisions of CONN. GEN. STAT. 4a-60g. (25% of the total state-funded value with DAS-certified Small Businesses and 6.25% of the total state-funded value with DAS-certified Minority-, Women-, and/or Disabled-owned Businesses.) The contractor must demonstrate good faith effort to meet the 25% set-aside goals.

For further technical or administrative information, contact Donna Ford, Purchasing Agent at (860) 945-5260 or via email at ford@watertownct.org

TOWN OF WATERTOWN

WATERTOWN, CONNECTICUT

Installation of Electric Vehicle (EV) Charging Stations

Watertown Public Works Department

Bidders shall:

- Provide a list of references for EV Station work performed over the last five years in the State of Connecticut
- Provide a copy of OSHA 10 certification for each person working on project, including proposed subcontractors, if any.

Project Description

This entire project will consist of installation and construction of level 2 electrical vehicle (EV) charging stations at 5 locations totaling 7 charging stations within the town. Each parking spot will be marked with EV pavement markings, signs and bollards for pedestal protection. The sites have been predetermined by the town. The location shall be listed below and attached maps.

There is an optional bid walk on March 13, 2025 at 10:00 a.m. at Town Hall, 61 Echo Lake Road, Watertown, CT, Public Works Department.

TECHNICAL SPECIFICATIONS

PROJECT COORDINATION

The Respondent will collaborate closely with the Town's designated Project Manager throughout all phases of the project. The Town will provide access to the property and make any required site data available, as applicable. If requested final bill will be itemized. At the town's discretion it can remove a site from the project.

TERM OF SERVICE / TIME FOR COMPLETION

The target date for completion is June 30, 2025. A general schedule for permitting and construction will be mutually agreed upon by the Town and the selected Respondent.

EV CHARGING STATION SPECIFICATIONS LEVEL 2

1. **Quantity and Model:**
   Provide and install Dual-Port G9EV Legacy 40 EVSEs Level 2 Pedestal-Mounted EV Charging Stations, or approved equal.

2. **Charging Cable Connector (preferred):**
   Each charger must be modular and allow charging of vehicles with both the NACS and J1772 connector, to streamline charging for EV drivers.

3. **Charging Capacity:**
   Each charging port should provide a minimum available output of 8.3 kW, even when all charging ports at a specific site are simultaneously in use, to ensure consistent, efficient, and effective charging performance

4. **Durability and Weather Resistance:**
   The chargers must be rated for outdoor use, with a minimum of NEMA 3R or IP54 rating to withstand rain, dust, and other environmental conditions.

5. **Smart Charging Capabilities:**
   The chargers must have built-in smart charging features, including remote monitoring, usage tracking, and load management capabilities to ensure efficient energy use and power distribution.

6. **Modularity of Charging Cables (Preferred):**
   The charging stations should feature modular charging cables that can be easily replaced or upgraded. This design is preferred for its adaptability, allowing upgrades without needing to replace additional components, and providing easier serviceability for repairs or maintenance. This ensures the system remains future-proof and compatible with evolving EV standards and connector types.

7. **Cable Management:**
   The chargers should include an integrated cable management system designed to prevent cable wear and retract the cable when not in use, ensuring it doesn't drag on the ground.

8. **Network Connectivity (Cellular Only):**
The chargers must include cellular connectivity for reliable data transmission and remote management. The cellular network should be supported for a minimum of 5 years.

9. **OCPP Compliance:**
The charging stations must be Open Charge Point Protocol (OCPP) compliant, ensuring compatibility with various network providers and offering flexibility if future network providers change.

10. **Payment and Access Control:**
The chargers must support RFID and mobile app payments, with configurable access controls for different user groups (e.g., public, fleet, or employee use) and the ability to establish separate pricing models for each group.

11. **Warranty:**
The chargers should come with full coverage parts and labor warranty options. Annual and 5-year prepaid warranty options must be available to ensure long-term performance and reliability.

12. **Safety Standards:**
The chargers must be UL-listed (or an equivalent safety certification) and comply with all applicable national and local safety regulations.

FIVE SITE DETAIL BREAK DOWN

1. Town Hall Complex – 61 Echo Lake Road

- Two Level 2 dual charger locations, single pedestal with two ports each, fed from separate meter locations within the building.
- Trench downhill from the parking lot 70 LF
- Trench or boring through the parking lot 60 LF
- Provide two 1 ¼ PVC conduits underground to car charger locations Estimated 130 LF
- run power through 1st floor ceiling to main electrical room Estimated 350 LF

- Install new 200-amp sub panel for chargers
- Provide wiring and connections for two dual head chargers
- Install bollards
- EV Pavement Markings and signs

2. **Main Street Municipal Parking – 680 Main Street**

- Two Level 2 dual charger locations, single pedestal with two ports each.
- Pull wiring through existing 2" PVC Conduits underground Estimated 150 LF
- Provide wiring and connections for two dual head chargers
- Install bollards
- EV Pavement Markings and signs

3. **Depot Street Municipal Parking – 0 Depot Street**

- One Level 2 dual charger location, single pedestal with two ports.
- Trenching and piping foe new dual head charger Estimated 20 LF
- Install new 200-amp sub panel for charger
- provide wiring and connections for one dual head charger
- Install bollards
- EV Pavement Markings and signs

4. **Mosgrove Field – 29 Davis Street, Oakville**

- One Level 2 dual charger location, single pedestal with two ports each.
- Trenching and 1" PVC piping for new dual heads Estimated 40 LF
- Install new 200-amp sub panel for chargers
- provide wiring and connections for one dual head charger
- Install bollards
- EV Pavement Markings and signs

5. **Veteran's Park – 570 Nova Scotia Hill Rd Watertown**

- One Level 2 dual charger location, single pedestal with two ports.
- Trenching or boring and 1" PVC conduit to building Estimated 250 LF
- install new 200-amp sub panel for charger
- provide wiring and connections for one dual head charger
- Install bollards
- EV Pavement Markings and signs

Operations and Maintenance – All Watertown/Oakville Locations

Manufacture will provide five years of "bumper-to-bumper" operations and maintenance support for the project, including the following:

1)Manufacturer's five-year warranty on charging equipment and onboard software

2)Workmanship guarantee for installation

3)Semi-annual inspections

4)On-call support for operations troubleshooting

PRICING FORM

Location	Site 1	Site 2	Site 3	Site 4	Site 5
Type of EV Charging	Level 2	Level 2	Level 2	Level 2	Level 2
Number of Charging Ports	4	4	2	2	2
EV Charging Stations Price including Shipping and Rigging					
Excavation, trenching, and trench restoration					
Furnish and installing bollards					
Install parking space signs and EV pavement markings					
All other site work required to complete work specified					
Five Years of prepaid Networking					
Five Years of Prepaid Full Coverage Labor and Parts					
Sub Totals					
				Net Total:	

EV Charging Stations Site 1 Town Hall



N
W
E
S

Legend

- EvStations
- Wiring
- Charging Spots

0 25 50 Feet

1 inch equals 50 Feet

12/16/2024

EV Charging Stations Site 2 Main St Parking Lot



N
W E
S

Legend

- EvStadons
- Wiring
- Charging Spots

0 25 50 Feet

1 inch equals 50 Feet

12/30/2024

EV Charging Stations Site 3 Depot St Parking lot



N
W E
S

Legend

- EvStations
- Wiring
- Charging Spots

0 12.5 25 Feet

1 inch equals 25 Feet

12/16/2024

EV Charging Stations Site 4 Mosgrove Field



N
W
E
S

Legend

- EvStadons
- Wiring
- Charging Spots

0 12.5 25 Feet

1 IN equals 25 Feet

12/30/2024

EV Charging Stations Site 5 Veterans Park



N
W E
S

Legend

- EvStations
- Wiring
- Charging Spots

0 25 50 Feet

1 inch equals 50 Feet

12/16/2024

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BID PROPOSAL: Installation of Electric Vehicle (EV) Charging Stations

BID OPENING: Thursday, March 20, 2025 at 11:00 a.m.

TO: ***Donna Ford, Purchasing Agent***
Town of Watertown
Town Hall
61 Echo Lake Road
Watertown, CT 06795

The undersigned, as bidder, agrees to furnish material, labor and equipment for installation of Electric Vehicle (EV) Charging Stations and declares that no person or persons, other than those named herein, are interested in this Proposal; that this Proposal is made without collusion with any person, firm, or corporation; that he has carefully examined the location of the proposed work therein referred to; that no person or persons acting in any official capacity for the Town is directly or indirectly interested therein or in any portion of the profit thereof; and that he proposes and agrees, if this Proposal is accepted; to provide all necessary equipment, tools, labor and deliver and to do all work and furnish all material specified, in the manner and time therein prescribed, and according to the requirements of the Town as therein set forth, and that he will take in full payment therefor, the following unit prices and lump sums, to wit:

FIRM_____
Name

_____
Street

_____
City State Zip Code

NAME_____
Please Print

TELEPHONE NUMBER_____

EMAIL ADDRESS_____

SIGNED_____DATE_____

NOTE: The Town reserves the right to eliminate any item or portion of the work which it deems to be in its best interest:

PAYMENT TERMS_____

TIME TO COMPLETION_____

Working Days

WARRANTY_____

_____

_____

Have you taken any exceptions or have you deviated from our printed specification and if so, are such suggested changes clearly noted on the page provided for exceptions to specifications?

_____yes _____no

EXCEPTIONS TAKEN TO SPECIFICATIONS:

RECEIPT OF ADDENDA

ADDENDUM #	SIGNATURE	DATE
1.	_____	___/___/___
2.	_____	___/___/___
3.	_____	___/___/___
4.	_____	___/___/___

NAME OF BIDDER_____

OFFICIAL ADDRESS_____

PHONE NUMBER_____

BY: _____TITLE_____
(Please Print)

DATE:_____

SIGNATURE:_____

PROPOSED SUBCONTRACTORS

FIRM_____
Name

_____
Street

_____
City State Zip Code

CONTACT_____

TYPE OF WORK TO BE PERFORMED_____

_____

FIRM_____
Name

_____
Street

_____
City State Zip Code

CONTACT_____

TYPE OF WORK TO BE PERFORMED_____

_____

FIRM_____
Name

_____
Street

_____
City State Zip Code

CONTACT_____

TYPE OF WORK TO BE PERFORMED_____

_____

REFERENCES

The Bidder is required to fill out the following form to enable the Owner to make inquires and judgement as to the Bidder's experience, skill, available financial resources, credit and business standing.

1. Number of years the Bidder has been in business:_____

2. List three (3) projects of similar in nature to the project described herein that the Bidder has completed along with the approximate cost. Include the name, address and telephone of a reference for each project.

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

3. List projects presently under construction by the Bidder, dollar volume of the Contract and percent completed.

_____

_____

_____

_____

_____

_____

_____

4. Has the Bidder ever failed to complete work awarded to him: and if so, state where and why.

5. Does the Bidder plan to sublet any part of this work; and if so, give details.

BID BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned,

_____

as Principal, and

_____as

Surety, are hereby held and firmly bound unto

_____as OWNER in the penal sum of

_____for the payment of which, well and truly to be made, we hereby jointly and severally bind ourselves, successors and assign.

Signed, this _____day of _____, 20__. The Condition of the above obligation is such that whereas the Principal has submitted to

_____a certain BID, attached hereto and hereby made a part hereof to enter into a contract in writing for the:

_____

_____

NOW, THEREFORE,

(a) If said BID shall be rejected or

(b) If said BID shall be accepted and the Principal shall execute and deliver a contract in the Form of Contract attached hereto (properly completed in accordance with said BID) and shall furnish a BOND for his faithful performance of said contract, and for the payment of all persons performing labor or furnishing material in connection therewith, and shall in all other respects perform the agreement created by the acceptance of said BID, then this obligation shall be void, otherwise the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein state.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its BOND shall be no way impaired or affected by any extension of the time within which the OWNER may accept such BID; and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and the year first set above.

_____(L.S.)

_____

Principal Surety

By:_____