



Finance Department

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www.cityofmadison.com/finance/purchasing

Purchasing Services

REQUEST FOR QUOTATION

RFQ #: 5206-0-2023-AM
For: Stationary Natural Gas Standby Generator System
Released Date: Wednesday, February 8th, 2023
Due Date: Wednesday, February 22nd, 2023 @ 2:00 PM CST
City Agency: Engineering

Method of Delivery Options

Email Quotation to: bids@cityofmadison.com

1 GENERAL CONDITIONS AND INSTRUCTIONS TO BIDDERS

1.1 Applicable Terms and Conditions

- Products or Equipment. All quotations for supplies and/or equipment must be submitted in accordance with the specifications contained in this solicitation and City of Madison Standard Terms and Conditions.
- Services. All quotations for services must be submitted in accordance with; the specifications contained in this solicitation, City of Madison Standard Terms and Conditions, and Purchase of Services Contract.
- Copies. Copies of above-referenced forms are available from the Purchasing Office or from the following link:
<https://www.cityofmadison.com/finance/purchasing/vendor-resources>

1.2 Delivered Prices Only

Prices quoted must include shipping charges, FOB Madison.

1.3 Substitutes

If offering a substitute item, include manufacturer, number, model, specifications and product literature. The City will evaluate substitutes and make the final determination of equivalency.

1.4 Partial Order

Unless otherwise noted, it will be assumed that bidder will accept an order for all or part of the items priced.

1.5 Award

The City will award the bid to the responsive and responsible bidder whose bid is most advantageous to the City. In determining the most advantageous bid, the City will consider criteria such as, but not limited to, cost, quality/workmanship, compatibility, standardization, major and minor exceptions to our specifications, superior design features, warranty, delivery, past experience, installation, equality, discount, customer satisfaction, bidder's past performance and/or service reputation, and service capability. The City may opt to establish alternate selection criteria to protect its best interest or meet performance or operational standards. After the due date, no quotes may be withdrawn for a period of 90 days or as otherwise specified or provided by law.

2 CONTACTS

Technical:	For questions regarding technical specifications.	William McMahon City of Madison Engineering (608) 261-9654 WMcMahon@cityofmadison.com@cityofmadison.com
Buyer:	For questions regarding instructions, terms & conditions.	Ana Martinez City of Madison Purchasing Services (608) 266-4521 bids@cityofmadison.com

3 BID DISTRIBUTION NETWORK

Please note that the City no longer maintains an in-house bidders' list. **Notification of bid opportunities, addenda, tabulations and awards will only be made to subscribers via these networks.**

State of Wisconsin VendorNet System:	State of Wisconsin and local agencies bid network. Registration is free. http://vendornet.state.wi.us/vendornet
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DemandStar by Onvia:	National bid network – Free subscription is available to access bids from the City of Madison and other Wisconsin agencies, participating in the Wisconsin Association of Public Purchasers (WAPP). A fee is required if subscribing to multiple agencies that are not included in WAPP.
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Bid Opportunities:	www.cityofmadison.com/finance/purchasing/bidDemandStar.cfm
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Home Page:	www.demandstar.com
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To Register:	https://www.demandstar.com/app/registration
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Please note when registering: Pick the **Wisconsin Association of Public Procurement (WAPP)** to select all current Wisconsin government agencies.

4 LOCAL VENDOR PREFERENCE

The City of Madison has adopted a local preference purchasing policy granting a scoring preference to local suppliers. Only suppliers registered as of the bid's due date will receive preference. Learn more and register at the City of Madison website.

www.cityofmadison.com/business/localPurchasing

5 SPECIFICATIONS

The City of Madison, Engineering Division, is accepting bids for **one (1) complete Stationary Natural Gas Standby Generator System**. The specifications listed here are those of the Generac SG100, which has been determined to meet the needs of the Engineering Division. Please note that this specification includes all standard equipment for the above named equipment, even if not specifically noted in checklist below. Please submit documentation to substantiate product equality if bidding equipment different than the model specified above. Please include the cost for generator startup and for freight.

Stationary Natural Gas Standby Generator SYSTEM

Generator

60 Hz Emergency-Standby generator with a rating of at least 100 kW.

UL 2200 Listed

Meets EPA Certification for Stationary, Emergency, Spark-Ignited, 40 CFR Part 60

Natural gas fuel system with customer connection fitting external to the genset base frame.

Factory installed secondary fuel regulator and fuel shut off solenoid

Open set (no enclosure) with included exhaust flex.

Voltage 120/208, 3 phase, Delta, 4 Wire

Electric isochronous governor with steady state frequency regulation $\pm 0.75\%$

Liquid-cooled naturally aspirated engine

Battery charge alternator

Static battery charger

Engine lubrication system with gear type oil pump and full flow spin-on cartridge type oil filter

Down draft carburetor

Dual circuit breakers, 400 A and 100 A, to feed each ATS

Generator Controller

Digital display and menu for programming

Automatic voltage regulation with over and under voltage protection

Automatic low oil pressure shutdown

Overspeed shutdown

High temperature shutdown

Overcurrent protection

Safety fused

Failure to transfer protection

Low battery protection

50 event run log

Future set capable exerciser

Incorrect wiring protection

Internal fault protection

Common external fault capability

Governor failure protection

Automatic Transfer Switches

1 – 400 A, 120/208 V Open Transition Automatic Transfer Switch for Optional Standby Power

1 – 100 A, 120/208 V Open Transition Automatic Transfer Switch for Emergency Standby Power

NEMA 1 enclosures

Meets UL 1008 Standard for total system loads for automatic transfer switches

Meets NFPA 110 for Emergency and Standby Power Systems and NEC articles 700, 701, 702

Display and keypad with complete programming and viewing capability at door.

Emergency source failure alert indication

Statistical ATS system monitoring information

Diagnostic functions

Password protection to prevent unauthorized tampering of settings

Adjustable time-delay feature to prevent switch from being activated due to momentary utility power outages

Fully programmable engine exerciser with seven independent routines to exercise the engine generator, with or without loads, on a daily, weekly, bi-weekly or monthly basis.

Event log display showing event number, time, date of event, event type, and event reason

Warranty

Generator – 2 years

Automatic Transfer Switches – 2 Years

Delivery

Unit shall be delivered to 4602 Sycamore Ave where City will offload.

Delivery shall be made during the hours of 9:00 AM and 2:00 PM, Monday through Friday.

The schedule for delivery shall be communicated to the City at least one week in advance.

The schedule for delivery shall include the date and a 2 hour window as to when the generator will be at the site.



Form A: Price Proposal

RFQ #: 5206-0-2023-AM Stationary Natural Gas Standby Generator System

This form must be returned with your response.

Complete the requested information and return via instructions on Page 1 of RFQ. Bidder hereby offers:

Item	QUANTITY	ITEM DESCRIPTION	UNIT PRICE
1.	1	<p>New, complete stationary natural gas standby generator system, per specs.</p> <p>If proposing equipment other than that specified, please submit documentation to substantiate product equality.</p> <p>Unit shall be delivered to City complete and operable no later than _____ days after receipt of order.</p> <p>in conformance with the specifications described in this solicitation.</p>	<p>\$ _____</p>

ARO: After Receipt of Order

Above bid submitted by:

COMPANY NAME



Form B: Bidder Information

RFQ #: 5206-0-2023-AM Stationary Natural Gas Standby Generator System

This form must be returned with your response.

BIDDER INFORMATION

COMPANY NAME			
ADDRESS	CITY	STATE	ZIP
BIDDER'S NAME		TITLE	
EMAIL			
SIGNATURE		TELEPHONE NUMBER	
DATE		FAX NUMBER	

LOCAL VENDOR STATUS

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CHECK ONLY ONE:

- Yes**, we are a local vendor **and** have registered on the City of Madison website under the following category: _____ www.cityofmadison.com/business/localPurchasing
- No**, we are not a local vendor or have not registered.