



## TOWN OF WILMINGTON DEPARTMENT OF PUBLIC WORKS

### INVITATION TO BID

Sealed bids for furnishing the following products and services for **Fiscal Year 2022 (July 1, 2021 through June 30, 2022)** to the Town of Wilmington, Massachusetts, will be received by mail at the Office of the Town Manager, Town Hall, 121 Glen Road, Wilmington, Massachusetts 01887, until:

**10:00 AM on Friday, May 14, 2021** where and when they will be publicly opened and read:

1. Fire Hydrants
2. Valve & Curb Boxes
3. Gate Valves
4. Misc. Water Supplies
5. Ductile Iron Pipe
6. Water Quality Laboratory Services
7. Generator Maintenance
8. Instrumentation

Bid Specifications may be obtained at the Town of Wilmington Purchasing Department website:  
<https://www.wilmingtonma.gov/purchasing-department>

Mail original bid to the Town Manager, Town Hall, 121 Glen Road, Wilmington, Massachusetts 01887. Mark each envelope: "Bid on (identify specific product) to be opened at **10:00 AM on May 14, 2021.**" Items will be opened individually so vendors bidding on multiple products should submit one envelope per item.

Quantities shown on bid sheet are approximate only and will be used for comparison of bids.

Purchases by the Town of Wilmington are exempt from any Federal, State, Municipal and/or excise tax.

The Town of Wilmington reserves the right to waive any formality and/or to reject any or all bids or any parts thereof deemed not to be in the best interest of the Town of Wilmington.

The bidder certifies under penalties of perjury that this bid has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club or other organization, entity, or group of individuals.

Jeffrey M. Hull  
Town Manager

## Town of Wilmington

### REQUEST FOR QUOTATIONS Generator Maintenance

The Town of Wilmington is seeking price quotes for the annual maintenance and repair of standby generators. Sealed bids will be received at the Office of the Town Manager, Town Hall, Room 9, 121 Glen Road, Wilmington, Massachusetts 01887, until **10:00 AM on Friday, May 14, 2021** where and when they will be publicly opened and read.

Please clearly mark envelope **“Generator Maintenance – Bid Opening May 14, 2021 at 10:00 AM”**.

The following is a list of locations and type of generators to be included in this quotation:

<u>Water Division Locations</u>	<u>Make</u>	<u>Model</u>	<u>Fuel</u>
Butters Row W.T.P. (54 Butters Row)	Consolidated Power	Gen: #410DIT Engine # 12VA069046	Fuel-Oil #2
Sargent W.T.P. (11 Sewell Rd.)	Onan	Gen: #500DFYG31268E Engine # VTA28G1	Fuel-Oil #2
Browns Crossing P.S. (115 Andover St.)	Kohler	Gen: 100RZG Eng: #GM 8.1L	Natural Gas
Salem Street Well P.S (775 Salem St.)	Kohler	Gen: #35RZG Eng: #GM 4.3L	LP Gas
Shawsheen Well P.S (153 Shawsheen Ave.)	Kohler	Gen: #60RZ Eng: #LSGT875I	LP Gas
<u>Sewer Division Locations</u>			
Pilcher Drive P.S. (1A Pilcher Drive)	Onan	Gen: #60 ODGCB-L Eng: #4BT3.9	Fuel-Oil #2
Shawsheen Estates P.S. (3703 Pouliot Pl.)	Kohler	Gen: #50RZ282 Eng: #LSG875I6005A	Natural Gas
Windsor Place Sewer P.S. (92 West St.)	Kohler	Gen: #60RZG Eng: #GM-5.7L	Natural Gas
Avalon Oaks Sewer P.S (40 Ballardvale St.)	Kohler	Gen: #30RZ Eng: #CSG649I6005F	Natural Gas
Salem St. Sewer P.S (280 Salem St.)	Kohler	Gen: #30RZ82 Eng: #CSG649I6005F	Natural Gas
Trailer Mounted Gen. (115 Andover St.)	Ingersoll-Rand	Gen: #G60 Eng: #5030TF270	Fuel-Oil # 2

Lowell Street P.S (168 Lowell Street)	Kohler	Gen: #30RCL Eng: #GM97320-GA1	Natural Gas
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**Public Buildings Department Locations**

Middle School (23 Carter Lane)	Kohler	Gen: #300REOZD Eng: #6063TK35	Fuel-Oil #2
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Police/Fire Dept. (1 Adelaide St.)	Kohler	Gen: #100RZ Eng: #LSG875I6005A	LP Gas
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High School (159 Church St.) **requires low ash branded oil**	Caterpillar	Gen: #SR4 Eng: #G3412	Natural Gas
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DPW (135 Andover St.)	Kohler	Gen: #40REZG Eng: #GM 4.3	Natural Gas
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Firing Range (135 Andover)	Kohler	Gen: #20RESD	LP Gas
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P.S. = Pumping Station    W.T.P. = Water Treatment Plant    LP = Liquid Propane

- A. The annual routine maintenance of the diesel generators shall include but not limited to the following:
1. Inspect lube oil levels.
  2. Inspect all Radiator & coolant systems. (Level, condition, temperature rating, pressure test shall all be included with each generators final report). Replace all coolant as needed based on rating test. To be approved in advanced by the D.P.W. Director prior to replacing all coolant. Replace and supply any radiator caps if needed after pressure testing are required under this contract at no additional cost.
  3. Replace all radiator and coolant system filters. All filters, gaskets, O-rings, seals are to be provided under this contract at no additional cost.
  4. Start up engine and generator system with prior approval from D.P.W. personnel.
  5. Inspect and test all instrument control panels, gauges and displays for proper operation.
  6. Secure system.
  7. Change all lube oil, and all lube oil filters and all fuel filters. Clean any and all strainers as needed. All oil and oil filters, fuel filters, gaskets, O-rings or seals needed are to be provided under this contract at no additional cost. Install tune up parts if required are to be provided under this contract at no additional cost.
  8. Check fuel pressure to injectors on diesel engines.
  9. Inspect air intake systems and air filters for proper operation.
  10. Inspect turbochargers, belts (for pliability, cracks and wear), hoses and hose connections.
  11. Mechanically fail all safety systems that are high water temperature, low oil pressure, over speed and over crank where possible.
  12. Operate the system, verify the operation of the A.T.S. (automatic transfer switch), do a visual inspection of the interior of the A.T.S. housing, to insure no visual defects exist.

13. Inspect and operate all relays to insure that they function properly and verify the operation of the warning systems and timing systems.
14. Secure system and place in automatic mode.
15. Inspect functional testing of automatic transfer switches; related switch will be performed at the customer's request during the annual inspection.
16. Inspect generator brushes, exciter, stator and rotor. Adjust voltage output and frequency as required.
17. Inspect lead splices of circuit breakers.
18. Inspect fuel supply system including piping, hoses, and solenoid valves, check valves and transfer tank(s) where applicable, change any filters on the day tank system.
19. Inspect exhaust system and drain condensation as required.
20. Inspect battery charger operation and charge rate.
21. Inspect battery(s) electrolyte level and measure the specific gravity. Clean battery terminals and lube to prevent corrosion.
22. Inspect transfer switch main contacts.
23. Inspect and CLEAN over speed sensors on each generator set.
24. Operate generator under load conditions for proper operation, with prior approval from D.P.W. Personnel.
25. Conduct separate training sessions with D.P.W. personnel for proper inspection, set-up and operation of all generator sets is required under this contract at no additional cost. The training location sites and times will be assigned by the Town of Wilmington D.P.W. The total time needed for multiple training sessions is estimated to be no more than 8 total hours.
26. Prepare and submit within 1 week to the D.P.W. Director a report covering all items the service technician inspected, replaced, observed and adjusted for every generator set completed.

- B. Routine maintenance calls shall be Monday through Friday between the hours of 7:00 AM to 3:00 P.M.
- C. An hourly labor rate for work done outside the scope of the contract as directed by the D.P.W. Director, or his designee, shall be included. The labor rates shall also include any premium rates with a description (i.e., overtime, holiday, Sunday's etc.)
- D. The contract will be awarded to the vendor offering the lowest total price for the annual routine maintenance service (Section A) for all locations and generators.**
- E. There is no price sheet attached within this document so bidders shall provide price breakdown on their company letterhead.**

F. Separate accounts must be set up for accounting purposes. Invoicing will be broken down into three division groups as follows:

**Water Stations: Contact – Joe Lobao (978-658-4481)**

- Butters Row W.T.P. (54 Butters Row)
- Sargent W.T.P (11 Sewell Road)
- Browns Crossing Wellfield P.S. (115 Andover Street)
- Shawsheen Avenue Wellfield P.S. (153 Shawsheen Avenue)
- Salem Street Wellfield P.S. (775 Salem Street)

**Sewer Stations: Contact – Joe Lobao (978-658-4481)**

- Pilcher Drive Sewer P.S. (1A Pilcher Drive)
- Shawsheen Estates Sewer P.S. (3703 Pouliot Place)
- Windsor Place Sewer P.S. (92 West Street)
- Avalon Oaks Sewer P.S. (40 Ballardvale Street)
- Salem St. Sewer P.S.(280 Salem St. - Next to Railroad Tracks)
- Trailer Mounted Generator (115 Andover Street)
- Lowell Street Sewer P.S. (168 Lowell Street)

**Public Buildings: Contact – Brian Scoutin (978-658-3017)**

- Middle School (23 Carter Lane)
- Police/Fire Dept. (1 Adelaide Street)
- High School (159 Church Street)
- DPW Operations (135 Andover Street)
- Firing Range (135 Andover Street)

G. The contract period shall be for the time period of July 1, 2021 through June 30, 2022.

H. The Town reserves the right to reject any or all bids or any part(s) thereof not deemed in the best interest of the Town of Wilmington.