

REQUEST FOR PROPOSALS ELECTRICAL SERVICE UPGRADE – COOPER BEACH
PAVILION THE VILLAGE OF SOUTHAMPTON NY

RFP# 2025 COOPERS BEACH

1. Description of Project

The Village of Southampton is requesting proposals for electrical service upgrades to the Coopers beach Pavilion

The work will consist of purchasing and installing the following electrical equipment and services:

All Permits must be obtained from Village, Town, and PSEG.

All utilities must be marked out at work site. (NY 811)

Directionally drill or saw cut parking lot and trench, back filling, tamping every 6 inches and overlay with asphalt. Starting from the PSEG secondary vault (crab box) next to the transformer up to approx. three hundred (300') to three hundred fifty feet (350') under the parking lot and around numerous existing utilities up to the north/west corner of bumped out section building by existing electrical service is located at.

When saw cutting, any utilities being crossed in the parking lot and before back filling in, notify the village superintendent, and on approval proceed to fill, patch and seal at those location(s) and at the end of the project restore all open areas and trenches to their original condition.

Supply and install appropriate conduit schedule 80 PVC conduit for a four-hundred-amp (400A) service and an additional (2ea - 1 ½') conduit schedule 80 PVC pipe for future fiber optics and other communication wiring.

Supply, wire and install single phase 400-amp service with CT cabinet and 2 ea. 1 phase Square D QO 200 main breaker 40space/60circuit load centers mounted on 3" galvanized posts with threaded caps and with cross struts for support of equipment, wiring trough and conduits and any other associated material needed to pass inspections for the new and upgraded electrical service to the Coopers food concession. All equipment shall be rated for use in exterior/outdoor conditions. In addition to be supplied:

40 ea. QO 1/20-amp breakers

6 ea. QO 2/20-amp breakers

2 ea. QO 2/30-amp breakers

Coordination with PSEG and local inspections for newly installed connections (Service Upgrade)

Cooper wiring requested

2. Warranty

Any installation will need to meet the specifications of the manufacturer and to allow for full warranty of product and include a 10-year workmanship warranty on installation.

3. Public Works Project

4. General Information

To be considered, the proposal must be submitted by mail or courier no later than June 17, 2025. Before 3 pm. The Village of Southampton Clerk Department, 23 Main Street Southampton NY,11968 Proposals received electronically are not acceptable. To schedule a time to view the site, please contact Steve Phillips at 631-283-4629. Or email Sphillipsjr@southamptonvillage.org

5. Schedule of Activities

Request for Proposal (RFP) issued: May 26, 2025

Proposal submission Deadline: June 17, 2025

Public Bid Opening: June 18, 2025 at 2pm

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Construction is to begin as soon as possible after receiving notice to proceed.

Proposals received after the date and hour specified above will not be accepted under any circumstances and will be returned to the proposer unopened. Proposals must be submitted by mail or in person. Proposals submitted electronically will not be accepted.

6. Incurred Cost

The village of Southampton will not be responsible for any cost incurred by prospective firms in preparing or submitting their proposals.

7. Evaluating Criteria

Awarding of a proposal will be based upon a qualifications-based selection procedure. The following evaluation criteria will be used to evaluate proposals. The evaluation criteria listed are not necessarily listed in order of importance.

- a. Qualifications, competence, and specific examples of experience.
- b. Adequacy and completeness of the proposal with regard to the information provided. Specific activities that will be accomplished, the purpose and desired effect of the activities and the timeline in which all services will be delivered.
- c. Willingness to negotiate on contract terms.
- d. Ability to work with and advise the Village as a team to best represent the interests of the citizens of the Village of Southampton to obtain quality insurance at reasonable price.
- e. Immediate availability upon selection.
- f. Cost.

8. Instructions to Proposers

- a. General. Submit your proposal in a sealed envelope clearly marked on the envelope's business name. Respondents must submit a complete and concise response to this RFP. All proposals received in response to this RFP will be retained by the Village of Southampton. Proposals should provide complete details concerning the proposers ability to meet the requirements of this RFP. The Village of Southampton reserves the right to waive informalities and minor irregularities in proposals, to reject any and all proposals, to select the most responsive proposal that best meets the needs of the citizens of the Village of Southampton, and to select proposals for one or more of the components, and to award components to different firms.
- b. Withdrawal of Proposals. Proposals may be withdrawn, by written or telegraphic request received from the proposer, prior to the time fixed for opening. Negligence on the part of the proposer in preparing the proposal confers no right for the withdrawal of the proposal after it has been opened. The proposal will be irrevocable until such a time as the Village of Southampton: 1. Specifically rejects the proposal or; 2. Awards a contract and said contract is properly executed.

Proposals must be valid for at least one hundred twenty (120) days. The proposer agrees to furnish the services as specified to the Village of Southampton at the prices and with the warranties/guarantees represented for that period.

- c. Modifications. Any proposer may modify their proposal by registered communication at any time prior to the scheduled closing time for receipt of proposals, provided such communication is received prior to the closing time. The communication should not reveal the proposed price but should provide additional subtraction or other modification so the final price or terms will not be known until the sealed proposal is opened.

- d. Acceptance or Rejection of Proposals. The Village of Southampton will accept the proposal which, in its estimation, will best serve the interests of the Village of Southampton, and reserves the right to award a contract that shall be best for the public good. The Village of Southampton reserves the right to accept or reject any or all proposals received as the result of this RFP, to negotiate with all qualified sources, to award one or more components, and/or cancel all or part of the RFP at any time. Until such time as a contract is executed with a successful bidder, The Village of Southampton may cancel all or any part of the RFP or any component. This RFP does not commit to the Village of Southampton to pay any costs incurred in the preparation and submission of proposals. Without limiting the generality of the foregoing, any proposal which is late, incomplete, obscure, or irregular may be rejected; any proposal having erasures or correction in the proposal may be rejected; any proposal accompanied with an insufficient or irregular proposal guarantee may be rejected. Any evidence of collusion between proposers may constitute a cause for the rejection of any proposals so affected.

- e. Interpretations. No oral interpretations shall be made to any proposer as to the meaning of any of the proposal documents. Every request for an interpretation shall be made in writing and addressed to the Superintendent of Public Works. Any and all such interpretations and add ins will be sent to all prospective proposers. Failure of any proposer to receive any such addendum or interpretation shall not relieve such proposer from any obligation under its proposal as submitted. All addenda so issued shall become as much a part of this request for proposal document as if bound herein.

- f. Nondiscrimination. The successful proposer agrees that in performing the work called for by this proposal and in securing and supplying materials, proposer will not discriminate against any person on the basis of race, color, religion, creed, political ideas, sex, age, marital status, physical or mental handicap, national origin or ancestry unless the reasonable demands of employment are such that they cannot be met by a person with a particular physical or mental handicap.

g. Preparation of Proposals. Proposers are expected to examine the specifications, schedule, and all instructions. Proposers must state a definite time for delivery of all goods and performance of all services. Time, if stated as a number of days, will include Saturdays, Sundays and holidays. The selected proposal shall be incorporated by reference, with modification as agreed to by the Village of Southampton, into the final contract and shall be binding upon the successful bidder. Proposer further agree to the following:

1. To examine all specifications and conditions thoroughly.
2. To Comply with all Federal, State, and County laws, ordinances and rules.
3. Prevailing wage must be paid to comply with New York State labor laws

h. Taxes. Taxes, whether State or Federal, shall not be included in proposal prices.

The Village of Southampton is generally exempted from all taxes