

**CUBA-RUSHFORD CENTRAL SCHOOL DISTRICT  
5476 ROUTE 305  
CUBA, NEW YORK 14727  
585-968-2650**

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SPECIFICATIONS AND BID FORM FOR

FOR

MAINTENANCE AND INSPECTIONS OF THE EMERGENCY POWER GENERATOR SYSTEMS

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In accordance with the provisions of Section 103 of the General Municipal Law, an advertisement for bids was published in the Olean Times Herald and the Wellsville Daily Reporter. As stated in such notice, bids will be publicly opened and read in the Board Room at the Middle High School, 5476 Route 305, Cuba, NY on Monday August 17<sup>th</sup>, 2020 at 2 PM. All bids must be submitted in a sealed, opaque envelope and marked "Maintenance and Inspections of the Emergency Power Generator Systems."

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The Board of Education reserves the right to accept or reject any bid.

Name of Bidder:

Address of Bidder:

Telephone Number:

Fax Number:

Email Address:

Ask for:

**BID SPECIFICATIONS FOR  
EMERGENCY GENERATOR SET PLANNED MAINTENANCE AGREEMENT**

Winning Bidder hereby agrees to perform regularly scheduled maintenance and inspections of the emergency power generation systems as listed:

**SERVICES TO BE PERFORMED:**

1. Check fuel system day tank operation, fuel lines, connections, vents, main and day tank fuel levels.
2. Change fuel filter and water separator elements during the full P.M. service annually.
3. Visually check fuel system injection pump, solenoid(s), check valves governor controls, linkages.
4. Check oil lube system inclusive of the engine and governor oil levels, oil heater, lines and connections.
5. Change the lube oil and filters during the full P.M. service annually.
6. Check the cooling system inclusive of the coolant level, antifreeze, freeze point, inhibitor level, louvers, radiator air flow and core condition. Block heater(s), hoses, connections, pressure test radiator cap, belt condition and tension, fan shrouds, guards and brackets.
7. Check for external fuel, lube oil, coolant and exhaust leaks.
8. Check and record lube oil pressure, fuel oil pressure and engine coolant temperature gauge readings.
9. Check exhaust system, flex connection, supports, insulation and rain cap. Drain condensation drip legs.
10. Check batteries, charging system, terminals and cables. Check electrolyte level and specific gravity
11. Load test batteries. Clean battery post and terminals, apply corrosion inhibiting film.
12. Check electrical system wiring connections and condition. Inspect lamps and fuses.
13. Check engine and generator instruments and meters for proper operation.
14. Check and test alarm sending units, pre-alarms, and safety shutdowns.
15. Check remote annunciator operation.
16. Check air intake piping, hoses, clamps, louvers, bypass actuators and air box Dampers.
17. Visually check air filter elements, air box canisters, breathers and crankcase ventilation systems.
18. Check engine and generator mounting bolts and vibration isolators.
19. Visually check generator bearings.
20. Check exciter assembly, stator and field for cleanliness and integrity.
21. Visually check rotating rectifiers and surge suppressor.
22. Check and record residual, no-load voltage.
23. Check voltage regulator and adjust if necessary.
24. Visually inspect generator breaker and bus bar connections for cleanliness and signs of overheating.
25. Check transfer switch compartment and components for cleanliness, integrity, overheating and wear.
26. Evaluate time delay settings
27. Check transfer switch exercise functions.
28. Perform start and stop functions from transfer switch with no load condition.
29. All readings, temperatures, transfer and retransfer times, Hour meter readings, and discrepancies annotated and submitted with detailed report to the appropriate individual(s) following each round of service

All planned inspection services will be performed during standard business hours unless both parties have agreed otherwise. Adjustment, calibrations and repairs will be made at an additional charge upon customer approval and after a firm Purchase Order is issued.

Equipment: 5 Generator Set(s) and Transfer Switch(s)

	Site	Location	Equipment	Mfr.	Qty	Amount
1	Cuba Rushford CSD	Middle High School	Generator & ATS	100kw Onan	1	
2	Cuba Rushford CSD	Elementary School	Generator & ATS	100kw Onan	1	
3	Cuba Rushford CSD	Elm St BOCES	Generator & ATS	30kw Generac	1	
4	Cuba Rushford CSD	High School (Main)	Generator & ATS	400kwSDMO	1	
5	Cuba Rushford CSD	Elementary School (Menu)	Generator & ATS	250kwSDMO	1	

BID FORM – MAINTENANCE & INSPECTIONS OF EMERGENCY POWER GENERATOR  
SYSTEMS

The Cuba Rushford School District is requesting sealed bids on MAINTENANCE AND INSPECTION OF THE EMERGENCY POWER GENERATOR SYSTEMS per the attached specifications.

Bidders should contact Dave Hardman, Maintenance Supervisor, at 716-753-6101 or dhardman@mycrs.org.

According to NYS Department of Labor, prevailing wages must be paid and certified payrolls must be submitted to the Central Business Office upon completion of work, prior to release of payment.

A W-9 Form must be provided.

The winning bidder must provide a certificate of Insurance naming the school district as an additional insured.

The Non-Collusive Certification and Iran Divestment Act Certification must be attached to this bid.

TOTAL BID PRICE: \$ \_\_\_\_\_

Firm Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**NON-COLLUSIVE CERTIFICATION**

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his knowledge and belief:

- (1) The prices in this bid have been arrived at independently without collusion, consultation, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or competitor;
  
- (2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
  
- (3) No attempt has been made or will be made by the bidder to induce any other person, partnership, or corporation to submit or not to submit a bid for the purpose of restricting competition.

We, the undersigned, propose to furnish all materials called for, in full accordance with the specifications and instructions in the attached bid proposal, and agree to all conditions therein.

FIRM \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
PHONE NO. \_\_\_\_\_  
SIGNED BY \_\_\_\_\_  
TITLE \_\_\_\_\_  
DATE \_\_\_\_\_

# IRAN DIVESTMENT ACT CERTIFICATION

By submission of this bid (Maintenance and Inspections of the Emergency Power Generator Systems), or by assuming the responsibility of a Contract awarded hereunder, each bidder and each person signing on behalf of any bidders, certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief:

That each bidder/contractor/assignee is not on the "Entities Determined To Be Non-Responsive Bidders/Offerers Pursuant to The New York State Iran Divestment Act of 2012" list created pursuant to paragraph (b) subdivision 3 of section 165-a of the New York State Finance Law and posted on the OGS website at <http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf> and further certifies that it will not utilize on such Contract any subcontractor that is identified on the Prohibited Entities List. Additionally, Bidder/Contractor is advised that should it seek to renew or extend a Contract awarded in response to the solicitation, it must provide the same certification at the time the Contract is renewed or extended. (See paragraph 31 in the specifications and conditions section of this document.)

NAME OF COMPANY: \_\_\_\_\_  
Individual or Legal Name of Firm or Corporation

MAILING ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP CODE: \_\_\_\_\_

BY: \_\_\_\_\_  
Signature of Representative of Firm or Corporation

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_  
Please Print Please Print

DATED: \_\_\_\_\_

SWORN to before me this

\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

Notary Public: \_\_\_\_\_