



BRUNSWICK COUNTY PARKS & RECREATION **REQUEST FOR PROPOSALS**

TOWN CREEK PARK SCOREBOARD ELECTRICAL WIRING

Project Description

Town Creek Park in Brunswick County recently underwent a major renovation and has been reopened to the public. The park now has a baseball / softball complex with five fields, two large multipurpose fields, two concession stands, pressbox, community building, maintenance building, picnic areas, and a walking trail throughout the park. The physical address for the park is 6420 Ocean Highway East, Winnabow, NC 28479.

There are a total of seven scoreboards that have been installed in the park but have not been electrically connected. During the park renovation underground conduit and pull boxes were installed for the future wiring to the scoreboards. Please refer to the park electrical sheets attached to this RFP.

We are seeking a licensed electrical contractor to complete the necessary wiring to these scoreboards.

A brief description of the work needed is as follows:

- All circuit breakers, wire, connectors, material, conduit, and labor required to electrically complete the circuits to the existing scoreboard. The scoreboards are the LED type and only draw about 1.5 – 2.0 amps each and utilize a 120VAC, 60Hz, 20 amp circuit. Multiple scoreboards can be connected to one twenty ampere circuit taking into account the total connected load.
- Install a NEMA 3R, knife blade type, non-fused, local disconnect device at each scoreboard on the vertical support poles of the scoreboard.
- Install conduit and wiring from the existing underground pull boxes, as shown on the attached plans to the local disconnect at each scoreboard.
- Connect each scoreboard to the local disconnects utilizing conduit and wire as required.
- Obtain all required electrical permits and inspections from the County Code Administration Office. Final payment will be predicated upon proof of final inspection for all work.
- For information purposes, approximately 600 LF of wire is needed for the scoreboards at the multipurpose field, and approximately 2,000 LF of wire is needed for the scoreboards at the baseball complex. This is for information only – contractors are advised to perform their own field measurements during site visits.

Site visits to inspect the existing electrical system can be arranged by contacting:

Aaron Perkins, Director of Parks & Recreation
Brunswick County Parks & Recreation
69 Stamp Act Drive, Building M
PO Box 249
Bolivia, NC 28422

Fax: 910.253.2684
Phone: 910.253.2676
Email: aaron.perkins@brunswickcountync.gov

Proposals may be submitted to Parks & Recreation via mail, hand delivery, and email.

Proposal Format

Qualifying proposals for this request must encompass all items being requested. All proposals shall include detailed financial quotes to address all listed requirements herein as well all applicable permit fees, materials, labor, tax, freight, installation, and related appurtenances.

Please be advised that this is a request for proposal process, and not a straight bid or quote process. Proposal reviewers will take into account factors such as pricing, design, specifications, offered warranty, and company history with Brunswick County in regards to firm selection. It is our quest to get the best quality product for an efficient price thus maximizing our fiscal resources.

Special Conditions

- Brunswick County reserves the right to reject any proposal that does not meet the criteria listed herein or through reference lacks the capability to perform the requirements of this project.
- This request for proposal does not commit Brunswick County to award a contract for services, or to pay any costs incurred in the preparation of a response to this request for proposals.
- All work and materials shall have a minimum one year warranty from date of acceptance by Brunswick County.
- All electrical work is required by state law to be performed by an electrical contractor properly licensed in the State of North Carolina. Contractor must show proof of electrical license.
- All work shall be in accordance with the 2014 NFPA70 – National Electric Code, and any associated North Carolina Amendments, as applicable, and also all requirements of the Brunswick County Code Administration Department.
- Contractor must meet the minimum insurance requirements included as Attachment A.

Proposal Due Date

Proposals must be submitted to Brunswick County Parks & Recreation no later than 5pm on **Monday, March 14, 2016.**

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BRUNSWICK COUNTY MINIMUM INSURANCE COVERAGE REQUIREMENTS

At contractor's expense, contractor shall procure and maintain the following recommended lines of insurance according to the scope of work. The County may choose to elect higher or lower coverages according to the work performed. Contractors must be insured by a licensed agent in North Carolina and rated A-VII or better by A.M. Best.

A. COMMERCIAL GENERAL LIABILITY

Covering all operations involved in this Agreement.

- \$2,000,000 General Aggregate
- \$2,000,000 Products/Completed Operations Aggregate
- \$1,000,000 Each Occurrence
- \$1,000,000 Personal and Advertising Injury Limit
- \$ 5,000 Medical Expense Limit

B. WORKERS' COMPENSATION

Statutory limits covering all employees, including Employer's Liability with limits of:

- \$500,000 Each Accident
- \$500,000 Disease - Each Employee
- \$500,000 Disease - Policy Limit

C. COMMERCIAL AUTOMOBILE LIABILITY

- \$1,000,000 Combined Single Limit – Any Auto

D. PROFESSIONAL LIABILITY

- \$1,000,000 Per Occurrence

E. POLLUTION LIABILITY INSURANCE

- \$1,000,000 Per Occurrence

When a contractor is required to bind pollution/environmental coverage, the contractor must provide evidence of continuation or renewal of liability insurance for a period of three (3) years following termination of the agreement.

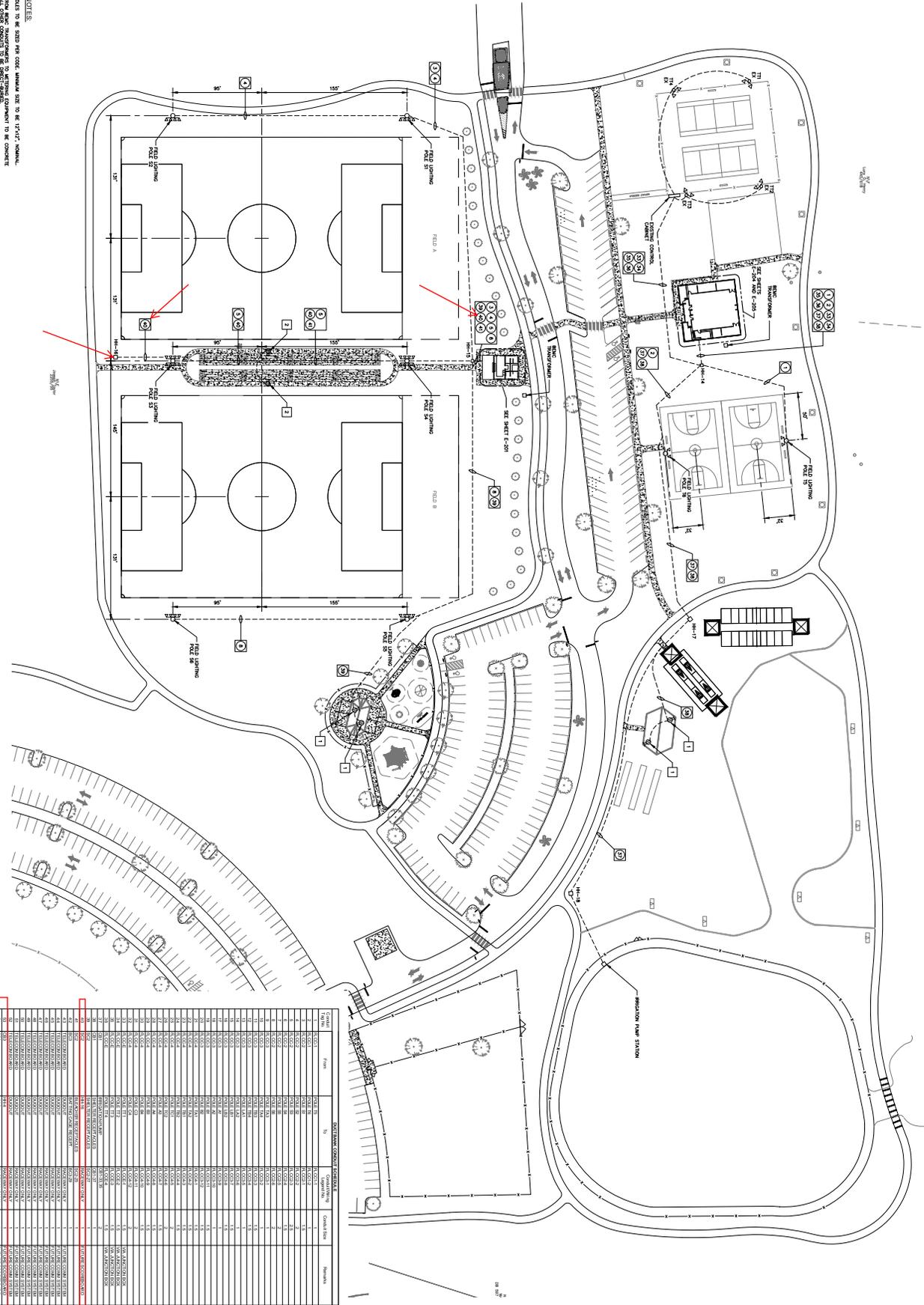
ADDITIONAL INSURANCE AND INDEMNIFICATION REQUIREMENTS

- A. Contractor agrees to defend, indemnify, and hold harmless Brunswick County, its officers, employees, and agents from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees, or other expenses or liabilities of every kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings, or causes of action of every kind in connection with or arising out of this Agreement and/or the performance hereof that are due in part or in the entirety of Contractor, its employees or agents. Contractor further agrees to investigate, handle, respond to, defend and dispose of same at its sole expense and agrees to bear all other costs and expenses related thereto.

The Contractor's General Liability policy shall be endorsed, specifically or generally, to include the following as Additional Insured:

BRUNSWICK COUNTY, ITS OFFICERS, AGENTS AND EMPLOYEES ARE INCLUDED AS ADDITIONAL INSURED UNDER CONTRACTOR'S GENERAL LIABILITY INSURANCE.

- B. Before commencement of any work or event, Contractor shall provide a Certificate of Insurance in satisfactory form as evidence of the insurances required above.
- C. Contractor shall have no right of recovery or subrogation against Brunswick County (including its officers, agents and employees), it being the intention of the parties that the insurance policies so affected shall protect both parties and be primary coverage for any and all losses covered by the above-described insurance.
- D. Brunswick County shall have no liability with respect to Contractor's personal property whether insured or not insured. Any deductible or self-insured retention is the sole responsibility of Contractor.
- E. All certificates of insurance must provide that the policy or policies shall not be changed or cancelled without at least thirty (30) days prior written notice.
- F. The Certificate of Insurance should note in the Description of Operations the following:
 - Department: Parks & Recreation
 - Contract #: _____
- G. Insurance procured by Contractor shall not reduce nor limit Contractor's contractual obligation to indemnify, hold harmless and defend Brunswick County for claims made or suits brought which result from or are in connection with the performance of this Agreement.
- H. In the event Contractor receives Notice of Cancellation of Insurance required pursuant to this Agreement, Contractor shall immediately cease performance of all services and shall provide Notice to Brunswick County's Legal/Risk Management personnel within twenty-four (24) hours.
- I. Certificate Holder shall be listed as follows;
 - ATTENTION: Brunswick County Risk Manager
 - 30 Government Center Dr. NE
 - P.O. Box 249
 - Bolivia, NC 28422
- J. If Contractor is authorized to assign or subcontract any of its rights or duties hereunder and in fact does so, Contractor shall ensure that the assignee or subcontractor satisfies all requirements of this Agreement, including, but not limited to, maintenance of the required insurances coverage and provision of certificate(s) of insurance and additional insured endorsement(s), in proper form prior to commencement of services.



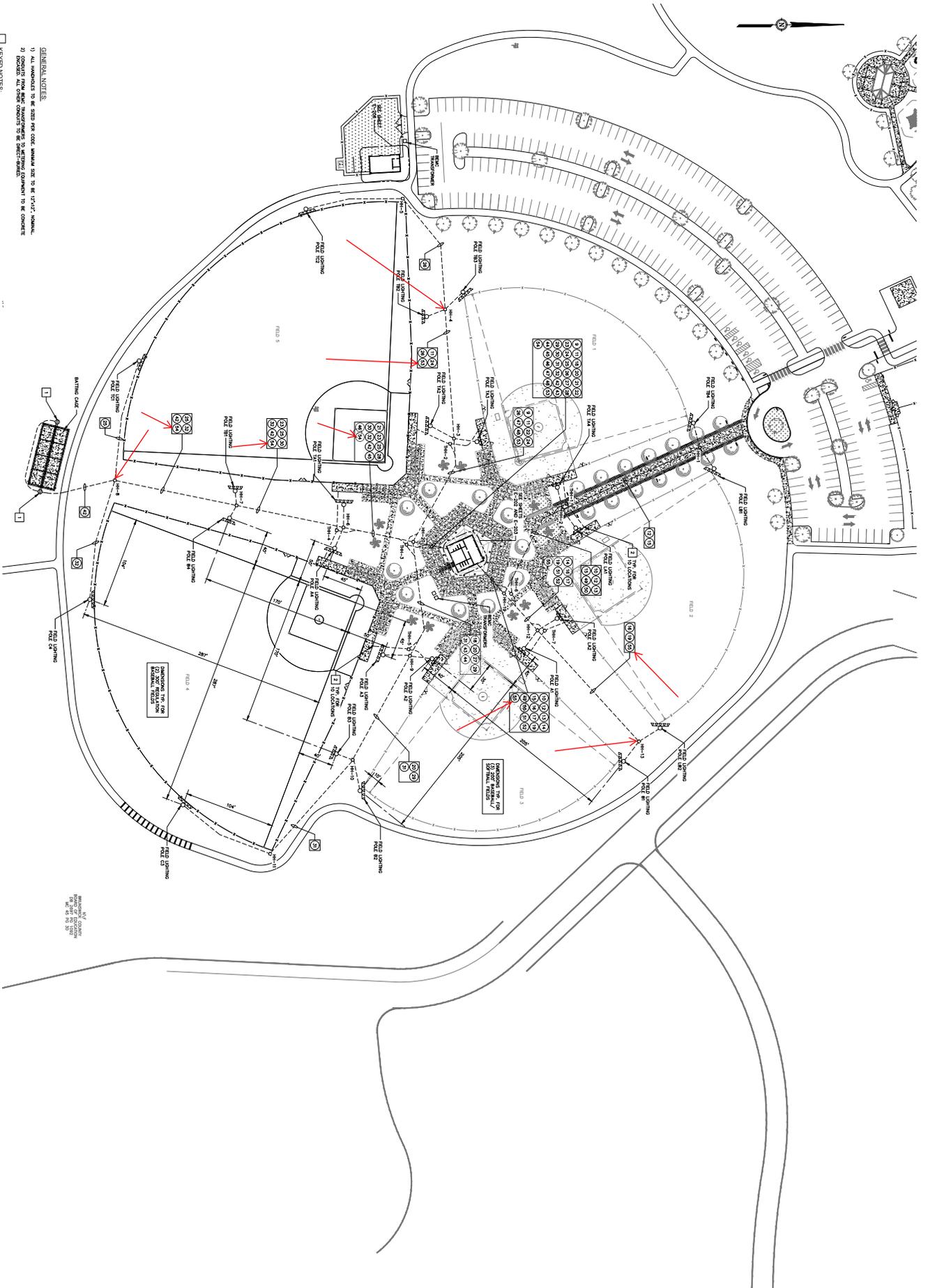
GENERAL NOTES:
 1) ALL DIMENSIONS TO BE SHOWN PER CODE UNLESS NOTED TO BE 1/4" = 1'-0" UNLESS NOTED.
 2) SCHEDULE ALL WIRING CONDUITS TO BE SCHEDULED.
 3) ALL WIRING TO BE INSTALLED IN CONCRETE.

KEY NOTES:
 1) ALL DIMENSIONS TO BE SHOWN PER CODE UNLESS NOTED TO BE 1/4" = 1'-0" UNLESS NOTED.
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GENERAL NOTES:

- 1) ALL DIMENSIONS TO BE SHOWN PER CODE UNLESS OTHERWISE NOTED.
- 2) EXISTING UTILITIES SHOWN FOR INFORMATION TO BE CONSIDERED.

KEY NOTES:

- 1) PROVIDE A SCHEDULED AND NUMBERED FISH IN DISPLAY WALL AT 4" x 4" x 4" FOR EACH FIELD.
- 2) PROVIDE A SCHEDULED AND NUMBERED FISH IN DISPLAY WALL AT 4" x 4" x 4" FOR EACH FIELD.

BRUNSWICK COUNTY
 PLANNING AND ZONING DEPARTMENT
 100 S. 1ST ST.
 WASHINGTON, NC 27883

NO.	DATE	BY	REVISION/DESCRIPTION



ELECTRICAL SITE PLAN

JOB NO.: 12.01710
 DATE: JANUARY 2013
 DESIGNED BY: PAF
 CADDED BY: SAR
 DESIGN REVIEW: PAF
 CONST. REVIEW: _____
 12.01710 E-100 - Site
 Plan.dwg

TOWN CREEK PARK IMPROVEMENTS
 BRUNSWICK COUNTY, NORTH CAROLINA



McGill ASSOCIATES
 ENGINEERING-PLANNING-FINANCE
 13419A STREET, LANE NW, RICHMOND, NC 28801, PH: (703) 724-2024, FAX: (703) 724-2024

SHEET
E-102

