

LEGAL NOTICE

INVITATION to BID

The **Town of Ridgefield** invites all interested parties to submit sealed bids on the following :

RFP DUE DATE: December 17, 2013

RFP DUE TIME: 11:00 am

RFP ITEM: Electric Generation Service Charge on 4.6M Kw on 76 CL&P Acct's

RFP NUMBER: 14-23

Terms and conditions as well as the description of items being bid are stated in the specifications.
Specifications may be obtained at the following address:

**Town Of Ridgefield
Jerry Gay
400 Main Street
Ridgefield, CT. 06877
203 - 431 - 2720**

Or bid packages are available online at ridgefieldct.org/Departments/Purchasing/Bid Notices

The return bid envelope must be marked and addressed to the following:

**TOWN OF RIDGEFIELD
DIRECTOR OF PURCHASING
RFP NUMBER: 14-23
400 MAIN STREET
RIDGEFIELD, CT. 06877**

Proposals must be received no later than the date and time stated above at the Purchasing Director's office on the second floor. **For further information**, please call **Jerry Gay at (203) 431-2720 or E-Mail at purchasing@ridgefieldct.org**

Proposal results may be viewed at www.ridgefieldct.org in the Purchasing Section under Departments

TOWN OF RIDGEFIELD CONNECTICUT

BOARD OF SELECTMAN

INSTRUCTIONS TO BIDDERS

1. Submit proposals in a sealed envelope plainly marked with bid number to identify this particular proposal.
2. Withdrawals of or amendments to bids received later than the time and date specified for bid opening will not be considered.
3. The Board of Selectman of the Town of Ridgefield reserves the right to accept or reject any or all options, bids or proposals; to waive any technicality in any bid or part thereof, and to accept any bid deemed to be in the best interest of the Town of Ridgefield, Connecticut.
4. Bidders may be present at the opening of bids.
5. Bids may be held by the Town of Ridgefield for a period not to exceed sixty (60) days from the opening of bids for the purpose of reviewing the bids and investigating the qualifications of bidders prior to the awarding of the contract.
6. Insurance requirements, if any, must be submitted with the bid. This includes any Hold Harmless requirements as well as Certificates of Insurance, if required, for the full amounts specified. **Unauthorized changes** to these forms, i.e. adding, striking out and/or changing any words, language or limits **will cause the bidder to be disqualified**.

Please Note : Certificates of Insurance, if required, **MUST** name the Town of Ridgefield as "**Additional Insured**". Failure to do so may mean disqualification from the Bid.

APPENDIX - HOLD HARMLESS AGREEMENT

The undersigned covenants and agrees to and shall at all times indemnify, protect and save harmless the Town of Ridgefield from and against all costs or expenses resulting from any and all losses, damages, detriments, claims, demands, cost and charges including attorneys fees the Town of Ridgefield may directly or indirectly suffer, sustain or be subjected to by reason or on account of the work to be performed pursuant to this Contract or any activities in connection with said Contract whether such losses and damages be suffered or sustained by the Town of Ridgefield directly or by its employees, licenses or invitees or be suffered or sustained by other persons or corporations who may seek to hold the Town of Ridgefield liable therefore.

The Contractor shall comply with the Provisions of the Immigration Reform and Control Act of 1986 effective and enforceable as of June 6, 1987 which Act makes unlawful the hiring for employment or subcontracting individuals failing to provide documentation of legal eligibility to work in the United States. The Contractor shall hold the Town of Ridgefield harmless for the failure of the Contractor to comply with the provisions of said Act.

IN WITNESS WHEREOF, the parties hereto have set their

hand and seal this the _____
Date

Printed Company Business Name

Signed, Sealed and Delivered in the
Presence of:

Signed:

Notary Public

Printed Name

Town of Ridgefield
RFP 14-23, Closing December 17, 2013 at 11am
Electric generation rates as alternatives to CL&P Standard rates

The Town of Ridgefield is requesting sealed proposals for providing a fixed Generation Service Charge electric rate pricing cost to the CL&P Standard rate, for all Town accounts as attached for a base 17 month term. Proposals must be received in a sealed envelope by the closing date and time where they will be publicly opened and read aloud.

Attached is a listing of all the Town accounts listing the total KW's and costs used for 7/1/12 - 6/30/13 along with rate, meter and account numbers as shown on the CL&P invoices. Keys Codes and Customer name codes can be provided to the awarded vendor.

The Town is requesting a fixed rate for a base 17 month term, starting **February 1, 2014** and concluding **June 30, 2015**. It would be hoped that this initial term would be renewed and extended at a minimum of one year increments, upon agreement of both parties, for up to 3-4 additional terms, depending upon rate movement. Please state if longer terms would effect the price structure, and if so, by how much and what the additional years would be. The Town would not enter into a base contract longer than 3 or 4 years.

Vendors should state on a cover sheet in simple plain language what their proposed rate would be as a fixed locked in rate and what the initial term of the contract would be for that rate. Please clearly state any and all the parameters and conditions of your proposal. The Town requires that all pricing flow through the existing CL&P invoicing. All accounts listed must be serviced by this contract, plus any new accounts that might be added in the future. Accounts may be deleted without consequence to the rate or contract if service is discontinued at any given location. The Town is not aware of any material usage changes projected for the future at this time.

Vendors should include sample contracts and other documents that they would expect the Town to enter into, for our review, to assist in securing a timely award with signed contracts in time to start for Feb 1. Simple one page contracts will be strongly preferred. Vendors shall submit an overview of their company as relates to providing electric rates including listing ownership, years in business (particularly in providing electric rates) and the current total number of clients with how many are Municipalities, with clients in Connecticut of particular note. Vendors should state how much time is typically required to shift accounts and what would be involved. The Town anticipates a reasonably quick award with the objective of an anticipated starting date of February 1, 2014.

Vendors in contention may need to provide access to their company's financial documents. Audit reports would be helpful in this area, if available. Please note that Connecticut Freedom of Information Act laws require that all documents received by the Town are public documents available to anyone upon the proper request, after an award has been made. The Town of Ridgefield will properly comply with all aspects of the FOIA laws and regulations. Vendors that are in contention will be contacted for this information, if not submitted with their proposal, if needed or required. Vendors should supply their D&B numbers, if they have them, for reports from that agency.

Vendors shall submit a minimum of 3 references with contact information of similar sized contracts, with Connecticut Municipalities strongly preferred. Vendors shall include with their proposal proof of licensure to operate within the State of Connecticut as an energy broker for the services offered.

Questions should be submitted to Purchasing Director Jerry Gay at 203-431-2720 or purchasing@ridgefieldct.org

The Board of Selectman will make the final determination as to which proposal is in the best interests of the Town. Proposals will be assessed against each other and also against our current cost structure and will factor the Companies history, references, profile, rates, contract terms and overall ability to handle our account along with any other factors the BoS deem material to an award.

Town of Ridgefield Electric Accounts – KW & \$ for 7/1/12 – 6/30/13

RATE	Meter Number	New A/C October-08	FISCAL 2013 ELECTRIC L O C A T I O N	YTD Total KILOWATT	YTD Total AMOUNT
001	883549312	51115253080	Govener St - Scoreboard	17	\$ 190.65
001	891576762	51296926009	Sturges Park - Added April 2013, (Sturges Brothers)		
030	890997892	51120143037	Copps Hill Rd	24,758	\$ 4,051.41
030	886990872	51131043044	OLD STAGECOACH ROAD	24,994	\$ 4,396.54
030	886086692	51147743082	Ridgebury Rd - Pro Shop	23,399	\$ 10,748.14
030	891376272	51162743017	120 Prospect St	39,196	\$ 5,826.43
030	889809042	51208933010	6 CATOONAH STREET	104,260	\$ 15,061.85
030	891096142	51238743009	Pump - E RIDGE Ave	2,080	\$ 800.45
030	890371312	51239933013	60 South St. - Garage 1,2, Rifle & Fuel	124,000	\$ 18,741.23
030	886077372	51245453071	60 South Street Shed - Red Salt Barn	2,412	\$ 996.94
030	891380952	51320253024	Bailey Ave, next to TH, X-Mas & lights	32,811	\$ 5,084.91
030	890606532	51377143037	GREAT POND ROAD - MARTINS PARK	1,360	\$ 642.58
030	890176172	51387643018	901 Ethan Allen Hwy	99,480	\$ 14,465.01
030	887045722	51456743038	E RIDGE AVE - Pump	1,949	\$ 903.85
030	885079722	51459043030	Main St - Ballard Park Bandstand Lights	10,261	\$ 1,926.50
030	890931292	51508353075	545 Ridgebury Rd - new Aug 22	68	\$ 470.19
030	890807512	51516434057	South Street - P&R Maint Bld	22,310	\$ 4,679.12
030	88700205	51528933054	35 Main Street	4,805	\$ 1,026.67
030	890356692	51534143003	545 RIDGEBURY ROAD	84,000	\$ 15,928.27
030	889805722	51537933095	Tennis Crts & Ballflds - Prospect Rdge	33,046	\$ 10,029.02
030	890953102	51559933023	CANINE	13,533	\$ 3,144.07
030	890955832	51561153073	IVY HILL FIELD PUMP	2,474	\$ 1,079.18
030	891339082	51585043037	American Legion Post 78 - 71 N Salem Rd	5,292	\$ 1,625.37
030	885650782	51617643077	WEST MTN ROAD - RADIO	144	\$ 467.07
030	887009572	51636843047	111 BARLOW MTN - North Field Pump	1,190	\$ 693.72
030	891717962	51644743031	Board of Recreat - Brlw Mnt - South Pmp	5,055	\$ 1,196.91
030	890152572	51665743084	Route 7	25,845	\$ 3,698.14
030	886999232	51692453038	Millstone CT	18,680	\$ 2,913.68
030	891412792	51742743065	PROSPECT RIDGE ROAD - PUMP	1,852	\$ 750.98
030	890986402	51749453007	545 Ridgebury Rd - Maint Shed (New)	38,344	\$ 5,722.00
030	889137432	51761253046	351 MAIN STREET - By Clock in hedge	5,848	\$ 1,126.33
030	892609442	51833965064	Branchville RR Parking lot - 20 Portland	3,807	\$ 5,480.02
030	892609472	51834865016	Branchville RR Walkway - 20 Portland Ave	2,159	\$ 5,550.07
030	886989762	51914943030	Govener Street - PARKING LOT	3,153	\$ 816.21
030	890700732	51943043091	Dlhy Ridge Golf-545 Ridgebury Rd-Maint	3,223	\$ 1,013.47
030	890143882	51950143099	South Street - Recycling Center - #55	18,976	\$ 4,523.35
030	89102139	51961253051	Main St., Planet Pizza, x-mas & lights	19,756	\$ 2,835.60
030	890392072	51972043038	Town Hall - 400 MAIN STREET	125,152	\$ 20,521.32
030	890736052	51998043095	OLD QUARRY ROAD - Silver storage / Hill	945	\$ 567.24
035	890134142	51435043088	90 EAST RIDGE ROAD - ANNEX	131,136	\$ 20,566.54
035	890371322	51439053042	22 South Street	790,656	\$ 93,406.26
035	889089632	51825043037	Police Dept - 76 EAST RIDGE	254,000	\$ 36,546.32
035	890384742	51888933017	90 EAST RIDGE ROAD	507,680	\$ 70,365.47
115	634332005	51204643084	Main Street - CLOCK	1,189	\$ 97.66
115	713832007	51215453036	CAINS HILL TRAFFIC LIGHT	2,832	\$ 406.28
115	151332009	51283543098	ROUTE 33 - Loc 117-209	8,316	\$ 1,225.55
115	683232002	51422643031	GROVE STREET - Loc 117-212	1,892	\$ 286.62

115	753232004	51434543013	ROUTE 7 & 102 - Loc 117-202	2,085	\$	270.99
115	327232008	51875543027	ROUTE 7 - PICKETTS RIDGE - Loc 117-208	1,344	\$	170.13
115	251332009	51935543058	Rt 33@ Prospect LOC 117-210	2,524	\$	335.33
115	209432004	51973943053	ROUTE 7 - Loc 117-215 & 213	2,544	\$	380.21
116	229032000	51294143029	PLAYGROUND ROAD	707	\$	141.93
116	142232002	51345543060	ROUTE 7	14,389	\$	2,826.07
116	N/A	51560643082	Branchville Rd. - RR Station Parking	1,952	\$	314.26
116	042232002	51900643081	PROSPECT STREET - Street Lights	372,237	\$	74,100.37
056	891725452	51393006069	36 Old Quarry Road, (old Schlumberger)	139,104	\$	79,474.54
37?	890824252	51589933043	90 EAST RIDGE ROAD	196,800	\$	92,551.33
37?	891607462	51612553032	195 Danbury Rd - P&R Main Build	1,238,784	\$	162,238.66
		51492246038	2 Rippowam Rd, Lot 2 = Sturges Prk	0	\$	32.00
	N/A	51744995010	36 Old Quarry Road, (old Schlumberger)	4,969	\$	688.41
		51859043085	West LN, - Red Schoolhse, Peter Parley	78	\$	471.60
	885473852	51879153070	10 GOVENOR ST - The BARN	7,485	\$	1,223.20
		<u>76 Total</u>		4,613,321	\$	817,623.57
		<u>A/C's</u>	T O T A L			