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REQUEST FOR PROPOSALS

Generator Installation and Electrical Modifications

PURPOSE: The Piatt County Maintenance office is seeking bids for a generator installation project. The selected vendor must provide bids for both a natural gas and a diesel generator system, including full installation, testing, utility hookup if applicable, relocation of two existing elevator circuits from the generator circuit to reduce load, and electrical disconnection of the old generator once the new one is up and running. There will be no time that the building is without generator backup.

Generator Load Studies:

[PIATT-COUNTY-OFFICE trans-sw-1-400 amp](#)

[PIATT OFFICE-trans-2-3](#)

Generator Load Study: Loggers were put on the 3 transfer switches (a logger on switch 1 and another on switches 2 and 3 combined). The reports are attached:

In the report labeled “PIATT-COUNTY-OFFICE trans-sw-1-400 amp” the average amp draw was between 30-50 amps, with elevator inrush currents spiking up to 570 amps, and elevator running demand of 200-350 amps. All the other loads average around 30 amps total. The area boxed in red is the average amp draw that transfer switch sees. The area boxed in blue the max amp draw is much higher – this is because the elevators are fed from this transfer switch.

In the report labeled “PIATT OFFICE-trans-2-3” the combined amp draw was shown as 6-14 amps. The peak demand on those two switches combined was fairly consistent at around 45 amps.

PROPOSAL FORMAT: Each vendor shall be required to include the following items in their copies of the proposal. Exclusion of any of these items could be grounds for proposal rejection by the County.

The following information must be included:

- Vendors must provide separate bids for a natural gas generator and a diesel generator, detailing generator capacity, installation procedures, piping requirements (for natural gas), and commissioning processes. Bidders must also describe how they will reroute the elevator circuits.
- Each proposal must include clear itemized costs for both generator options (natural gas and diesel), including installation, utility coordination, permitting, and electrical modifications for elevator circuit relocation.
- Proposals must include comprehensive pricing for generator systems, installation, piping (if natural gas is selected), labor, materials, inspections, and commissioning.
- Vendors will need to list their company's legal name, address, website URL and primary contact information as well as a description of their agency, including qualifications addressing why your agency is suited to provide these services to the County.

CHANGES IN REQUEST FOR PROPOSAL: The County reserves the right to amend, modify or cancel this RFP at any time. If it becomes necessary to revise any part of the RFP, or otherwise provide additional information, an addendum will be issued by the county and furnished to all firms that have received copies of the original RFP.

PROPRIETARY INFORMATION: Any restrictions on the use of data contained within a proposal and all confidential information must be clearly stated at the top and bottom of each page of the proposal. Proprietary information submitted in a proposal, or in response to the RFP, will be handled in accordance with applicable Illinois statutes.

To the extent permitted by law, it is the intention of Piatt County to withhold the contents of the proposals from public view until such time as competitive or bargaining reasons no longer require non-disclosure, in the opinion of the County. At that time, all proposals will be available for review in accordance with the Illinois Freedom of Information Act.

STATUTORY COMPLIANCE: This project is subject to the bidding requirements under 55 ILCS 5/5-1022 if the total estimated cost is expected to exceed \$30,000, competitive sealed bids are required. A public notice of this Request for Proposals will be published in a newspaper of general circulation within the County at least 10 days prior to the bid opening date. Bids must be submitted in sealed format and will be publicly opened. The

contract will be awarded to the lowest responsible bidder who meets all specifications and requirements outlined in this RFP.

ACCEPTANCE / REJECTION: The County reserves the right to accept or reject any or all proposals deemed to be in the best interest of the County and to waive all minor irregularities in the proposal process. The County also reserves the right to enter into discussions and/or negotiations with one or more qualified bidders at the same time. Firms whose proposals are not accepted will be notified as soon as the awarded contract has been approved.

TAXES: The County is exempt from all federal, state, and local taxes.

PRE-BID WALKTHROUGH: There will be a pre-bid walkthrough On April 23, 2025 at 10 AM. The walkthrough will start at the Piatt County Maintenance Office, 1115 N State St, Suite 12B (in the north end of the basement).

BIDS DUE: Sealed proposals are due and must be received in the *Piatt County Maintenance Office, 1115 N. State St, Suite 12B, Monticello, IL 61856* no later than *May 19th, 2025 at 2:30 PM*. Bids will be delivered in a sealed envelope and will be clearly marked on the lower left-hand corner of the outside of the envelope the following information:

PROPOSAL FOR GENERATOR INSTALLATION AND ELECTRICAL MODIFICATIONS.
No bids will be accepted after the time indicated.

BIDS OPENING: There will be public opening of bids May 19th at 2:45 PM in the Highway Department Conference Room, 1115 N. State St, Monticello, IL 61856.