

# **Town of Richlands, VA**



## **Request for Proposal**

### **Power Generation Capacity**

**March 13, 2023**

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## 1.0 Introduction

### 1.1. Overview

The Town of Richlands provides electricity to 2500 customers in the Town of Richlands and County of Tazewell.

We are hereby requesting your proposal for the power generation capacity to reduce dependency on American Municipal Power wholesale power supply resources by a minimum of 4-MW.

Vendors are expected to propose a natural gas-fired turbine generator systems with a peak production capacity of between 4 MW to 5 MW and a control system to remotely monitor and if necessary, start and stop the generator.

The Town of Richlands will consider various ownership and location options including leasing, shared savings, shared ownership as well as the Town of Richlands purchase and ownership of a complete solution:

- Design services to specify all components and ensure proper operation of completed facilities.
- Construction documents as necessary to support proposed assets including instruction manual and all necessary wiring drawings showing interconnection of all electrical and mechanical components.
- All necessary construction permits and pre-construction engineering studies.
- Preparation of all environmental permits necessary to operate generator facilities.
- Power breakers and controls necessary to operate the generator from a remote location including all equipment to parallel generators to local electrical grid and monitor operation.
- Provider shall furnish all the following:
  1. Concrete pad under generators
  2. Power wiring
  3. Control wiring
  4. An option for one (1) 4000-5000 kVA, generator voltage to 12,470-volt Step-up (GSU) Power Transformer.
  5. Instrument Transformers as required.
  6. Remote communications for connection to current system.

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### **1.3. General Instructions**

1.3.1. This Request for Proposals outlines the requirements for electrical generation required to increase the capacity component for the TOWN OF RICHLANDS. The solution must be available to provide capacity year-round.

1.3.2. All qualified and responsible firms are hereby invited and encouraged to submit proposals in accordance with this RFP.

### **1.4. Contacts**

**Richlands Town Manager**

Heather Perry

200 Washington Square

Richlands, VA 24641

Phone: 276-964-2566

Email: [Hperry@richlands-va.gov](mailto:Hperry@richlands-va.gov)

## **2.0 Instructions to Vendors**

### **2.1. Proposal Preparation**

TOWN OF RICHLANDS does not pay for any cost or expense in the preparation or submission of your proposal or for any other reasons in response to the RFP.

### **2.2. Proposal Format Instructions**

Each vendor's response shall be organized in a fashion similar to that outlined below:

- Section 1: Executive Summary
- Section 2: Technology Solution Overview
- Section 3: Project Overview Section
- Section 4: System Pricing
- Section 5: Vendor's Financial Information
- Section 6: Maintenance Requirements

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## **4.0 Warranty, Customer Support and Training**

### **4.1. Warranty**

Specify the warranty period on all applicable products.

### **4.2. Customer Support**

Specify details of the vendor's support and service package.

### **4.3. Training**

Specific details of the Vendor's training Package.

## **5.0 System Pricing**

Supply detail of pricing design including all operations and maintenance cost broken down by year for analysis by Town personnel.

Include all fuel costs with estimated annual expenses.

Payment terms including finance, lease or other payment options and timing of payments.

## **6.0 Company Stability**

Provide proof of credit worthiness and financial responsibility.

Statement from Better Business Bureau or Financial Institute will meet the conditions of this requirement.

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proposals. No proposal received after the time designated shall be considered. The Officer or Agent, whose duty it is to open the proposals, will decide when the specified time has arrived.

If any respective Offeror has questions about the specifications or other solicitation documents, the prospective Offeror should contact the department which is named on the face of the solicitation no later than five (5) working days before the due date. Any revisions to the solicitation will be made only by addendum issued by the Town. The Town may hold a conference of potential Offerors to respond to questions concerning this RFP.

Offerors are advised that oral explanations or instructions given by Town Personnel during the Request for Proposals process, or at any time prior to the contract award shall be nonbinding.

Persons intending to submit a proposal are specifically cautioned that the contractor is barred from pleading misunderstanding or deception because of estimates of quantities, character, location, or other conditions surrounding the same.

Modifications, additions or changes to the Terms and Conditions of this Request for Proposals by the Offeror may be cause for rejection.

Any proposal in response to this solicitation shall be valid for 90 days. At the end of the 90 days the proposal may be withdrawn at the written request of the Offeror. If the proposal is not withdrawn at that time, it remains in effect until an award is made or the solicitation is cancelled.

Payment for completed approved services will be made within thirty (30) days upon receipt of the invoice.

In the case of default by the successful Offeror or failure to provide the service by the time specified, the Town, after due written notice, may procure them from other sources and hold Offeror responsible for any resulting additional purchase and administrative costs.

By submitting their proposal Offerors certify to the Town that they will conform to the provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Contracting Act of 1975, as amended, where applicable, the Virginians with Disabilities Act, The Americans with

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The Town may order changes within the general scope of the contract at any time by written notice to the contractor. Changes within the scope of the contract include, but are not limited to, things such as services to be performed, the method of packing of shipment, and the place of delivery or installation. The contractor shall comply with the notice upon receipt. The contractor shall be compensated for any additional costs incurred as the result of such order and shall give the Town a credit for any savings. Compensation shall be determined by one of the following methods:

By mutual agreement between the parties in writing; or  
By agreeing upon a unit price or using a unit price set forth in the contract; or  
By ordering the contractor to proceed with the work and keep a record of all costs incurred and savings realized. A markup for overhead and profit may be allowed if provided by the contract. The same markup shall be used for determining a decrease in price as the result of savings realized. The contractor shall present the Town with all vouchers and records of expenses incurred and savings realized.

The contract shall not be assignable by the Contractor in whole or in part without the written consent of the Town.

The Town may make such reasonable investigations as deemed proper and necessary to determine the ability of the Offeror to perform the services/furnish the goods and the Offeror shall furnish to the Town all such information and data for this purpose as may be requested. The Town reserves the right to inspect Offeror's physical facilities prior to award to satisfy questions regarding the Offeror's capabilities. The Town further reserves the right to reject any proposal if the evidence submitted by, or investigations of, such Offeror fails to satisfy the Town that such Offeror is properly qualified to carry out the obligations of the contract.