

The Christmas Decorations Committee is seeking bids for the decorating work as well as the electrical work for the downtown area for the holiday season. The proposals are due in November 10, 2014 by 4 pm, and the committee will review them on November 13, 2014 at their meeting held at 2 pm.

Thank you.

**REQUEST FOR QUOTE:
ELECTRICAL WORK ASSOCIATED WITH HANGING HOLIDAY LIGHTS
Town of Edgartown
October 31, 2014**

WORK REQUIREMENTS AND CONTRACT SPECIFICATIONS

1.01 DEFINITIONS

- A. The Job is being conducted for the Town of Edgartown, c/o Pamela M. Dolby, Procurement Officer, herein referred to as the OWNER. The landscape company/florist providing services described in these specifications for the OWNER is herein referred to as the CONTRACTOR. Bids to be returned to procurement officer no later than November 10, 2014, Town Hall, 70 Main Street, PO Box 5158, Edgartown, MA 02539 (selectmen@edgartown-ma.us).
- B. "Site" shall mean the specific area where the Work is to be performed, and adjacent areas.
- C. "Work" shall mean all activities of the CONTRACTOR undertaken at a Site pursuant to the Contract Documents.
- D. "Project" shall mean all activities required by the Contract Documents.

1.02 SCOPE OF PROJECT AND WORK

- A. The Project and Work covered by this Contract consists of the following:
 - 1. Performing all required electrical work necessary to install 23 trees and lamp post lights. All wiring required to allow for lights to be hung. Wiring begins at the corner of Pease's Point Way and Main Street and continues down Main Street to the Dock Street parking lot and includes trees along Dock Street to and including Memorial Wharf. OWNER to provide all lights and electrical wire.
 - 2. Areas to be wired: From the corner of Pease's Point Way and Main Street down Main Street to and including the Dock Street Parking lot, Dock Street and Memorial Wharf. Up North Water Street to Kelley Street and Church Street, from Main Street to the Visitor's Center. Mandatory site visit required with Decorating Committee to review exact areas/lamp posts to be decorated.
 - 3. CONTRACTOR will have all listed wiring up and operational by December 1, 2014. Testing to be done on Monday, December 9, 2014. All final work to be completed prior to December 11, 2014. All decorations must be removed by January 5, 2015.
 - 4. CONTRACTOR must be available for maintenance and emergency calls from the time of installation until removal. CONTRACTOR is responsible for removing all necessary wires.
 - 5. Coordinate with Florist/Landscape Company and Decorations Committee to ensure proper timing and completion of work.

1.03 GENERAL REQUIREMENTS

- A. In order to qualify for Contract award the CONTRACTOR shall meet the following minimum requirements:
 - 1. CONTRACTOR must be a licensed electrician in the state of Massachusetts and have five years experience as an electrician. Three references (for projects similar in nature preferred) must be submitted with quote.

2. The CONTRACTOR is solely responsible for the health and safety of its employees and subcontractors.
4. The CONTRACTOR is solely responsible for ensuring that work is conducted in a manner that is protective of public health, safety, welfare and the environment.

1.04 PUBLIC SAFETY AND CONVENIENCE

- A. The CONTRACTOR shall provide and use all necessary warning devices, barricades, signs, special apparel, etc., in the performance of the work, as required by code or law.
- B. It is the CONTRACTOR'S responsibility to protect existing buildings, structures and utilities from damage during the construction period.
- C. The CONTRACTOR shall be aware that the proposed work will be performed in the vicinity of a residential neighborhood and care shall be exercised to control noise, dust, dirt, and water and to minimize traffic disruptions and construction vehicle traffic. All work shall be performed in accordance with Town of Edgartown ordinances governing work hours, noise control, construction traffic, construction and demolition procedures and construction debris.

1.05 PROTECTION OF UTILITIES AND PROPERTIES

- A. The CONTRACTOR'S attention is directed to the location of known overhead and underground utilities within the work site. The existing site drawings indicate the approximate location in plan of existing subsurface utilities in the vicinity of the work. The CONTRACTOR is responsible for verifying all existing utility locations on and off site.
- B. In case of damage to any utility, the CONTRACTOR shall promptly notify the OWNER and shall if required, furnish manpower and work under the OWNER's direction in getting access to the utility. Pipes or other structures damaged by the operation of the CONTRACTOR may be repaired by the municipality, the utility company or private OWNER. The cost of such repairs shall be borne by the CONTRACTOR without compensation therefore.

1.06 INSURANCE REQUIREMENTS

- A. In order to qualify for Contract Award the CONTRACTOR shall have proof of workers compensation, vehicle, and general liability insurance.