

**NOVA Parks
Bull Run Regional Park
7700 Bull Run Drive
Centreville, VA 20121
Festival of Lights Power Installation**

INVITATION TO BID

NOVA Parks (NP), a public body is seeking bids for power installation services for the Bull Run Festival of Lights at Bull Run Regional Park located in Centreville, Virginia.

Bids will be received by mail or in person at NOVA Parks Headquarters, 5400 Ox Road, Fairfax Station, Virginia 22039, **until June 1, 2020 no later than 2:00 pm**. All proposals are to be sealed and clearly marked "Proposal – "Bull Run Festival of Lights – Power Installation Services" and sent to the attention of Mark Whaley, Park Operations Superintendent.

NOVA Parks shall award the contract to the vendor it determines to have provided the Proposal that is most advantageous to the agency. NOVA Parks reserves the right to award the contract in the aggregate, by individual service, or any combination which is in its best interest. NOVA Parks also reserves the right to reject any and all proposals.

Evaluation factors include:

- Price
- Reputation, skill, and experience of the vendor
- Quality of the service offered
- After hours service response time

Procurement Procedures

1. Vendors are responsible for becoming familiar with the job site, local conditions, project work, and all local, State and Federal laws, ordinances, rules and regulations that may in any manner affect performance of the work. Pre bid site visits can be conducted by contacting Kate Irwin, Events Specialist at 703.631.0550 x105 or kirwin@nvrpa.org.
2. Bid pricing should be submitted as one total price for power installation services and related equipment necessary to provide power to all displays in the Festival of Lights.
3. Vendors should demonstrate their qualifications and experience in similar projects and should identify the principal who will direct the work as well as the individual who will oversee the project on-site day-to-day. A listing of client references from similar projects, including a project description and the name

and telephone number of a contact person, is required for both the vendor and the subcontractors.

Specifications

1. All bids shall provide for all necessary labor as well as direction and supervision of labor required for the installation of all necessary power cords, generators and distribution panels.
2. Installation must commence on October 26, 2020 with completion and final walk through on or before November 13th, 2020. Please include installation schedule plans as well as schedule of work days and times.
3. Installation must take proper care to not adversely affect any planted areas, trees, bushes or grass areas. All installation equipment or special requirements must be clearly outlined on the Form of Proposal.
4. State all pertinent details as to billing, prices and related accounting policies.
5. Installer must show proof of insurance and name NOVA Parks as additionally insured.
6. All equipment is to be installed per manufacturer recommendations.
7. Installer should provide basic tools required to complete installation.

Scope of Work:

To provide power to all light displays via existing house power and generator power.

NOVA Parks will supply approximately 750 110v extension cords, 16 50amp cords, 10 Non GFCI Distribution Boxes and 1 GFCI Distribution Box.

Vendor must supply any other supplementary power from existing 50amp power feeds to light displays around the park.

Vendor shall also provide multiple generators to supply power where there is no existing power in the park.

- 20kw Generators
- no more than 53dba @ 26ft sound level
- fuel consumption of under .75 gallons per hour
- 40-gallon diesel fuel tank or greater
- gps monitored
- single axle trailer mounted
- lockable fuel compartment
- 100% self-contained

- no gas-powered generators
- unlimited shift runtime

Vendor must supply all additional non GFCI distribution that will coincide with NOVA Parks service distribution.

No cables can cross road ways and certain trails, all cable must be run through culverts to cross the roads.

All cords/cables must be voltage tested for 118v-122v per connection.

Some displays require multiple power drops, amperage draw must be tested to not exceed 11 amps per 110v cord.

All connections must be staked above the ground with stakes supplied by NOVA Parks.

A lead representative must be available on site at all times during installation and tear down.

No transportation vehicles will be provided through NOVA Parks.

Vendor must also provide labor to tear down/pack all extension cords and power distribution. All cords must be rolled to specific size, cleaned, zip tied, tested and placed in designated storage container grouped by length.

Vendor must be on call 24 hours a day, 7 days a week including holidays, to handle/fix any problems with their equipment. Vendor must list any fees and/or response times for after hour calls.

**NOVA Parks
Festival of Lights Installation
Form of Proposal**

Company Name: _____ Contact Name: _____
Address: _____
Phone Number: _____
E-mail Address: _____

Installation Price:

Installation Schedule:

Tools Used:

3 References for similar work:

Company Name: _____ Contact Name: _____
Address: _____
Phone Number: _____
E-mail Address: _____

Company Name: _____ Contact Name: _____
Address: _____
Phone Number: _____
E-mail Address: _____

Company Name: _____ Contact
Name: _____
Address: _____
Phone Number: _____
E-mail Address: _____

Submitted by: _____ Phone Number: _____