

**STATE OF LOUISIANA
INVITATION TO BID (ITB)**

**FRONT CAMPGROUND ELECTRICAL
RENOVATION AT FAIRIEW-RIVERSIDE STATE
PARK PROJECT**

FOR OFFICE OF STATE PARKS

IN

ST. TAMMANY PARISH



File Number: T 28392 DL
Solicitation Number: 2250013
Bid Opening Date: AUGUST 15, 2012
Bid Opening Time: 10:00 A.M. (CT)

**Office of State Purchasing
1201 N. Third Street
Suite 2-160
Baton Rouge, La. 70802**

FILE NUMBER: T 28392 DL

SOLICITATION NUMBER: 2250013

FRONT CAMPGROUND ELECTRICAL RENOVATION @ FAIRVIEW RIVERSIDE STATE PARK

**FOR
OFFICE OF STATE PARKS
ST. TAMMANY PARISH, LOUISIANA**

BID DELIVERY INSTRUCTIONS FOR STATE PURCHASING:

BIDDERS ARE HEREBY ADVISED THAT THE U.S. POSTAL SERVICE DOES NOT MAKE DELIVERIES TO OUR PHYSICAL LOCATION.

BIDS MAY BE MAILED THROUGH THE U.S. POSTAL SERVICE TO OUR BOX AT:

OFFICE OF STATE PURCHASING
P O BOX 94095
BATON ROUGE LA 70804-9095

BIDS MAY BE DELIVERED BY HAND OR COURIER SERVICE TO OUR PHYSICAL LOCATION AS FOLLOWS:

OFFICE OF STATE PURCHASING
CLAIBORNE BUILDING, SUITE 2-160
1201 NORTH THIRD STREET
BATON ROUGE, LA 70802

BIDDER IS SOLELY RESPONSIBLE FOR ENSURING THAT ITS COURIER SERVICE PROVIDER MAKES INSIDE DELIVERIES TO OUR PHYSICAL LOCATION. THE OFFICE OF STATE PURCHASING IS NOT RESPONSIBILITY FOR ANY DELAYS CAUSED BY THE BIDDER'S CHOSEN MEANS OF BID DELIVERY.

BIDDER IS SOLELY RESPONSIBLE FOR THE TIMELY DELIVERY OF ITS BID. FAILURE TO MEET THE BID OPENING DATE & TIME SHALL RESULT IN REJECTION OF THE BID.

PUBLICIZING AWARDS. IN ACCORDANCE WITH L.A.C.34:i.535, UNSUCCESSFUL BIDDERS WILL BE NOTIFIED OF THE AWARD PROVIDED THAT THEY SUBMIT WITH THEIR BID A SELF-ADDRESSED STAMPED ENVELOPE REQUESTING THIS INFORMATION.

FOR ADDITIONAL INFORMATION, CONTACT: WILL KNIGHT @ 985-624-4619

PRE-BID MEETING: JULY 30, 2012 @ 10:00 AM at the jobsite

A jobsite visit is mandatory prior to bid opening. Contact WILL KNIGHT to schedule a jobsite visit.

Signature Authority. R. S. 39:1594(C)(4) requires evidence of authority to sign and submit bids to the State of Louisiana. Please indicate which of the following applies to the signer of this proposal.

1. The signer of the proposal is either a corporate officer who is listed on the most current annual report on file with the secretary of state or a member of a partnership or partnership in commendam as reflected in the most current partnership records on file with the secretary of state. **A copy of the annual report or partnership record must be submitted to the Office of State Purchasing before contract award.**

2. The signer of the proposal is a representative of the proposer authorized to submit this proposal as evidenced by the corporate resolution or certification as to corporate principal. **If this applies a copy of the resolution or certification must be attached hereto.**

3. The proposer has filed with the secretary of state an affidavit or resolution or other acknowledged/authentic document indicating that the signer is authorized to submit proposals for public contracts. **A copy of the applicable document must be submitted to the Office of State Purchasing before contract award.**
4. The signer of the proposal has been designated by the proposer as authorized to submit proposals on the proposer's vendor registration on file with the Office of State Purchasing.

NOTICE TO BIDDERS

Sealed bids will be received for the State of Louisiana by the Division of Administration, Office of State Purchasing, 1201 N. 3rd St., 2nd Floor, Suite 2-160, P O. Box 94095, Baton Rouge, Louisiana 70804-9095 until **10:00 A.M., on AUGUST 15, 2012**, for the following:

FILE NUMBER T 28392 DL

SOLICITATION NUMBER: 2250013

FRONT CAMPGROUND ELECTRICAL RENOVATION @ FAIRVIEW RIVERSIDE STATE PARK

**FOR
OFFICE OF STATE PARKS
ST. TAMMANY PARISH, LOUISIANA**

Complete Bidding Documents may be obtained from:

OFFICE OF STATE PURCHASING
CLAIBORNE BUILDING, 2ND FLOOR
1201 NORTH THIRD STREET
BATON ROUGE, LA 70804

Attn: Hilary Stephenson

Email: hilary.stephenson@la.gov

Fax: (225) 342-8688

Phone: (225) 342-8022

All requests should include: Federal Tax ID, Phone Number, Fax Number, Solicitation Number, File Number and Bid Opening Date.

Website Link: <http://wwwprd.doa.louisiana.gov/OSP/LaPAC/pubmain.asp>

FOR ADDITIONAL INFORMATION, CONTACT: WILL KNIGHT @ 985-624-4619

PRE-BID MEETING: JULY 30, 2012 @ 10:00 AM at the jobsite

A jobsite visit is mandatory prior to bidding. Contact WILL KNIGHT to schedule a jobsite visit.

Bid security must be attached (insurance company, bank money order, certified check or cashier's check) in the sum of five percent (5%) of the amount bid (including base bid and additive alternates, if any) and shall become the property of the owner in the event the contract and bond are not executed within the time set forth above. If bid bond is used, it shall be written by a surety or insurance company currently on the U.S. Department of the Treasury Financial Management service list of approved bonding companies which is published annually in the Federal Register, or by a Louisiana domiciled insurance company with at least an A- rating in the latest printing of the A.M. Best's Key Rating Guide to write individual bonds up to ten percent of policyholders' surplus as shown in the A.M. Best's Key Rating Guide, or by an insurance company that is either domiciled in Louisiana or owned by Louisiana residents and is licensed to write surety bonds. In addition, the bond shall be written by a surety or insurance company that is currently licensed to do business in the State of Louisiana.

Bids shall be accepted only from Contractors who are licensed under La. R.S. 37:2150-2163 for the classification(s) such as **Electrical work**. No bid may be withdrawn for a period of thirty (30) days after receipt of bids. IN ACCORDANCE LA R.S. 37:2163 "ANYONE OBJECTING TO THE CLASSIFICATION MUST SEND A CERTIFIED LETTER TO BOTH THE LOUISIANA STATE LICENSING BOARD FOR CONTRACTORS AND THE OFFICE OF STATE PURCHASING. THE LETTER MUST BE RECEIVED NO LATER THAN TEN WORKING DAYS PRIOR TO THE DAY ON WHICH BIDS ARE TO BE OPENED.

When this project is financed either partially or entirely with State Bonds, the award of this Contract is contingent upon the sale of bonds by the State Bond Commission. The State shall incur no obligation to the Contractor until the Contract Between Owner and Contractor is fully executed.

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION
OFFICE OF STATE PURCHASING
DENISE LEA, ASSISTANT COMMISSIONER

FILE NUMBER T 28392 DL

SOLICITATION # 2250013
HILARY STEPHENSON (225) 342-8022

GENERAL CONTRACT PROPOSAL FORM

BID OPENING DATE: **JULY 30, 2012 @ 10:00 A.M. (CST)**

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION
PURCHASING SECTION
POST OFFICE BOX 94095, CAPITOL STATION
BATON ROUGE, LOUISIANA 70804-9095

BID MADE BY: _____

PROJECT: FRONT CAMPGROUND ELECTRICAL RENOVATION @ FAIRVIEW
RIVERSIDE STATE PARK

The undersigned, in compliance with your invitation for bids for the project listed above, having examined the specifications and related documents, inspected site and being familiar with all of the conditions surrounding the fulfillment of the contract, hereby proposes to furnish all labor, materials, tools and equipment necessary to complete the above referenced project within the time set forth herein and for the price stated below.

The Lump Sum Total Price stated shall include all permits and governmental fees, licenses, and inspections, and all sales, consumer use and taxes of any other nature or kind whatever arising from or pertaining to the work or portions thereof provided by the contractor which are legally enacted at the time bids are received, whether or not yet effective.

BASE BID: I/We propose to furnish all materials and perform all work as described in the specifications and related documents for the sum of: (WORDS AND FIGURES)

LUMP SUM TOTAL \$ _____

COMPLETION TIME:

STATE THE COMPLETION TIME, AFTER RECEIVING NOTICE TO PROCEED:

_____ DAYS

NOTE: WHERE SO INDICATED BY THE MAKEUP OF THE BID FORM, SUMS SHOULD BE EXPRESSED IN BOTH WORDS AND FIGURES, AND IN CASE OF A DISCREPANCY BETWEEN THE TWO, THE WRITTEN AMOUNT SHALL GOVERN.

IMPORTANT: IN ACCORDANCE WITH R.S. 37:2163A CONTRACTORS' LICENSE NUMBER IN THE APPROPRIATE CLASSIFICATION(S) SUCH AS ELECTRICAL work, MUST APPEAR ON THE BID OPENING ENVELOPE ON ALL PROJECTS IN THE AMOUNT OF \$50,000.00 OR MORE (AND \$1.00 OR MORE IF HAZARDOUS MATERIALS ARE INVOLVED). ISSUES WITH THE ABOVE CLASSIFICATION(S) MUST BE BROUGHT TO THE ATTENTION OF THE OFFICE OF STATE PURCHASING PRIOR TO BID OPENING.

FOR ANY BID SUBMITTED IN THE AMOUNT OF FIFTY-THOUSAND DOLLARS OR MORE, THE CONTRACTOR SHALL CERTIFY THAT HE IS LICENSED AND SHOW HIS LICENSE NUMBER ON THE BID ENVELOPE.

IN ACCORDANCE LA R.S. 37:2163 "ANYONE OBJECTING TO THE CLASSIFICATION MUST SEND A CERTIFIED LETTER TO BOTH THE LOUISIANA STATE LICENSING BOARD FOR CONTRACTORS AND THE OFFICE OF STATE PURCHASING. THE LETTER MUST BE RECEIVED NO LATER THAN TEN WORKING DAYS PRIOR TO THE DAY ON WHICH BIDS ARE TO BE OPENED.

SCOPE OF WORK INCLUDES LABOR, MATERIALS, AND SERVICES REQUIRED TO PRODUCE A COMPLETED INSTALLATION WHICH IS ACCEPTABLE TO THE AGENCY.

BEFORE THIS CONTRACT IS ACCEPTABLE AND COMPLETE, SUCCESSFUL BIDDER SHALL CLEAN UP AND REMOVE FROM THE PREMISE ALL DEBRIS RESULTING FROM HIS WORK, AND SHALL SEE TO IT THAT ALL THE ITEMS FURNISHED ARE LEFT IN GOOD ORDER, CLEAN, AND PROPERLY INSTALLED.

VENDOR IS RESPONSIBLE FOR INCLUDING ALL APPLICABLE TAXES IN THE BID PRICE. STATE AGENCIES ARE EXEMPT FROM ALL STATE AND LOCAL SALES AND USE TAXES.

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA:

Addendum No: _____ Dated: _____ Addendum No: _____ Dated: _____

Addendum No: _____ Dated: _____ Addendum No: _____ Dated: _____

LOUISIANA CONTRACTORS LICENSE NO. _____

NAME (PLEASE PRINT OR TYPE) _____

SIGNATURE _____

TITLE _____

FIRM NAME _____

ADDRESS _____

PHONE _____ (_____) _____

FAX _____ (_____) _____

FEDERAL ID NUMBER: _____

GENERAL CONDITIONS, INSTRUCTIONS, POLICIES AND PROCEDURES

BIDDING PROCEDURE:

All bids must be submitted on the forms provided for this purpose and must be filled out with ink or typewritten and signed in ink. Any interlineations, alteration or erasure must be initialed by the signer of the bid.

Bidder shall assume full responsibility for timely delivery to the location designated for receipt of bids. Any bids received after the designated opening time will be returned unopened.

The Division of Administration of the State of Louisiana is an equal opportunity employer and looks to its Contractors, Subcontractors, vendors and suppliers to take affirmative action to effect this commitment in its operations.

Compliance with civil rights laws. By submitting and signing this solicitation, the bidder agrees to abide by the requirements of the following as applicable: Title VI and Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and bidder agrees to abide by the requirements of the Americans With Disabilities Act of 1990. Bidder agrees not to discriminate in its employment practices, and will render services under any contract entered into as a result of this solicitation, without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities. Any act of discrimination committed by bidder, or failure to comply with these statutory obligations when applicable, shall be grounds for termination of any contract entered into as a result of this solicitation.

In accordance with the provisions of R.S. 39:2192, in awarding contracts after August 15, 2010, any public entity is authorized to reject a proposal or bid from, or not award the contract to, a business in which any individual with an ownership interest of five percent or more, has been convicted of, or has entered a plea of guilty or nolo contendere to any state felony or equivalent federal felony crime committed in the solicitation or execution of a contract or bid awarded under laws governing public contracts under the provisions of Chapter 10 or Title 38 of the Louisiana Revised Statutes of 1950, Professional, Personal, Consulting, and Social Services Procurement under the provisions of Chapter 16 of this Title, or the Louisiana Procurement Code under the provisions of Chapter 17 of this Title.

Any product or service bid shall conform to all applicable Federal and State Laws and Regulations and the specifications contained in the solicitation. Unless otherwise specified in the solicitation, any manufacturer's name, trade name, brand name, or catalog number used in the specification is for the purpose of describing the standard of quality, performance, and characteristic desired and is not intended to limit or restrict competition.

BIDDERS REPRESENTATION:

In making his bid, each bidder represents that: He has read and understands the bid documents and his bid is made in accordance herewith; he has visited the site and has familiarized himself with the local conditions under which the work is to be performed; and his bid is based upon the specifications described in the bid documents without exception.

ADDENDA:

No Addenda will be issued within a period of seventy-two (72) hours prior to the date set for receipt of bids, except an Addendum, if necessary, postponing the date of receipt of bids or cancelling the request for bids.

Receipt of all Addenda issued should be acknowledged in bid proposal and/or returned with bid proposal. Addenda must be acknowledged upon request.

It is the Bidder's responsibility to check website link:

<http://www.prd.doa.louisiana.gov/osp/lapac/pubmain.asp> frequently for any possible addenda that may be issued. The Office of State Purchasing is not responsible for a Bidder's failure to download any addenda documents required to complete an Invitation to Bid.

BIDDER INQUIRIES:

The State shall not and cannot permit an open-ended inquiry period, as this creates an unwarranted delay in the procurement cycle and operations of our agency customers. The State reasonably expects and requires responsible and interested bidders to conduct their in-depth bid review and submit inquiries in a timely manner.

An inquiry period is hereby firmly set for all interested bidders to perform a detailed review of the bid documents and to submit any written inquiries relative thereto. *Without exception*, all inquiries **MUST** be submitted in writing by an authorized representative of the proposer, clearly cross-referenced to the relevant bid section. All inquiries must be received by the close of business ten calendar days prior to the bid opening. Only those inquiries received by the established deadline shall be considered by the State. Inquiries received after the established deadline shall not be entertained.

Inquiries concerning this bid may be delivered by mail, express courier, e-mail, hand, or fax to:

Office of State Purchasing
Attention: Hilary Stephenson
P. O. Box 94095
Baton Rouge, LA 70804-9095

1201 North Third St.
Claiborne Bldg., Suite 2-160
Baton Rouge, LA 70802

E-Mail: hilary.stephenson@la.gov

Phone: (225)342-8022/ Fax: (225)342-8688

An addendum will be issued and posted at the Office of State Purchasing LaPAC* website, to address all inquiries received and any other changes or clarifications to the bid. Thereafter, all bid documents, including but not limited to the specifications, terms, conditions, plans, etc., will stand as written and/or amended by any addendum. No negotiations, decisions, or actions shall be executed by any bidder as a result of any oral discussions with any state employee or state consultant. It is the Proposer's responsibility to check the LaPAC website frequently for any possible addenda that may be issued. The Office of State Purchasing is not responsible for a bidder's failure to download any addenda documents required to complete the bid.

*Note: LaPAC is the state's online electronic bid posting and notification system resident on State Purchasing's website [www.doa.louisiana.gov/osp] and is available for vendor self-enrollment. In that LaPAC provides an immediate e-mail notification to subscribing bidders that a solicitation and any subsequent addenda have been let and posted, notice and receipt thereof is considered formally given as of their respective dates of posting.

COMPLIANCE REGARDING SUSPENSION/DEBARMENT:

CERTIFICATION OF NO SUSPENSION OR DEBARMENT. BY SIGNING AND SUBMITTING ANY BID FOR \$25,000 OR MORE, THE BIDDER CERTIFIES THAT THEIR COMPANY, ANY SUBCONTRACTORS, OR PRINCIPALS ARE NOT SUSPENDED OR DEBARRED BY THE GENERAL SERVICES ADMINISTRATION (GSA) IN ACCORDANCE WITH THE REQUIREMENTS IN OMB CIRCULAR A-133.

A LIST OF PARTIES WHO HAVE BEEN SUSPENDED OR DEBARRED CAN BE VIEWED VIA THE INTERNET AT WWW.ARNET.GOV/EPLS.

CONSIDERATION OF BIDS:

The Division of Administration reserves the right to reject any or all bids and in particular to reject a bid not accompanied by any required bid security or data required by the bid documents or a bid in anyway incomplete or irregular.

The Division of Administration reserves the right to waive any informality or irregularity in any bid received, deemed to be in the best interest of the State of Louisiana.

RECORDATION CERTIFICATE:

Contractor upon receipt of executed contract, bond, purchase order and Notice to Proceed shall record contract and bond with the Clerk of Court in the parish in which the work is to be performed, obtain a Certificate of Recordation from the Clerk of Court and forward this Certificate immediately to the Division of Administration. The contracting agency will process no invoices until receipt of the Certificate of Recordation.

CONTRACT, PERFORMANCE BOND, LABOR AND MATERIALS PAYMENT BOND:

If the undersigned is notified of the acceptance of the above bid or bids, within thirty (30) days of the time set forth for the opening of bids, he agrees to execute a contract for the work accepted, in the standard contract form currently used by the Division of Administration within ten (10) days after notice from the Division of Administration.

The undersigned further agrees, if awarded the contract, to execute and deliver to the Division of Administration at the time the contract documents are executed, a Performance Bond with Power of Attorney, on the forms provided, in an amount equal to the contract sum and agrees that this bond will be secured by a surety or insurance company currently on the U.S. Department of the Treasury Financial Management Service list of approved bonding companies which is published annually in the Federal Register, or by a Louisiana domiciled insurance company with at least an A- rating in the latest printing of the A.M. Best's Key Rating Guide to write individual bonds up to ten percent of policyholders' surplus as shown in the A.M. Best's Key Rating Guide, or by an insurance company that is either domiciled in Louisiana or owned by Louisiana residents and is licensed to write surety bonds. In addition, the bond shall be written by a surety or insurance company that is currently licensed to do business in the state of Louisiana. Also, to be provided at the same time is a Labor and Materials Payment Bond in an amount equal to 100% of the contract amount.

Termination of the Contract for Convenience

The State may terminate the contract at any time by giving thirty (30) days written notice to the Contractor of such termination or negotiating with the Contractor an effective date.

The Contractor shall be entitled to payment for deliverables in progress, to the extent work has been performed satisfactorily.

BID SECURITY:

Bid security must be attached (insurance company, bank money order, certified check or cashier's check) in the sum of five percent (5%) of the amount bid (including base bid and additive alternates, if any) and shall become the property of the owner in the event the contract and bond are not executed within the time set forth above. If bid bond is used, it shall be written by a surety or insurance company currently on the U.S. Department of the Treasury Financial Management service list of approved bonding companies which is published annually in the Federal Register, or by a Louisiana domiciled insurance company with at least an A- rating in the latest printing of the A.M. Best's Key Rating Guide to write individual bonds up to ten percent of policyholders' surplus as shown in the A.M. Best's Key Rating Guide, or by an insurance company that is either domiciled in Louisiana or owned by Louisiana residents and is licensed to write surety bonds. In addition, the bond shall be written by a surety or insurance company that is currently licensed to do business in the state of Louisiana.

AFFIDAVIT:

Successful Contractor shall be required to execute an affidavit attesting "THAT PUBLIC CONTRACT WAS NOT SECURED THROUGH EMPLOYMENT OR PAYMENT OF SOLICITOR".

REJECTION OF BIDS:

The undersigned understands that the Division of Administration reserves the right to reject any and all bids and to waive any informalities.

WITHDRAWAL OF BIDS:

The undersigned agrees that this bid shall be good and may not be withdrawn for a period of thirty (30) calendar days after the bid opening.

PROGRESS PAYMENTS: The following payment schedule shall apply:

For contracts with a completion date of more than thirty (30) days:

On or about the first day of each month, ninety percent (90%) of the value based on the Contract Price of labor and materials incorporated in the work and of materials suitably stored at the site thereof up to the first day of that month, as estimated by the owner, less the aggregate of previous payments and upon substantial completion of the entire work, a sum sufficient to increase the total payment to ninety percent (90%) of the Contract Price.

For contracts with a completion date of thirty (30) days or less:

Upon satisfactory completion of the work, ninety percent (90%) of the Contract Price.

ACCEPTANCE:

Upon written notice by the Owner to the Division of Administration, a Notice by Owner of Acceptance of Work will be executed and forwarded to the Contractor for recording with the Clerk of Court in the parish in which the work has been performed and shall furnish a clear Lien Certificate from the Clerk of Court (to the owner along with final invoice) forty-five (45) days after recordation of acceptance. Final payment of ten percent (10%) will be made at this time.

Any punch list generated during or after construction shall include the cost estimates for the particular items of work a design professional has developed based on the mobilization, labor, material, and equipment costs of correcting each punch list item. The design professional shall retain his working papers used to determine the punch list items cost estimates should the matter be disputed later. Owner shall not withhold from payment more than the value of the punch list. Punch list items completed shall be paid upon the expiration of the forty-five (45) days lien period.

INSURANCE:

Compensation Insurance, public liability and property damage insurance, as per the attached insurance requirements, are required on this bid.

BUILDER'S RISK COVERAGE

The General Contractor shall purchase and maintain property insurance upon the entire work included in the contract for an amount equal to the greater of the full-completed value or the amount of the construction contract including any amendments thereto. The general contractor's policy shall provide "ALL RISK" Builder's Risk Insurance (extended to include the perils of wind, collapse, vandalism/malicious mischief, and theft, including theft of materials whether or not attached to any structure.) The "ALL RISK" Builder's Risk Insurance must also cover architects' and engineers' fees that may be necessary to provide plans and specifications and supervision of work for the repair and/or replacement of property damage caused by a covered peril not to exceed 10% of the cost of those repair and/or replacements. Flood coverage shall be provided by the Contractor on the first floor and below for projects north of the interstate corridor beginning at the Texas - Louisiana border at Interstate 10 East to the Baton Rouge junction of Interstate 12, East to Slidell junction with Interstate 10 to the Louisiana - Mississippi border. Flood sub-limit shall equal an amount no lower than ten percent (10%) of the total contract cost per occurrence. Coverage for roofing projects shall not require flood coverage. On projects south of this corridor, flood coverage shall be provided by the State of Louisiana, as the owner, through the National Flood Insurance Program (NFIP). The contractor will be liable for the \$5,000 deductible on the NFIP policy from the Notice to Proceed date through the Notice of Final Acceptance Date of the Project.

A specialty contractor shall purchase and maintain property insurance upon the system to be installed for an amount equal to the greater of the full-completed value or the amount of the contract including any amendments thereto. The specialty contractor may provide an installation floater with the same coverage as the "ALL RISK" Builder's Risk insurance policy.

The policy must include the interest of the owner, contractor and Subcontractors as their interest may appear. The contractor has the right to purchase coverage or self-insure any exposures not required by the bid specifications, but shall be held liable for all losses, deductibles, self-insurance for coverage not required.

Policies insuring projects involving additions, alterations or repairs to existing buildings or structures must include an endorsement providing the following:

In the event of a disagreement regarding a loss covered by this policy which may also be covered by the State of Louisiana policy of self-insurance or any commercial property insurance policy purchased by the State of Louisiana, Office of Risk Management (ORM) covering in excess of the State of Louisiana, policy of self-insurance, this company agrees to follow the following procedure to establish coverage and/or the amount of loss.

BUILDER'S RISK COVERAGE (CONTINUED)

Any party to a loss may make written demand for an appraisal of the matter in disagreement. Within 20 days of receipt of written demand, this company and either ORM or its commercial insurance company shall each select a competent and impartial appraiser and notify the other of the appraiser selected. The two appraisers will select a competent and impartial umpire. The appraisers will then identify the policy or policies under which the loss is insured and, if necessary, state separately the value of the property and the amount of the loss that must be borne by each policy. If the two appraisers fail to agree, they shall submit their differences to the umpire. A written decision by any two shall determine the policy or policies and the amount of the loss. Each insurance company (or ORM) agree that the decision of the appraisers and the umpire if involved, will be binding and final and that neither party will resort to litigation. Each of the two parties shall pay its chosen appraiser and bear the cost of the umpire equally.

INSURANCE REQUIREMENTS

CONTRACTOR'S LIABILITY INSURANCE

Proof of Insurance will be required before work can commence.

Insurance coverage specified below shall be furnished with the following minimum limits:

COMPENSATION INSURANCE: The Contractor and Subcontractors shall take and maintain during the life of the contract Workman's Compensation Insurance for all of their employees employed at the site of the project. In case any class of employees engaged in hazardous work under the Workman's Compensation Statute, the Contractor and Subcontractor shall provide Employer's Liability Insurance for the protection of their employees not otherwise protected.

PUBLIC LIABILITY AND PROPERTY DAMAGE INSURANCE: Comprehensive Public General Liability Insurance, including but not limited to bodily injury, property damage, contractual liability, products liability, completed operations and owner's protective liability with minimum combined single limits of \$2,000,000.

LICENSED AND NON-LICENSED MOTOR VEHICLES: The Contractor shall take out and maintain during the life of the contract, Automobile Public Liability Insurance in an amount not less than combined single limits of \$500,000 per occurrence for bodily injury/property damage. If any non-licensed motor vehicles are engaged in operations within the terms of the contract on the site of the work to perform thereunder, such insurance shall cover the use of all such motor vehicles engaged in operating within the terms of the contract on the site of the work to be performed thereunder, unless such coverage is included in the insurance specified.

Liquidated Damages in the amount of \$195.00 per day will be assessed for each and every day the project remains incomplete beyond the established completion date.

Civil Rights

Both parties shall abide by the requirements of Title VII of the Civil Rights Act of 1964, and shall not discriminate against employees or applicants due to color, race, religion, sex, handicap or national origin. Furthermore, both parties shall take Affirmative Action pursuant to Executive Order #11246 and the National Vocational Rehabilitation Act of 1973 to provide for positive posture in employing and upgrading persons without regard to race, color, religion, sex, handicap or national origin, and shall take Affirmative Action as provided in the Vietnam Era

Veteran's Readjustment Act of 1974. Both parties shall also abide by the requirements of Title VI of the Civil Rights Act of 1964 and the Vocational Rehabilitation Act of 1973 to ensure that all services are delivered without discrimination due to race, color, national origin or handicap.

Anti-Kickback Clause

The Contractor hereby agrees to adhere to the mandate dictated by the Copeland "Anti-Kickback" Act which provides that each Contractor or subgrantee shall be prohibited from inducing, by any means, any person employed in the completion of work, to give up any part of the compensation to which he is otherwise entitled.

Clean Air Act

The Contractor hereby agrees to adhere to the provisions which require compliance with all applicable standards, orders or requirements issued under Section 306 of the Clean Air Act which prohibits the use under non-exempt Federal contracts, grants or loans of facilities included on the EPA list of Violating Facilities.

Energy Policy and Conservation Act

The Contractor hereby recognizes the mandatory standards and policies relating to energy efficiency which are contained in the State energy conservation plan issued in compliance with the Energy Policy and Conservation Act (P.L. 94-163).

Clean Water Act

The Contractor hereby agrees to adhere to the provisions which require compliance with all applicable standards, orders, or requirements issued under Section 508 of the Clean Water Act which prohibits the use under non-exempt Federal contracts, grants or loans of facilities included on the EPA List of Violating Facilities.

Anti-Lobbying and Debarment Act

The Contractor will be expected to comply with Federal statutes required in the Anti-Lobbying Act and the Debarment Act.

JOBSITE VERIFICATION FORM

VENDOR MUST INSPECT JOB SITE TO VERIFY MEASUREMENTS AND/OR AMOUNT OF SUPPLIES NEEDED PRIOR TO BIDDING. IF VENDOR FINDS CONDITIONS THAT DISAGREE WITH THE PHYSICAL LAY-OUT AS DESCRIBED IN THIS BID, OR OTHER FEATURES OF THE SPECIFICATIONS THAT APPEAR TO BE IN ERROR, SAME SHALL BE BROUGHT TO THE ATTENTION OF THE OFFICE OF STATE PURCHASING PERSONNEL PRIOR TO BID OPENING. **SITE VISIT MUST BE VERIFIED BY AGENCY.**

CONTACT PERSON FOR SITE VISIT IS WILL KNIGHT @ 985-624-4619

THIS SIGNED STATEMENT CERTIFIES THAT THE VENDOR NAMED BELOW HAS VISITED THE JOB SITE AND IS FAMILIAR WITH ALL CONDITIONS SURROUNDING FULFILLMENT OF THE SPECIFICATIONS FOR THIS PROJECT.

VENDOR'S COMPANY NAME

STATE AGENCY'S NAME

VENDOR'S SIGNATURE

AGENCY'S SIGNATURE

VENDOR'S PRINTED NAME

AGENCY'S PRINTED NAME

DATE

JOBSITE LOCATION:

**FAIRVIEW-RIVERSIDE STATE PARK
119 FAIRVIEW DRIVE
MADISONVILLE, LA 70447**

**TECHNICAL SPECIFICATIONS FOR
FRONT CAMPGROUND ELECTRICAL RENOVATION**

**FAIRVIEW-RIVERSIDE STATE PARK
ST. TAMMANY PARISH, LOUISIANA**

**PREPARED BY:
RESOURCE DEVELOPMENT SECTION
OFFICE OF STATE PARKS
DEPARTMENT OF CULTURE, RECREATION AND TOURISM
DATE: JUNE 2012**

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DIVISION 1 - GENERAL REQUIREMENTS

01010 Summary of Work

The Contractor shall provide all labor, materials and equipment necessary to complete the following items of work:

Completely re-wire the Front Campground as per the following specifications at Fairview-Riverside State Park (including demolition of existing system, new wiring, new site posts, electrical hook-ups, distribution panels, breakers, pad-mounted transformers and necessary site preparation) in accordance with these specifications including all items, processes and materials which may be required as specified herein, in order to ensure a complete, workable job, bringing the facility into compliance with all applicable codes. Workmanship shall be at least as good as normal good trade practices with all lines, elevations, surfaces, finishes, etc.

All linear footage measurements are estimated, contractor is to verify all measurements in the field. All are to be field located by the Project Inspector. The desired number of days for this construction and the best window of time when the facility is not in use shall be coordinated with the project inspector and the park manager at the pre-construction meeting. This work is to be completed with as much expediency as possible in order to keep the inconvenience of the visiting public to a minimum.

Unless specified otherwise all materials shall be new, manufactured items suitable for their intended use, installed according to manufacturer's directions or customary good trade practices, and in all cases materials and workmanship shall comply with all applicable building codes.

01015 Contractor's Use of Premises

- 1) The Contractor shall have free use of restrooms and reasonable use of electrical power and water for construction purposes. In no way shall the contractor's use of the park impair the park's use or condition. The contractor shall promptly repair any damage to the satisfaction of the Inspector.
- 2) Free lodging of laborers on grounds is not permitted. Further, the contractor shall be subject to all other Park Regulations applying to the public.
- 3) The Contractor shall schedule his work to provide no interference with park visitation and shall keep utility outages to the minimum length required for construction.

01041 Project Coordination

The Project Inspector shall be the Office of State Parks' **Project Inspector, Will Knight (985-624-4619)**, and his decision shall be final in all interpretations of the plans and these specifications. All communications shall be through the Project Inspector. Cooperate with the park manager in all matters pertaining to scheduling correlations with the public, access to the site and on site material storage.

01050 Field Engineering

The contractor is responsible for all quantities, measurements, and grades. Provide rough and final staking, elevations and benchmarks as required by the Inspector for approval.

01051 Grades, Lines, and Levels

All construction shall be plumb, level and true to the lines shown on the plans. All slopes shall be consist and drain as intended. The Inspector shall instruct the contractor on any incidental construction that may be necessary to accomplish a functional project. Slope to drain always.

01060 Regulatory Requirements

1) Obtain all permits, pay all fees, record the contract and comply with all state, federal and local requirements. All construction shall comply with the International Building Code for State-Owned Buildings. If either any provision of these specifications or the plans are in conflict with any code, the contractor shall notify the Inspector before construction or the contractor shall make remedial changes to bring the work into compliance at no additional cost to the state.

2) Safety is part of this contract. Abide by OSHA and all other safety regulations and take all other measures necessary (such as barriers, fences, warning signs, protective clothing, etc.) to protect the public and workmen.

3) Temporary Scaffolds, Staging and Safety Devices - The contractor shall provide, erect, maintain and remove, when directed, all scaffolding, staging, platforms, temporary flooring, temporary runways, guards, railing, stairs and ladders necessary for reaching all portions of the work conveniently and safely and as required by local, federal and state codes or laws for the protection of workmen and the public.

The construction, inspection and maintenance of the above items shall comply with all safety codes and regulations, as applicable to the project.

4) Fire Protection - Verify availability and location of existing onsite fire protection equipment. Provide additional temporary equipment as required by applicable safety standards.

01150 Measurement and Payment

1) Bids - The Contractor's bid shall be lump sum with no qualifications, informalities, or item payments or the bid will be disqualified.

2) Add alternates - If add alternates are part of project the contractor shall note them and their amount on his bid. The low bid, including any add alternates, will be accepted if that bid is within the construction budget, otherwise the bid will be awarded on the basis of the base bid.

3) Partial payments - See Progress Payments and Acceptance in bid documents. If the contractor requests partial payments, they shall be made using the invoice and schedule of values forms supplied in these specifications. The approved schedule of values shall be based upon the divisions of these specifications except that the value of Division One shall be zero. Upon completion of the project (acceptance), payment will be authorized for 90% of the contract amount (10% retainage) less the value of all punch list items which shall be computed at the actual cost of the items. No partial payments on the punch list. The Inspector's decision on payment approval shall be final.

4) Change orders - All changes in the work involving the contract amount, scope of work, or contract time shall be made only by change orders. Change orders shall be prepared by the contractor as directed by the Inspector and approved by State Purchasing and the Inspector prior to the work/change being done.

Change orders shall contain:

- a) An itemized list of material and labor costs for each subcontractor's work including quantities and unit costs for each item of labor and material, labor and material cost need to be shown separately.
- b) Same as above for contractor's labor and material.
- c) Overhead and profit.
- d) Time.

5) Quantities - All quantities and dimensions expressed in the plans and these specifications reflect the intent of the project and best knowledge of State Parks. They are for the guidance of the Contractor and shall be verified by the Contractor. If discrepancies or errors exist, the inspector shall be notified prior to construction.

01200 Project Meetings

A pre-bid conference will be held at the job site and prospective bidders are expected to be familiar with site conditions and bid procedures.

PRE-BID DATE: JULY 30, 2012 AT 10:00 A.M.

After the contract is let, a pre-construction conference shall be held before commencing work.

Progress meetings shall be held at least monthly to review the progress and quality of the work and to review requests for partial payment. At the completion of work, a Final Inspection shall be held after at least a **three (3) day notice** by the Contractor to prepare a punch list (if necessary) of items to be addressed before acceptance.

01300 Submittals

1) As equal determinations- Manufacturer's brand names, colors and model numbers are used for the sole purpose of obtaining competitive bids. Substitutions of products of other manufactures equal to or superior to those listed may be acceptable if approved by the Inspector prior to bidding. Otherwise, the Contractor's substitution may be rejected. For a substitution to be pre-approved by the Inspector, the Contractor may submit, ten (10) days before bid date, samples, brochures and technical data sufficient for the Inspector to make a decision.

2) Packaging -The Contractor shall retain all packaging and supplier's invoices in neat, clean, dry, legible condition for the Inspector to determine compliance with these specifications.

3) Shop drawings - Submit shop drawings wherever required by the plans, these specifications or when required by the inspector. Such drawings shall be drafted, dimensioned, and scaled drawings clearly showing the contractor's intended plan, materials and the like.

01510 Temporary Utilities

Provide temporary utilities as needed at no additional cost to the State. Contractor shall be responsible for contacting and providing the electric company with all necessary permits in order to make arrangements to connect the new facility to permanent power.

01700 Contract Closeout

See bidding and contract requirements regarding Final Payments and project meetings regarding acceptance, punch list, and final inspection. After completion, the Contractor shall remove all scraps, forms, packaging, debris, spatters, dust, dirt, etc. and leave the work in a neat and clean condition with all facilities ready for use by the Office of State Parks. Salvageable materials remain the property of the State and shall be delivered to the Park Manager. Materials deemed waste by the Project Inspector shall be removed from the park by the Contractor.

Contractor shall provide the project inspector with a Project Manual. This project manual shall include the following information:

- Contact information for both the general contractor and all subcontractors.
- Copies of inspection certificates from authorities having jurisdiction. Particularly the Office of the State Fire Marshal.
- Copy of all cut sheets
- Maintenance schedule for all equipment.
- Care instructions for equipment and finishes.
- Chemical safety instructions if chemicals or chemical equipment is part of the project.
- Provide all equipment operating manuals, training and warranties.

The contractor shall provide the project inspector with two copies of the project manual. All information shall be provided in binders.

The project manual must be submitted with or prior to the retainage pay request. If not submitted the pay request shall be held until the manual is submitted to the project inspector.

01710 Cleaning**GENERAL****A. Work Included:**

Throughout the construction period, maintain the building and the site in a standard of cleanliness as described in this section. Conduct daily inspection, and more often if necessary, to verify that requirements of cleanliness are being met.

MATERIALS

Provide all required personnel, equipment and materials needed to maintain specified standard of cleanliness. Use only the cleaning materials and equipment which are compatible with the surface being cleaned, as recommended by the manufacturer of the material or as approved by the Project Manager.

EXECUTION

Progress Cleaning:

- A. Retain all stored items in an orderly arrangement allowing maximum access, not impeding drainage or traffic, and providing the required protection of materials. Do not allow the accumulation of scrap, debris, waste material and other items not required for the construction of the work.
- B. Provide daily cleanup of areas adjacent to work area.
- C. At the end of each working day, store tools, small equipment (able to be carried by two – persons), building materials and debris.
- D. At the end of each working day, remove from the site all scrap, debris and waste material. Provide adequate storage for all items awaiting removal from the site, observing all requirements for fire protection and protection of the ecology.

Structures:

- A. At the end of each working day, sweep interior spaces clean. “Clean” for the purpose of this sub-paragraph, shall be interpreted as meaning (free from dust a other material capable of being removed by use of reasonable effort of a hand-held broom).
- B. As required preparatory to installation of succeeding materials, clean the structures or pertinent portions thereof to the degree of cleanliness recommended by the manufacturer of the succeeding material, using all materials and equipment required achieving the required cleanliness.
- C. Clean the finish floor daily as required while work is being performed in the space in which finish materials have been installed. “Clean” for the purpose of this sub-paragraph, shall be interpreted as meaning free from any foreign material, which in the opinion of the Project Inspector may be injurious to the finish floor material.

- D. Carefully protect from damage or staining all installed finish material, equipment and fixtures without consideration of when they were installed. Damage of stained parts will be repaired or replaced by the contractor at no additional cost to the owner.

Final Cleaning:

- A. "Cleaning" for the purpose of this article shall be interpreted as meaning the level of cleanliness generally provided by skilled cleaners using commercial quality building maintenance equipment and materials.
- B. Visually inspect all interior surfaces and remove all traces of soil, waste material, smudges, and other foreign matter. Remove all traces of splashed materials from adjacent surfaces. Remove all paint droppings, spots, stains and dirt from finished surfaces. Use only materials and equipment recommended by the manufacturer of the finish material.
- C. Clean all glass and frames inside and out. To all surfaces requiring the routine application of buffed polish, apply the polish recommended by the manufacturer of the material being polished or buffed.
- D. Schedule final cleaning as approved by the Project Inspector to enable the owner to accept a completely clean project.

01740 Warranties and Bonds

All materials and workmanship shall be warranted for a period of one (1) year.

PROJECT OVERVIEW

- It is the intent and purpose of this project that the contractor supply all materials and labor needed for the construction of a completely new electrical system within the specified campground area in accordance with these specifications, **while leaving the existing service in place and operational.**
- The campground will be occupied with visitors (campers) during the course of this work, and work shall commence without utility interruption to the visiting campers (with exception of the time required to switch over from existing to new service).
- It shall be the responsibility of the contractor to obtain all required guidelines, measurements, heights, distances and permission from the supplying electrical utility company for

compliance when locating and mounting distribution panels or mounting the panels to be located adjacent to the supply.

- It is the responsibility of the contractor to obtain requirements for minimum depth of direct burial wire used within the course of this project from the supplying utility company.
- It shall be the responsibility of the contractor to test all components of the new system, as well as the system in general, for verification that the new system is safe and that the entire system is functioning correctly and all voltages are correct.

DIVISION 2 – SITE WORK

02070 Selective Demolition

This portion of the work shall be done ONLY after the new electrical system is in place and ready for the transfer of power from the existing system to the new system.

Remove all existing electrical panels, junction boxes, distribution boxes, etc. and terminate all existing wiring a minimum of **12 inches** below the surface of the ground, cutting and removing all other wiring (from 12 inches below ground, and up).

Existing site posts having water hookups (58) shall be removed.

The Fairview-Riverside State Park Manager and/or Maintenance shall have salvage rights to any material that he deems good for re-use (wire, boxes, posts, breakers, etc.). The contractor shall move salvaged materials to a location on park grounds chosen by the Park personnel, and salvaged materials shall be stacked at the parks discretion. All remaining materials shall be removed from State Park property and disposed of at the discretion of the contractor.

02221 Trenching, Backfilling and Compacting

Trenching shall be allowed in this project **ONLY** for the burial of water lines being relocated to the new site utility posts.

Backfill and compact all trenches using clean, uncontaminated soils matching existing conditions and compacting to match or exceed surrounding soil conditions.

02235 Auger Trenching

Due to much older and un-locatable utilities located throughout the campground and due to the possibility of extensive damage to roots of trees, **the contractor shall jack and bore ALL wiring associated with the work of this project.** NO trenching shall be allowed associated with the electrical portion of this project.

All wiring shall be buried to a minimum depth of 24 (twenty-four) inches (**it shall be the responsibility of the contractor to verify wire burial depth requirements with the supplying electrical company, CLECO**). All bores shall maintain the correct required depth of the new direct burial wiring, throughout the scope of this work.

Backfill and compact all boring pits, using clean, uncontaminated soils that match surrounding adjacent soils and compact to match or exceed adjacent soil conditions.

It shall be the responsibility of the contractor to keep damage to a minimum to all existing utilities (electrical and water) by locating as well as possible and possibly hand digging, as necessary, carefully around the known existing utility locations. Any damage occurring as a result of the work of this project shall be immediately corrected by the contractor and shall be done at the expense of the contractor. Repairs shall be performed in a timely manner as to cause minimum downtime for any site whether it is occupied or waiting to be occupied through a reservation.

02802 Site Posts

The contractor shall provide and install all new site utility posts. New site posts shall be field-located by the Project Inspector. New site posts shall be **6x6** treated (to a level designed for ground contact), and shall penetrate the ground a **minimum of 36 inches**. All required new 6x6 posts shall be cut on the top end to form a **pointed pyramidal finial**. Pyramidal finials of all new posts shall be cut using the same pattern and method for each, so that all match. The height above ground shall be sufficient to have enough space to **leave 42" clear** from the ground surface to the bottom of the site electrical boxes. 6x6 posts shall be of sufficient length to extend the finial portion of the post beyond the top of each electrical box.

DIVISION 15 – MECHANICAL

15401 Cold Water Systems

The contractor shall relocate all water faucets located within the scope of this work to the new site posts. Supply all required fittings and piping for this work, matching existing materials. New materials shall either match or exceed the quality of the existing materials. The contractor shall have the option of either reusing existing faucets (provided said faucets do not leak and are not damaged) or supplying all new faucets. Deliver all existing faucets that are not used to the Maintenance Foreman. All fittings and joints shall be appropriately sealed and all connections made

during the course of this work shall be checked (by the contractor) for leaks and any leaks found shall be corrected and eliminated. Attach water piping to new site posts using 2 double-dipped galvanized straps that are made for all weather conditions.

The contractor shall trench in all of the new water line connections/extensions, from the existing faucet location to the location of the required new site utility posts.

New water lines shall be located a minimum of 12" below ground level.

DIVISION 16 – ELECTRICAL

16050 Basic Materials and Methods

The contractor is responsible for tying into the electrical supply. The electrical wiring to each site post will be all run underground from the main distribution panel boxes to the individual site electrical boxes. There are eight (8) required new main distribution panel boxes to be located (mounted) near the transformers. Each circuit should supply **no more than 4 campsites each**. Required new main distribution panel boxes shall be 600amp boxes with ample extra breaker space and shall be designed to utilize the required 200amp breakers required throughout this project. Panels shall be mounted with bottom of boxes having a **minimum clearance of 42"** above the ground. The electrical service shall be capable of supporting 58 campsites (all electrical hookups in this portion of the campground), each having a **50amp** outlet, a **30amp** outlet and a **20amp** outlet. All breakers shall be clearly marked/labeled in the boxes, showing which R/V sites are serviced, lift station, bathhouse, etc.

Each campsite post will have a PVC or fiberglass NEMA 4X waterproof box that will include the **50amp** breaker and outlet, a **30amp** breaker and outlet and a **20amp** breaker and outlet. All electrical lines are to be buried to a minimum depth of 24" (**it shall be the responsibility of the contractor to verify wire burial depth requirements with the supplying electrical company**), (CLECO). Exposed wires shall be enclosed in gray plastic electrical conduit, which shall terminate a minimum of 6" below ground level. The conduit is to be fixed to the utility post with two hot dipped galvanized straps and shall be treaded into the bottom of the box. All electrical work on the project shall meet all current applicable electrical codes and requirements.

No splices shall be allowed. All wiring shall consist of single runs, from connector to connector.

Applicable rules of the latest edition of the National Electrical Code and the local electrical code or ordinance shall apply as minimum standards for work performed under this contract.

All the work of this project shall be executed by competent workmen.

These specifications are intended to describe complete workable systems of the various types. Items of materials, work or equipment not mentioned, but normally necessary for the proper execution of this work, shall be provided as if specifically called for at no additional cost to the Owner.

16111 Conduits

New service and any exposed wiring shall be installed in weatherproof plastic conduit of appropriate size in accordance with all applicable codes. Locate all conduit tubing centered and straight (vertical) on the front face of each site post.

Terminate all conduit tubing a minimum of 6" below ground level. The conduit is to be fixed to the electrical post with two hot dipped galvanized straps and shall be threaded into the bottom of the box.

Conduit to be UL and NEMA approved, appropriately-sized, ultraviolet resistant, gray colored, schedule-40 PVC.

16120 Wire

Wiring for connection of individual sites to main distribution panels shall be aluminum with plastic insulation, UL and NEMA approved, installed in conduit, where exposed. **Splices neither are, nor shall be, approved for this project.** Wiring shall be Type-UF **350MCM tri-plex** (designed for use as direct burial), and installed using all good trade practices with no short cuts. All site connection wiring shall be **minimum 350MCM aluminum tri-plex.**

Wiring (cable) for required new primary transmission (from pole risers to transformers and from transformer to transformer) shall be **CABLE-URD 15KV 1/0 AS, 175mil, JACKETED, FILLED STRD, TRXLP**, wiring designed for direct burial. **Three (3)** runs of primary wiring (cable) shall be replaced during the course of this project. Primary wiring (cable) to be replaced is located between **#1 and #2**, between **#2 and #3** and between **#8 and the pole riser.**

16121 Wire Connections

No splices shall be allowed during the course of this work. All connections shall be made properly and only in site boxes, main distribution panel boxes and at transformers using one uninterrupted run of wire from connection to connection.

16130 Site Boxes

The contractor shall provide and install all new site electrical hookup boxes (**58**) for this work. Site boxes shall be PVC or fiberglass NEMA 4X waterproof boxes that include a **50amp** breaker and outlet, a **30amp** outlet and a **20amp** breaker and outlet.

All boxes shall be self-lighted, with lights contained within each box, as manufactured. Boxes shall be as indicated **or shall be an approved equivalent**. Obtain approval from the Project Inspector prior to bidding.

An approved box is **MIDWEST** brand **Model Number VPKJHAUT**. Contact the Project Inspector for approval prior to the purchase or installation of site boxes.

16163 Main Distribution Panels

The contractor shall provide and install **eight (8)** main distribution panel boxes. Each shall be located near each of the transformers and at the required distance from the transformer.

Each distribution panel box shall contain individual circuit breakers (**200amp**) that serve a maximum of **four (4)** sites each, and shall be installed in accordance with all applicable current codes.

All sites serviced shall be clearly identified for each circuit breaker on the inside of each cover.

16182 Circuit Breakers

The contractor shall supply and install all new circuit breakers for the complete work of the new system (for individual site boxes, as well as main distribution panel boxes). All breakers shall be of a manufacture that matches other existing breakers as are already in use within the park. All breakers shall be of the same manufacture within the new system.

Each distribution panel box shall contain individual circuit breakers (**200amp**), serving a maximum of **four (4)** sites each.

All breakers shall be clearly marked/labeled in the boxes, showing which R/V sites are serviced, lift station, bathhouse, etc.

16430 Metering

The contractor shall provide and install **meter pans** adjacent to all **(8)** main distribution panels. Meter pans shall be rated at **600amp** and shall be equivalent to, and shall support **SOC-TRANSOCKET 1P 3W W/6 Term Meter Pan and Test Switch 200;5 CT with rating factor of 4 (200-600)**. Meter pans shall remain off-line and wired through, being installed for future use.

16460 Transformers

The contractor shall provide and install **six (6)** new pad-mounted transformers to replace designated existing transformers. The park will salvage the **#2 (25KVA)** and **#4 (25KVA)** transformers, after they are taken off line, disconnected and moved aside by the contractor during the work of this project. With the exception of the two (2) existing transformers that the park is salvaging, it shall be the responsibility of the contractor to dispose of remaining existing transformers replaced as a result of this project.

New required transformers shall be pad-mounted, **50KVA 13.2/7.6 240/120 DFNTLF DEAD FRONT, No taps, Loop feed per CLECO specifications**. The contractor shall provide and install all new pads and transformers, using materials and methods that match, or exceed, materials (pad, etc.) used on existing transformer #7 (which remains in place and is not changed during this project).

The contractor shall be responsible for making all proper connections, using approved methods and according to all current applicable electrical codes. It shall be the responsibility of the contractor to provide, use and maintain ALL appropriate **safety measures, methods, shielding and clothing** to protect contractor personnel and the public. Primary electrical power supply **SHALL BE** terminated at **BOTH** pole riser locations (near transformer #1 as well as near transformer #8) prior to **ANY** work that is to be done on transformers, including, but not limited to, disconnecting existing transformers, reconnecting required new transformers, performing connections inside transformers to distribution panels, etc.