

NOTICE OF ISSUANCE OF REQUEST FOR PROPOSALS

Initial Maintenance and Energy Efficiency Conversion and Follow-up Warranty and Maintenance Services for Municipal Street Lighting System (Mid-Hudson Street Light Consortium Project)

The Town of Red Hook together with other municipalities listed at Appendix C to the RFP (“the Participants”) are members of the Mid-Hudson Street Light Consortium (the “Consortium”). The Consortium is an initiative supported by the New York State Energy Research and Development Authority whose goal is to assist municipalities in converting to LED street lights to capture the environmental, financial and operational benefits that LED technology offers. The Consortium has prepared a Request for Proposals (RFP) so that the Participants may jointly solicit proposals from qualified contractors (hereinafter referred to as “Offerors”) for the Initial Maintenance, Energy Efficiency Conversion, and Follow-on Warranty and Maintenance Services of the Municipal Street Light System (Mid-Hudson Consortium Project) in accordance with the provisions of the Contract Documents, requirements and specifications comprising the RFP package. References herein to term “Municipality” refer to each participating community or “Participant.” References herein to the term “Town” refer to the Town of Red Hook as lead administrator for the joint RFP and as a Participant with respect to its own contract, if awarded and executed. Under this solicitation, it is expected that only one Offeror will be selected to complete the work on behalf of all of the Participants (the “Selected Offeror”) and the Selected Offeror shall enter into separate contracts (each a “Contract”) with each Participant at the will of the Participant, although the Participants reserve the right to select multiple Offerors. The RFP will describe each of the necessary services which shall be priced separately and the Town and any Participant may select one or all of the services as they may require. Each Participant, as well as any subsequent municipality that wishes to “*piggy back*” on a Contract awarded by a Participant, will enter into a separate Contract with the Selected Offeror. While the Contract will generally conform to the sample included with this RFP, each community may choose to modify the Contract based on its specific needs or conditions and is under no obligation to enter into a Contract with the Selected Offeror.

Copies of the RFP package is on file with the Office of the Town Clerk of the Town of Red Hook and may be obtained via email by contacting Town Clerk Sue McCann at smccann@redhook.org referencing this RFP. Hard copies are available from the Town Clerk for a deposit of \$100.

There will be a mandatory pre-offer conference at the Town of Red Hook Town Hall, 7340 South Broadway, Red Hook, NY 12571, at a date and time to be determined by the Town.

SEALED PROPOSALS WILL BE RECEIVED by the Town of Red Hook at the office of the Town Clerk, located at 7340 South Broadway, Red Hook, NY 12571 until a date and time to be determined by the Town, and will be publicly opened immediately thereafter-. Any submission that is incomplete or which does not meet the minimum qualifications may be rejected. A bid bond will be required as provided in the RFP package.

The qualifications and proposal submissions in response to this RFP will be reviewed and scored by representatives of the Consortium Participants to determine compliance with the RFP instructions, completeness and minimum qualifications of the Offerors. In the selection of a Selected Offeror, the Town Board of the Town of Red Hook reserves the right to waive any informalities in the RFP process and to reject any and all proposals.

Each Contract awarded will contain a provision allowing other New York State municipalities to award contracts to the Selected Offeror on the same Contract terms in accordance with the *piggybacking* provision in New York State General Municipal Law §103.16 for a period not to exceed twelve months from the effective date of the Town of Red Hook Contract.

No Contract is deemed to have been created until approved by the Resolution of a Participant's governing board, and executed by the Chief Elected Official or other authorized official of the Participant at the direction of the Participant's governing board. Any subsequent contract let by a Participant through *piggybacking* shall be subject to prior approval at the discretion of the applicable municipal board.

All contracts are subject to appropriation approved by the Participant's governing board, after having been provided for in the Participant's municipal budget, and each contract executed with a Participant will contain an executory clause providing that if funds for the contract are not appropriated by the Participant in any fiscal year, the Participant will not be obligated to pay the amounts due beyond the end of the last funded fiscal year.

By order of the Town Board of the Town of Red Hook.

Dated: December 4, 2017

Sue McCann, Town Clerk