

**Board of Public Utilities  
of the  
City of Springfield, Missouri**

**ELECTRICAL: GENERAL REPAIRS, MAINTENANCE,  
SERVICE, ADJUSTMENTS, AND IMPROVEMENTS**

**RFP 43925**

**I. INVITATION TO BID**

The Board of Public Utilities of the City of Springfield, Missouri, (City Utilities) invites you to submit a proposal for the work described below. Contract Documents are available online as instructed in *Section B* of this document. Questions should be directed to:

Carol Crawford		Purchasing Department
Supervisor - Purchasing		City Utilities of Springfield, Missouri
[P] (417) 831-8333	<b>- OR -</b>	[P] (417) 831-8363
[F] (417) 831-8377		[F] (417) 831-8377
[E] carol.crawford@cityutilities.net		[E] purchasing@cityutilities.net

**A. RFP REGISTRATION**

City Utilities requests that firms interested in this RFP contact the Buyer listed in the previous section and register as a bidder. City Utilities will keep contact information in a log and notify those that have registered when addenda are issued. Bidders are advised that addenda containing additional information and instruction pertaining to this RFP may be issued at any time. It is the bidder's responsibility to verify, prior to the stated proposal opening date/time, as to whether addenda have been issued.

**B. SUPPLEMENTAL PROCUREMENT DOCUMENTS**

Procurement Documents for **RFP 0000043925**, complete with detailed specifications, drawings and bid form, can be viewed and downloaded by navigating to the following Website and searching by bidding event number or name:

[cityutilities.net/bids](http://cityutilities.net/bids)

or go to

www.cityutilities.net and follow these links:

- Vendors (top of page)
- Bidding Opportunities
- Current Bidding Events & Awards Results
- All CU Bidding Opportunities

- 000043925

You will have access to open, print and/or save pdf file(s).

C. SUMMARY SCOPE OF WORK

The work includes, but is not limited to, installing, repairing, servicing, maintaining, and adjusting electrical systems and equipment owned and/or operated by City Utilities of Springfield. The work shall be for a period of one year, beginning on October 16, 2015, and shall be renewable annually for two additional years at the sole option of City Utilities, based on satisfactory performance by the Contractor.

D. PRE-PROPOSAL CONFERENCE

A pre-bid conference will be held at 1:30 P.M.,(Local Time) August 20, 2015, at the location of 301 E Central, Training Center Classroom. Participation in this Pre-Proposal Conference is not mandatory, but it is highly recommended.

E. PROPOSAL OPENING

All proposals, whether mailed or hand delivered, must be in the hands of the Purchasing Agent of City Utilities at the address provided in RFP Section II-F (*Marking and Mailing Proposals*) by the Proposal Opening date and time, which is **September 8, 2015**, at 2:00 PM (CST). Any proposal received after such date and time will be rejected.

Proposals will not be publicly opened or read since the selection process will be determined based upon competitive negotiated procurement procedures for proposals as described in this RFP.

All proposals shall be irrevocable for ninety (90) days after the time for opening of proposals.

\*\*\* END OF SECTION \*\*\*