

RFI WOL011-2023

Load Bank Testing Budget

September 2023



A cultivated experience for the mind, body, and soil



Request for Information Load Bank Testing Budget

The Town of Wolfville is seeking information from qualified proponents to assist in the preparation of an appropriate budget for a Load Bank Testing program for our standby generators, which will be tendered by formal Request for Quotation on an annual basis.

Proposals in response to this RFI will be received until **2:00pm, Monday, October 2, 2023**

**Email proposals to kouterleys@wolfville.ca clearly marked,
“RFI WOL011-2023 - Load Bank Testing Budget”**

The Town of Wolfville anticipates issuing a formal RFQ and awarding the work starting in our 2024 fiscal year. A response to this RFI does not obligate any proponents to enter into a contract with the Town of Wolfville, to carry out the work specified or proposed herein, nor does it obligate the Town of Wolfville to award a contract to any individual proponent.

Proponents responding to this RFI will be contacted directly to be notified of the opportunity to respond to the formal RFQ in the 2024 fiscal year.

GENERAL INSTRUCTIONS FOR FUTURE RFQ/TENDER (FOR INFO ONLY)

1. All proposals shall be submitted on the forms supplied with the document.
2. The Submissions must include current WCB clearance letter, NSCSA (or equivalent) letter of recognition, \$5,000,000.00 general liability insurance with the Town of Wolfville named as additional insured.
3. Submission must include completed Contractor Health & Safety Checklist, and successful bidder must adhere to all elements in the Town of Wolfville Contractor Health & Safety Requirements (see Appendix A).
4. All proposals will be evaluated based on information contained in the submission. All proposals must be dated and signed by the Proponent or a representative of the Proponent having signing authority.
5. The Town of Wolfville considers that all suppliers act in good faith and intend to supply equipment and services of high quality.
6. The Town of Wolfville will not accept any equipment or material that is inferior to or substituted for specified products.
7. This RFQ is not intended to favour any particular equipment, manufacturer or contractor. Any names or figures the same or similar to any specific equipment, manufacturer or contractor is purely coincidental. The phrase "or equivalent" shall apply where a particular specification, equipment, manufacturer or contractor is mentioned.
8. The Town assumes all terms and conditions of the proposal are accepted by the Proponent based on their signature on the submission.
9. Recommendation of proposals will be based on the following:
 - a) The RFQ meets the needs of the Town of Wolfville without question.
 - b) The RFQ meets or exceeds the "Specifications".
 - c) The RFQ is approved by the department concerned.
 - d) All RFQ forms are complete in all respects.
10. The following items will not be accepted or considered:
 - a) RFQ's arriving after the closing date and time.
 - b) Corrections or additions to any submitted RFQ unless initialled by the bidder.
11. RFQ's are to be submitted [in a sealed envelope] [in a single PDF] clearly identified "**RFQ WOL###-2024 Load Bank Testing**" and are to be [delivered] [emailed] no later than 2:00pm local time, MMMM DD, YYYY to
12. All information requested must be provided by the Proponent. Submissions not containing the requested information may be rejected without further consideration.

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13. Any and all costs associated with the submission of this proposal shall be the responsibility of the Proponent submitting the proposal.
 14. All submissions to this request for proposal, including any supporting documentation, shall become the property of the Town of Wolfville.
 15. All prices are to be clearly indicated as part of the proposal and shall be all inclusive of all labour, material and equipment necessary to provide the service requested.
 16. The start date and **expected (?)** duration of the **PROJECT** must be indicated in the submission.

THE LOWEST COST, OR ANY OTHER PROPOSAL WILL NOT NECESSARILY BE ACCEPTED AND MAY BE AWARDED IN WHOLE OR IN PART.

FOR INFORMATION ONLY

Purpose

The Town of Wolfville is requesting budget quotations for Generator Load Testing Services on 10 Generators, listed below.

Unit	Year	Make	Model	Location
35	2009	AGB	Genset	Lift Station Acadia
36	1999	CAT	Genset	Cherry Lane
42	2020	Cummins	DGCB- 5859946 Diesel	Town Hall, 359 Main Street
47	2014	Generac	MMG045CAN6-0	Bigelow
49	2020	Cummins	C200D6D	WWTP
50	2014	Generac	F4GE9685A	Dyke
52	2015	Generac	MMG035CAN6-0	Oak
52	2017	CAT	EX164	Wolfville School
55	2018	Kohler	30RE0ZK	Harbourside
57	2018	Generac	RD03022GDAL	Home Hardware
64	2023	Generac	SD0150LG176.7D18HPLY3	Wickwire Wellhouse

Generator Load Bank Specifications

Provide a resistive load bank and make temporary connections for full, non-life safety load test. Complete hazard assessments in accordance with appropriate legislation. The load test shall be a minimum 120 minute run time loading generator to a minimum of 75% of nameplate current, plus adequate warm-up and cooldown time. Monitor unit for leaks and other mechanical issues during test.

A full set of test results shall be provided to the owner in organized, typed electronic report(s). Test results shall indicate time/date of test, stack temperature, engine temp, volts/phase under load, current/phase under load, hertz under load, ambient temp, oil pressure, unit loaded current, and any deficiencies of the unit. Price shall include all travel and set up time to carry out required testing on all the listed units. Town of Wolfville personnel shall provide directions and access to all generators, and will refuel generators when testing is complete.

Testing to be done between the hours of 8:00am to 4:00pm, Monday to Friday only.

Request for Information - RFI WOL011-2023 Load Bank Testing Budget

ITEM NO.	DESCRIPTION	LUMP SUM BUDGET PRICE
1.	Load Bank Testing and Reports for All Units Indicated	\$ _____
	Sub-Total	\$ _____
	HST (15%)	\$ _____
	TOTAL BUDGET PRICE	\$ _____

Additional costs, costing details (as required), and/or recommendations for additional specifications to be included in RFQ may be provided by the Proponent on a separate information sheet(s).

Prepared by: _____

Company Name

Mailing Address

Postal Code

Phone number

Fax Number

E-mail Address

Contact Person and Title

Signature

Date

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