

TOWN OF HAMILTON NOTICE

REQUEST FOR PROPOSALS FOR GEOTHERMAL HEAT PUMP SYSTEM INSTALLATION SERVICES

The Town of Hamilton is issuing this Request for Proposals (RFP) pursuant to Article 9 of the New York State Energy Law and NYSERDA competitive procurement requirements for the selection of a Contractor to implement a geothermal heat pump system installation for the Town's highway department building.

The proposals shall consist of qualifications, experience, financial proposal, and staffing plan. The RFP is for an energy performance contract consistent with NYSERDA's Clean Energy Communities Program.

Contractors that are interested in being considered must submit a Proposal in response to this RFP on or before Monday, July 22, 2019 by 4:00 p.m.

A mandatory pre-proposal conference will be held at the Town Highway Garage located at 7648 Cranston Road, Earlville, NY on Wednesday, June 19, 2019 at 11:00 am.

A full RFP solicitation package can be obtained at the Town of Hamilton Town Hall located at 40 Milford Street, Suite 8, Hamilton, New York 13346 or can be found on the Town's website at www.townofhamiltonny.org.

The successful Contractor will be determined solely from the Proposals. However, the Town reserves the right to interview all of the Respondents if it so chooses and/or reject all proposals. The successful Contractor must demonstrate that they are a NYSERDA approved geothermal installer.

An original and three (3) copies of the sealed proposal are required. To prevent opening by unauthorized individuals, your submittal should be identified on the envelope as follows:

**Town of Hamilton
PROPOSAL ENCLOSED for
Geothermal Heat Pump System Installation Services**

The proposal shall be addressed to:

**Town of Hamilton - Town Clerk
Mailing Address: 38 Milford Street, Hamilton, NY 13346
Temporary Physical Location: 40 Milford Street, Suite 8, Hamilton, NY 13346**

The Town reserves the right to amend the RFP solicitation based on questions and issues raised from the mandatory conference. All proposals should be sealed.

Date RFP Issued: June 10, 2019

RFP Issued By: Town of Hamilton

RFP Point of Contact: Sue Reymers, Town Clerk, s.reymers@townofhamiltonny.org

Proposal Due Date: Monday, July 22, 2019 at 4:00 p.m.

This project is a Public Works Project and subject to all applicable State and Federal laws including prevailing wage, State and Federal nondiscrimination, non-collusive bidding requirements and Iranian Energy Divestment requirements.

Sue Reymers
Hamilton Town Clerk