



**COUNTY OF ERIE  
DIVISION OF PURCHASE  
MEMORANDUM**

**To:** All Using Departments

**From:** Jamie Kucewicz, Buyer

**Date:** September 25, 2024

**Subject:** ON-CALL & EMERGENCY ELECTRICAL SERVICES

**Bid No.:** 240195-002

**Effective Dates:** August 1, 2024 through July 31, 2026

**Vendor #:** 103620

**Vendor:** INDUSTRIAL POWER & LIGHTING CORP.  
60 Depot Street  
Buffalo, NY 14206

**Telephone:** 716-854-1811

**Contact:** Richard A. Lombard

**Pricing:** per attached document



# COUNTY OF ERIE

## DIVISION OF PURCHASE INVITATION TO BID

Bids, as stated below, will be received and publicly opened by the Division of Purchase in accordance with the attached specifications. FAX bids are unacceptable. Bids must be submitted in a sealed envelope to:

County of Erie  
Division of Purchase  
Attention: James D. Kucewicz, Buyer (716) 858-6336  
95 Franklin Street, Room 1254  
Buffalo, New York 14202-3967

**NOTE:** Lower left-hand corner of envelope **MUST** indicate the following:

BID NUMBER: 240195-002

OPENING DATE: JULY 17, 2024 TIME: 11:00 AM

FOR: ON-CALL & EMERGENCY ELECTRICAL SERVICES

NAME OF BIDDER: Industrial Power and Lighting Corp.

If you are submitting other Invitations to Bid, each bid must be enclosed in a separate envelope.

Following EXHIBITS are attached to and made a part of the bid specifications, and part of any agreement entered into pursuant to this Invitation to Bid:

- EXHIBIT "A" - Assignment of Public Contracts
- EXHIBIT "B" - Purchases by Other Local Governments or Special Districts
- EXHIBIT "C" - Construction/Reconstruction Contracts
- EXHIBIT "D" - Bid Bond (Formal Bid)
- EXHIBIT "E" - Bid Bond (Informal Bid)
- EXHIBIT "EP" - Equal Pay Certification
- EXHIBIT "F" - Standard Agreement
- EXHIBIT "G" - Non-Collusive Bidding Certification
- EXHIBIT "H" - MBE/ WBE Commitment
- EXHIBIT "IC" - Insurance **CLASSIFICATION "A"**
- EXHIBIT "P" & EXHIBIT "PBI" - Performance Bond
- EXHIBIT "Q" - Confined Space Program Certification
- EXHIBIT "PW" - NYS Prevailing Wage
- EXHIBIT "V" - Vendor Federal Compliance Certification

(Rev. 1/00)

**County of Erie**  
DIVISION OF PURCHASE  
**NON-COLLUSIVE BIDDING CERTIFICATION**

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his knowledge and belief:

- (1) the prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or any competitor;
- (2) unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
- (3) no attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

**NOTICE**

(Penal Law, Section 210.45)

IT IS A CRIME, PUNISHABLE AS A CLASS A MISDEMEANOR UNDER THE LAWS OF THE STATE OF NEW YORK, FOR A PERSON, IN AND BY A WRITTEN INSTRUMENT, TO KNOWINGLY MAKE A FALSE STATEMENT, OR TO MAKE A FALSE STATEMENT, OR TO MAKE A STATEMENT WHICH SUCH PERSON DOES NOT BELIEVE TO BE TRUE.

**BID NOT ACCEPTABLE WITHOUT FOLLOWING CERTIFICATION:**

Affirmed under penalty of perjury this 17th day of July, 20 24

TERMS NET DELIVERY DATE AT DESTINATION AS COMPLETED

FIRM NAME Industrial Power and Lighting Corp.

ADDRESS 60 Depot Street, Buffalo, NY

ZIP 14206

AUTHORIZED SIGNATURE 

TYPED NAME OF AUTHORIZED SIGNATURE Richard A. Lombard

TITLE President - CEO TELEPHONE NO. 716-854-1811



**COUNTY OF ERIE  
DIVISION OF PURCHASE  
BID SPECIFICATIONS  
BID # 240195-002**

Ship to:  
Address:

Required at Destination:

Ship Via:

ITEM NO.	QUAN-TITY	U/M	CATALOG NO./DESCRIPTION	UNIT PRICE	TOTAL PRICE
			Vendor to provide on-call emergency electrical services		
			for County owned facilities, per the accompanying		
			specifications.		
			Term of the contract will be from		
			August 1, 2024 – July 31, 2026		

**NOTE:** Bid results cannot be given over the phone. All requests for bid results should be submitted in writing or faxed to:

**ERIE COUNTY DIVISION OF PURCHASE**  
Freedom of Information Officer  
95 Franklin Street, Rm. 1254  
Buffalo, NY 14202  
FAX #: 716/858-6465

**NAME OF BIDDER** Industrial Power and Lighting Corp.  
(Rev 9/95) ERIE COUNTY OFFICE BUILDING, 95 FRANKLIN STREET, BUFFALO, NEW YORK 14202 (716) 858-6395

## **ARTICLE I**

### **General Information and Scope of Work**

#### **General:**

The Erie County DPW is seeking exceptionally well-qualified Contractors to provide on-call electrical installation, maintenance and repair services at County owned facilities throughout the County. The work will include installations, inspection, maintenance and repair services. Work will be on an "as needed" basis whenever a Department within the Public Works Department requires service.

#### **Work Requirements-**

Typical work will be performed between the hours of 7:00 AM and 5:30 PM, Monday through Friday. During emergencies, work may be required at other than normal business hours. The Contractor must receive the approval of the Dept. of Public Works, or authorized representative, prior to commencing any work in all cases.

**1001.01** Contractor is required to provide the County with a 24-hour emergency number for contact outside normal working hours. The response to an emergency call-out by the Contractor shall not be more than one hour to respond and two hours from time of call.

**1001.02** Contractor to provide quality workmanship and material and be subject to inspection by Erie County Department of Public Works representative.

**1001.03** Contractor shall be fully licensed by City of Buffalo, and any of the towns and villages within Erie County.

**1001.04** The contract will be awarded to a Contractor whose primary business is Electrical repair and installation and in the Electrical business for minimum of ten years. The experience questionnaire attached must be submitted at time of bid.

**1001.05** Contractor shall maintain an adequate crew of employees to perform the service required.

**1001.06** The Contractor shall furnish all the proper vehicles, equipment and tools required to perform the work as described herein. All vehicles, equipment, and tools shall be kept in good repair and conform to all state and local laws. Any equipment deemed by the Director of Public Works or his/her designee to be unsafe, in disrepair or unsatisfactory shall be repaired or replaced immediately.

**1001.07** Contractor shall use and furnish all vehicles and equipment necessary for the satisfactory performance of the work set forth in this RFP/contract. All vehicles and equipment shall display the name and/or logo of Contractor's company. The name and logo shall be large enough to be easily legible from a distance of 50 feet, during the course of their work.

**1001.08** Contractor shall keep all vehicles and equipment in a neat and clean appearance and maintained in excellent mechanical condition.

**1001.09** Contractor will be required to supply a list of equipment owned and available for work.

**1001.10** Contractor shall provide, for all projects, a supervisor/foreman, when requested, with a minimum of five years of experience related to the electrical industry. The supervisor/foreman shall remain on-site during the entire job, when requested.

**1001.11** The Contractor shall verify the location of all utilities (such request should be requested through \*811 prior to repair or maintenance and shall be held liable for all damages incurred due to Contractor's work-related operations.

**1001.12** Contractor must take all due precautionary measures to protect all of the existing utilities. Except in an emergency, an excavator planning to conduct an excavation shall notify the responsible agency at least 48 hours prior to excavation. The Contractor's attention is directed to the one-call utility notification service provided by UDIG-NY member utilities will provide the Contractor with the locations of their substructures when given at least 48 hours' notice. Such request should be requested through UDIG NY online, #811, or DigAlert @ 800-422-4133

**1001.13** The Contractor must remain within the maintenance areas to the best of their ability. Contractor shall further protect property and facilities adjacent to the maintenance areas and all property and facilities within the maintenance areas. After completion of work, the maintenance area shall be clean and in a presentable condition. All public or privately-owned improvements and facilities shall be restored to their original condition and location. In the event improvements of the facilities are damaged, they shall be replaced with new materials equal or better to the original. Contractor shall repair such damage at their expense.

**1001.14** Contractor shall protect any and all private property adjacent to work areas. Any damage to private property resulting directly or indirectly from Contractor's actions shall be the responsibility of the Contractor.

**1001.15** The County reserves the right to terminate (30-day written notice) at any time, for any reason, or suspend any part of the services described herein when conditions change, operation of a county facility is reduced or discontinued or other similar circumstances take place. In the event of such termination or suspension, payments for services shall suspend without penalty.

**1001.16** All employees of Contractor shall wear a uniform or shirt that clearly identifies the company.

**1001.17** Contractor must be able to provide a list of employees' names, dates worked and hour worked on each date, for each project or job, if requested.

**1001.18** Any work performed under this specification must be at current prevailing rate and contractor is responsible to provide certified payroll as required by New York State Department of Labor for every invoice submitted. Contractor to provide current prevailing rate for each year of contract.

**1001.19** Unit prices for work shall be for actual time spent on the job site. No travel time / truck charges will be paid.

**ARTICLE II**

**1002.01** Vendor invoice must list separately the labor hours and a total of all materials being charged. Certified payroll and Material invoices must also be provided at time of billing.

**1002.02 Pricing**

**Labor Rate (regular time)**     \$115.00      
\*regular hrs are considered M-F 7am-5pm

**Labor Rate (off-hours)**     \$166.00    

**Material Cost**                      cost +     5     %

**Overhead & Profit**                          10     %

Invoices must be formatted as follows:

**Labor / Hours x Rate**      \$ xxx.xx  
**Material Cost**              \$ xxx.xx  
**XXX% O & P**                \$ xxx.xx

**TOTAL**      \$ XXX.XX

For the sole purpose of awarding this contract, the County will calculate the total cost for a repair requiring: 20 hours of labor at regular time, \$300.00 of materials at cost + vendor's increase, o&p on labor/material.

## **ARTICLE III**

### **SECURITY - General**

- A. The work of this Contract may be performed at an Erie County secure detention or correctional facility.
- B Any reference to "Facility" shall mean a secure detention or correctional facility under Erie County jurisdiction
- C. Any reference to "Correction Officer" shall mean an Owner designated employee of the Facility, typically a corrections officer.
- D. Any reference to "ID Officer" shall mean an Owner designated employee of the Facility, typically a corrections identification officer.
- E. Any reference to "Trot Security Officer" shall mean an Owner designated employee of the Facility, typically a corrections officer.
- F. Any reference to "Security Officer" shall mean an Owner designated employee of the Facility, typically a corrections identification officer.
- G. Any reference to "Captain" shall mean an Owner designated employee of the Facility, typically a corrections identification officer holding the rank of Captain
- H. Any reference to the "Contractor" shall mean Contractors, Sub-Contractors, and any/all of their employees. Any persons other than a Contractor, such as suppliers and equipment manufacturers, must comply with the Facility's visitor regulations.
- J. Contractors shall comply with and adhere to the Facility's security regulations and the requirements of this section.
- K. Any work actions that would constitute a breach of the Facility's security, in the opinion of the Owner or the Captain, must be addressed and resolved by the Contractor prior to the end of the work day, to the satisfaction of the Captain.

#### **1003.1 SCHEDULING FOR CORRECTION OFFICER COVERAGE**

- A. Any time a Contractor is performing work within the secure perimeter of the Facility, Correction Officer coverage must be provided as deemed appropriate by the Captain.
- B. Notify the Facility at least 24 hours in advance of each day's work activities, regarding the number of crews which will be working, including when and where they will be working.
- C. Any changes from the notified daily work activities shall make the Contractor liable for any additional costs to the Owner for Correction Officer coverage resulting from these changes.



### **3.2 SECURITY REGULATIONS**

#### **A. BACKGROUND CHECK:**

The work of this contract is being performed at a secure facility. As such, prior to entering the project site and the Facility, Contractor and Sub-contractor employees shall have a background check performed, without charge, by the Facility I.O. Officer.

Entry into the project site and Facility by the captioned persons shall be subject to the approval of the Erie County Sheriff's Office.

Anyone deemed inappropriate to enter the project site and Facility or to perform work in a secure facility, by the Owner or by the Erie County Sheriff's Office, will not be allowed access to the project site and Facility. Former inmates in the State correctional system, or any County, City, Federal jail, or lockup may not be permitted inside project site and Facility, unless reviewed and approved by the Captain, in consultation with the Facility Superintendent.

**B. WORK HOURS:** The Contractor will have access to the work site, at minimum, a full eight hours per day. Should the Contractor desire to work in addition to the minimum eight hours, this shall be scheduled with the Facility.

The Contractor shall anticipate an additional one-hour total processing time to enter and exit the Facility per day. The actual time when the Contractor (including truck drivers) may enter and exit the Facility will be established by the Facility.

Employees who are more than 15 minutes late for their scheduled entrance time may be denied entry, with exception of the Construction Superintendent and/or Project Manager.

Employees, other than approved Construction Superintendents, Project Managers and truck drivers will not be allowed to leave the Facility during the workday and will be required to bring their lunches and eat in the work areas.

**C. TOOL CHECK IN:** All of the Contactor's employees, tools, materials and vehicles entering a secured area must be checked in and out through an area designated by the Facility. All Contractors working inside the Facility shall maintain inventories of all tools and other equipment. A copy of the inventory shall be forwarded to the Tool Security Officer. Contractors must notify the Tool Security Officer immediately if a tool is discovered missing.

#### **D. IDENTIFICATION BADGES:**

A photo identification badge may be furnished and maintained by the Facility for all Contractor's employees, including Sub-contractor employees. Additionally, each person entering the Facility may be hand-stamped using the ultraviolet hand-stamping technique to aid in identifying people leaving the Facility.

**E. ILLEGAL SUBSTANCES** Alcoholic beverages or illegal drugs of any kind will not be allowed on Facility premises. Prescription medications must be brought to the attention of the Security Officer upon arrival. A single day's supply of prescription medicine will be allowed into the Facility. Persons under the influence of illegal drugs or alcohol will not be allowed into the Facility and may be permanently removed from the project.

**F. WEAPONS:** Firearms, ammunition or other weapons (including mace or pepper spray) will not be allowed In the Facility at any time.

**G. CONTACT WITH OCCUPANTS:** Contact, communication, or exchange of any article with Facility inmates is strictly prohibited. Any attempts by inmates to contact or communicate with contractors must be reported immediately to the Security Officer on Duty.

**H. EMERGENCY SITUATIONS:** in the event of an emergency of any kind, which may interfere with the welfare or operation and security of the Facility or its personnel, the Facility reserves the right to stop work for a period of time. During this period, Contractors shall remain in designated areas and shall follow directions of any Correction Officer(s) or Facility Employee(s) on duty.

**I. TOOLS AND TOOL CLASSIFICATIONS:** The Contractor shall check tools in and out of the Facility and work area, through the Tool Security Officer, on a daily basis. The Contractor shall assume all responsibility for tools checked in. Every tool checked in shall also be checked out on a daily basis. The Contractor shall store tools authorized as allowed in the Facility and the Work area in approved, locked toolboxes, where directed by the Owner, when not in use. Certain extremely hazardous tools present a higher risk in a correctional facility setting and must be removed from the Facility daily. These extremely hazardous tools include the following:

1. Bolt Cutters
2. Locksmith tools
3. Powder-activated tools (e.g. ram set, Hilti, etc.)
4. Pneumatic nail gun.
5. Rescue saws (K-12 type, gasoline or electric)
6. Torches (all cutting-mixing gauges & torch heads).
7. Metal cutting blades and/or disc.

The Tool Security Officer and the Captain will determine if any other tools brought into the Facility should be designated extremely hazardous. If any tool is designated as extremely hazardous, such tools may be required to be removed daily. These may include:

1. HEPA Masks, N-95 Masks, M-17 Protective Masks, self-contained breathing apparatus, respirators, and filters. All disposable respirator masks must be accounted for, inventoried and disposed of properly.

Blueprints are regarded as tools and should be handled accordingly. All blueprints are to be secured, accounted for and turned over to the Facility at the conclusion of the project.

Tool Removal from Work Area: All other tools (those not designated as extremely hazardous) must be removed from all Work areas on a daily basis. If such tools are stored on site, they shall be placed within designated secure storage containers, as directed by project documents and by the Facility.

**J. CONSTRUCTION MATERIALS:** The Contractor shall check construction materials in and out (if appropriate) of the Facility and the Work area, through the Tool Security Officer, on a daily basis. The Contractor shall assume all responsibility for material checked in.

Unless approved otherwise by the Owner, all construction materials must be removed from all Work areas on a daily basis.

The Tool Security Officer and the Captain will determine if any construction materials brought into the Facility should be designated extremely hazardous. If any construction material is designated as extremely hazardous, such construction material (if not incorporated into the Work of the project) may be required to be removed daily.

#### **K. ELECTRONIC DEVICES:**

##### **Cell Phones:**

The possession of cell phones within the perimeter security fences is strictly prohibited. The use of cell phones outside the perimeter fence is permitted.

##### **Radios:**

Radios require approval for use on Facility property by the Captain of Tool Security Officer for a specific task. If approved, radios must be checked in and out of the work area on a daily basis by the Tool Security Officer.

Radios must be removed from the Facility on a daily basis.

Radios cannot interfere, in any way, with Facility radio systems.

**Laptop Computers:**

\*Laptop computers (with or without modems) when necessary for the installation, maintenance, or repair of equipment will be considered for approval in work areas.

Laptop computers shall be approved for use on Facility property by the Captain or Tool Security Officer. Laptop computers must be removed from the Facility on a daily basis.

**Cameras:**

Only those cameras necessary for the work of the project will be considered for approval in Work areas. Cameras shall be approved for use on Facility property by the Captain or Tool Security Officer.

Cameras, must be removed from the Facility on a daily basis.

**L. CONTROL OF VEHICLES AND HEAVY EQUIPMENT:**

Only vehicles and heavy equipment necessary for the work of the project will be considered for approval within the Facility and in work areas. Vehicles and heavy equipment shall be approved for use on Facility property by the Captain or Tool Security Officer.

If approved, vehicles and heavy equipment must be checked in and out of the Work area on a daily basis by the Tool Security Officer.

The Contractor shall assume all responsibilities of vehicles and heavy equipment: checked in.

Unless approved otherwise by the Tool Security Officer or the Captain, vehicles and heavy equipment must be removed from the Facility on a daily basis. If approved for storage within the facility, vehicles and heavy equipment shall be stored on in designated areas, as directed by the project documents and by the Facility.

If vehicles and heavy equipment are approved to be stored within the Facility, they shall be disabled in accordance with direction given by the Facility.

All vehicles and heavy equipment left unattended at any time on Facility grounds shall be securely locked from entry and operation. Vehicle locks shall be kept in operating order at all times. No vehicle will be allowed access any other area without proper authorization.

All vehicles and heavy equipment containing combustible fuel, when left unattended, must be equipped with a locking fuel cap

**M. SCAFFOLDING, HOISTS AND LADDERS:**

All scaffolding, ladders and hoists shall be secured by chain and locked to a stationary object when not in use.

All scaffolding, ladders and hoists in use within the secure perimeter of the facility, shall be secured by chain, and locked to a stationary object.

A scaffolding, ladder and hoist inventory (listed by size) used in the work areas shall be maintained by the contractor. This inventory shall be checked on a daily basis by the Tool Security Officer and the Captain.

**N. CONSTRUCTION DEBRIS:**

The Contractor shall clean the work area of all construction debris on a daily basis.

Any construction debris that, in the opinion of the Tool Security Officer or the Captain, would jeopardize the safety and security of the facility, shall be removed from the facility immediately by the Contractor