

## **Invitation for Bids (IFB)**

Park City Municipal Corporation (“PCMC”) is inviting proposals from qualified persons or firms (Respondent) to provide an updated Lighting Control System.

PROPOSALS DUE: By January 15, 2025 at 3:00 p.m.

Submit proposals electronically either through U3P or e-mail Grant.Herdrich@parkcity.org. The proposals will be opened after the submission deadline.

IFB AVAILABLE: The IFB will be available on December 9, 2024 on U3P and the Park City Website. Any modifications to the IFB or responses to questions submitted will be added as an addendum to the IFB posted on U3P and the PCMC website. **It is the responsibility of Respondents to regularly check for addenda.**

QUESTIONS: All questions regarding this IFB must be submitted in writing on the U3P website or e-mailed to rony.exantus@parkcity.org by December 20, 2024 at 3:00 p.m.. **Please do not submit the same question multiple times. Late questions will NOT be accepted.**

MANDATORY PRE-PROPOSAL MEETING: A pre-proposal meeting will be held at the PC MARC 1200 Little Kate Road, Park City Utah at 10:00 a.m. on January 8, 2025. **Attendance is mandatory, so respondents can assess the scope prior to bid deadline. Failure to attend will result in automatic disqualification from bidding.** Requests for reasonable accommodation at the pre-proposal meeting shall be made no later than 48 hours in advance to the Project Contact above. Accommodation may include alternative formats, interpreters, and other auxiliary aids.

PROJECT LOCATION: **1200 Little Kate Road, Park City Utah**

PROJECT DESCRIPTION (brief): **Recreation Center lighting controls and system upgrade**

PROJECT DEADLINE (if applicable): May 31, 2025

OWNER: Park City Municipal Corporation  
P.O. Box 1480  
Park City, UT 84060

CONTACT: Rony Exantus – Procurement Coordinator  
rony.exantus@parkcity.org

**Proposals will remain valid for 90 days after submission. PCMC reserves the right to reject any or all proposals received for any reason. Furthermore, PCMC reserves the right to change dates or deadlines related to this IFB. PCMC also reserves the right to waive any informality or technicality in proposals received when in the best interest of PCMC.**

**I. Introduction**

PCMC is looking to receive bids for updated lighting controls at the PC MARC.

**II. Scope of Project**

Respondent shall update and install new controllers, sensors and wall switches at the MARC. The MARC does not want to shut down operations to the entire facility and anticipates that this work be done in a staged approach including evening or weekend work. The new system should function independently of any smart controls, automated sensors, or network connectivity, and should provide manual, on/off control functionality.

**III. Specific Requirements**

- Installation shall be performed by a licensed electrical contractor with experience in recreation facilities and sports lighting systems.
- Replace the existing lighting control panels for the MARC with a Lutron Vive system or comparable.
- Products and installation shall follow applicable building code from Park City Municipal Corporation and the State of Utah.
- Manufacturer shall provide a minimum 5-year warranty on all luminaires and drivers.
- Control system shall be covered by a 3-year warranty.
- Manufacturer or authorized representative shall provide on-site training for PCMC and MARC staff on system operation and maintenance.
- System shall comply with all applicable local, state, and federal energy codes.
- System shall comply with all applicable PCMC Cyber Security requirements.
- Upon completion of installation, the system shall be commissioned by a manufacturer-certified technician.
- Should include 43 zones in two locations, 5 locations for switches, one of which can be a digital display.
- All materials will be included, and all old equipment will be removed.
- The material price is to be shown as well as the labor cost for installation

- The system shall include a programmable lighting control system compatible with DMX512-A protocol.
- Control system shall allow for multiple preset lighting scenes for various activities and events.
- All mounting hardware shall be corrosion-resistant and rated for the intended application.
- **Key Deliverables:**
  - a. Decommissioning of the existing smart lighting components.
  - b. Installation of standard lighting fixtures and controls that do not rely on automation or network systems.
  - c. Ensuring the system operates reliably with basic manual controls.

#### IV. **Contents of Proposal**

- Please include in your bid a detailed breakdown of the scope, timeline, and cost including labor and materials for this conversion. Park City Municipal Corporation reserves the right to request samples or on-site demonstrations of proposed lighting systems prior to award.

**PCMC reserves the right to reject any and all proposals for any reason. Proposals lacking required information will not be considered. The award of a contract may be subject to approval by City Council.**