

**BOARD OF EDUCATION  
BALLSTON SPA CENTRAL SCHOOLS  
BALLSTON SPA, NEW YORK 12020**

**BID ANALYSIS**

**ITEM BID:** 2023-2024 Emergency Generator Preventative and Corrective Services  
(BS#110823)

<b>DATE ADVERTISED:</b>	<b>SARATOGIAN</b>	<u>11/14/2023</u>
	<b>DAILY GAZETTE</b>	<u>11/14/2023</u>

**DATE OF BID OPENING:** 12/13/2023

**NUMBER OF VENDORS CONTACTED:** 4

**NUMBER OF BIDS RECEIVED:** 1

**SOURCE OF FUNDS:** \_\_\_\_\_

**BIDDERS:**

Emergency Power System  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**LOW BID: (indicate name and address)**

Please See Attached  
\_\_\_\_\_  
\_\_\_\_\_

**RECOMMENDATION:**

Award by item to the lowest responsible bidder as per attached  
\_\_\_\_\_

**BOARD APPROVAL DATE:** \_\_\_\_\_

**2023-2024 Vender Total Award**

**Emergency Generator Preventative and Corrective Services (BS#110823)**

Emergency Generator Preventative  
Curt Snyder  
300 Mile Crossing Blvd  
Rochester, NY 14624

\$4,000 Annual Preventative Maintenance  
\$165.00 Hourly Rate  
\$247.50 After Hours Rate  
\$330.00 Sunday and Holiday Rate

*Ballston Spa Central School District*

70 Malta Avenue, Ballston Spa, NY 12020

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## **FOR ARTICLE 8 PUBLIC WORK PROJECT**

**Location:** Various locations in The Ballston Spa CSD

**Project Type:** **Emergency Generator Preventative and Corrective Services (BS #110823).**

**PRC#:** 2023013323

A unique Prevailing Wage Case Number (PRC#) has been assigned to the schedule(s) for this project.

The current schedule(s) of the prevailing rates and prevailing hourly supplements for the project referenced above may be accessed at the New York State Department of Labor website @ [www.labor.state.ny.us](http://www.labor.state.ny.us). Updated PDF copies of your schedule can be accessed by entering the assigned PRC# at the proper location on the website.

For policy or rate questions call the NYS Department of Labor at (585) 258-4505.

Please reference the topic of "Prevailing Wages" in the General Information section of this document.

***Ballston Spa Central School District***

70 Malta Avenue, Ballston Spa, NY 12020

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## **Specifications**

### **Scope of Work:**

The Ballston Spa Central School District seeks bids to perform semi-annual preventative maintenance on six emergency power generators. A major PM is to be performed in September and a minor PM is to be performed March on an annual basis.

### **Generator Equipment To Be Serviced:**

<b>Generac Serial Number 3000753844</b>	<b>70 Malta Avenue, Ballston Spa</b>
<b>Olympian Serial Number GXC01894</b>	<b>50 Wood Road, Ballston Spa</b>
<b>Olympian Serial Number GXC00757</b>	<b>300 Wood Road, Ballston Spa</b>
<b>Generac Serial Number 210632</b>	<b>1458 Saratoga Avenue, Ballston Spa</b>
<b>Caterpillar Serial Number 4ZR03050</b>	<b>220 Ballston Avenue, Ballston Spa</b>
<b>Baldor Serial Number P0708210003</b>	<b>Portable</b>

### **Major Service:**

**All parts replacements and fluids to be included in bid price.**

### **Ignition:**

- Change all spark plus
- Change ignition points
- Change distributor cap and rotor
- Check ignition wires
- Check starter solenoid terminal connections
- Check and adjust choke

### **Engine:**

- Change engine oil
- Change engine oil filter
- Tighten valve covers
- Fill governor sump with lube oil
- Lubricate governor linkage
- Replace air intake filter
- Service oil bath filter
- Check and note any leaks

## Specifications

### Scope of Work:

#### **Cooling System:**

- Test coolant protection
- Test coolant alkalinity
- Check upper and lower water hoses
- Replace fan belt(s)
- Check block heater for operation
- Change water filters

#### **Exhaust System:**

- Check exhaust system for leaks or cracks
- Drain condensate trap
- Check exhaust flange gaskets
- Check/drain exhaust muffler
- Visually inspect complete exhaust system

#### **Fuel System:**

- Change fuel filters
- Check injector lines
- Check flex fuel lines
- Check fuel pump
- Check governor
- Check and tighten fuel connections
- Check/test fuel solenoid
- Check tank float
- Check gas regulator

#### **Battery:**

- Load test battery
- Clean battery terminals
- Coat battery posts
- Check starter motor solenoid
- Check starter motor
- Check alternator charge rate
- Replace alternator belt

#### **Electrical:**

- Check exciter
- Check voltage regulator
- Check control panel relays
- Check circuit board connections

## Specifications

### Scope of Work:

#### **Operational Checks:**

Start generator and check for low oil pressure  
Start generator and check for high water temperature  
Start generator and check for overspeed  
Start generator and check voltage output  
Start generator and check frequency (Hz)  
Start generator and inspect for vibrations

#### **Automatic Switch:**

Inspect contact assembly and connectors  
Check exerciser clock and time setting  
Check time delays  
Check battery charger output  
Check selector switch  
Check condition of voltage sensors  
Start and stop generator from transfer switch

#### **Final Check:**

Check and confirm field breaker is in the on position  
Check and confirm that selector switch is in the automatic position  
Start and stop generator using generator controls  
Start and stop generator using the switch controls  
Start and stop generator using the exerciser clock  
Observe and report any debris, infestations or obstructions

## Specifications

### Scope of Work:

#### **Minor Service:**

**All parts replacements to be billed separately upon District approval.**

Check oil level and add oil as needed  
Check lube filters and top off oil  
Check battery output/condition  
Check coolant levels and test alkalinity  
Check exercise clock and report reading  
Check belts and hoses  
Start generator and check AC voltage  
Start generator and check frequency (Hz)  
Start generator and check battery charge rate  
Start generator and check for leaks or noises

Reset exercise clock if required  
Adjust governor, carburetor and voltage regular to set specifications

Needed repairs discovered through performing preventative services are to be quoted separately for District approval prior to performing the work.

Maintain a generator work log at the generator site

Hazardous materials disposal fees are to be passed through as an itemized additional expense to the District.

This is a prevailing wage job. A certified payroll is required prior to the release of contract payments.

Emergency work performed outside of normal business hours, Monday through Friday, 7:30 A.M. to 4:00 P.M. may be billed at 1 ½ the prevailing wage rate.