



COMMUNITY
COLLEGE

BID 2026-001
DATE: APRIL 15, 2026

INVITATION FOR SEALED BIDS
FOR ELECTRICAL LIGHTING UPGRADES
For
ERIE COUNTY COMMUNITY COLLEGE

At

ERIE COUNTY COMMUNITY COLLEGE
2403 W 8th STREET
ERIE, PENNSYLVANIA 16505

**SEALED BID DUE NO LATER THAN:
TUESDAY MAY 5, 2026
2:00 PM – ROOM #007
2403 W 8th STREET
ERIE, PENNSYLVANIA 16505**

BID 2025-001

Erie County Community College (EC3) invites qualified electrical contractors to submit sealed bids for the Summit Campus Electrical Lighting Upgrade project. The project consists of furnishing all labor, materials, equipment, and supervision necessary to remove existing lighting systems and install new LED lighting fixtures throughout designated areas.

Contractors may submit any questions via email to Chris Ray, Director Information Technology & Facilities @ cray@ec3pa.org

Site visit will be available. Site visit is mandatory. The site visit will be held on:

Wednesday, April 22nd at 2:00 PM at 8500 Oliver Road, Main Lobby, Erie, PA (Skill Center Building). Check in required with valid ID at the main office of High School.

The deadline for questions is **5:00 PM Friday May 1, 2026. Questions and answers (if any) will be posted on the Erie College website.** No change to the RFP will be accepted based upon any verbal conversation.

One (1) Sealed Bid of complete proposals must be delivered to:

Chris Ray @ cray@ec3pa.org
Room #007
Erie County Community College
2403 W 8th Street
Erie PA, 16505

Proposal deadline: 2:00 PM Tuesday May 5, 2026.

The award is anticipated to be made by May 31, 2026.

The College reserves the right to accept or reject, in whole or in part, any and all proposals submitted to award contract(s) in whole or in part, and to waive informalities and technicalities if, in its judgment, the best interest of the College may so require.

Frank Moore, CFO

Date

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I. General

Clarification; Addenda

Prospective proposals in doubt as to the meaning of any terms, conditions, or specifications, or finding any discrepancy in or omission from same shall contact Frank Moore @ fmoore@ec3pa.org in writing at once. Such notice in no way obligates the Board of Trustees of Erie County Community College (hereinafter referred to as 'the College') to revise the proposal documents but should it be determined that amendment is necessary, each will be furnished same via email. The College assumes no responsibility for oral or telephonic explanation interpretations of proposal documents.

Cancellation

The College may cancel this bid, in whole or in part, at any time before the scheduled bid opening.

Preparation of Proposals

Proposals should be prepared simply and economically, providing a straightforward, concise description of the items or services offered. **The College will not be responsible for any proposal preparation or submission costs.**

Errors in Proposals

Contractors are expected to fully acquaint themselves with all governing laws and ordinances, and inform themselves as to the instructions, terms and conditions, specifications, and other requirements before submitting proposals. Failure to do so will be at The Contractor's own risk; relief cannot be secured on plea of error.

Withdrawal

Any bid may be withdrawn before the scheduled time of opening. After a bid has been opened, it may not be withdrawn during the period stated herein, for which prices and terms must remain valid. The request to withdraw a proposal must be made in writing addressed to Frank Moore @ fmoore@ec3pa.org

Reservations

The College reserves the right to accept or reject, in whole or in part, any and all bids received, to waive informalities or technicalities as the best interests of the College may require, and to waive minor differences in specifications, provided these do not violate the intent nor materially affect the operation for which the items or services are sought, nor increase estimated costs to the College.

Unless otherwise specified herein, the College also reserves the right to award the contract(s) within ninety (90) days after the proposal opening. Any proposal on which the time of acceptance is limited to less than the specified period may be rejected solely on that basis.

The College further reserves the right to reject the proposal of a Contractor who, investigation shows, is not currently in a position to fulfil the contract, or who has previously failed to fulfil contracts of a similar nature in a proper and timely manner.

Non-Discrimination in Employment

The Contractor shall be an equal opportunity employer and shall conform to all proposed Action and other applicable requirements; accordingly, The Contractor shall neither discriminate nor permit discrimination in its operations or employment practices against any person or group of persons on the basis of race, color, religion, creed, age, sex, national origin, status as an individual with a disability, veteran, sexual orientation, marital status or any other status protected by law.

II. INTRODUCTION

The College is seeking proposals from qualified electrical contractors to update the lighting in select areas. The project consists of furnishing all labor, materials, equipment, and supervision necessary to remove existing lighting systems and install new LED lighting fixtures throughout designated areas.

The contractor must obtain all **required permits** for this project if necessary.

III. SCOPE OF WORK & ADDITIONAL SPECIFICATIONS

The Contractor shall provide all labor, materials, equipment, supervision, and incidentals required to complete a full lighting upgrade, including but not limited to:

3.1 Demolition

- Remove existing lighting fixtures, lamps, and ballasts
- Properly disconnect electrical systems
- Dispose of materials in accordance with all applicable environmental regulations

3.2 Installation – General

- Install new LED lighting fixtures per manufacturer specifications
- Provide all mounting hardware and supports
- Coordinate layout with field conditions
- Ensure proper alignment and spacing of fixtures

3.3 High Bay Lighting (Labs / Industrial Spaces)

- Install LED linear high bay fixtures in welding and industrial lab areas
- Provide chain-mounted installation
- Configure lumen output and distribution as required

3.4 Classroom, Office, and Hallway Lighting

- Install LED troffer fixtures in classrooms, offices, and corridors
- Integrate with existing ceiling grid systems

4.5 Controls and Sensors

- Install occupancy sensors in applicable areas

4.6 Electrical Work

- Reuse existing circuits where feasible
- Provide new wiring and junction boxes as required
- Ensure compliance with NEC and local codes

4.7 Testing and Commissioning

- Test all installed systems
- Verify proper operation of fixtures and controls
- Adjust lighting levels as needed

4.8 Closeout

- Provide as-built documentation
- Submit product data and warranties
- Provide owner training as required

IV. SCHEDULE

Milestone	Deadline
RFP Issuance	05-29-26
Pre-Bid Site Walkthrough (Required)	04-22-26
RFI Due by	05-01-26
Bid opening	05-05-26
Contractor Selection & Award	05-31-25
Estimated Completion	8-31-25

V. FEE/PRICING

Interested contractors must submit:

1. Company Information (Name, Address, Contact Info, Licensing Details).
2. Project Approach detailing work methodology, timeline, and key personnel.
3. **Itemized Cost Proposal, including separate pricing for Add Alternates.**

4. References from similar projects.
5. Proof of Insurance & Licensing.
6. Confirmation of ability to secure necessary permits.

Submission Deadline: 5/5/26 at 2pm
Submission Location (Sealed Bid Delivery)
Erie County Community College
2403 West 8th Street, Erie, PA 16505
Attention: Chris Ray, Room 007

Bids must be **sealed** and clearly marked as:
"Sealed Bid – Electrical Lighting upgrade Summit– Ec3"
Late submissions **will not be accepted.**

This will be a prevailing wage project. See Attachment C – Prevailing Wage for rates.

5.1 ADD ALTERNATES

The contractor shall provide separate pricing for the following optional LED lighting upgrades:

Add Alternate #1: LED High Bay Lighting Replacement Welding Lab

- Remove and replace existing high bay lighting fixtures with energy-efficient LED fixtures.
- Ensure adequate lumen output for industrial/training settings.

Add Alternate #2: LED Corridor Light Fixtures Upgrade

- Remove and replace existing classroom lighting with LED fixtures.
- Install uniform, low-glare lighting suitable for a learning environment.
- Integrate lighting controls (dimmers, occupancy sensors, daylight sensors) where require

Add Alternate #3: LED Office Light Fixtures Upgrade

- Remove and replace existing Office area lighting with LED fixtures.
- Install uniform, low-glare lighting suitable for a learning environment.

- Integrate lighting controls (dimmers, occupancy sensors, daylight sensors) where require

VI. PROPOSAL RESPONSE

All costs associated with preparation of the bid are the sole responsibility of the Contractor.

VENDOR QUALIFICATIONS

Interested contractors must meet the following criteria:

- Be a licensed and insured electrical contractor.
- Have experience in industrial and educational electrical installations.
- Demonstrate knowledge of OSHA, NEC, and NFPA 79 standards.
- Obtain and manage all required permits for the project.
- Provide references for at least three similar projects.

VII. DELIVERABLES

The selected contractor shall provide:

- Electrical design layout & drawings
- Detailed material specifications (wire gauge, breakers, conduits, E-Stops, LED fixtures).
- Final testing report.
- Circuit labeling and as-built documentation.

VI. INSURANCE

The Contractor shall perform its services under this Agreement, as an independent Contractor and shall insure, as they may appear, the interests of all parties to this Agreement against any and all claims which may arise out of Contractor's operations under the terms of the Contract.

Contractor will provide original certificate(s) of insurance showing all insurance coverage carried by Contractor. If, during the term of the Contract, coverage should expire, The College may withhold payments until the CM submits a new certificate reflecting the new policy coverage dates.

At a minimum, the Contractor must carry at least the following:

- Commercial General Liability - (policy to include premises and operations, products/completed operations and blanket contractual liability- the contractual section of the coverage must cover this agreement) General Aggregate Limit \$2,000,000; Products and Completed Operations Aggregate Limit \$2,000,000; Each Occurrence Limit \$1,000,000.
- Automobile Liability - to include owned, non-owned and hired vehicles: Combined Single Limit \$500,000; or Bodily Injury \$250,000. each person, Bodily Injury \$500,000. each accident, and Property Damage \$100,000.
- Professional Liability- Each Jobsite limit: \$1,000,000; General Aggregate Limit: \$2,000,000. Must remain in place for one year from the date of final acceptance.
- Workers' Compensation as required by Pennsylvania statute.
- Employer's Liability: Bodily Injury by Accident \$100,000 each accident; Bodily Injury by Disease \$100,000 each employee; Bodily Injury by Disease \$500,000 policy limit.
- If you will be operating motorized or hydraulic equipment on the site, you will also need to include the Contractors Pollution Liability
- OSHA approved Safety Program; copy maintained at the jobsite

VII. PERORMANCE & PAYMENT BOND

Performance & payment bond will be required.

VIII. Attachments

- Attachment "A": Floor Plan
- Attachment "B": Base of Design
- Attachment "C": Prevailing wage determination