

**REQUEST FOR BIDS  
EV CHARGING STATION INSTALLATIONS**

**The Board of Trustees of the Galveston Wharves  
(Port Of Galveston)  
Galveston, TX**

**Bid No. 2023-013**

**AMENDMENT NO. 1**

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September 6, 2023

**ANNOUNCEMENT: PRE-BID MEETING AND SUBMITTAL DATE CORRECTIONS**

Potential Bidders,

Thank you for your interest in Bid No. 2023-013 RFB for EV Charging Station Installations.

The Port would like to correct the pre-bid meeting and submittal dates as shown in the first four pages of the RFB document. Please replace the first four pages of the original document with the four pages attached herein.

The pre-bid meeting will be held on **Thursday September 14, 2023**. All else remains the same.

The bid submittal deadline is **Friday October 6, 2023**. All else remains the same.

Again, we thank you for your interest and look forward to receiving bids from all interested parties.

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**END OF AMENDMENT NO. 1**

**SPECIFICATIONS**  
**FOR**  
**EV Charger Installations**

**BOARD OF TRUSTEES OF THE GALVESTON WHARVES  
(PORT OF GALVESTON)**

**GALVESTON, TEXAS**

**2023-013**

**Prepared by Port of Galveston  
Galveston, Texas  
Aug. 2023**

**EV Charger Installations**  
**BID REQUIREMENTS CHECKLIST**

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**EV Charger Installations**  
**BID REQUIREMENTS CHECKLIST**

- In order to receive consideration, make all bids in accordance with the following. Any omission(s) will result in immediate bid rejection:
- Bid in triplicate including:

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- ◇ Business Name and Submittal Date shown on Bid
- ◇ Lump Sum for EV CHARGER INSTALLATIONS and related services requested in the Bid
- ◇ Calendar days to substantially complete all work

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- ◇ Workers Compensation Experience Modification Rate as requested in the Bid
- ◇ Cashier's check or bid bond in the amount of 5% of the total bid amount
- ◇ Company name, address, name and title of person signing Bid
- ◇ Signature of person signing bid
- ◇ Witness signature
- ◇ Corporate seal (if corporation)
- ◇ Acknowledgment of Addenda number and date (if any)

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- ◇ Submit bid in a sealed envelope properly marked as instructed in Notice to Bidders

**SEALED FORMAL BIDS WILL BE RECEIVED UNTIL 2:00PM, CDT (GALVESTON, TEXAS TIME)  
FRIDAY, OCTOBER 6, 2023.**

**BIDS NOT SUBMITTED ON THE INCLUDED  
BID FORM WILL BE REJECTED**

**SECTION I**  
**NOTICE TO BIDDERS**  
**EV Charger Installations**

1. Sealed bids, original and three (3) copies, addressed to the Board of Trustees of the Galveston Wharves, Attention, Purchasing Agent, 123 Rosenberg Avenue 8<sup>th</sup> Floor, Galveston, Texas 77550, will be received until **2:00 P.M., CDT (Galveston, Texas Time) Friday October 6, 2023**, and then publicly opened and read aloud, for furnishing all plans, labor, material and equipment and performing all work required for EV CHARGER INSTALLATIONS at the Port of Galveston, Galveston, Texas (hereinafter called Owner).
2. The work shall include EV CHARGER INSTALLATIONS as specified herein and shown on the plans.
3. Bids shall be submitted in sealed envelopes upon the blank bid form furnished. Sealed envelopes shall be marked in the lower left hand corner as follows:

**“Do Not Open in Mail Room**  
**RFB for EV CHARGER INSTALLATIONS**  
**To be Opened and Read Aloud in Public at**  
**2:00 P.M., CDT, FRIDAY, OCTOBER 6, 2023”**

4. All bids shall be accompanied by a **Cashier’s Check** upon a nationally recognized bank in the amount of 5% of the “Total Bid Amount” made payable to the order of the Galveston Wharves, Galveston, Texas, or a bid bond from a Corporate Surety satisfactory to the Owner, as a guarantee that the bidder will enter into a contract and execute performance and payment bonds within ten (10) days after **Notice of Acceptance of the Bid**.
5. All checks will be returned to the unsuccessful bidders within fifteen (15) days after **Notice of Acceptance**.
6. The successful bidder must furnish separate performance and payment bonds upon the Owner’s standard forms in the amount of 100% of the contract price from a Corporate Surety satisfactory to the Owner.
7. The right is reserved, as the interest of the Owner may require, to reject any and all bids, and to waive any informality in bids received.
8. Plans, specifications, and bidding documents may be secured at [www.portofgalveston.com](http://www.portofgalveston.com) under About Us, Bids or from the Purchasing Agent, of the Galveston Wharves, Galveston, Texas.
9. Bidders should carefully examine the plans, specifications and other documents, visit the site of the work, and fully inform themselves as to all conditions and matters, which can in any way affect the cost of the work thereof. Should a bidder find discrepancies in, or omissions from, the plans, specifications or other documents, or should they be in doubt as to their meaning, they should at once notify the Purchasing Agent, of the Galveston Wharves, Galveston, Texas, and obtain clarification prior to submitting any bid.
10. There will be a pre-bid conference held at **9:00 A.M. on Thursday, September 16, 2023** at the Port’s office at 123 25<sup>th</sup> St., 8<sup>th</sup> floor. Interested bidders will be asked to follow Port staff to Pier 10. Attendance is mandatory in order to participate in the bidding process. Questions will be received, in writing to [purchasing@portofgalveston.com](mailto:purchasing@portofgalveston.com), until **Friday September 22, 2023, at 2:00PM**.