

# WOLFEBORO MUNICIPAL UTILITIES DEPARTMENT CONTRACT SERVICES FOR ELECTRICAL DISTRIBUTION SYSTEM

Wolfeboro, New Hampshire

## CLIENT:

Wolfeboro, NH

## PROJECT FEATURES:

- Managed the procurement effort for contract services for electrical lineworkers
- Developed and issued an RFP
- Evaluated proposals and assisted in the selection process.
- Prepared a draft contract between the Town and the selected bidder



ARI assisted the town of Wolfeboro with the procurement of contract services for electrical lineworkers. The procurement was intended to ensure reliability of electric services to the townspeople while avoiding inherent staffing problems associated with maintaining this service within the Municipal Electric Department.

ARI met with representatives of the Municipal Electric Department, and other Town representatives in Wolfeboro to establish the Town's goals and discuss the procurement in detail. ARI inspected the Municipal Electric Department distribution facilities, and reviewed administrative and technical background information.

ARI prepared a draft request for proposals for contract services for electrical lineworkers, incorporated comments from the Town, and prepared a final RFP. ARI advertised for bids on behalf of the Town and evaluated and compared the responses to the RFP. A letter of recommendation was prepared for award of the contract to the most responsive bidder.

Upon the Town's selection of a preferred bidder, ARI prepared a draft contract for use by the town's legal counsel.

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