

Lea County Electric Cooperative, Inc.

Lea County Electric Cooperative, Inc. Lovington, New Mexico NM-23



RFP: 2026-06 “Wood Pole Inspection Contractor”

Lea County Electric Cooperative, Inc.

Request for Proposals (RFP): Wood Pole Inspection Contractor

RESPONSES DUE VIA EMAIL: Friday, October 30, 2026, by 5:00 p.m. (MT)

All communication regarding this solicitation must be directed solely to the designated contact.

Unauthorized contact with Cooperative personnel may result in disqualification.

DESIGNATED CONTACT: RFP@lcecnecnet.com

IMPORTANT – STRICT SUBMISSION DEADLINE

Proposals Must be received by Lea County Electric Cooperative, Inc. (“LCEC”) no later than the specific due date listed above, using the submission method specified in this RFP.

1. Introduction & Project Overview

Purpose:

Lea County Electric Cooperative, Inc. (“the Cooperative”) is soliciting competitive proposals from qualified bidders to provide wood pole inspection services. This is a federally funded project, and all work performed under this invitation must comply with applicable federal requirements.

The selected bidder will be responsible for performing wood pole inspections, excluding treatment, and providing complete inspection reports and related documentation in accordance with the Scope of Work and requirements of this RFP.

Terminology:

For purposes of this RFP, Lea County Electric Cooperative, Inc, may be referred to as “LCEC”, the “Cooperative,” or the “Owner.” Any contractor, firm or other entity submitting a proposal in response to this RFP may be referred to as the “Bidder.” The successful Bidder, upon award and execution of a service agreement, may be referred to as the “Contractor.” “Received” means actual receipt by LCEC through the submission method specified in this RFP. A postmark, shipping date, courier acceptance date, email transmission time, or other evidence that a Proposal was sent or transmitted before the applicable deadline does not constitute receipt.

Confidentiality:

Certain information related to LCEC’s facilities, infrastructure, systems, or operations may be considered confidential or sensitive. LCEC may require a Bidder to execute a Non-Disclosure Agreement (“NDA”) prior to receiving such information. Any confidential or sensitive information provided by LCEC shall be used solely for purposes related to this solicitation, and the resulting service agreement shall not be disclosed or used for any unauthorized purposes.

Lea County Electric Cooperative, Inc.

2. Qualifications

Standard Specifications:

The proposed bid shall meet the following minimum requirements:

- A. The Bidder shall maintain all licenses and certifications required to perform the Work throughout the term of the resulting service agreement and shall provide supporting documentation upon LCEC's request.
- B. The Bidder shall assign only properly trained, qualified, and experienced personnel to the Work, including personnel knowledgeable in wood pole inspection methods, applicable industry standards, safety requirements, documentation, and condition assessment.
- C. The Bidder foreman must have a minimum of one year of employment with a qualified wood pole maintenance firm.

3. Required Scope of Services

Scope and Objectives:

LCEC is soliciting competitive proposals from qualified bidders to provide wood pole inspection services for approximately 3,472 wood poles located along approximately 267 miles of line across all four feeders served by the Dallas Substation. Project locations will be provided via system maps and/or GPS data locations upon award. This project is funded in whole or in part through the U.S. Department of Energy (DOE).

General Performance Requirements:

- A. The Bidder shall coordinate its activities with designated LCEC personnel.
- B. Work performed shall be subject to oversight and inspection by the Bidder's designated supervisor to ensure accuracy, completeness, and quality of the work performed.
- C. The Bidder shall perform the Work in a professional, skillful, competent, safe, and timely manner and in accordance with all applicable federal, state, and local laws, regulations, codes, permits, standards, funding requirements, this RFP and the resulting Service Agreement.
- D. LCEC reserves the right to conduct joint inspections and spot checks to verify the quality, accuracy, and completeness of the Work performed.
- E. Bidder is responsible for worksite restoration, such as but not limited to:
 - a. No debris or loose dirt is to be left in the work area.
 - b. Private property (sod, bushes, etc.) is to be handled and replaced with care.
 - c. Customer complaints resulting from Work performed by the Bidder shall be promptly reported to LCEC and addressed by the Bidder in coordination with LCEC.

Subcontracting:

The Bidder shall not subcontract any portion of the Work without prior written approval from LCEC.

Ownership:

All inspection data, reports, photographs, records, and other deliverables produced specifically for LCEC under this project shall become the property of LCEC upon payment for the applicable Work.

Lea County Electric Cooperative, Inc.

Alternative Inspection Methods or Technologies:

LCEC is interested in considering available technologies related to wood pole inspection. Bidders may propose alternative equipment, methods, or technologies that may improve performance, availability, accuracy, or cost effectiveness, provided the proposed alternative meets or exceeds the requirements of this RFP.

- All proposed alternatives must be clearly identified and fully described in the proposal.
- The Bidder shall demonstrate that any proposed alternative meets or exceeds the applicable requirements and intended inspection objectives of this RFP.
- Acceptance of any proposed alternative shall be at the sole discretion of LCEC.

Data Delivery and Invoicing

Inspection reports and corresponding invoices shall be submitted for each week in which the Bidder performs on-site inspection activities. Reports and invoices shall be submitted electronically to LCEC's designated personnel within ten (10) calendar days following the conclusion of the applicable work week.

At minimum, reports must contain the following:

- Lea County Electric Cooperative pole tag number
- Date and time of inspection
- Inspection foreman
- Pole size
- Pole class
- Year of pole manufacture
- Inspection evaluation results in Microsoft Excel format
- Rejected pole report in Microsoft Excel format
- Must deliver a complete data set containing individual records for 100% of the wood poles inspected.
- Pole strength remaining
- Observed pole and hardware defects
- Invoice number
- GPS datapoint
- Photos taken of all defects

Project Completion:

The Bidder shall complete all required inspection services within six (6) months following LCEC's written authorization to proceed.

Authorization to Proceed

All project commencement and milestone dates are contingent upon receipt of required federal, environmental, funding, permitting, and other applicable approvals, including approvals required by DOE and NRECA. The Bidder shall not commence federally funded Work until authorized by LCEC in writing. Any schedule impacts resulting from delays beyond LCEC's control shall be addressed through a written schedule revision approved by LCEC. Such delays shall not, by themselves, entitle the Bidder to additional compensation unless expressly approved by LCEC in writing.

Lea County Electric Cooperative, Inc.

Wood Pole Inspection Specifications:

The Bidder must be capable of performing all inspection types described below and shall select the appropriate inspection method based on the pole's age, condition, and accessibility.

1. Visual Only Inspection

A visual inspection from the ground line to the top of the pole shall be completed on all poles that are less than 10 years old, and for poles that are inaccessible. All visually observable defects shall be documented and reported. These defects include but are not limited to, broken hardware and insulators, damaged or missing ground wire, low wires, split tops, woodpecker holes, broken cross arms, fire damage, vegetation encroachment, etc. Inspection results shall be reported.

2. Sound and Bore Inspection (Or other approved method):

Inspection method shall be completed on all poles that are 10 years old or greater. A visual inspection from the ground line to the top of the pole shall be completed. All visually observable defects shall be documented and reported. These defects include but are not limited to, broken hardware and insulators, split tops, woodpecker holes, broken cross arms, fire damage, vegetation encroachment, etc. Poles are to be sounded from as high as inspector can reach to the ground line to locate pockets of decay. A bore hole shall be drilled at the ground line at a 45-degree angle to the center of the pole with an approved size drill bit to determine whether decay pockets exist in the area. If pockets are found, a Full Excavation Inspection shall be completed.

3. Partial with Visual and Sound:

A visual inspection from the ground line to the top of the pole shall be completed. All visually observable defects shall be documented and reported. These defects include, but are not limited to, broken hardware and insulators, split tops, woodpecker holes, broken cross arms, fire damage, and vegetation encroachment.

The pole shall be sounded from as high as the inspector can reach to the ground line to identify indications of internal decay. The pole shall be bored using an approved-size drill bit to identify internal decay and determine the condition of the wood. Inspection holes shall be plugged with tight-fitting treated wood or plastic plugs.

A portion of the pole below ground line shall be excavated to allow inspection for external decay or deterioration below grade without requiring excavation of the entire circumference of the pole. The excavation shall extend to a depth of approximately six inches and shall be of sufficient width to permit inspection of the exposed pole surface. The exposed portion of the pole shall be inspected for evidence of decay, rot, shell deterioration, or other defects.

If conditions identified during the Partial Excavation Inspection indicate that additional excavation is necessary to adequately determine the extent of deterioration, a Full Excavation Inspection shall be performed and documented accordingly.

4. Full Excavation Inspection:

Inspection method shall be completed when decay pockets exist on poles that are 10 years old that can be excavated. Excavation shall be to a depth of 18". Poles that cannot be excavated due to pavement, vegetable gardens, underground risers, inaccessibility, or similar reasons shall be

Lea County Electric Cooperative, Inc.

subject to a Sound and Bore Inspection (if accessible) or Visual Only Inspection (if inaccessible) as described above. A visual inspection from the ground line to the top of the pole shall be completed. All visually observable defects shall be documented and reported. These defects include, but are not limited to, broken hardware and insulators, split tops, woodpecker holes, broken cross arms, fire damage, vegetation encroachment, etc. Poles shall be sounded from as high as the inspector can reach to the ground line to locate pockets of decay. A bore hole shall be drilled at the ground line at a 45-degree angle to the center of the pole with a 3/8" drill bit or smaller to determine if decay pockets exist in the area. If pockets are found, several inspection holes will be drilled, and the sound shell thickness measured with a shell thickness indicator and the pocket size defined. Bore holes shall be plugged with tight fitting treated wood or plastic plugs.

POLE CIRCUMFERENCE

Pole Diameter	Holes Drilled
30 to 35-inches	3
36 to 49-inches	4
50 to 59-inches	5
60 inches and above	6

EXCLUSION FROM SCOPE: INTERNAL TREATMENT, PRESERVATIVE TREATMENT, AND/OR REINFORCEMENT INSTALLATION ARE NOT INCLUDED IN THE SCOPE OF SERVICES OR THE BIDDER'S PROPOSED PRICING UNLESS SPECIFICALLY AUTHORIZED BY LCEC THROUGH WRITTEN MODIFICATION.

4. Proposal Submission Requirements

Proposals must meet all mandatory requirements below to be considered responsive.

A. Executive Summary:

Provide a brief executive summary that includes:

- Company overview:
- Understanding of the project and Scope of Services; and
- High-level approach to completing the Work.

B. Business Qualifications:

Bidders shall provide:

- Legal business name and Tax Identification Number.
- Up to three (3) relevant project summaries demonstrating experience with projects of similar scope and complexity. Each summary should include the project description, approximate scope, project location, client type, contract value, completion timeline, key outcomes, and client reference information (name, title, telephone number, and email); and
- Relevant licenses or certifications.

Lea County Electric Cooperative, Inc.

C. Project Plan:

Provide a project plan describing:

- Proposed approach and methodology for completing the Scope of Services;
- Proposed project schedule and timeline;
- Key milestones and deliverables;
- Proposed staffing and supervisory approach.

D. Total Project Cost:

The Bidder shall provide a complete, all-inclusive proposed price for performance of the Scope of Services. The proposed price shall include all labor, supervision, equipment, travel, mobilization, reporting, administrative costs, and other costs necessary to complete the Work as proposed.

E. Unit Cost Detail: (Appendix I)

Provide detailed cost breakdown consistent with Appendix I.

Insurance:

The Bidder shall demonstrate its ability to meet the insurance requirements contained in the Proposed Construction and Services Agreement. Evidence of required insurance coverage shall be provided by the successful Bidder prior to execution of the Service Agreement.

F. Safety Plan:

The Bidder shall provide a copy or summary of its written safety program applicable to the services described in this RFP. The Bidder shall acknowledge its responsibility to comply with all applicable safety requirements and the safety provisions contained in the resulting Service Agreement.

G. Authorized Obligation Statement:(Appendix II)

The proposal shall include a completed and signed Authorized Obligation Statement provided as Appendix II, executed by an individual authorized to bind the Bidder. The statement includes the Bidder's acknowledgement of the requirements of this RFP and the applicable terms and conditions of the Proposed Construction and Services Agreement.

I. Bidder Information sheet (Appendix III)

The Bidder shall complete the Bidder Information Sheet provided as Appendix III.

Submission

Proposals shall be submitted electronically to the Designated Contact at RFP@lcecnecnet.com no later than the Proposal Due Date and time specified in Section 5.

Late Proposals will be considered non-responsive and will not be evaluated. The Bidder is solely responsible for ensuring that its Proposal is submitted sufficiently in advance to allow for timely delivery and receipt by LCEC. Delays associated with mail, courier services, electronic transmission, or other delivery methods do not extend the submission deadline.

Proposals shall remain valid for a period of thirty (30) days from the submission deadline.

Lea County Electric Cooperative, Inc.

5. RFP Timeline & Selection

The anticipated schedule for this solicitation is as follows:

- RFP Release Date: Monday, September 21, 2026
- Questions Due: Friday, October 09, 2026, by 5:00pm (MT)
- Responses to Questions Issued on or Before: Friday, October 16, 2026, by 5:00pm (MT)
- Proposal Due Date: Friday, October 30, 2026, by 5:00 p.m. (MT)

The Cooperative reserves the right to modify this schedule at its discretion. Any modification to the Proposal Due Date will be communicated by written addendum.

Questions Regarding Solicitation:

All questions regarding this solicitation must be submitted in writing to the Designated Contact identified in this RFP by the Questions Due Date stated above. LCEC will issue all responses to questions and clarifications through a written "Questions and Answers" document posted on LCEC's website under "Open Solicitations/Bid Opportunities." Responses provided by any other means shall not modify the requirements of this RFP.

Addenda:

LCEC reserves the right to issue written addenda to modify or supplement this solicitation. Any material modification to the requirements of this RFP will be issued by written addendum.

All addenda will be posted to LCEC's website under "Open Solicitations/Bid Opportunities." Bidders are responsible for monitoring the solicitation and reviewing all addenda issued prior to the Proposal Due Date.

All addenda issued shall become part of this solicitation and shall be incorporated into the Bidder's proposal. Receipt and acknowledgement of all addenda shall be confirmed through the signed Authorized Obligation Statement provided as Appendix II.

Selection Rights:

Lea County Electric Cooperative, Inc. reserves the right, consistent with applicable procurement requirements, to:

- Reject any or all proposals;
- Waive informalities or irregularities that do not affect the material requirement of the solicitation or provide a Bidder with an unfair competitive advantage;
- Request clarification or additional information regarding a proposal, provided such clarification does not materially alter the proposal or provide an unfair competitive advantage;
- Verify information provided in a proposal and contact references;
- Conduct discussions or negotiations as permitted under the procurement method and applicable requirements, and
- Select the responsible Bidder whose responsive proposal is determined to be most advantageous to LCEC based on the evaluation criteria established in this RFP.

Lea County Electric Cooperative, Inc.

6. Proposed Construction and Services Agreement

The successful Bidder will be required to execute a Service Agreement with LCEC prior to commencement of the Work. The applicable terms and conditions of the Service Agreement are set forth in the Proposed Construction and Services Agreement referenced in Section 4 and Appendix II of this RFP. By submitting a proposal and executing the Authorized Obligation Statement (Appendix II), the Bidder acknowledges that it has reviewed and understands the applicable terms and conditions of the Proposed Construction and Services Agreement. For purposes of this solicitation and resulting Service Agreement, Articles D.8, D.9, D.10, D.12, D.14, and Exhibit H do not apply to this project. Any requested exception to the applicable terms and conditions must be clearly identified in the Bidder's proposal. LCEC is not obligated to accept or negotiate any requested exception. A material exception may cause the proposal to be deemed non-responsive.

Following selection, LCEC will complete the successful Bidder's legal name, final agreed price, effective date, applicable project-specific information, and other administrative information in the final Service Agreement. The successful Bidder shall execute and return the final Service Agreement, together with any required supporting documentation, within (10) business days following receipt of the agreement from LCEC. Failure to execute and return the Service Agreement within the required timeframe may result in withdrawal of the award and selection of another responsive and responsible Bidder, in accordance with applicable procurement requirements.

7. Evaluation Criteria

Proposals will be evaluated using the criteria and weights identified below. Award will be given to the responsible Bidder whose responsive proposal is determined to be most advantageous to LCEC, considering price and other evaluation factors. Proposals must satisfy all mandatory submission requirements to be considered responsive. A proposal that fails to satisfy a material requirement of this RFP may be deemed non-responsive and excluded from further evaluation.

Criteria	Description	Weight
Technical Approach & Scope Compliance	Understanding of the Scope of Services; proposed inspection methodology; ability to meet technical specifications; data collection and reporting approach.	25%
Relevant Experience & Qualifications	Relevant experience with comparable wood pole inspection projects; qualifications and experience of key personnel; demonstrated past performance and references.	15%

Lea County Electric Cooperative, Inc.

Project Plan & Schedule	Feasibility and completeness of proposed project plan; staffing and supervisory approach; ability to meet the required completion schedule; clarity of milestones and deliverables.	15%
Cost & Value	Total proposed project cost; completeness and reasonableness of pricing; unit-cost detail; overall value relative to the proposed approach.	25%
Compliance & Responsiveness	Completeness of proposal; adherence to RFP submission requirements; required forms and acknowledgements; ability to meet applicable Service Agreement requirements.	15%
Other Considerations	Innovation or value-added inspection methods, technologies, data capabilities, or other proposed enhancements that provide demonstrable benefits to LCEC beyond the minimum requirements of the RFP. Consideration may include improved inspection accuracy, data quality, efficiency, reliability, or other measurable operational benefits.	5%
	TOTAL	100%

8. Bidder Submission Checklist

Bidders are encouraged to use the checklist below to ensure all required components are included in their proposal submission.

Proposals must meet all mandatory requirements below to be considered responsive. Failure to meet any requirement may result in the proposal being deemed non-responsive and not evaluated further.

A. Executive Summary

- ☐ Company overview included
- ☐ Understanding of the project and Scope of Services described
- ☐ Key personnel identified (roles + qualifications)
- ☐ High-level approach to completing the Work described

B. Business Qualifications

- ☐ Legal business name and Tax Identification Number provided
- ☐ Up to three (3) relevant project summaries provided, including required reference information
- ☐ Relevant licenses and certifications provided

Lea County Electric Cooperative, Inc.

C. Project Plan

- ☐ Proposed approach and methodology provided
- ☐ Proposed project schedule and timeline provided
- ☐ Key milestones and deliverables identified
- ☐ Proposed staffing and supervisory approach provided

D. Total Project Cost

- ☐ Complete, all-inclusive proposed project cost provided
- ☐ Proposed price includes all costs necessary to complete the Scope of Services

E. Unit Cost Detail

- ☐ Appendix I completed
- ☐ Required unit costs provided
- ☐ Notes/assumptions identified, if applicable
- ☐ Unit-cost information reconciles with Total Project Cost

F. Insurance

- ☐ Bidder confirms its ability to meet the insurance requirements contained in the Proposed Construction and Services Agreement

G. Safety Program

- ☐ Copy or summary of Bidder's written safety program provided
- ☐ Safety program is applicable to the services described in this RFP
- ☐ Bidder acknowledges responsibility for compliance with applicable safety requirements and the resulting Service Agreement

H. Authorized Obligation Statement (Appendix II)

- ☐ Appendix II completed and included with proposal
- ☐ Signed by an individual authorized to bind the Bidder
- ☐ Authorized representative's printed name, title, signature, and date provided

I. Bidder Information sheet (Appendix III)

- ☐ Appendix III completed and included with proposal

Important Note:

This checklist is provided for convenience only and does not replace or modify the requirements of this RFP. Bidders are responsible for reviewing and complying with all applicable requirements of the RFP, including its appendices, addenda, and referenced documents.

Lea County Electric Cooperative, Inc.

Appendix I: Unit Cost Detail Template

Category	Unit Cost (\$)	Notes/Assumptions
Visual Only	\$	
Visual Sound & Bore	\$	
Partial w/Visual & Sound	\$	
Sound & Bore Full Excavation	\$	
NOTE: All unit pricings shall exclude internal treatment, preservative treatment, and fumigant installation. Treatment services are not included in the Scope of Services for this project.		

Lea County Electric Cooperative, Inc.

Appendix II: Authorized Obligation Statement Template

[Bidder Name]

[Bidder Address]

[City, State, ZIP]

Date: [Insert Date]

Re: Authorized Obligation Statement for Proposal Submission

To Whom It May Concern:

I, the undersigned, hereby certify that I am an authorized representative of **[Bidder Name]**, and I possess the authority to legally bind the organization in contractual matters.

On behalf of **[Bidder Name]**, I affirm the following:

1. Review of Requirements

The Bidder acknowledges that it has reviewed, read, and understands all requirements, specifications, terms, conditions and obligations contained in this RFP, including all addenda issued prior to the Proposal Due Date, and all applicable appendices, exhibits, and referenced documents. The Bidder further acknowledges that it has reviewed the Proposed Construction and Services Agreement available at the link below and understands that, if selected for award, the Bidder will be required to execute a Service Agreement incorporating the applicable terms and conditions.

<https://www.lcecnecnet.com/sites/default/files/PpdConstServAgrmt.pdf>

For purposes of this solicitation and resulting Service Agreement, Articles D.8, D.9, D.10, D.12, D.14, and Exhibit H of the Proposed Construction and Services Agreement do not apply to this project.

2. Agreement to Comply

The Bidder agrees to comply with all applicable federal, state, and local laws, regulations, codes, and safety requirements applicable to the performance of the Work, together with the applicable requirements of this RFP and the resulting Service Agreement.

3. Commitment to Obligations

The Bidder acknowledges and accepts the applicable obligations, responsibilities, and conditions set forth in this RFP and the Proposed Construction and Services Agreement, subject to the exclusions expressly identified above, and confirms its intent to fulfill such obligations if selected for award.

This Authorized Obligation Statement is submitted as part of the Bidder's proposal and constitutes the Bidder's acknowledgement and acceptance of the matters stated herein.

Authorized Representative Signature: _____

Printed Name: _____

Title: _____

Bidder Name: _____

Date: _____

Lea County Electric Cooperative, Inc.

Appendix III: Bidder Information Sheet

Legal Company Name:

DBA (if applicable):

Address:

Primary Contact Name, Title, Phone, Email:

SAM.gov Registration Status: **ACTIVE / NOT ACTIVE** (CIRCLE ONE)

UEI Number (if applicable):

The Bidder certifies that neither the Bidder nor any of its principals is presently debarred, suspended, or otherwise excluded from participation in covered federal transactions, as reflected in the System for Award Management (SAM.gov), or any other relevant database.

Is the above statement true and correct? **YES/NO** (CIRCLE ONE)

Our business is a small business, minority businesses, women's business enterprises, or veteran-owned businesses: **YES / NO** (CIRCLE ONE)

If yes, please specify: