

Curtis "Woody" Baird
Mayor
Stephanie Southerland
City Clerk
Romy Stamps
Finance Director



CITY COUNCIL
Audrey "Buffy" Colvin
Council President
Scott Hardy
President Pro Tempore
Bobby L. Tapley
John Eric Brown
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P.O. Box 552 • Alexander City • Alabama 35011-0552 • (256) 329-6700
www.alexandercityal.gov

BID 23-18
CITY OF ALEXANDER CITY, ALABAMA
LIGHTS AND POWER DEPARTMENT
PADMOUNT TRANSFORMERS

The City of Alexander City, Alabama, is requesting bids for the purchase of various oil filled padmount transformers for use by the Alexander City Lights and Power Department, per the attached specifications. A full copy of the bid and all addendums may be obtained at [<https://alexandercityal.gov/rfps>]. Proposals must be submitted in writing to the Alexander City Clerk's office no later than **May 17th, 2023**. All proposals bid number and opening date on the outside of the envelope. Proposals must be mailed or hand delivered to the address below. No proposals will be allowed to be submitted via fax or email.

Pre-Qualifications: There are no pre-qualifications for this bid.

ADDRESS ALL RETURN ENVELOPES TO: CITY OF ALEXANDER CITY
CITY CLERK'S OFFICE
281 JAMES D NABORS DR
ALEXANDER CITY, ALABAMA 35010

BID SOLICITATION SCHEDULE

Please see Addendum "A" to this bid for the revised solicitation schedule and additional information.

Public Notice of Bid: May 3rd, 2023
Question Submission Deadline: May 11th, 2023, 5:00pm CST
Bid Due Date: May 17th, 2023 3:00pm CST
Evaluation Period: May 17th to June 2nd, 2023
Anticipated Award Date: June 5th, 2023

Contract Terms and Conditions

The City of Alexander City will publicly open and read aloud all bids on the date and time listed above. Bids are to be opened by the City Clerk at City Hall located at 281 James D Nabors Dr, Alexander City, Alabama. Bidders and authorized representatives are invited to be present at any bid opening.

Bids shall not be modified after the opening. Prices and notations should be in ink or typewritten on the form provided by the owner. All bid prices must be fully extended. Bids must conform to any attached detailed specifications to be eligible for consideration.

The start date of the contract shall begin on the date of the bid approval by the awarding authority. The anticipated award date for this contract is June 5th, 2023.

All Federal, State, and Local License and Fee requirements will be applicable.

Freight charges and fees are to be included in the bid. Delivery is to be made during the business hours of 7:00am & 3:30pm CST to the equipment yard located at 824 Railey Rd, Alexander City, AL 35010.

No sales taxes of any kind are to be included in the bid prices. The City of Alexander City will furnish tax exemption certificates when necessary.

All prices and percentages must be firm for a minimum of 60 days.

Bidder must grant the City of Alexander City a 30-day net payment terms without penalty.

Bid awards will not be official until bidder is formally notified by receipt of purchase order.

Invoices shall be submitted by email to Accounts Payable at [\[ap@alexandercityal.gov\]](mailto:ap@alexandercityal.gov) or by mail to:

City of Alexander City
Attn: Accounts Payable
PO Box 552
Alexander City, AL 35011

The City of Alexander City prefers contracts that provide a sole source responsibility for all products and services provided. If the proposer requires the use of a third-party dealer, reseller or subcontractors to provide products or services, the proposer shall list the third party to be used and address how the products or services will be delivered.

In accordance with the State of Alabama Law, a 3% variance consideration may be given to those vendors located within the City of Alexander City, City Limits and Police Jurisdiction.

By Section 41-16-5, Code of Alabama 1975, with the submittal of a RFP, the prospective vendor represents and agrees that it is not currently engaged in, nor will it engage in, any boycott of a person or entity based in or doing business with a jurisdiction with which the State of Alabama can enjoy open trade.

If the vendor employs any persons in the State of Alabama, in accordance with Section 31-13-9, Code of Alabama 1975, Proposers shall demonstrate proof of enrollment in the E-verify program by completing the enclosed E-verify affidavit, or providing some other proof of enrollment. If the proposer employs

persons (anywhere), the award of the bid is condition on the bidder not knowingly employing, hiring for employment or continuing to employ an unauthorized alien within the State of Alabama. Upon awarding of the contract where a written contract is to be signed, the contract will contain a provision whereby the bidder promises not to violate Federal Immigration Law.

Questions and Communications Regarding this Bid

All communications must be in writing, sent by email to Tracy Kendrick, Light and Power Administrator, [tracy.kendrick@alexandercityal.gov], Miles Hamlett, Purchasing Director [miles.hamlett@alexandercityal.gov], and Stephanie Southerland, Alexander City Clerk [stephanie.southerland@alexandercityal.gov]. The subject line of the email must include "Bid 23-18". All questions must be received no later than May 11th, 2023 5:00pm CST.

A running response to all vendors' questions will be provided as an addendum. The addendum can be found on the City's website at [<https://alexandercityal.gov/rfps>].

Evaluation

The award will be made to the Bidder whose proposal conforms to all conditions and requirements within the specifications of this bid. In addition, the City of Alexander City reserves the right to consider the following during the evaluation period:

- (a) Award bids by Lump Sum or individual items unless otherwise noted by bidder. NOTE: No purchase will be made on Lump Sum awards until individual unit prices are furnished.
- (b) Award the bid to the lowest or best bidder, as determined by the Owner to be in the best interest of The City of Alexander City. Life cycle/maintenance costs will be taken into consideration.
- (c) Reject any or all bids and to waive technicalities when in the opinion of the City of Alexander City the best interest of The City of Alexander City will be served.
- (d) Make null and void the purchase order with the successful bidder if delivery cannot be made at the specified time.
- (e) In accordance with the State of Alabama Law, a 3% variance consideration may be given to those vendors located within the City of Alexander City, City Limits and Police Jurisdiction.
- (f) Ability to deliver goods and services in a timely manner.
- (g) Warranty
- (h) Suitability for use by the owner.

BID 23-18
CITY OF ALEXANDER CITY, ALABAMA
LIGHTS AND POWER DEPARTMENT
PADMOUNT TRANSFORMERS

Proposer (Vendor or Contractor) Name: _____
Representative: _____
Address: _____
City: _____
State, Zip Code: _____
Phone: _____
Email: _____

Total Bid Amount \$ _____

Trade References Provided Y or N _____
(If you are a new Vendor for Alexander City, please fill out the trade reference form.)

Do all items bid meet or exceed the required specifications? ____ Y/N If no, please highlight and provide documentation detailing the reason for the deviation from the specifications.

Non-Collusion Statement: By signing this bid form the bidder certifies that this bid is made without reference to any other bid and without any agreement, understanding, collusion or combination with any other person(s) in reference to the bid.

Signature of Bidder Representative: _____

Date Signed: _____

STATE OF:

COUNTY OF:

AFFIDAVIT

Before me, the undersigned authority, personally appeared _____ (affiant) who, being by me first duly sworn, doth depose and say as follows:

I _____ (name), on behalf of _____ (business entity), and with lawful authority to act in its behalf, attest to the following from personal knowledge:

1. _____ (business entity) does not knowingly, hire for employment, or continue to employ any unauthorized aliens in the State of Alabama; and
2. _____ (business entity) is enrolled in the E-Verify Program as shown by the attached documentation; and
3. _____ (business entity) does and will utilize E-Verify Program to verify the employment status of employees and potential employees according to federal rules and regulations; and
4. _____ (business entity) shall acquire from its subcontractors notarized affidavits that they will not knowingly employ, hire for employment or continue to employ unauthorized aliens, that they will enroll in the E-Verify Program before performing any contract work or providing any product, and that they shall attach to the affidavits, documentation establishing their enrollment in E-Verify as required by Act No. 2011-535.

Signature of Affiant

I, the undersigned Notary Public, in and for said County and State, hereby certify that _____ whose name is signed to the foregoing Affidavit, and who is known to me, acknowledged before me on this date that, being informed of the contents of the above and foregoing affidavit, he/she as an officer of _____ (business entity) and with full authority, executed the same voluntarily for and as the act of said company on the day the same bears date.

Given under my hand and official seal of office this _____ day of _____, _____.

Notary Public

TRADE REFERENCE FORM

***The completion of this form is not necessary if you have been awarded contracts or conducted business with the City of Alexander City within the last five years.**

Name of Government Organization or Business: _____

Point of Contact: _____ Phone: _____

Address: _____ State: _____ Zip: _____

Scope of Project(s) Completed or Description of Item(s) Sold: _____

Name of Government Organization or Business: _____

Point of Contact: _____ Phone: _____

Address: _____ State: _____ Zip: _____

Scope of Project(s) Completed or Description of Item(s) Sold: _____

Name of Government Organization or Business: _____

Point of Contact: _____ Phone: _____

Address: _____ State: _____ Zip: _____

Scope of Project(s) Completed or Description of Item(s) Sold: _____

BID 23-18
CITY OF ALEXANDER CITY, ALABAMA
LIGHTS AND POWER DEPARTMENT
PADMOUNT TRANSFORMERS

BID FORM

A. 2 - Padmount, Oil-Filled Transformers, 3-Phase, 2500KVA, 7.2-12.47
KV//277/480 V

See attached Specifications for details.

Two (2) @ \$ _____ Each \$ _____
Total

Brand Quoted: _____

No Load Losses (Watts): _____

Load Losses (Watts): _____

Warranty Quoted (Time): _____

Delivery Quoted (Time): _____

Exceptions:

B. 5 - Padmount, Oil-Filled Transformers, 3-Phase, 150KVA, 7.2-12.47 KV//120/208 V

See attached Specifications for details.

Five(5) @ \$ _____ Each \$ _____ Total

Brand Quoted: _____

No Load Losses(Watts): _____

Load Losses(Watts): _____

Warranty Quoted (Time): _____

Delivery Quoted (Time): _____

Exceptions:

C. 2 - Padmount, Oil-Filled Transformers, 3-Phase, 75KVA, 7.2-12.47
KV//120/240 V

See attached Specifications for details.

Two (2) @ \$ _____ Each \$ _____
Total

Brand Quoted: _____

No Load Losses (Watts): _____

Load Losses (Watts): _____

Warranty Quoted (Time): _____

Delivery Quoted (Time): _____

Exceptions:

D. 1 - Padmount, Oil-Filled Transformer, 3-Phase, 750KVA, 7.2-12.47
KV//120/208 V

See attached Specifications for details.

\$ _____
Total

Brand Quoted: _____

No Load Losses (Watts): _____

Load Losses (Watts): _____

Warranty Quoted (Time): _____

Delivery Quoted (Time): _____

Exceptions:

E. 1 - Padmount, Oil-Filled Transformer, 3-Phase, 300KVA, 7.2-12.47
KV//277/480 V

See attached Specifications for details.

\$ _____
Total

Brand Quoted: _____

No Load Losses (Watts): _____

Load Losses (Watts): _____

Warranty Quoted (Time): _____

Delivery Quoted (Time): _____

Exceptions:

F. 1 - Padmount, Oil-Filled Transformers, 1-Phase, 25KVA, 7.2-12.47
KV//120/240 V

See attached Specifications for details.

One (1) @ \$ _____
Total

Brand Quoted: _____

No Load Losses (Watts): _____

Load Losses (Watts): _____

Warranty Quoted (Time): _____

Delivery Quoted (Time): _____

Exceptions:

BID 23-18
CITY OF ALEXANDER CITY, ALABAMA
LIGHTS AND POWER DEPARTMENT
PADMOUNT TRANSFORMERS

SPECIFICATIONS

Furnish the following:

- Two (2) three-phase padmount oil-filled transformers. Transformer shall be 2500 KVA, 7.2-12.47 KV/277-480 V, 3PH, 4W, Y-Y.
- Five (5) three-phase padmount oil-filled transformers. Transformers shall be 150 KVA, 7.2-12.47 KV/120-208 V, 3PH, 4W, Y-Y.
- Two (2) three-phase padmount oil-filled transformers. Transformer shall be 75 KVA, 7.2-12.47 KV/120-240 V, 3PH, 4W, Y-Delta.
- One (1) three-phase padmount oil-filled transformer. Transformer shall be 750 KVA, 7.2-12.47 KV/120-208 V, 3PH, 4W, Y-Y.
- One (1) three-phase padmount oil-filled transformer. Transformer shall be 300 KVA, 7.2-12.47 KV/277-480 V, 3PH, 4W, Y-Y.
- One (1) single-phase padmount oil-filled transformers. Transformer shall be 25 KVA, 7.2-12.47 KV/120-240 V, 1PH, 4W, Y-Delta.

The transformers shall comply with the latest applicable N.E.M.A. and A.N.S.I., and I.E.E.E. standards.

The transformers shall be compartmental type, self-cooled, tamper proof and weatherproof for mounting on a pad. There shall be a transformer tank, high voltage compartment and low voltage compartment assembled as an integral unit. There shall be no exposed screws, bolts or other fastening devices which are externally removable.

The transformers shall be of the sealed tank construction of sufficient strength to withstand a pressure of 7 psi without permanent distortion. The cover shall be welded with a tamper-proof bolted and gasketed handhold. The transformers shall remain effectively sealed for a top oil temperature range of 50 degrees C. to 105 degrees C. When required, cooling panels shall be provided on the back and sides of the tank. Lifting eyes and jacking pads will be provided.

Transformer Section shall be mineral-oil immersed, self-cooled, three-phase, 60 Hz, two-winding type with wye primary with two 2-1/2 percent KVA high-voltage taps above and below rated primary voltage. All transformers shall be furnished complete with all standard accessories and maintenance devices. Standard tests shall be made on the transformers as specified in Section 8 of ANSI Standard C57.12.00 and in ANSI Standard C57.12.90 and shall be certified in writing.

The core and coil assembly shall be wound core type with copper or aluminum windings. The assembly shall be designed to reduce losses and noise and provide adequate short-circuit strength and heat dissipation. Tank heating problems sometimes associated with wye-wye connections shall be eliminated through the use of triplex core type design, or five-legged core design. Internal leads shall be insulated, carefully trained and anchored to prevent phase-to-phase flashover. A tap changing mechanism shall be provided for accurate voltage adjustment without opening the transformer tank. The tap changing mechanism shall be externally operated and shall be for de-energized operation only. The high and low voltage compartments shall be located side-by-side separated by a steel barrier. When facing the transformer, the low voltage compartment shall be on the right. Terminal compartments shall be full height, air filled with individual doors. The high voltage door fastenings shall not be accessible until the low voltage door has been opened. The low voltage door shall have a 3-point latching mechanism with vault type handle having provisions for a single padlock. The doors shall be equipped with lift-off type stainless steel hinges and door stops to hold the doors open when working in the compartments. The front sill of the compartment shall be removable to allow the transformer to be rolled or skidded into position over conduit stubs. ANSI tank grounding provisions shall be furnished in each compartment.

The high voltage terminations and equipment shall be dead front and conform to applicable ANSI requirements. High voltage compartment shall have six (6) 200 amp bushing wells, with replaceable studs, externally clamped. Gaskets shall be made of Nitrile, Corpreme or other approved material. Limiters shall be provided to prevent over compression of the gasket. High voltage leads lengths shall allow field replacement of bushing wells without the need to access through the top hand hole cover. Supply removeable type inserts in each bushing well. The terminations and equipment shall be arranged with "feed-thru" type design. The transformer shall be furnished with three partial range under oil current limiting fuses installed in series with three Bay-O-Net fuse assemblies. The current limiting fuses shall be mounted in the immediate vicinity of the high voltage bushings and ahead of the Bay-O-Net fuses feeding the primary windings. The current limiting fuses shall be rigidly mounted to eliminate shifting of the fuses and the possibility of fuse to ground contact. The Bay-O-Net type fuses shall be expulsion type, externally replaceable with distribution hot stick without opening the transformer tank. Drip shields shall be provided below fuses.

The low voltage bushings shall be molded epoxy and provided with tin-plated copper blade type spade terminals with NEMA standard hole spacing arranged for vertical take-off, with bushing positions in a straight horizontal line. Spade, shall be 8-hole design for 750 KVA and below, 12-hole design for 1000 KVA and above. Provide additional insulated supports for each secondary spade. Wiring cabinet for transformers 1000 KVA and above shall be 24" deep. The low voltage neutral shall be insulated bushing grounded to the transformer tank by removable grounding strap. Wye-wye connected transformers shall have the high and low voltage internally tied and removable link for testing.

The transformers shall have the following features:

1. Nameplate in the low voltage compartment.
2. One-inch drain valve with sampling device.
3. One-inch upper filter press and filling plug.
4. Liquid level indication.
5. Dial type thermometer.
6. Pressure-vacuum gauge. (300 KVA & above)
7. Pressure relief valve. (300 KVA & above)
8. Pressure relief device.

All transformer enclosures shall be weatherproof and tamper proof. There shall be no exposed fastening devices such as screws or bolts which are externally removable and there shall be no opening through which sticks, rods, wire, or other foreign objects can be inserted to contact live parts.

The following pre-approved manufacturers are capable of manufacturing transformers which comply with these specifications:

ABB, Cooper, Howard, Pauwells, RTE, Square D, ERMCO

LOSS EVALUATION

1. The following information shall be furnished with the bid: Percent impedance at 85 degrees C, No-load losses expressed in watts at rated voltage at 60 Hz, and Full load losses expressed in watts at rated voltage at 60 Hz.

The losses quoted shall be average losses experienced on the production line.

A computer-generated certified test report listing impedance and actual losses for each unit by serial number shall be supplied in triplicate.

Invoice will not be approved for payment until the certified test reports are received and approved.

All losses shall be determined in accordance with the latest revision of ANSI C57.12.00 - 1973 paragraph 8.1.1 corrected to 85 degrees C.

NOTE: Failure of the bidder to supply the above information may result in rejection of bid.

2. Loss evaluation will be a factor in determining the low bidder. The following factors will be used to perform loss evaluation on the transformers:
 - No load losses will be evaluated at \$6.00 Per watt.
 - Load losses will be evaluated at \$2.00 Per watt.

Total owning cost will be the sum of the bid price and the evaluated cost.

3. If the average losses of the order of transformers exceeds the guaranteed losses, a penalty will be assessed as determined by the following:

$$\text{Penalty} = 1.1 [(\$6.00/\text{watt}) (\text{excess no load losses}) + (\$2.00/\text{watt}) (\text{excess load losses})]$$

4. Bonuses for losses less than guaranteed will not be provided.