

**Public Utility District No. 1 of Okanogan County**

**BID NO. 437-19**

**2019 Pole Mount Distribution Transformers**

**Response Deadline: March 20, 2019/ 2:00 PM PDT**

**Issuing Organization**

Public Utility District No. 1 of Okanogan County has issued this RFP, and all contacts should be made through Roy Schwilke, Purchasing/Facilities Manager at 509-422-8484.

# INVITATION TO BID

## Bid No. 437-19

NOTICE IS HEREBY GIVEN that the Public Utility District No. 1 of Okanogan County will receive sealed bids until 2:00 p.m., Wednesday March 20, 2019, at which time all bids will be publicly opened and read. This bid is for the purchase of pole mount distribution transformers for District rebuilds and for stock.

All bids must be sealed and prominently marked "Bid No. 437-19" on the outside of the envelope. The District reserves the right to reject any or all bids.

Specifications and documents regarding this Request for Proposals may be obtained by contacting Roy Schwilke at the District's Okanogan office or by phone at 509-422-8484. Documents are also available on the District's website at [www.okanoganpud.org](http://www.okanoganpud.org) and clicking on the appropriate link.

Each proposal shall be accompanied by a certified or cashier's check payable to the order of the Commissioners of Public Utility District No. 1 of Okanogan County for the sum of not less than five percent (5%) of the amount of the proposal or accompanied by a Bid Bond in an amount not less than five percent (5%) of the proposal with a corporate surety licensed to do business in the State of Washington.

This Request for Proposals shall be considered to be in conformity with RCW 54.04.070 and 54.04.080.

  
\_\_\_\_\_  
Roy Schwilke,  
Purchasing / Facilities Manager

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## PART I

### GENERAL BIDDING INFORMATION

#### I-1.0 Submission of Bid

1.1 Each bid shall be made in duplicate on the unbound copies of the forms provided. All copies shall be properly executed, all applicable blank spaces filled in, and interlineations, alterations, or erasures, if any occur, shall be formally explained over the signature of the bidder. Violations of this requirement may be cause for rejection of the bid.

1.2 Each bid shall be enclosed in a sealed envelope distinctly marked, "Bid No. 437-19", and showing the name and address of the bidder.

1.3 Each bid shall give the full business address of the bidder, including his street address if it differs from his mailing address, and shall be signed by him with his usual signature and dated. Bids by partnerships shall list the full names and addresses of all partners and shall be signed by the partnership name followed by the signature of one or more of the general partners authorized to bind the partnership. Bids by corporations shall be signed by the legal name of the corporation followed by the signature and designation of the president, secretary, or other person or persons authorized to bind the corporation in this matter. The name of each signatory shall be typed or otherwise clearly imprinted below the signature. When requested by the purchaser, satisfactory evidence of the authority by any signatory on behalf of a partnership or corporation shall be furnished.

1.4 It is the responsibility solely of the bidder to see that his bid is submitted in proper form and in ample time. Should any bidder have reasonable suspicion that their bid would not arrive in ample time, then that bidder may inquire of the District prior to opening time as to the receipt of their bid. If the bid has been postmarked at least two days preceding the closing date, then subject to District approval, the bidder may request the acceptance of their bid by fax or email. The subject late bid must then be received by the District no more than forty-eight (48) hours after closing time.

1.5 Prices shall be quoted exclusive of Federal excise taxes, and the purchaser will furnish an exemption certificate to the successful bidder if required. Price should also be quoted exclusive of the State of Washington sales tax or compensating use tax.

1.6 The purchaser reserves the right to extend the time for receiving and opening bids, provided that notice of such extension is given prior to the opening of bids to each person or firm having requested a copy of the specifications.

1.7 Each bid shall be accompanied by a certified or cashier's check payable to the order

of the Commissioners of the Public Utility District No. 1 of Okanogan County, for the sum not less than five percent (5%) of the amount of the bid or accompanied by a Bid Bond in an amount not less than five percent (5%) of the Bid with a corporate surety licensed to do business in the State of Washington. This Invitation for Bids shall be considered to be in conformity with RCW 54.04.070 and 54.04.080.

#### I-2.0 Withdrawal of Bids

2.1 The bidder may, without prejudice to himself, withdraw his bid either personally or by written request, at any time prior to the closing time for receipt of bids, but not after closing time. Negligence or mistake on the part of the bidder in preparing the bid confers no right for withdrawal of the bid after closing time for receipt of bids.

#### I-3.0 Modification of Bids

3.1 A bidder may modify his bid by written request or electronic communication any time prior to, but not after, closing time for receipt of bids, provided that the request is received at the place of opening prior to the closing time for bids, and in the case of electronic communication, provided a written confirmation thereof over the signature of the bidder is postmarked prior to said closing time and received within three (3) days after said closing time.

#### I-4.0 Award of Contract

4.1 The purchaser reserves the right to reject any or all bids or to waive any informality in bids received as the interest of the purchaser may dictate.

4.2 A Purchase Order shall be awarded to the lowest responsible bidder.

## PART II

### GENERAL SPECIFICATIONS

#### II-1.0 Purchaser

1.1 Whenever the term "purchaser", "engineer" or "District" appears in this Contract or in any related document, it shall mean the Public Utility District No. 1 of Okanogan County or its duly authorized representative.

#### II-2.0 Intent of Documents

2.1 In this Contract, including any and all supplementary documents, all provisions are intended to be mutually cooperative, and anything included in one and omitted from another shall be as binding as if called for in all. The misplacement, addition, or omission of a word or character shall not change the intent of any document from that set forth by the Contract documents as a whole. Should a question of doubt arise in respect to the intent and meaning of any part of these documents, the matter should be submitted to the purchaser for decision.

2.2 It is the intent that specifications be non-restrictive to any bidder. Any bidder believing them to be restrictive shall give written notice to the purchaser at least fifteen (15) days prior to bid date.

2.3 The District will not be bound by, nor responsible for, any other explanations or interpretations other than those given in writing. Oral instructions, interpretations, or representations shall not be binding upon the District. Correction of discrepancies or omissions, or clarifications of ambiguities, will be made only in the form of addenda to the specifications and issued simultaneously to all respective bidders.

2.4 The purchaser reserves the right to revise or amend the specifications prior to the date set for receipt of bids. Such revisions and amendments, if any, will be covered by addenda to the specifications and issued simultaneously to all prospective bidders, who are known to the District.

#### II-3.0 Evidence of Qualifications

3.1 Upon request of the District, a bidder whose bid is under consideration for the award of this Contract shall submit promptly to the District satisfactory evidence showing the bidder's financial resources, his experience in the particular type of work being bid, and his organization available for the performance of the Contract. The District may request references before or after bid opening, and such reference reports must be satisfactory to the District; otherwise, the bid may be rejected.

#### II-4.0 Discrepancies and/or Ambiguity

4.1 In case of discrepancy between written amounts and figures, the written amounts shall govern.

4.2 In case of discrepancy between unit prices and extended total, unit price shall prevail.

4.3 Should the bidder find discrepancies in or omissions from the specifications, or should the intent or meaning appear to him to be obscure or ambiguous, he should at once forward to the purchaser a written request for interpretation, clarification or correction thereof before submitting his bid. All inquiries concerning specifications and this bid invitation shall be submitted in writing to the purchaser: Public Utility District No. 1 of Okanogan County, P.O. Box 912, 1331 Second Avenue North, Okanogan, WA 98840. The bidder making such request will be solely responsible for its timely receipt. All such requests must be received not later than ten (10) days before closing time for receipt of bids. Correction of discrepancies and omission or clarifications of ambiguities will be made only in the form of addenda to the specifications and issued simultaneously to all prospective bidders, who are known to the District.

#### II-5.0 Material Packaging

5.1 All materials shall be new and, where applicable, in factory cartons, packages or pallets.

#### II-6.0 Delivery

6.1 Delivery is defined as receipt of materials that are clean and undamaged.

6.2 The material and/or equipment shall be shipped F.O.B. Public Utility District No. 1 of Okanogan County, 1331 Second Avenue North, Okanogan, WA 98840. Shipment other than above will not be acceptable.

6.3 Risk or loss of the material and/or equipment or any part thereof shall pass to the purchaser following their arrival at the delivery point for unloading of shipments. Purchaser will assist seller in submitting claims for loss or damage.

#### II-7.0 Prices and Payment

7.1 Payment will be made within thirty (30) days for delivered items after purchaser has received proper billing, and has accepted delivery and performance in writing.

II-8.0 Patent Indemnity

8.1 The Contractor hereby agrees to indemnify and save harmless the purchaser against any and all judgments, costs, damages, and expenses which may be awarded against the purchaser in any suit, action or proceeding brought against the purchaser for infringement or alleged infringement of any patent, arising out of the use by the purchaser of the machinery, equipment or materials furnished by the Contractor hereunder in the ordinary course of their use for the purpose hereunder intended or out of the processes or acts so employed by the Contractor.



**PART III-A SINGLE PHASE POLEMOUNT TRANSFORMER SPECIFICATIONS**

- 1. Conventional two-bushing overhead type distribution transformer. Single phase, 60 Hz, mineral oil immersed, automatic pressure relief. Skytone color.

KVA as requested. HV as requested. 7620/13200Y, 95 kV BIL or 14400/24940Y, 125kV BIL. LV as requested. 120/240Y, 240/480Y, or 277/480Y, 30 kV BIL.

- 2. 10kva and larger with HV of 7620/13200Y to have one (1) 10 kV lightning arrester mounted on transformer tank and direct connected with isolator. For 14400/24940Y the arrester must be an 18 kV unit.
- 3. All units to be filled with No PCB mineral oil that contains less than one part per million (1ppm) PCB contamination at time of manufacture and so stated on nameplate. No stick-on labels stating "Non-PCB" will be allowed on transformer.
- 4. Certified test reports required on each unit with minimum of no-load losses, copper losses, percent impedance, percent regulation at 1.0 PF and .8 PF. Reports must be received prior to payment of invoice. These reports are required in spreadsheet form in "Excel" or "Access" format that give nameplate information as well as the loss reports. Spreadsheet will be accepted via E-mail at [roys@okpud.org](mailto:roys@okpud.org).
- 5. Losses will be evaluated according to the formula shown below. Manufacturer shall provide the necessary information at the time of bid opening to perform the loss evaluation. This loss information should be based on 85 deg. C. using "guaranteed loss" figures; i.e., the average of the losses of the units involved shall not exceed quoted values and the losses of any individual unit shall not exceed the tolerances in Table 16, ANSI Standard C 57.12.00.

a)	No-load losses:	_____ kw x \$2800	= \$ _____
b)	Load losses:	_____ kw x *	= \$ _____
c)	Bid Price (each)		= \$ _____
d)	Total evaluated cost (a+b+c)		= \$ _____

\* For all transformers with LV-120/240Y, 120/208Y and 277/480Y use \$1,350.  
\* For all transformers with LV-240/480Y use \$940.

- 6. Units to meet all National Electric Manufacturers' Association (NEMA) and the American National Standards Institute (ANSI) standards and be complete and operational.

7. Manufacturer must warrant that the units furnished hereunder will be free of defects in material and workmanship for a period of eighteen (18) months from date of manufacture; however, if shipment occurs more than six (6) months after manufacture, the warranty period shall be twelve (12) months from date of shipment as established by District's copy of invoice or shipment receipt. Copies of warranty must be received with the proposal.
8. Award will be made to the lowest unit price (bid price) which has a total evaluated cost that is within three percent (3%) of the lowest total evaluated cost.
9. Manufacturer of units must be one of the following:

ABB	Ermco
Central Moloney	General Electric
Cooper	Howard
10. Transformers to be delivered to Okanogan County PUD Warehouse at 1331 Second Avenue North, Okanogan, WA 98840. All units must be clean and delivered in a covered van.

# PROPOSAL

**Bid No.** 437-19

**Date** \_\_\_\_\_

Public Utility District No. 1 of Okanogan County  
P. O. Box 912  
1331 Second Avenue North  
Okanogan, WA 98840

In compliance with your invitation to bid, general specifications submitted with the invitation to bid, and the specifications, the undersigned \_\_\_\_\_, hereby proposes and agrees to the following:

1. To furnish material and equipment in strict accordance with the specifications documents, and for the price set forth in this proposal.
2. Bidder's standard warranties on material, equipment and workmanship apply unless exceptions are herewith noted and copies of standard warranties will be furnished upon request.
3. That we are completely familiar with and aware of all terms and conditions of the specifications documents.
4. All prices are firm and are quoted exclusive of federal excise tax, Washington State sales tax, or compensating use tax.

Name of Firm Bidding \_\_\_\_\_

Signature \_\_\_\_\_

Name (Typed or Printed) \_\_\_\_\_

Title \_\_\_\_\_

Name of Partners \_\_\_\_\_

UBI No. \_\_\_\_\_

**BID 437-19 PROPOSAL**

**SINGLE PHASE POLE MOUNT**

<u>Item</u>	<u>Quantity</u>	<u>Description</u>		
1.	10 ea.	10 kva, 7620/13200Y – 120/240Y per Bid Specifications (Part III-A)		
		Losses:		
		No load x \$2800/kw	= \$	_____
		Load x \$1350/kw	= \$	_____
		<b>Bid price</b>	= \$	_____
		Total Evaluated Cost	= \$	_____
		Ship Date (weeks)		_____
		Manufacturer		_____
2.	10 ea.	15 kva, 7620/13200Y – 120/240Y per Bid Specifications (Part III-A)		
		Losses:		
		No load x \$2800/kw	= \$	_____
		Load x \$1350/kw	= \$	_____
		<b>Bid price</b>	= \$	_____
		Total Evaluated Cost	= \$	_____
		Ship Date (weeks)		_____
		Manufacturer		_____
3.	30 ea.	25 kva, 7620/13200Y – 120/240Y per Bid Specifications (Part III-A)		
		Losses:		
		No load x \$2800/kw	= \$	_____
		Load x \$1350/kw	= \$	_____
		<b>Bid price</b>	= \$	_____
		Total Evaluated Cost	= \$	_____
		Ship Date (weeks)		_____
		Manufacturer		_____

(Single Phase Pole Mount continued)

4. 20 ea. 37.5 kva, 7620/13200Y – 120/240Y  
per Bid Specifications (Part III-A)  
Losses:  
No load x \$2800/kw = \$ \_\_\_\_\_  
Load x \$1350/kw = \$ \_\_\_\_\_  
**Bid price** = \$ \_\_\_\_\_  
Total Evaluated Cost = \$ \_\_\_\_\_

Ship Date (weeks) \_\_\_\_\_  
Manufacturer \_\_\_\_\_

5. 5 ea. 50 kva, 7620/13200Y – 120/240Y  
per Bid Specifications (Part III-A)  
Losses:  
No load x \$2800/kw = \$ \_\_\_\_\_  
Load x \$1350/kw = \$ \_\_\_\_\_  
**Bid price** = \$ \_\_\_\_\_  
Total Evaluated Cost = \$ \_\_\_\_\_

Ship Date (weeks) \_\_\_\_\_  
Manufacturer \_\_\_\_\_

6. 2 ea. 75 kva, 7620/13200Y – 120/240Y  
per Bid Specifications (Part III-A)  
Losses:  
No load x \$2800/kw = \$ \_\_\_\_\_  
Load x \$1350/kw = \$ \_\_\_\_\_  
**Bid price** = \$ \_\_\_\_\_  
Total Evaluated Cost = \$ \_\_\_\_\_

Ship Date (weeks) \_\_\_\_\_  
Manufacturer \_\_\_\_\_

7. 10 ea. 10 kva 7620/13200Y – 240/480Y  
per Bid Specifications (Part III-A)  
Losses:  
No load x \$2800/kw = \$ \_\_\_\_\_  
Load x \$940/kw = \$ \_\_\_\_\_  
**Bid price** = \$ \_\_\_\_\_  
Total Evaluated Cost = \$ \_\_\_\_\_

Ship Date (weeks) \_\_\_\_\_  
Manufacturer \_\_\_\_\_

(Single Phase Pole Mount continued)

8. 5 ea 25 kva 7620/13200Y – 277/480Y  
per Bid Specifications (Part III-A)

Losses:

No load x \$2800/kw = \$ \_\_\_\_\_  
Load x \$1350/kw = \$ \_\_\_\_\_  
**Bid price** = \$ \_\_\_\_\_  
Total Evaluated Cost = \$ \_\_\_\_\_

Ship Date (weeks) \_\_\_\_\_  
Manufacturer \_\_\_\_\_

9. 6 ea 50 kva 7620/13200Y – 277/480Y  
per Bid Specifications (Part III-A)

Losses:

No load x \$2800/kw = \$ \_\_\_\_\_  
Load x \$1350/kw = \$ \_\_\_\_\_  
**Bid price** = \$ \_\_\_\_\_  
Total Evaluated Cost = \$ \_\_\_\_\_

Ship Date (weeks) \_\_\_\_\_  
Manufacturer \_\_\_\_\_

10. 3 ea. 37.5 kva 24940GY/14400 – 277/480Y  
per Bid Specifications (Part III-A)

Losses:

No load x \$2800/kw = \$ \_\_\_\_\_  
Load x \$1350/kw = \$ \_\_\_\_\_  
**Bid price** = \$ \_\_\_\_\_  
Total Evaluated Cost = \$ \_\_\_\_\_

Ship Date (weeks) \_\_\_\_\_  
Manufacturer \_\_\_\_\_