



December 16, 2020

Bidder:

Traverse City Light & Power (TCL&P) will receive sealed bids in the office of TCL&P, 1131 Hastings Street, Traverse City, Michigan, 49686, until **Wednesday, December 30, 2020, at 10:00AM** for the following project:

Transformer Procurement
(specifications attached)

It is the sole responsibility of the Bidder to check the website for updates and addenda prior to the bid being submitted. Updates can be found using the following link: <http://www.tclp.org/Display/Items/RFPs>. Bidder may also sign up to receive notifications when bids and RFP's are posted by sending an e-mail requesting same to stvardek@tclp.org.

TCL&P reserves the right to accept or reject any or all bids, waive irregularities, and to accept the bids either on an entire or individual basis that is in the best interest of TCL&P.

TCL&P accepts no responsibility for any expense incurred by the Bidder in the preparation and presentation of a bid. Such expenses shall be borne exclusively by the Bidder.

Only the successful Bidder will be notified. If you desire, you may call for results.

You must indicate on the outside of the sealed envelope that the bid is for the "Transformer Procurement."

You must submit **A SEALED COPY** of the bid to TCL&P prior to the above-indicated time and date or the bid will not be accepted. Alternatively, E-Mailed bids will be accepted. Please indicated in the subject line of you e-mail that you are submitted a "Sealed Bid" together with the project description, "Transformer Procurement," and submit your e-mailed bid to stvardek@tclp.org.

Please note that if you have previously submitted an informal quote, you will still need to submit a sealed bid prior to the date and time specified above in order to be considered. Please ensure that all requirements listed in the specifications are met.

Please direct ALL questions to: Kevin Bartz, Head Storekeeper, Traverse City Light & Power, at (231) 932-4556 before the bid is submitted.

PLEASE SUBMIT BID TO: Stephanie Tvardek, Scheduling & Operations Coordinator
Traverse City Light & Power
1131 Hastings Street
Traverse City, MI 49686



A. SPECIFICATIONS

1. Scope of Work

Traverse City Light & Power (TCL&P) is requesting bids for the furnishing and delivery (F.O.B. Traverse City Light & Power, Traverse City, Michigan) of single phase and three phase pad mounted transformers. Specification are listed below.

2. Specifications

The specifications listed in Attachment A outline the requirements of TCL&P for all single phase pad mounted transformers. The specifications listed in Attachment B outline the requirements of TCL&P for all 208/120V and 480/277V three phase pad mounted transformers. Any deviation from these specifications must be noted on the submitted quote.

Transformers shall be built in accordance with the latest Department of Energy Efficiency Standards.

The transformers shall be manufactured so that it will maintain the rated BIL and kVA when installed in areas subject to a defined tilt of 3 inches as measured from the edge of any horizontal surface to the edge of another.

3. Instructions to Bidders

A. All bids must be submitted on the forms provided. Complete and return ONLY the following forms:

1. Section B – Iran Economic Sanctions Act
2. Section D – Submission Form
3. Section E – Cost Sheet. Cost sheet must include unit cost, extended cost and delivery schedule.

B. The Contractor will submit all invoices directly to the Head Storekeeper for payment. All invoices must show Traverse City Light & Power as the invoiced party.

4. Shipment & Delivery

A. Provide notice of delivery to Kevin Bartz, TCL&P Head Storekeeper, (231) 932-4556 at least 24 hours ahead of delivery. Delivery will be accepted only between the hours of 8AM and 3:30PM local time. Failure to give advance delivery notification may result in delayed unloading of the equipment.

B. Transformers shall be shipped F.O.B. destination. TCL&P will not accept responsibility for equipment damaged in transit, nor be responsible for processing a claim with the carrier. TCL&P will cooperate with Supplier, Distributor and Carrier to promptly provide information and access to damaged equipment.



B. IRAN ECONOMIC SANCTIONS ACT

**Sworn and Notarized Affidavit of Compliance
Iran Economic Sanctions Act
Michigan Public Act No. 517 of 2012**

All bidders must submit the following certification statement in compliance with Public Act No. 517 of 2012 (the “Iran Economic Sanctions Act”) and attach this form to the bid. **Traverse City Light & Power shall not accept any bid that does not include this sworn and notarized certification of statement.**

The undersigned, the owner or authorized officer of _____ (the Bidder), hereby certifies, represents and warrants that the Bidder (including its officers, directors and employees) is not an “Iran linked business” within the meaning of the Iran Economic Sanctions Act, and that in the event the Bidder is awarded a contract for the Transformer Procurement, the Bidder will not become an “Iran linked business” at any time during the course of performing the work or any services under the contract.

The Bidder further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than \$250,000.00 or 2 times the amount of the contract or proposed contract for which the false certification is made, whichever is greater, the cost of Traverse City Light & Power’s investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on a Request for Proposal for 3 years from the date it is determined that the person has submitted the false certification.

BIDDER

By: _____
Its: _____
Date: _____

STATE OF _____)
COUNTY OF _____)

This instrument was acknowledged before me on the _____ day of _____, _____, by

_____ .

_____, Notary Public
_____, County, _____
My Commission Expires: _____
Acting in the County of: _____



C. BID SUMMARY

Bidder – Please complete and return

TITLE: Transformer Procurement

DUE DATE: Wednesday, December 30, 2020 at 10:00AM

Having carefully examined the specifications and any other applicable information, the bidder proposes to furnish all items necessary for and reasonably incidental to the proper completion of this bid. Bidder submits this bid and agrees that the bid may not be withdrawn for a period of thirty (30) days from the actual date of the opening of the bid.

Bidder understands and agrees, if selected as the successful bidder, to accept a Purchase Order from TCL&P and to provide proof of any required insurance.

Bidder submits this bid and agrees to meet or exceed all TCL&P's requirements and specifications unless otherwise indicated in writing and attached hereto.

Bidder understands that TCL&P reserves the right to accept any or all bids in whole or in part and to waive irregularities in any bid in the best interest of TCL&P. The bids will be evaluated and awarded on the basis of the best value to TCL&P. Criteria used will include, but not be limited to, purchase price and overall capability meeting the needs of TCL&P. TCL&P is sales tax exempt – Government.

The Bidder certifies that it is in compliance with the City of Traverse City's Nondiscrimination Policy as set forth in Administrative Order No. 47 and Chapter 605 of the City's Codified Ordinances.

The Bidder certifies that none of the following circumstances have occurred with respect to the Bidder, an officer of the Bidder, or an owner of a 25% or more share in the Bidder's business, within 3 years prior to the bid:

- a) conviction of a criminal offense incident to the application for or performance of a contract;
- b) conviction of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or any other offense which currently, seriously and directly reflects on the Bidder's business integrity;
- c) conviction under state or federal antitrust statutes;
- d) attempting to influence a public employee to breach ethical conduct standards; or
- e) conviction of a criminal offense or other violation of other state, local, or federal law, as determined by a court of competent jurisdiction or an administrative proceeding, which in



the opinion of the City indicates that the bidder is unable to perform responsibility or which reflects a lack of integrity that could negatively impact or reflect upon TCL&P, including but not limited to, any of the following offenses or violations of:

- i. The Natural Resources and Environmental Protection Act.
 - ii. A persistent and knowing violation of the Michigan Consumer Protection Act.
 - iii. Willful or persistent violations of the Michigan Occupational Health and Safety Act.
 - iv. A violation of federal, local, or state civil rights, equal rights, or non-discrimination laws, rules or regulations.
 - v. Repeated or flagrant violations of laws related to the payment of wages and fringe benefits.
- f) the loss of a license or the right to do business or practice a profession, the loss or suspension of which indicates dishonesty, a lack of integrity, or a failure or refusal to perform in accordance with the ethical standards of the business or profession in question.

Terms: Payment will be made as soon as possible after delivery/acceptance of material/equipment.

Bidder certifies that as of the date of this bid, Bidder's company or Bidder is not in arrears to TCL&P or the City of Traverse City for debt or contract and is in no way a defaulter as provided in Section 152, Chapter XVI of the Charter of the City of Traverse City.

Bidder agrees that the bid may not be withdrawn for a period of thirty (30) days from the actual date of the opening of the bid.

Please direct ALL questions to: Kevin Bartz, Head Storekeeper, Traverse City Light & Power, at (231) 932-4556



D. SUBMISSION FORM

By submitting a response to this RFP you acknowledge that TCL&P may be required from time to time to release records in its possession under the Michigan Freedom of Information Act. By submitting a response, you hereby give permission to TCL&P to release any records or materials submitted by you as TCL&P may be requested to do so as permitted by the Freedom of Information Act, MCL 15.231 et seq.

Submitted by:

_____ Signature		_____ Company Name		
_____ Name and Title (Print)		_____ Company Address		
_____ Phone	_____ Fax	_____ City,	_____ State,	_____ Zip
_____ Sole proprietorship/partnership/corporation				
_____ If corporation, state of corporation				

The Successful bidder's name shall appear as follows on any Purchase/Service Order documents:

Company Name

Purchase/Service Order documents shall be mailed to:

Attention

Street Address

City, State, Zip

Email Address



REFERENCES: (include name of organization, contact person, and daytime phone number).

1.

Name of Organization

Contact Person

Phone Number

2.

Name of Organization

Contact Person

Phone Number

3.

Name of Organization

Contact Person

Phone Number



E. COST SHEET

SINGLE PHASE, 120/240V, PAD MOUNTED TRANSFORMERS

kVA	Qty	Unit Cost	Extended Cost	Delivery Schedule
25	9			
50	8			

THREE PHASE, 120/208V, PAD MOUNTED TRANSFORMERS

kVA	Qty	Unit Cost	Extended Cost	Delivery Schedule
75	1			
150	1			
300	3			
500	2			

THREE PHASE, 480/277V, PAD MOUNTED TRANSFORMERS

kVA	Qty	Unit Cost	Extended Cost	Delivery Schedule
300	2			
500	1			



ATTACHMENT A

TRANSFORMER SPECIFICATIONS For Single Phase Pad Mounted Transformers

1. SCOPE

This Specification outlines the requirements of Traverse City Light & Power for all Single Phase Pad Mounted Transformers. Any deviation from this Specification must be noted on the submitted quote.

Transformers shall be built in accordance with the latest Department of Energy Efficiency Standards.

The transformer shall be manufactured so that it will maintain the rated BIL and kVA when installed in areas subject to a defined tilt of 3 inches as measured from the edge of any horizontal surface to the edge of another.

See Section 13 for Dimensional Requirements for Transformer Footprint and Termination Compartments.

2. CONSTRUCTION

- 2.1. Copper or Aluminum windings accepted and stated on the nameplate.
- 2.2. Designed to the latest ANSI and NEMA Standards for the requested voltages and equipment.
- 2.3. 7970 primary voltage, no primary taps will be provided.
- 2.4. Oil insulated and self-cooled designed for 65°C without sacrifice of life.
- 2.5. Dead Front with Bushing Wells and Inserts.
- 2.6. Oil fill and drain plug.
- 2.7. Loop-Feed.
- 2.8. Top cover of Transformer and Terminal Compartments shall be constructed to shed water.
- 2.9. Brackets shall be provided for stand-off parking bushings.
- 2.10. The Transformer shall have provisions for lifting.
- 2.11. Transformer tamper proof construction shall be built in full compliance with the latest version of ANSI C57.12.28 enclosure integrity requirements.



- 2.12. There shall be NO openings through which any foreign object, such as a stick or wire, can come into contact with any live parts.
- 2.13. Stainless steel door hinges and door stops on compartment doors to lock in the open position.
- 2.14. Locking device combining a captured penta-head bolt and standard padlock hasp.
- 2.15. Mini-Pads only, ANSI Type-2.

3. CONNECTIONS AND TERMINALS

- 3.1. Primary Bushing Well Inserts – 200A load break on all bushings, voltage rating – 14.4/8.3 kV.
- 3.2. Secondary:
 - 3.2.1. 5/8" or 1" stud
 - 3.2.2. Provide Jam Nuts on all Connections.

4. FUSING

- 4.1. Bayonet Fusing.
- 4.2. Must be able to be removed without removal of top or any other Transformer parts.

5. PRESSURE RELIEF DEVICE

- 5.1. Each transformer shall be equipped with a non-resettable device, which detects and provides external indication of internal transformer faults, and also incorporates pressure relief functionality.
- 5.2. Installation shall be per the specifications provided by the device manufacturer.
- 5.3. The approved device is manufactured by IFD Corporation.

6. BASIC IMPULSE INSULATION LEVELS (BIL)

- 6.1. 95kV BIL rating on the Primary.
- 6.2. 30kV BIL rating on the Secondary.

7. IMPEDANCE

- 7.1. For a kVA rating of less than 50 the percent impedance shall be between 1.5% and 2.5%.
- 7.2. For a kVA rating of 75-167 the percent impedance shall be between 1.8% and 3.0%.

8. OIL

- 8.1. PCB less than 1PPM with required paperwork.
- 8.2. Included label on Transformer that can be easily read from 30 ft. away.

9. NAMEPLATE

- 9.1. Nameplate to be located outside on the top left corner of the door with the handle.
- 9.2. Nameplate shall be made of stainless steel or anodized aluminum.
- 9.3. Nameplate is to be fastened with aluminum rivets or screws.
- 9.4. Nameplate shall state PCB less than 1 PPM.
- 9.5. The date of manufacture shall be stamped on the Nameplate.



9.6. Nameplate shall state the secondary voltage on it.

10. FINISH

- 10.1. Transformer paint must be weather resistant.
- 10.2. Transformer color shall be Standard Green.
- 10.3. The Unit shall have a moisture resistant undercoating compatible with the Transformer finish and extending 2" above its base.
- 10.4. The finish shall meet the latest version of ANSI C57.12.28 and C57.12.29.

11. LOSSES

- 11.1. Provide Guaranteed Transformer Loss information corrected to ANSI reference temperature of 85°C.

12. WARRANTY

- 12.1. Provide warranty terms and conditions.
- 12.2. Minimum of One (1) year required.

13. BASE DIMENSIONS

Transformers shall properly fit on basements as dimensioned below. The Transformer cabinet shall cover the entire opening, and the tank shall not extend past the flat surface when doing so. Fins are allowed to extend past the flat surface area.



ATTACHMENT B

TRANSFORMER SPECIFICATIONS For Three Phase Pad Mounted Transformers

1. SCOPE

This Specification outlines the requirements of Traverse City Light & Power for 208/120V and 480/277V Three Phase Pad Mounted Transformers. Any deviation from this Specification must be noted on the submitted quote.

Transformers shall be built in accordance with the latest Department of Energy Efficiency Standards.

The transformer shall be manufactured so that it will maintain the rated BIL and kVA when installed in areas subject to a defined tilt of 3 inches as measured from the edge of any horizontal surface to the edge of another.

See Section 14 for Dimensional Requirements for Transformer Footprint and Termination Compartments.

2. CONSTRUCTION

- 2.1. Copper or Aluminum windings accepted and stated on the nameplate.
- 2.2. Designed to the latest ANSI and NEMA Standards for the requested voltages and equipment.
- 2.3. 13800GrdY/7970 primary voltage with Taps 2-2.5% above and below normal HV rating.
- 2.4. Oil insulated and self-cooled designed for 65°C without sacrifice of life.
- 2.5. Dead Front with Bushing Wells and Inserts.
- 2.6. Loop-Feed
- 2.7. Upper fill plug and a lower Drain/Sample valve. Drain valve to be located in primary voltage compartment.
- 2.8. Top cover of Transformer and Terminal Compartments shall be constructed to shed water.
- 2.9. Brackets shall be provided for stand-off parking bushings.
- 2.10. The Transformer shall have provisions for lifting.



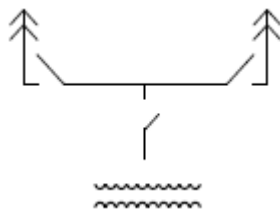
- 2.11. Transformer tamper proof construction shall be built in full compliance with the latest version of ANSI C57.12.28 enclosure integrity requirements.
- 2.12. There shall be NO openings through which any foreign object, such as a stick or wire, can come into contact with any live parts.
- 2.13. Stainless steel door hinges and door stops on compartment doors to lock in the open position.
- 2.14. Locking device combining a captured penta-head bolt and standard padlock hasp.
- 2.15. The Transformer Core shall be of the Five-Legged Design.

3. CONNECTIONS AND TERMINALS

- 3.1. Primary Bushing Well Inserts – 200A load break on all bushings, voltage rating – 14.4/8.3 kV.
- 3.2. Secondary:
 - 3.2.1. 1” – 14 threads stud
 - 3.2.2. Provide Jam Nuts on all Connections.

4. SWITCHING

- 4.1. Three sectionalizing switches with the following functions:
 - 4.1.1. Open/Close A way bushings
 - 4.1.2. Open/Close B way bushings
 - 4.1.3. On/Off transformer
- 4.2. Under oil
- 4.3. Gang operated
- 4.4. 200 A load break rating
- 4.5. Hot stick operated.
- 4.6. Located inside of primary cabinet.
- 4.7. The “ON”, “OFF”, “OPEN”, and “CLOSE” positions must be permanently labeled.



- 4.8. One-line of switches:

5. FUSING

- 5.1. Bayonet Fusing.
- 5.2. Must be able to be removed without removal of top or any other Transformer parts.
- 5.3. The Bayonet Fuse will be able to be removed without Voltage on the holder when the switch is in the “OFF” position.



6. PRESSURE RELIEF DEVICE

- 6.1. Each transformer shall be equipped with a non-resettable device, which detects and provides external indication of internal transformer faults, and also incorporates pressure relief functionality.
- 6.2. Installation shall be per the specifications provided by the device manufacturer.
- 6.3. The approved device is manufactured by IFD Corporation.

7. BASIC IMPULSE INSULATION LEVELS (BIL)

- 7.1. 95kV BIL rating on the Primary.
- 7.2. 30kV BIL rating on the Secondary.

8. IMPEDANCE

- 8.1. For a kVA rating of 75-500 the percent impedance shall be between 2.0% and 3.0%.
- 8.2. For a kVA rating of 750-2500 the percent impedance shall be limited to 5.75%.

9. OIL

- 9.1. PCB less than 1PPM with required paperwork.
- 9.2. Included label on Transformer that can be easily read from 30 ft. away.

10. NAMEPLATE

- 10.1. Nameplate to be located outside on the top left corner of the door with the handle.
- 10.2. Nameplate shall be made of stainless steel or anodized aluminum.
- 10.3. Nameplate is to be fastened with aluminum rivets or screws.
- 10.4. Nameplate shall state PCB less than 1 PPM.
- 10.5. The date of manufacture shall be stamped on the Nameplate.
- 10.6. Nameplate shall state the secondary voltage on it.

11. FINISH

- 11.1. Transformer paint must be weather resistant.
- 11.2. Transformer color shall be Standard Green.
- 11.3. The Unit shall have a moisture resistant undercoating compatible with the Transformer finish and extending 2" above its base.
- 11.4. The finish shall meet the latest version of ANSI C57.12.28 and C57.12.29.

12. LOSSES

- 12.1. Provide Guaranteed Transformer Loss information corrected to ANSI reference temperature of 85°C.

13. WARRANTY

- 13.1. Provide warranty terms and conditions.



13.2. Minimum of One (1) year required.

14. BASE DIMENSIONS

Transformers shall properly fit on basements as dimensioned below. The Transformer cabinet shall cover the entire opening, and the tank shall not extend past the flat surface when doing so. Fins are allowed to extend past the flat surface area.

75-500 kVA

REVISIONS			
REV.	DESCRIPTION	DATE	APPROVED
REL-01		8/1/2007	
REL-02	Changed from 3/4 Plywood and 2x4's	8/22/2007	P.J.W.

PROPRIETARY AND CONFIDENTIAL

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Customer Name: N/A			MATERIAL	
DIMENSIONS ARE IN INCHES			TOLERANCES: ANGLES ± 1°	
FRACTIONAL ± 1/2			ONE PLACE DECIMAL ± .060	
TWO PLACE DECIMAL ± .030			THREE PLACE DECIMAL ± .015	
DRAWN	P.J.W.	08/01/07	TITLE	ITEM ID: 01560.00
CHECKED			SCALE: 1/24	REV: REL-02
			SHEET 1 OF 1	

NOTE:
Modified from GS-69-47-36RT Mold

Nordic Fiberglass, Inc.
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GS-69-47-18RT-MG-56x16



750+ kVA

