



CITY OF AUSTIN, TEXAS
Purchasing Office
INVITATION FOR BID (IFB)
OFFER SHEET

SOLICITATION NO: GGU0147

COMMODITY/SERVICE DESCRIPTION: VACUUM INTERRUPTER SWITCHES ANNUAL PRICE AGREEMENT

DATE ISSUED: JUNE 29, 2015

PRE-BID CONFERENCE TIME AND DATE: N/A

REQUISITION NO.: RQM-1100-15033000256

LOCATION: N/A

COMMODITY CODE: 28579

BID DUE PRIOR TO: 2:00 PM ON JULY 21, 2015

FOR CONTRACTUAL AND TECHNICAL ISSUES CONTACT THE FOLLOWING AUTHORIZED CONTACT PERSON:

BID OPENING TIME AND DATE: 2:15 PM ON JULY 21, 2015

GABRIEL GUERRERO

LOCATION: MUNICIPAL BUILDING, 124 W 8th STREET
RM 308, AUSTIN, TEXAS 78701

BUYER II

Phone: (512) 322-6060

E-Mail: gabriel.guerrero@austinenergy.com

LIVE BID OPENING ONLINE:

For information on how to attend the Bid Opening online, please select this link:

<http://www.austintexas.gov/department/bid-opening-webinars>

When submitting a sealed Offer and/or Compliance Plan, use the proper address for the type of service desired, as shown below:

Address for US Mail (Only)	Address for Fedex, UPS, Hand Delivery or Courier Service
City of Austin	City of Austin, Municipal Building
Purchasing Office-Response Enclosed for Solicitation # IFB GGU0147	Purchasing Office-Response Enclosed for Solicitation # IFB GGU0147
P.O. Box 1088	124 W 8 th Street, Rm 308
Austin, Texas 78767-8845	Austin, Texas 78701
	Reception Phone: (512) 974-2500

NOTE: Offers must be received and time stamped in the Purchasing Office prior to the Due Date and Time. It is the responsibility of the Offeror to ensure that their Offer arrives at the receptionist's desk in the Purchasing Office prior to the time and date indicated. Arrival at the City's mailroom, mail terminal, or post office box will not constitute the Offer arriving on time. See Section 0200 for additional solicitation instructions.

All Offers (including Compliance Plans) that are not submitted in a sealed envelope or container will not be considered.

The Vendor agrees, if this Offer is accepted within 120 calendar days after the Due Date, to fully comply in strict accordance with the Solicitation, specifications and provisions attached thereto for the amounts shown on the accompanying Offer.

SUBMIT 1 ORIGINAL AND 2 COPIES OF YOUR RESPONSE

*****SIGNATURE FOR SUBMITTAL REQUIRED ON PAGE 3 OF THIS DOCUMENT*****

This solicitation is comprised of the following required sections. Please ensure to carefully read each section including those incorporated by reference. By signing this document, you are agreeing to all the items contained herein and will be bound to all terms.

SECTION NO.	TITLE	PAGES
0100	STANDARD PURCHASE DEFINITIONS	*
0200	STANDARD SOLICITATION INSTRUCTIONS	*
0300	STANDARD PURCHASE TERMS AND CONDITIONS	*
0400	SUPPLEMENTAL PURCHASE PROVISIONS	7
0500	SPECIFICATION E-1669 INCLUDING COVER AND BLANK PAGES	7
0600	BID SHEET – Must be completed and returned with Offer	1
0605	LOCAL BUSINESS PRESENCE IDENTIFICATION FORM – Complete & return	1
0700	REFERENCE SHEET – Complete and return if required	2
0800	NON-DISCRIMINATION CERTIFICATION	*
0805	NON-SUSPENSION OR DEBARMENT CERTIFICATION	*
0810	NON-COLLUSION, NON-CONFLICT OF INTEREST, AND ANTI-LOBBYING CERTIFICATION	*
0835	NONRESIDENT BIDDER PROVISIONS – Complete and return	1

*** Documents are hereby incorporated into this Solicitation by reference, with the same force and effect as if they were incorporated in full text. The full text versions of these Sections are available, on the Internet at the following online address:**

http://www.austintexas.gov/financeonline/vendor_connection/index.cfm#STANDARDBIDDOCUMENTS

If you do not have access to the Internet, you may obtain a copy of these Sections from the City of Austin Purchasing Office located in the Municipal Building, 124 West 8th Street, Room #308 Austin, Texas 78701; phone (512) 974-2500. Please have the Solicitation number available so that the staff can select the proper documents. These documents can be mailed, expressed mailed, or faxed to you.

I agree to abide by the City’s MBE/WBE Procurement Program Ordinance and Rules. In cases where the City has established that there are no M/WBE subcontracting goals for a solicitation, I agree that by submitting this offer my firm is completing all the work for the project and not subcontracting any portion. If any service is needed to perform the contract that my firm does not perform with its own workforce or supplies, I agree to contact the Small and Minority Business Resources Department (SMBR) at (512) 974-7600 to obtain a list of MBE and WBE firms available to perform the service and am including the completed No Goals Utilization Plan with my submittal. This form can be found Under the Standard Bid Document Tab on the Vendor Connection Website:

http://www.austintexas.gov/financeonline/vendor_connection/index.cfm#STANDARDBIDDOCUMENTS

If I am awarded the contract I agree to continue complying with the City's MBE/WBE Procurement Program Ordinance and Rules including contacting SMBR if any subcontracting is later identified.

The undersigned, by his/her signature, represents that he/she is submitting a binding offer and is authorized to bind the respondent to fully comply with the solicitation document contained herein. The Respondent, by submitting and signing below, acknowledges that he/she has received and read the entire document packet sections defined above including all documents incorporated by reference, and agrees to be bound by the terms therein.

Company Name: _____

Company Address: _____

City, State, Zip: _____

Federal Tax ID No. _____

Printed Name of Officer or Authorized Representative: _____

Title: _____

Signature of Officer or Authorized Representative: _____

Date: _____

Email Address: _____

Phone Number: _____

*** Completed Bid Sheet, section 0600 must be submitted with this Offer Sheet to be considered for award**

Section 0605: Local Business Presence Identification

A firm (Offeror or Subcontractor) is considered to have a Local Business Presence if the firm is headquartered in the Austin Corporate City Limits, or has a branch office located in the Austin Corporate City Limits in operation for the last five (5) years. The City defines headquarters as the administrative center where most of the important functions and full responsibility for managing and coordinating the business activities of the firm are located. The City defines branch office as a smaller, remotely located office that is separate from a firm's headquarters that offers the services requested and required under this solicitation.

OFFEROR MUST SUBMIT THE FOLLOWING INFORMATION FOR EACH LOCAL BUSINESS (INCLUDING THE OFFEROR, IF APPLICABLE) TO BE CONSIDERED FOR LOCAL PRESENCE.

NOTE: ALL FIRMS MUST BE IDENTIFIED ON THE MBE/WBE COMPLIANCE PLAN OR NO GOALS UTILIZATION PLAN.

USE ADDITIONAL PAGES AS NECESSARY

OFFEROR:

Name of Local Firm						
Physical Address						
Is Firm located in the Corporate City Limits? (circle one)	Yes			No		
In business at this location for past 5 yrs?	Yes			No		
Location Type:	Headquarters	Yes	No	Branch	Yes	No

SUBCONTRACTOR(S):

Name of Local Firm						
Physical Address						
Is Firm located in the Corporate City Limits? (circle one)	Yes			No		
In business at this location for past 5 yrs?	Yes			No		
Location Type:	Headquarters	Yes	No	Branch	Yes	No

SUBCONTRACTOR(S):

Name of Local Firm						
Physical Address						
Is Firm located in the Corporate City Limits? (circle one)	Yes			No		
In business at this location for past 5 yrs.?	Yes			No		
Location Type:	Headquarters	Yes	No	Branch	Yes	No

Section 0700: Reference Sheet

Please include the following information:

Responding Company Name _____

1. Company's Name _____
Name and Title of Contact _____
Present Address _____
City, State, Zip Code _____
Telephone Number (____)_____ Fax Number (____)_____
Email Address _____

2. Company's Name _____
Name and Title of Contact _____
Present Address _____
City, State, Zip Code _____
Telephone Number (____)_____ Fax Number (____)_____
Email Address _____

3. Company's Name _____
Name and Title of Contact _____
Present Address _____
City, State, Zip Code _____
Telephone Number (____)_____ Fax Number (____)_____
Email Address _____

4. Company's Name _____
Name and Title of Contact _____
Present Address _____
City, State, Zip Code _____
Telephone Number (____)_____ Fax Number (____)_____
Email Address _____

5. Company's Name _____
Name and Title of Contact _____
Present Address _____
City, State, Zip Code _____
Telephone Number (____)_____ Fax Number (____)_____
Email Address _____

Section 0835: Non-Resident Bidder Provisions

Company Name _____

- A. Bidder must answer the following questions in accordance with Vernon's Texas Statutes and Codes Annotated Government Code 2252.002, as amended:

Is the Bidder that is making and submitting this Bid a "Resident Bidder" or a "non-resident Bidder"?

Answer: _____

- (1) Texas Resident Bidder- A Bidder whose principle place of business is in Texas and includes a Contractor whose ultimate parent company or majority owner has its principal place of business in Texas.
- (2) Nonresident Bidder- A Bidder who is not a Texas Resident Bidder.

- B. If the Bidder id a "Nonresident Bidder" does the state, in which the Nonresident Bidder's principal place of business is located, have a law requiring a Nonresident Bidder of that state to bid a certain amount or percentage under the Bid of a Resident Bidder of that state in order for the nonresident Bidder of that state to be awarded a Contract on such bid in said state?

Answer: _____ Which State: _____

- C. If the answer to Question B is "yes", then what amount or percentage must a Texas Resident Bidder bid under the bid price of a Resident Bidder of that state in order to be awarded a Contract on such bid in said state?

Answer: _____

**CITY OF AUSTIN
PURCHASING OFFICE
SUPPLEMENTAL PURCHASE PROVISIONS (IFB GGU0147)**

The following Supplemental Purchasing Provisions apply to this solicitation:

1. **EXPLANATIONS OR CLARIFICATIONS:** (reference paragraph 5 in Section 0200)

All requests for explanations or clarifications must be submitted in writing to the Purchasing Office not later than (5) calendar days prior to bid opening. Submissions may be made via e-mail to: gabriel.guerrero@austinenergy.com or via fax at (512) 322-6580.

2. **INSURANCE:** Insurance is required for this solicitation.

A. **General Requirements:** See Section 0300, Standard Purchase Terms and Conditions, paragraph 32, entitled Insurance, for general insurance requirements.

- i. The Contractor shall provide a Certificate of Insurance as verification of coverages required below to the City at the below address prior to contract execution and within 14 calendar days after written request from the City. Failure to provide the required Certificate of Insurance may subject the Offer to disqualification from consideration for award
- ii. The Contractor shall not commence work until the required insurance is obtained and until such insurance has been reviewed by the City. Approval of insurance by the City shall not relieve or decrease the liability of the Contractor hereunder and shall not be construed to be a limitation of liability on the part of the Contractor.
- iii. The Contractor must also forward a Certificate of Insurance to the City whenever a previously identified policy period has expired, or an extension option or holdover period is exercised, as verification of continuing coverage.
- iv. The Certificate of Insurance, and updates, shall be mailed to the following address:

City of Austin Purchasing Office
Attn: [Gabriel Guerrero \(All City Contracts\)](mailto:gabriel.guerrero@austinenergy.com)
721 Barton Springs Road
Austin, Texas 78704

B. **Specific Coverage Requirements:** The Contractor shall at a minimum carry insurance in the types and amounts indicated below for the duration of the Contract, including extension options and hold over periods, and during any warranty period. These insurance coverages are required minimums and are not intended to limit the responsibility or liability of the Contractor.

- i. **Worker's Compensation and Employers' Liability Insurance:** Coverage shall be consistent with statutory benefits outlined in the Texas Worker's Compensation Act (Section 401). The minimum policy limits for Employer's Liability are \$100,000 bodily injury each accident, \$500,000 bodily injury by disease policy limit and \$100,000 bodily injury by disease each employee.
 - (1) The Contractor's policy shall apply to the State of Texas and include these endorsements in favor of the City of Austin:
 - (a) Waiver of Subrogation, Form WC420304, or equivalent coverage
 - (b) Thirty (30) days Notice of Cancellation, Form WC420601, or equivalent coverage
- ii. **Commercial General Liability Insurance:** The minimum bodily injury and property damage per occurrence are \$500,000 for coverages A (Bodily Injury and Property Damage) and B (Personal and Advertising Injury).
 - (1) The policy shall contain the following provisions:
 - (a) Contractual liability coverage for liability assumed under the Contract and all other Contracts related to the project.
 - (b) Contractor/Subcontracted Work.
 - (c) Products/Completed Operations Liability for the duration of the warranty period.
 - (d) If the project involves digging or drilling provisions must be included that provide Explosion, Collapse, and/or Underground Coverage.

**CITY OF AUSTIN
PURCHASING OFFICE
SUPPLEMENTAL PURCHASE PROVISIONS (IFB GGU0147)**

- (2) The policy shall also include these endorsements in favor of the City of Austin:
 - (a) Waiver of Subrogation, Endorsement CG 2404, or equivalent coverage
 - (b) Thirty (30) days Notice of Cancellation, Endorsement CG 0205, or equivalent coverage
 - (c) The City of Austin listed as an additional insured, Endorsement CG 2010, or equivalent coverage
- iii. **Business Automobile Liability Insurance:** The Contractor shall provide coverage for all owned, non-owned and hired vehicles with a minimum combined single limit of \$500,000 per occurrence for bodily injury and property damage. Alternate acceptable limits are \$250,000 bodily injury per person, \$500,000 bodily injury per occurrence and at least \$100,000 property damage liability per accident.
 - (1) The policy shall include these endorsements in favor of the City of Austin:
 - (a) Waiver of Subrogation, Endorsement CA0444, or equivalent coverage
 - (b) Thirty (30) days Notice of Cancellation, Endorsement CA0244, or equivalent coverage
 - (c) The City of Austin listed as an additional insured, Endorsement CA2048, or equivalent coverage.

C. **Endorsements:** The specific insurance coverage endorsements specified above, or their equivalents must be provided. In the event that endorsements, which are the equivalent of the required coverage, are proposed to be substituted for the required coverage, copies of the equivalent endorsements must be provided for the City's review and approval.

3. **TERM OF CONTRACT:**

- A. The Contract shall be in effect for an initial term of twenty-four (24) months and may be extended thereafter for up to three (3) additional twelve (12) month periods, subject to the approval of the Contractor and the City Purchasing Officer or his designee.
- B. Upon expiration of the initial term, the Contractor agrees to hold over under the terms and conditions of this agreement for such a period of time as is reasonably necessary to re-solicit and/or complete the project (not to exceed 120 days unless mutually agreed on in writing).
- C. Upon written notice to the Contractor from the City's Purchasing Officer or his designee and acceptance of the Contractor, the term of this contract shall be extended on the same terms and conditions for an additional period as indicated in paragraph A above.
- D. Prices are firm and fixed for the first twelve (12) months. Thereafter, price changes are subject to the Economic Price Adjustment provisions of this Contract.

4. **QUANTITIES:** The quantities listed herein are estimates for the period of the Contract. The City reserves the right to purchase more or less of these quantities as may be required during the Contract term. Quantities will be as needed and specified by the City for each order. Unless specified in the solicitation, there are no minimum order quantities.

5. **DELIVERY REQUIREMENTS:** Delivery sites shall include but are not limited to:

Delivery Locations:	Receiving Hours:
City of Austin - Austin Energy St. Elmo Service Center 4411 B Meinardus Dr., Bldg. W Austin, TX 78744	Monday through Thursday Hours: 7:00 am to 3:00 pm

**CITY OF AUSTIN
PURCHASING OFFICE
SUPPLEMENTAL PURCHASE PROVISIONS (IFB GGU0147)**

- A. Delivery is to be made within the delivery time specified by the awarded contractor's bid sheet after the order is placed in writing. All orders must be shipped complete unless arrangements for partial shipments are made in advance.
- B. The Contractor shall provide, with each delivery, a Shipping or Delivery Ticket showing the description of each item, quantity, and unit price.
- C. The Contractor shall confirm the quantity to be shipped on all orders within two (2) hours of notification by phone from the City.
- D. Unless requested by the City, deliveries shall not be made on City-recognized legal holidays (see paragraph 51 in Section 0300).

6. DELIVERY PERFORMANCE:

- A. The City will monitor Vendor's delivery performance by noting and recording Vendors' order receipt dates ("Receipt Date"), and comparing them with Vendor quoted delivery dates ("Delivery Date") in accordance with the information provided at the time of order or the requirements of this Contract; this information will be compiled quarterly into a report ("Report"). The City will monitor Vendor's delivery performance at random and provide a formal Report to the Vendor at the end of each calendar quarter ("Vendor Performance Review").
- B. Each order will be scored as follows: The sum of the:

$$\frac{\text{Number of orders received on time}}{\text{Total number of orders received}} = \% \text{ On-Time (" \% On-Time")}$$

For this proposed Contract the Goal shall be 95% On-Time. For example: if, during the month of July, 72 orders were received on-time, and 2 other orders were delivered late then the % On-Time is the quotient of the number of orders delivered on-time divided by the total number of orders delivered. In this example the Goal is 95%. The math is: 72 (orders delivered on-time)/(72 + (2 orders delivered late) = 74 total orders delivered), or 72/74 equals 97%. Since 97% is greater than this example's Goal of 95%, this month's deliveries meet the Contract Requirements.

- C. Request for correction. Vendor may request a correction to a Report based on a perceived discrepancy in an/multiple order(s). Such requests must be issued in writing within (7) seven calendar days after email release to Vendor of the most recent Vendor Performance Review. The request shall include credible documentation, such as a proof of delivery, substantiating Vendor's claims. Correction requests should be emailed to the person listed as the Contract Manager named in these 0400s and may be copied to the Buyer and or the person who sent or presented the Vendor Performance Review. City will review and make corrections to the Report as appropriate.

7. INVOICES and PAYMENT: (reference paragraphs 12 and 13 in Section 0300)

- A. Invoices shall contain a unique invoice number and the information required in Section 0300, paragraph 12, entitled "Invoices." Invoices received without all required information cannot be processed and will be returned to the vendor.

Invoices shall be mailed to the below address:

**CITY OF AUSTIN
PURCHASING OFFICE
SUPPLEMENTAL PURCHASE PROVISIONS (IFB GGU0147)**

	City of Austin
Department	Austin Energy
Attn:	Payment Section
Address	P.O. Box 3546
City, State Zip Code	Austin, TX 78764

- B. The Contractor agrees to accept payment by check or Electronic Funds Transfer (EFT) for all goods and/or services provided under the Contract.

8. MATERIALS SPECIFICATIONS/DESCRIPTIVE LITERATURE:

- A. If a solicitation refers to a Qualified Products List (QPL), Standard Products List (SPL) or a manufacturer's name and product, any Offeror offering products not referenced in the solicitation should submit as part of their Offer materials specifications/descriptive literature for the non-referenced product. Materials specifications/descriptive literature should be identified to show the item(s) in the Offer to which it applies.
- B. Materials specifications/descriptive literature are defined as product manufacturer's catalog pages, "cut sheets" applicable tests results, or related detailed documents that specify material construction, performance parameters, and any industrial standards that are applicable such as ANSI, ASTM, ASME, SAE, NFPA, NBS, EIA, ESL, and NSA. The submitted materials specifications/descriptive literature must include the manufacturer's name and product number of the product being offered.
- C. The failure of the materials specifications/descriptive literature to show that the product offered conforms to the requirements of the Solicitation shall result in rejection of the Offer.
- D. Failure to submit the materials specifications/descriptive literature as part of the Offer may subject the Offer to disqualification from consideration for award.

9. SAMPLES – QUALIFIED PRODUCTS LIST (QPL) and/or STANDARD PRODUCTS LIST (SPL):

- A. The Offeror should submit a sample of all proposed "equal" non-QPL and/or non-SPL products included in the Offer. The City reserves the right to test any "equal" non-QPL and/or non-SPL product that is offered prior to determination of award. If the amount of time required for testing exceeds ten (10) calendar days from the date of receipt of the sample, the City may award to Offerors with pretested products. The product will still be tested and if it meets specifications, will be added to the QPL and or SPL for future Solicitations.
- B. Send samples to the City at the following address:

City of Austin	
Department	Austin Energy – St. Elmo Service Center
Address	4411 B Meinardus Dr., Bldg. W
City, State Zip Code	Austin, TX 78744
Attn:	Michael Pittman

- C. Products that are not pretested must be available within ten (10) calendar days after notification from the City for testing and evaluation.

**CITY OF AUSTIN
PURCHASING OFFICE
SUPPLEMENTAL PURCHASE PROVISIONS (IFB GGU0147)**

- D. All products (except brand-name) provided to the City under this Solicitation will be evaluated or tested and must meet all requirements of the specification, regardless of whether or not all requirements are to be evaluated or tested.
- E. Samples will be provided at no cost to the City, will be retained by the City, and may be used in assuring compliance with materials specifications after award. Failure to supply samples when requested shall subject the Offer to disqualification from consideration for award.

10. **HAZARDOUS MATERIALS:**

- A. If this Solicitation involves hazardous materials, the Offeror should furnish with the Offer Material Safety Data Sheets (MSDS), (OSHA Form 20), on all chemicals and hazardous materials specifying the generic and trade name of product, product specification, and full hazard information including receiving and storage hazards. Instructions, special equipment needed for handling, information on approved containers, and instructions for the disposal of the material are also required.
- B. Failure to submit the MSDS as part of the Offer may subject the Offer to disqualification from consideration for award.
- C. The MSDS, instructions and information required in paragraph "A" should be included with each shipment under the contract.

11. **ECONOMIC PRICE ADJUSTMENT:**

- A. **Price Adjustments:** Prices shown in this Contract shall remain firm for the first twelve (12) months period of the Contract. After that, in recognition of the potential for fluctuation of the Contractor's cost, a price adjustment (increase or decrease) may be requested by either the City or the Contractor on the anniversary date of the Contract or as may otherwise be specified herein. The percentage change between the contract price and the requested price shall not exceed the percentage change between the specified index in effect on the date the solicitation closed and the most recent, non-preliminary data at the time the price adjustment is requested. The requested price adjustment shall not exceed ten percent (10%) for any single line item and in no event shall the total amount of the contract be automatically adjusted as a result of the change in one or more line items made pursuant to this provision. Prices for products or services unaffected by verifiable cost trends shall not be subject to adjustment.
- B. **Effective Date:** Approved price adjustments will go into effect on the first day of the upcoming renewal period or anniversary date of contract award and remain in effect until contract expiration unless changed by subsequent amendment.
- C. **Adjustments:** A request for price adjustment must be made in writing and submitted to the other Party prior to the yearly anniversary date of the Contract; adjustments may only be considered at that time unless otherwise specified herein. Requested adjustments must be solely for the purpose of accommodating changes in the Contractor's direct costs. Contractor shall provide an updated price listing once agreed to adjustment(s) have been approved by the parties.
- D. **Indexes:** In most cases an index from the Bureau of Labor Standards (BLS) will be utilized; however, if there is more appropriate, industry recognized standard then that index may be selected.
 - i. The following definitions apply:
 - (1) **Base Period:** Month and year of the original contracted price (the solicitation close date).
 - (2) **Base Price:** Initial price quoted, proposed and/or contracted per unit of measure.
 - (3) **Adjusted Price:** Base Price after it has been adjusted in accordance with the applicable index change and instructions provided.

**CITY OF AUSTIN
PURCHASING OFFICE
SUPPLEMENTAL PURCHASE PROVISIONS (IFB GGU0147)**

- (4) **Change Factor:** The multiplier utilized to adjust the Base Price to the Adjusted Price.
- (5) **Weight %:** The percent of the Base Price subject to adjustment based on an index change.
- ii. **Adjustment-Request Review:** Each adjustment-request received will be reviewed and compared to changes in the index(es) identified below. Where applicable:
 - (1) Utilize final Compilation data instead of Preliminary data
 - (2) If the referenced index is no longer available shift up to the next higher category index.
- iii. **Index Identification:** Complete table as they may apply.

Weight % or \$ of Base Price: 100%	
Database Name: Producer Price Index Industry Data	
Series ID: WPU117822	
<input checked="" type="checkbox"/> Not Seasonally Adjusted	<input type="checkbox"/> Seasonally Adjusted
Geographical Area: All	
Description of Series ID: Machinery and Equipment/Switches, Mechanical, for Electronic Circuitry	
This Index shall apply to the following items of the Bid Sheet / Cost Proposal: All	

E. **Calculation:** Price adjustment will be calculated as follows:

Single Index: Adjust the Base Price by the same factor calculated for the index change.

Index at time of calculation
Divided by index on solicitation close date
Equals Change Factor
Multiplied by the Base Rate
Equals the Adjusted Price

F. If the requested adjustment is not supported by the referenced index, the City, at its sole discretion, may consider approving an adjustment on fully documented market increases.

12. **WARRANTY**

Warranty period shall be at least one (1) year from the energization or eighteen (18) months from the date of acceptance of the material. All other terms of the Warranty as stated in the Standard Purchase Terms and Conditions (Section 0300, paragraph 21) shall remain the same.

13. **CONTRACT MANAGER:** The following person is designated as Contract Manager, and will act as the contact point between the City and the Contractor during the term of the Contract:

Chet S Oszust Jr.
 Contract Compliance Specialist Senior

 Austin Energy, Materials Management Section
 Town Lake Center, Room (400.1.42)

 721 Barton Springs Road
 Austin, TX 78704

 Phone Number: 512-322-6391
 Fax Number: 512-322-6390
 Email Address: chester.oszust@austinenergy.com

**CITY OF AUSTIN
PURCHASING OFFICE
SUPPLEMENTAL PURCHASE PROVISIONS (IFB GGU0147)**

*Note: The above listed Contract Manager is not the authorized Contact Person for purposes of the **NON-COLLUSION, NON-CONFLICT OF INTEREST, AND ANTI-LOBBYING Provision** of this Section; and therefore, contact with the Contract Manager is prohibited during the no contact period.

CITY OF AUSTIN - AUSTIN ENERGY

PURCHASE SPECIFICATION

SWITCH, VACUUM INTERRUPTER, NETWORK, SOLID

DIELECTRIC INSULATED, 38 KV, 600 A

DATE	PREPARED BY	ISSUANCE/REVISION	APPROVAL PROCESS SUPV. / MANAGER
02/07/95	David Baker	Issuance	_____
11/30/05	David Baker Ted Schoenberg	Revision	_____
05/21/15	Daniel McReynolds	Revision	_____

<i>REASON FOR REVISION</i>	<i>AFFECTED PARAGRAPHS</i>
Original Issue	New Document
Change to Solid Dielectric	All
Update submittal language – 5/21/15	

This specification, until rescinded, shall apply to each future purchase and contract for the commodity described herein. Retain for future reference.

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CITY OF AUSTIN - AUSTIN ENERGY
PURCHASE SPECIFICATION
FOR
SWITCH, VACUUM INTERRUPTER, SOLID
DIELECTRIC INSULATED, 38 KV, 600 A

1.0 SCOPE AND CLASSIFICATION

1.1 Scope

1.1.1 Austin Energy (AE) requires a qualified Supplier to provide a 600-Ampere, 38 kV, solid dielectric insulated, fully submersible, motor operated, vacuum fault interrupter switch for use in the Downtown Network system.

1.1.2 The Manufacturer of this switch shall have a minimum of five (5) years experience in the manufacture of vacuum switches at 15 kV to 38 kV.

1.2 Classification

The switch will be used as a load and fault interrupter on a 34.5 kV system.

2.0 APPLICABLE SPECIFICATIONS

Unless otherwise stated in this specification, switches furnished under this specification shall be designed, built, and tested per the latest editions of the following

- 2.1 ANSI/IEEE C37.60 - Standard Requirements for Overhead, Pad Mounted, Dry Vault and Submersible Automatic Circuit Reclosers and Fault Interrupters (R 1992).
- 2.2 ANSI/IEEE C37.71 - Standard for Three-Phase, Manually Operated Subsurface Load-Interrupting Switches for Alternating Current Systems (R 1990).
- 2.3 ANSI/IEEE C37.72 - Standard for Pad Mounted Load Interrupting Switches.
- 2.4 ANSI/IEEE C37.74 - Standard Requirements for Subsurface, Vault, and Pad-Mounted Load-Interrupter Switchgear and Fused Load-Interrupter Switchgear for Alternating Current Systems Up to 38 kV.
- 2.5 ANSI/IEEE 386 - Standard for Separable Insulated Connector Systems for Power Distribution Systems Above 600 V (R 1991).
- 2.6 ANSI/IEEE 592 - Standard for Exposed Semi-conducting Shields on High Voltage Cable Joints and Separable Insulated Connectors.
- 2.7 The manufacturer shall have both ISO9001:2000 and ISO14001 registration. The manufacturer shall provide copies of the registrations with the bid; otherwise it will be assumed that the manufacturer is not ISO registered.

In case of conflict between any of the standards mentioned in this specification and the contents of this document, the Austin Energy specification shall govern.

3.0 FUNCTIONAL REQUIREMENTS

- 3.1 The switch shall be a non self-reclosing vacuum interrupter incorporating three (3) vacuum bottles and of a two-way configuration, one three-phase line in and one three-phase line out. The switch shall provide three-phase simultaneous tripping.
- 3.2 The vacuum interrupter shall incorporate a programmable, fuseless, resettable, electronically controlled overcurrent protection system to sense load and fault current on each phase of the

load side of the switch and provide tripping which emulates Westinghouse C08 relay curves or other applicable curves. Curves shall also be customizable.

- 3.3 The control system shall be powered from epoxy imbedded current transformers located on the interrupter.
- 3.4 The control system shall provide dry contact points for remote close and trip operations. Also, four "a" and four "b" auxiliary contacts for remote open and close, supervisory alarms, and remote annunciators shall be provided.
- 3.5 The switch shall have a motor operator capable of closing three phases simultaneously *by* remote electronic operation. The motor operator must be easily disconnected to allow for manual operation. The motor operator shall be powered by an external 120 V source provided by AE.
- 3.6 The completed unit must be capable of withstanding internal failure such that any resulting rupture shall not expel or blow off any parts, material or debris. The switch and electronic controls shall function in an ambient temperature range of -10°C to +80°C and be submersible [control enclosure(s) NEMA 6P (IP67) rated].
- 3.7 The complete assembly shall be maintenance free with no gas or oil.
- 3.8 The electronic control and motor operator shall be capable of being remotely operated, i.e. remote power – remote trip/close. Austin energy will provide 120vac for this function.
- 3.9 The electronic control shall be remotely mounted from the switch. The control cable length shall be a minimum of 35 feet.
- 3.10 The electronic control shall be settable by both a front keypad and laptop computer. The control shall have the following features:
 - Appropriate Display
 - Trip Curves per Par. 3.2
 - Ground Fault Trip
 - Phase Identification and Magnitude of Fault
 - Selectable Minimum Response
 - RS232 Serial Interface
 - Manual Trip Button
 - Adjustable Phase Time Delay
 - Inrush Restraint
 - Selectable Instantaneous Trip
 - Real-Time Load Current Readout
- 3.11 Quote as separate item any software, special cables, etc. to program unit & retrieve data with a laptop computer.

4.0 PERFORMANCE REQUIREMENTS

4.1 Ratings

Voltage Class Maximum (kV):.....	38
Voltage Class Nominal (kV):.....	35
BIL Impulse (kV):.....	150
Continuous Current, Amperes:.....	600
Load Break Current, Amperes:.....	600
1 Minute AC Withstand (kV):.....	60
1 Minute AC Withstand (dry), Prod. Test (kV):.....	50
15 Minute DC Withstand, (kV):.....	103
Momentary Current, kA Asym:.....	20
Fault-Close (3-times), kA Asym:.....	20
1 Second Current, kA Sym:.....	12.5
Fault Interrupting Current, kA Sym:.....	12.5
Fault Interrupting Current, kA Asym:.....	20
Mechanical Operations:.....	2,000
Interrupting Time, Maximum (cycles):.....	3

4.2 Fault Interrupting Duty shall be tested according to ANSI C37.60 as shown in the following table:

Percent of Maximum Interrupting Duty	Approx. Interrupting Current, Amps	No. of Fault Interruptions
15-20%	2,000	44
45-55%	6,000	56
90-100%	12,000	16

Total Number of Fault Interruptions: 116

5.0 MATERIAL

- 5.1 The switch operating mechanism shall be spring-assisted for quick-make quick-break operation. A trip free mechanism shall permit the switch interrupter to be independent of the operating handle if closing into a fault. The operating shaft shall be pad-lockable.
- 5.2 All current carrying components shall be equivalent to 500Kcm copper minimum. Cable entrances shall be 900 Amp apparatus bushings with 100% copper current path. The apparatus bushings shall accommodate 900 Amp 35 kV separable non-loadbreak connectors and shall conform to ANSI/IEEE 386. All apparatus bushings shall be shipped with protective caps.
- 5.3 The switch shall have overall maximum dimensions of: 42 inches high, 25 inches wide, and 18 inches deep (including motor operator). Both incoming and outgoing bushings shall be front mounted to provide for ease in routing of elbows and cables.
- 5.4 The vacuum bottles shall be mounted vertically and completely encapsulated in a solid dielectric. The moveable contact shaft shall have a contact position indicator visible through a viewing window. The viewing window shall be on the mechanism cover.
- 5.5 The switch shall have provisions for bolting to a rear wall or the floor. Any required mounting frame shall be made of galvanized steel. Cables will approach the switch from below and attach to the front of the switch.
- 5.6 The exterior hardware components of the switch shall be brass or stainless steel only. Two (2) welded lifting eyes shall be provided and be capable of supporting the weight of the switch. Two (2) 4/0 AWG clamp type ground lugs shall be provided, one (1) for the bushings and one (1) for the operator.
- 5.7 The motor operator shall be mounted and connected to the switch such that the motor operator can be de-coupled for complete electric operational testing.
- 5.8 A stainless steel nameplate shall be provided showing the ratings, circuit configuration, and date of manufacture.

6.0 SAMPLE, INSPECTION AND TEST REQUIREMENTS

- 6.1 Austin Energy reserves the right to visit the manufacturing facility and observe the switch undergoing construction and testing. Advance notice of at least two (2) weeks shall be given to Austin Energy before the start of testing.
- 6.2 The switch shall be tested in accordance with applicable sections of ANSI/IEEE C37.60 and ANSI/IEEE C37.71. One hundred percent production testing shall include:
 - One minute AC high potential test – phase to phase, phase to ground, and across open contacts
 - Mechanical and electrical operational test to insure proper operation of switch, control(s), and motor operator
 - Circuit resistance

- X-ray inspection and Partial Discharge to insure void free solid dielectric
- Apparatus bushings shall be tested in accordance with ANSI/IEEE 386.

An electronic copy of certified production test reports shall be submitted prior to award of contract.

- 6.3 One complete set of Certified Design Test shall be submitted prior to award of contract. All certified design test shall be conducted in the order and with the product being tested completely as described in the ANSI/IEEE Standards referred to in this specification. Any deviation from what is prescribed by ANSI/IEEE shall be considered an exception and the test results will be rejected as non-compliant to the referenced ANSI/IEEE Standards.

7.0 OTHER

7.1 Documentation

- 7.1.1 The Supplier shall furnish one (1) set of approval drawings to Austin Energy within six (6) weeks after the receipt of the order and prior to beginning construction of the switches. Austin Energy requires two (2) weeks for review of approval drawings.
- 7.1.2 The Supplier shall furnish one (1) complete installation, operating, and maintenance instruction book for each switch, bound in an 8 1/2" x 11" lightweight folder suitable for reference and filing. A spare parts list with prices and catalog numbers shall also be provided.
- 7.1.3 Final Documentation shall include outline drawings, control block diagrams, control wiring diagrams, installation manual, operations manual, maintenance manual, TCC Curves: Two (2) hard copies to ship with the each switch and two electronic copies on CDs.
- 7.1.4 Electronic drawings shall be in industry common formats: dwg or dxf and be readable by the latest version of AutoCAD® 2000 or later
- 7.1.5 Other electronic documentation shall be in industry common formats: doc, xls, tif, or pdf.

7.2 Delivery

- 7.2.1 Each switch shall be shipped as an individual unit.
- 7.2.2 All switches shall be shipped FOB destination to the address shown on the Purchase Order.
- 7.2.3 Final acceptance of the switches will depend on the following conditions:
- 7.2.3.1 Delivery requirements as specified have been met.
- 7.2.3.2 Final Documentation requirements as specified have been met.
- 7.2.3.3 Tests and inspections have been made by Austin Energy to determine that the switch meets all requirements of the specification and any written agreements between Austin Energy and the Vendor. The conditions of any tests shall be mutually agreed upon by Austin Energy and the Vendor and the Vendor will be notified and may be represented at all tests. If inspections and/or tests show the switch is deficient in workmanship, Austin Energy will refuse to accept it and will advise the Vendor. The Vendor, at its own cost, will have reasonable time to correct the workmanship.

7.3 EXCEPTIONS

If the Offeror takes an exception, a copy of this specification shall be provided with the Offer, indicating with the word "EXCEPTION", each section where exceptions are taken. Exceptions shall be noted on a separated page and attached to the bid (along with the 'marked up' copy of this specification) referencing the section of the specification with an explanation of how the Manufacturer intends to satisfy the requirement. If no exceptions are stated in the Offer, the Offeror certifies that it meets all specifications in full. Austin Energy reserves the right to reject any Offer containing exceptions or to waive as an informality, minor deviations from specifications provided they do not affect competition or result in functionally unacceptable Goods or Services;

**BID SHEET
CITY OF AUSTIN
VACUUM INTERRUPTER SWITCHS ANNUAL PRICE AGREEMENT**

BID NO. GGU0147

RX NO. RQM-1100-15033000256

DATE: JUNE 16, 2015

BUYER: GABRIEL GUERRERO

**NOTICE TO BIDDERS:
IN ORDER TO PERFORM A TECHNICAL EVALUATION OF THE BIDS SUBMITTED FOR THIS SOLICITATION, BIDDERS MUST CHECK THE APPROPRIATE APPROVED BRAND OR INDICATE AN EQUAL IN THE SPACE PROVIDED.**

Special Instructions: Be advised that exceptions taken to any portion of the solicitations may jeopardize acceptance of the bid.

THE QUANTITIES REQUESTED ARE ESTIMATED ANNUAL QUANTITIES

ITEM NO.	ITEM DESCRIPTION	*ESTIMATED QUANTITIES*	UNIT	UNIT PRICE	EXTENDED PRICE
001	SWITCH, MOLDED VACUUM INTERRUPTER, 38KV-600AMP MVL AS PER SPECIFICATION E-1669 AE STOCK NO. 22010 APPROVED MANUFACTURERS: ELASTIMOLD P/N NMV13-21-38-66-80-A-AE MANUFACTURER _____ P/N _____ BIDDERS FIRM DELIVERY _____ BUSINESS DAYS ARO	50	EA	\$	\$
002	PRICE FOR SOFTWARE, SPECIAL CABLES, ETC. TO PROGRAM UNIT & RETRIEVE DATA WITH A LAPTOP COMPUTER AS PER PERAGRAPH 3.11 OF THE SPECIFICATION E-1669	5	EA	\$	\$
	<u>SUBMITTALS WITH THE BID</u> 1) COPIES OF ISO9001:2000 AND ISO14001 AS PER PARAGRAPH 2.7 OF THE SPECIFICATION			TOTAL	\$

DELIVERY TERMS: DELIVERY IS TO BE FOB DESTINATION, PREPAID AND ALLOWED.

Contract shall deliver goods via common Carrier? (Article 32, Section 0300 shall not apply to this contract) YES _____ NO _____

Contract shall deliver goods via contractor own vehicle? (Article 32, Section 0300 shall apply to this contract) YES _____ NO _____

COMPANY NAME: _____

SIGNATURE OF AUTHORIZED REPRESENTATIVE: _____

PRINTED NAME: _____

EMAIL ADDRESS: _____