

BIDDING REQUIREMENTS for PURCHASING

NOTICE AND INFORMATION FOR BIDDERS

**The DORMITORY AUTHORITY OF THE STATE OF NEW YORK  
("DASNY")**

Bid No. 3590009999

Bid Title: Furnish and Deliver Transformer for OMH Mid-Hudson Psychiatric Center

**Notice and Information to Bidders**

**Attachment A:** Bid Breakdown and Schedule

**Attachment B:** Detailed Specifications and of Scope of Work

This Notice and Information to Bidders, Attachment A: 'Bid Breakdown and Schedule', Attachment B: 'Detailed Specifications and Scope of Work' shall collectively be referred to herein as the "**Purchase Order Documents.**"

**Section 1.0 – Notice to Bidders & Bid Opening**

Sealed bids for the above referenced Bid/Project will be received by DASNY at its office located at 515 Broadway, Albany, NY 12207.

Bids are due by 2:30 p.m. on August 30, 2024.

Only those bids in the hands of DASNY on or prior to the Bid Opening Date will be considered.

Each bid must be identified, on the outside of the envelope, with the name and address of the bidder and designated a bid for the Project titled above. When a sealed bid is placed inside another delivery jacket, the bid delivery jacket must be clearly marked on the outside "**BID ENCLOSED**" and "**ATTENTION: PURCHASING.**" DASNY will not be responsible for receipt of bids which do not comply with these instructions.

**Individuals and entities submitting bids in person or by private delivery services should allow sufficient time for processing through building security to assure that bids are received prior to the deadline for submitting bids.** A late bid will be returned to the sender unopened and will not be considered in issuing a purchase order.

Bids shall be publicly opened and read aloud. Bid results can be viewed at DASNY's website; <http://www.dasny.org>.

In accordance with State Finance Law § 139-j and § 139-k, this solicitation includes and imposes certain restrictions on communications between DASNY personnel and a prospective bidder during the procurement process. Designated staff for this solicitation is:

Leevon Phillips, Senior Procurement Administrator

Email: [lphillips@dasny.org](mailto:lphillips@dasny.org)

Contacts to other DASNY personnel regarding this procurement may disqualify the prospective bidder and affect future procurements with governmental entities in the State of New York. For more information pursuant to this law, refer to DASNY's website; <http://www.dasny.org> or the OGS website: <http://www.ogs.state.ny.us>.

# BIDDING REQUIREMENTS for PURCHASING

## NOTICE AND INFORMATION FOR BIDDERS

### Section 2.0 - Preparation of Bids

- A. Bids must be submitted on the Bid Breakdown and Schedule attached hereto as **Attachment A** in the Bidder's full legal name or the Bidder's full legal name plus any registered assumed name (the "Bidder"). Bids shall be enclosed in a sealed envelope, addressed to DASNY, and marked with the name and address of the Bidder and the Bid Number. All blank spaces for bid prices must be filled in. Conditional bids shall not be accepted. Bids shall not contain any recapitulation of the Work to be done. No oral, facsimile transmittal, electronic or telephonic bids or modifications of bids shall be considered. Bids shall contain an original signature of the Bidder in the space provided on the Bid Breakdown and Schedule.
- B. Unless otherwise noted, Bidder shall provide in the Bid Breakdown and Schedule the following information:
- a. Manufacturer & Model Number
  - b. Manufacturer's cut sheets
  - c. Construction specifications, (note Marketing materials are not specifications)
  - d. Installation specifications (if applicable)
  - e. Attachment Details (if applicable)
  - f. Warranty Information
  - g. Listing of deviations for each item, including sizes, dimensions, profiles, materials, finishes,
  - h. Construction methods and functions, on company letterhead. (if applicable)
  - i. Samples, if Requested
- C. Basis for Award: The basis for award is "GRAND TOTAL" lump sum price. Bidder shall be responsible for the complete scope of work at the "GRAND TOTAL" lump sum price.
- D. Bids that are illegible or that contain omissions, alterations, additions, or items not called for in the bidding documents may be rejected as not responsive. Any bid which modifies, limits, or restricts all or any part of such bid, other than as expressly provided for in the Purchase Order Documents, may be rejected as not responsive.
- E. DASNY may reject any bid not prepared and submitted in accordance with the provisions of the Purchase Order Documents.
- F. Any bid may be withdrawn prior to the scheduled time for the opening of bids or authorized postponement thereof and any bid received after such time and date shall not be considered.
- G. No bidder may withdraw a bid within sixty (60) days after the actual date of the opening thereof.
- H. No action or proceeding concerning in any way any bid for the Contract or the Contract shall be brought against DASNY in any location other than Albany County unless DASNY specifically consents, in writing, to a change of venue.

### Section 3.0 – Site Visit

A site visit is not scheduled

## BIDDING REQUIREMENTS for PURCHASING

### NOTICE AND INFORMATION FOR BIDDERS

#### Section 4.0 - Examination of the Detailed Specifications and Scope of Work

- A. Prospective bidders shall examine the Detailed Specifications and Scope of Work set forth in **Attachment B** attached hereto, carefully and, before bidding, shall make a written request to DASNY's Designated Representative for an interpretation or correction of any ambiguity, inconsistency, or error therein which should be discovered by a reasonably prudent bidder. Every request for such interpretation must be received at least ten (10) days prior to the Bid Opening Date. Such interpretation or correction, as well as additional provisions DASNY shall decide to include, shall be issued in writing by DASNY as an Addendum, which shall be posted to DASNY's website. Such Addendum shall become a part of the Purchase Order Documents and shall be binding on prospective bidders whether or not the bidder receives or acknowledges the actual notice of such Addendum. Requirements of the Purchase Order Documents shall apply to Addenda.
- B. Only interpretations, corrections or additional provisions to this Notice and Information to Bidders issued in writing by DASNY as Addenda shall be binding. No officer, agent or employee of DASNY is authorized to explain or to interpret the Purchase Order Documents by any other method and any such explanation or interpretation, if given, shall not be relied upon by the bidder.
- C. Each bid shall be construed to be completely in accordance with the Purchase Order Documents unless the bidder explains all deviations in detail on a separate letterhead attached to the bid.
- D. In the Bid Breakdown and Schedule and the Detailed Specifications, the words "or equal" are understood to appear after each reference to a commodity giving manufacturer's name or catalog reference. Should "or equal" commodities not be accepted, this will be stated clearly in the Bid Breakdown and Schedule and Detailed Specifications. If bidding or proposing commodities other than those specified, the bidder must in every instance give all information required in Section 2.0 (B) of this Notice and Information for Bidders. Products will only be considered if proof of comparability is provided to DASNY in writing. A determination that a commodity or product is an "or equal" will be determined by DASNY in its sole and absolute discretion and any such determination will be final. The burden of proof and all costs related thereto concerning the "or equal" nature of the substitute item, whether approved or disapproved, shall be borne by the Bidder. Only complete submittals, as requested, will be considered and evaluated by DASNY. Failure to comply with any or all above shall result in immediate disqualification.
- E. DASNY reserves the right to award a procurement and issue a Purchase Order and/or contract, on the basis of the lowest bid for each item set forth in this Notice and Information for Bidders, on the basis of the proposal judged to be the "best value".

## BIDDING REQUIREMENTS for PURCHASING

### NOTICE AND INFORMATION FOR BIDDERS

- F. When bids are requested on a by-item or by-lot basis, a Bidder must designate the item or lot cost or affirmatively indicate there is no charge. Items or lots left undesignated will be determined as not being bid and such bid shall be otherwise non-responsive.
- G. The Bidder must insert the price per unit specified, and the price extension for each item in this bid if required. In the event of a discrepancy between the unit price and the extension, the unit price will govern. Prices must be extended in decimals, not fractions.
- H. Prices must be net, including transportation, delivery charges and applicable taxes fully prepaid by Bidder to the designation(s) indicated.
- I. Prices and information required by the Bid Breakdown and Schedule except the signature of the Bidder, should be typewritten or printed legibly. Submissions written in pencil may be rejected.
- J. At the time of the opening of bids, each bidder shall be presumed to have inspected the Site and to have read and to be familiar with the Purchase Order Documents. The failure or omission of any Bidder to receive or to examine any Purchase Order Document shall in no way relieve any Bidder from any obligation in respect to the bid of such Bidder.
- K. DASNY reserves the right to make awards within one hundred twenty (120) days after the date of the bid opening or proposal due date, during which period bids or proposals shall not be withdrawn.
- L. If two or more bidders submit identical bids as to price, the decision of DASNY to issue a Purchase Order and/or contract to one or more of such identical Bidders shall be made in DASNY's sole and absolute discretion and any such determination shall be final
- M. A Purchase Order issued and/or contract awarded by DASNY shall be deemed executory only to the extent of moneys available, and no liability shall be incurred by DASNY beyond the moneys available therefore.
- N. Unless otherwise specified, the quantities listed in the Bid Breakdown and Schedule are subject to change to conform with DASNY requirements. The quantities listed are estimated only and the Purchase Order shall be for the quantities actually ordered.
- O. Unless terminated or cancelled by DASNY, a Purchase Order and/or contract will remain in force for the period specified or until all commodities ordered before the termination date shall have been satisfactorily delivered and accepted.
- P. Without the prior consent, in writing, of DASNY, the successful Bidder shall not assign, transfer, convey, sublet or otherwise dispose of the Purchase Order and/or contract or the right, title, duties or interest therein or the power to execute any contract to any other person, company or corporation.
- Q. It is hereby understood between the parties hereto that the relationship created by the Purchase Order Documents between DASNY and the successful Bidder is one of independent contractor and it is in no way to be construed as creating an agency relationship between said parties nor is it to be construed as in any way or under any circumstances to be creating or appointing the awarded Bidder as an agent of the

## BIDDING REQUIREMENTS for PURCHASING

### NOTICE AND INFORMATION FOR BIDDERS

DASNY for any purpose whatsoever.

- R. If the same or smaller quantity of a commodity is sold by a Bidder holding a contract with the State of New York for a Commodity at a price below the state contract price, the price to DASNY shall be reduced to the lower price.
- S. DASNY reserves the right to request a representative sample of a commodity or product at any time. The sample shall be furnished within a reasonable period of time as specified by DASNY. If the sample, in the judgment of DASNY, is not in accordance with the requirements of the Detailed Specifications and Scope of Work and Site Logistics, DASNY may in its sole and absolute discretion permit a period of time for a reworking of the sample or reject the bid or quote.
- T. When samples are required, failure to submit them in accordance with instructions may be sufficient cause for rejecting a bid or quote.
- U. When an accepted sample exceeds the minimum specifications set forth in the Detailed Specifications, all commodities delivered will be of same quality and identity as the sample.
- V. Samples must be submitted free of charge and be identified with the Bidder's name, address and DASNY Bid or Quote number. Detailed Specifications may indicate that the commodity to be purchased must be equal to a sample on display in a designated place. Failure on the part of the Bidder to examine such sample shall NOT entitle them to any relief from the conditions imposed in the Purchase Order Documents.
- W. Rough and shop drawings shall be furnished as deemed necessary and required by the Detailed Specifications. Such drawings shall be consistent with the Purchase Order Documents and shall be considered as forming part of the Detailed Specifications and the Purchase Order to which they relate.
- X. The successful Bidder will be required to, in all respects, guarantee the Work to the Owner. The Vendor shall forthwith repair, replace or remedy in a manner approved by the Owner, at the Vendor's expense, any Commodities, or other part of the Work found by the Owner to be defective or otherwise faulty and not in compliance with the Purchase Order Documents, which defect or fault appears during the minimum period of one (1) year, or such longer period as may be prescribed by the Purchase Order, from the date of either (1) the proper delivery of all Commodities in connection with the Purchase Order to the Site or (2) the delivery of the final invoice in connection with the Purchase Order from the Vendor to the Owner, whichever is later. The Vendor is also liable for any damage to the Work, any damage to the work of Other Vendors and Vendors, and any damage to the property of the Owner or Site resulting from said defect or fault.

#### **Section 5.0 - Qualifications of Bidder**

- A. DASNY may make such investigation as DASNY deems necessary to determine the responsibility of any Bidder or to determine the ability of any bidder to provide the commodities or otherwise provide the work set forth in the Purchase Order Documents. Bidders shall furnish to DASNY all information and data required by DASNY, within the time and in the form and manner required by DASNY. DASNY reserves the right to reject any bid if the evidence required by DASNY is not submitted as required or if the evidence submitted by or the investigation of any bidder fails to satisfy DASNY that the bidder is responsible, or is able or

## BIDDING REQUIREMENTS for PURCHASING

### NOTICE AND INFORMATION FOR BIDDERS

qualified to carry out the obligations of contained in the Purchase Order Documents or to complete the work as contemplated.

- B. DASNY reserves the right before making an award to make investigations as to whether or not the commodities, qualifications or facilities offered by the Bidder meet the requirements set forth in the Detailed Specifications and Scope of Work and Site Logistics are sufficient to insure the proper performance of the Purchase Order Documents.

#### **Section 6.0 - Executive Order No. 170.1 – Uniform Guidelines for Responsibility Determinations**

The criteria contained in Executive Order No. 170.1 dated June 23, 1993 (9 NYCRR § 4.170, Context and Analysis, Historical Note 32) will also be applied in the bid review process. In the event of any conflict between the criteria in Executive Order No. 170.1 and the criteria in the Purchase Order Documents, the stricter criteria shall apply.

#### **Section 7.0 - Executive Order No. 125 – NYS Vendor Responsibility Questionnaire**

- A. For any commodity Purchase Order or contract of \$100,000 or more, the New York State Vendor Responsibility Questionnaire For-Profit Construction (CCA-2) shall be submitted by the apparent low bidder to DASNY. Executive Order No. 125 dated May 22, 1989 is found at 9 NYCRR §4.125.
- B. The Bidder shall submit a New York State Vendor Responsibility Questionnaire For-Profit Construction (CCA-2) to DASNY for any subcontractor proposed for the Work upon request of DASNY.
- C. DASNY recommends that Bidders file the required Vendor Responsibility Questionnaire online via the New York State VendRep System (the “System”). To enroll in and use the System, see the System Instructions at [http://www.osc.state.ny.us/vendrep/vendor\\_index.htm](http://www.osc.state.ny.us/vendrep/vendor_index.htm) or go directly to the VendRep System online at <https://onlineservices.osc.state.ny.us>. Vendors must provide their New York State Vendor Identification Number when enrolling. To request assignment of a Vendor ID or for System assistance, contact the Office of the State Comptroller’s (“OSC”) Help Desk at 866-370-4672 or 518- 408-4672 or email [ciohelpdesk@osc.state.ny.us](mailto:ciohelpdesk@osc.state.ny.us). Vendors opting to complete and submit a paper questionnaire can obtain the appropriate questionnaire from the System website [www.osc.state.ny.us/vendrep](http://www.osc.state.ny.us/vendrep) or may contact DASNY (DASNY) or OSC’s Help Desk for a copy of the paper form.

#### **Section 8.0 - Opportunity Programs Requirements**

- A. Bidder agrees, in addition to any other nondiscrimination provision of the Purchase Order Documents and at no additional cost to DASNY, to fully comply and cooperate with DASNY in the implementation of NYS Executive Law ARTICLE 15-A, PARTICIPATION BY MINORITY GROUP MEMBERS AND WOMEN WITH RESPECT TO STATE CONTRACTS and Article 17-B, SERVICE DISABLED VETERAN OWNED BUSINESSES. These requirements will include: equal employment opportunities for minority group members and women (EEO), plus opportunities for minority and women-owned business enterprises (M/WBE). The Vendor’s demonstration of good faith efforts shall also be a part of these requirements.

## BIDDING REQUIREMENTS for PURCHASING

### NOTICE AND INFORMATION FOR BIDDERS

- B. Goals have been waived for this Procurement.
- C. If goals have been assigned, the successful Bidder shall be required to complete a Utilization Plan or Request for Waiver, to be approved by DASNY's Opportunity Programs Group. Where assigned, DASNY uses a goal-oriented approach to ensure employment of EEO & M/WBE at a level commensurate with their capability and availability. DASNY has determined that the goals for EEO & M/WBE participation in the Work of the Contract are follows:  
Percent of Total Contract (M/WBE):

Minority Business Enterprise Goal	0 %
Women's Business Enterprise Goal	0 %
Service Disabled Veteran Owned Businesses	0 %

#### **Section 9.0 – Issuance of Purchase Order/Award of Contract**

- A. Issuance of the Purchase Order and/or contract shall be made to the successful Bidder submitting the lowest bid, if:
1. In the opinion of DASNY, the bid is responsive to the bid solicitation and the requirements of the Purchase Order Documents, and such Bidder, is responsible.
  2. The Bidder submits required documents as described under Section 11.0 – Forms and Documents.
- B. Alternates, if included in the Bid Breakdown and Schedule, shall be selected in the sole and absolute discretion of DASNY when awarding the procurement and issuing Purchase Order and/or contract. Alternates shall be listed in their order of priority, and acceptance shall be made in the same order, except that DASNY, at its sole and exclusive discretion, may by-pass any Maintenance or Warranty Service Alternates. The lowest bid will then be determined by adding, to the Bidder's total base bid, all Alternates chosen by DASNY.
- C. DASNY reserves the sole and exclusive right to reject any bid or all bids, to waive any informalities or irregularities or omissions in any bid received or to afford any Bidder an opportunity to remedy any informality or irregularity.
- D. The issuance of the Purchase Order and/or contract shall not be construed as a guarantee by DASNY that the plant, equipment, and the general scheme of proposed operations of a Bidder is either adequate or suitable for the satisfactory performance of the Work or that other data supplied by a Bidder is accurate.
- E. Purchase Orders and Contracts more than \$1,000,000 are subject to the approval of the NYS Office of the State Comptroller ("OSC").

# BIDDING REQUIREMENTS for PURCHASING

## NOTICE AND INFORMATION FOR BIDDERS

### Section 10.0 - Substantial Completion

All the work of the Purchase Order Documents shall commence upon issuance by DASNY of the Purchase Order and the Vendor shall achieve Substantial Completion no later than the date set forth on the Purchase Order.

### Section 11.0 – Forms and Documents

Each bidder shall complete and submit to DASNY, pursuant to provisions stated in this Notice and Information for Bidders, the following forms and documents:

Bidding Requirements: each bidder shall submit the following at time of bid:

- Bid Breakdown and Schedule
- Omnibus Procurement Certification
  - Non-Collusive Bidding;
  - Non-Segregated Facilities;
  - Non-discrimination in Employment in Northern Ireland;
  - Federal Equal Employment Opportunity Act;
  - Transfer of Offset Credits;
  - 2005 Procurement Lobbying Law;
  - Code of Business Ethics; and
  - Iran Divestment.
- Contractor ST-220 if over \$100,000.00
- W-9 Form
- Vendor Responsibility (For successful bidder only)
- Bonds (For Successful bidder only)
- Insurance (For successful bidder only)

### Section 12.0 – Supplemental Requirements

#### Prevailing Wage

NYS Labor Law requires all wages paid by contractors and subcontractors on public work projects be paid at the prevailing wage rates. Included in the Purchase Order documents is the current rate schedule for the appropriate county. Contractors and Subcontractors are responsible for obtaining current rates throughout the course of the project. The NYS Department of Labor (NYS DOL) updates these rates on July 1st of each year. Current rates can be obtained on the NYS DOL website ([www.labor.state.ny.us](http://www.labor.state.ny.us)) or by fax at (518) 485-1870. Note that the successful Bidder will be required to submit an executed Contractor and Subcontractor Certification and certified payrolls, which include the hours and days worked by each workman, laborer or mechanic, the occupation at which he worked, the hourly wage rate paid and the supplements paid or provided, must be submitted with each and every payment requisition.



## BIDDING REQUIREMENTS for PURCHASING

### NOTICE AND INFORMATION FOR BIDDERS

#### **Section 13.0 - Project Labor Agreement**

DASNY has determined that its interest in obtaining the best work at the lowest possible price, preventing favoritism, fraud and corruption, other considerations such as the impact of delay, the possibility of cost savings advantages and any local history of labor unrest are best met by use of a Project Labor Agreement (“PLA”) on this Project. The successful low bidder as a condition of this Contract award, must execute the PLA in the Purchase Order Documents following the Form of Bid. The Work undertaken in connection with this Project will be governed by, and subject to the conditions set forth in the PLA. All Subcontractors of every tier, will be required to execute a Letter of Assent, included in the enclosed PLA, agreeing to be bound by the PLA. The PLA has been approved by the Building and Construction Trades Department, AFL-CIO.

This Project is considered Excluded from the PLA.

#### **EXCLUDED PLA PROJECTS**

DASNY and the Building and Construction Trades Council of Greater New York and Vicinity (the “Council”) have entered into a Memorandum of Understanding (“MOU”) that requires the use of a Project Labor Agreement (“PLA”) on applicable covered projects within the City of New York. While this Project is considered an “Excluded Project”, under the MOU and therefore the use of a PLA is optional on this Project, the successful prime contractor performing work on this Project shall have the option to voluntarily execute the PLA. This is to provide potential bidders of the Project with notice of this option, consistent with the provisions of the MOU. Execution of the applicable PLA following the Information for Bidders is not a requirement to perform work on this Project.

#### **Section 14.0 – Interim Guidance For Construction Activities During The COVID-19 Public Health Emergency**

All Bidders and/or contractors at a DASNY project must comply with the “INTERIM GUIDANCE FOR CONSTRUCTION ACTIVITIES DURING THE COVID-19 PUBLIC HEALTH EMERGENCY” Issued by the New York State Department of Health and located at: <https://www.governor.ny.gov/sites/governor.ny.gov/files/atoms/files/ConstructionMasterGuidance.pdf>.

**BIDDING REQUIREMENTS for PURCHASING**

**NOTICE AND INFORMATION FOR BIDDERS**

**Attachment A: Bid Breakdown & Schedule**

Bidder:

DASNY Contact: Leevon Phillips - Senior Procurement Administrator

Services/Product Required By: ASAP based on product lead time

Description: Furnish and Deliver Transformer for OMH Mid Hudson Psychiatric Center

Bid Open Location: DASNY, Corporate Headquarters, 515 Broadway, Albany, NY 12207

Bid Open Date and Time: August 30, 2024

<b>Item #</b>	<b>Description</b>	<b>Manufacturer</b>	<b>QTY</b>	<b>UOM</b>	<b>Unit Price</b>	<b>Extended Price</b>
T-N-AB	2500kVA(AA) / 3333kVA(AFJ) 13.2kV/400!177Y PAD MOUNTED LIQUID FILLED TRANSFORMER	Eaton Corporation or Siemens Energy and Automation INC	1	EA	\$	\$
T-N-C	750kVA 13.2kV/480/277V PAD MOUNTED LIQUID FILLED TRANSFORMER	Eaton Corporation or Siemens Energy and Automation INC	1	EA	\$	\$
T-N-D	750kVA 13.2kV/480/277V PAD MOUNTED LIQUID FILLED TRANSFORMER	Eaton Corporation or Siemens Energy and Automation INC	1	EA	\$	\$
T-N-E	750kVA 13.2kV/480/277V PAD MOUNTED LIQUID FILLED TRANSFORMER	Eaton Corporation or Siemens Energy and Automation INC	1	EA	\$	\$
T-SB-AB1	1200kVA(AA) / 1500kVA(AF) 4.16kV/4BOIZ17V PAD MOUNTED LIQUID FILLED TRANSFORMER	Eaton Corporation or Siemens Energy and Automation INC	1	EA	\$	\$
T-SB-AB2	1200kVA(AAJ / 1500kVA(AF) 4.16kV/4BOIZ17V AD MOUNTED LIQUID FILLED TRANSFORMER	Eaton Corporation or Siemens Energy and Automation INC	1	EA	\$	\$
T-SB-C	750kVA4, 16kV/480/277V MOUNTED LIQUID FILLED TRANSFORMER	Eaton Corporation or Siemens Energy and Automation INC	1	EA	\$	\$
T-SB-D	750kVA4, 16kV/480/277V MOUNTED LIQUID FILLED TRANSFORMER	Eaton Corporation or Siemens Energy and Automation INC	1	EA	\$	\$
T-SB-E	750kVA4, 16kV/480/277V MOUNTED LIQUID FILLED TRANSFORMER	Eaton Corporation or Siemens Energy and Automation INC	1	EA	\$	\$
<b>Delivery</b>						
<b>TOTAL</b>						
<b>REMARKS: Medium Voltage Transformers are to be provided with internal disconnect switches</b>						

**TOTAL BID** \_\_\_\_\_

BIDDING REQUIREMENTS for PURCHASING

NOTICE AND INFORMATION FOR BIDDERS

*(The below questions 1) and 2) need only be answered if the above total bid is for one million dollars or more)*

- 1. Does your firm anticipate the use of subcontractors and outside suppliers specific to this procurement Yes  No
- 2. Does your firm anticipate the creation of employment opportunities arising from this procurement? Yes  No

*(The below information must be completed for all bids.)*

Identify all subcontractors, if any: \_\_\_\_\_

STATE, PROVINCE FOR FOREIGN COUNTRY  
THAT YOUR FIRM'S PRINCIPAL PLACE OF  
BUSINESS IS LOCATED:

\_\_\_\_\_

ADDRESS OF FACTORY OR PLANT WHERE  
ITEMS ARE MANUFACTURED AND/OR  
ASSEMBLED. *(Attach additional sheet(s) if more  
than one manufacturer)*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
BIDDER (FIRM NAME)

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
NAME (TYPE/PRINTED)

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
Date

BIDDING REQUIREMENTS for PURCHASING

NOTICE AND INFORMATION FOR BIDDERS

**Attachment B: Detailed Specifications and Scope of Work**

SECTION 261219 – PRE-PURCHASE PAD-MOUNTED, LIQUID-FILLED, MEDIUM-VOLTAGE TRANSFORMERS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section includes pad-mounted, liquid-filled, medium-voltage distribution transformers, with primary and secondary bushings within or without air-terminal enclosures.
- B. Medium Voltage Transformers are to be pre-purchased by the Owner (DASNY).

1.3 DEFINITIONS

- A. BIL: Basic Impulse Insulation Level.
- B. Bushing: An insulating structure including a central conductor, or providing a central passage for a conductor, with provision for mounting on a barrier, conducting or otherwise, for the purpose of insulating the conductor from the barrier and conducting current from one side of the barrier to the other.
- C. Bushing Elbow: An insulated device used to connect insulated conductors to separable insulated connectors on dead-front, pad-mounted transformers and to provide a fully insulated connection. This is also called an "elbow connector."
- D. Bushing Insert: That component of a separable insulated connector that is inserted into a bushing well to complete a dead-front, load break or nonload break, separable insulated connector (bushing).
- E. Bushing Well: A component of a separable insulated connector, either permanently welded or clamped to an enclosure wall or barrier, having a cavity that receives a replaceable component (bushing insert) to complete the separable insulated connector (bushing).
- F. Elbow Connector: See "bushing elbow" above.

1.4 ACTION SUBMITTALS

- A. Product Data: For each type of product.
  - 1. Include rated capacities, operating characteristics, and furnished specialties and accessories.
- B. Shop Drawings: For pad-mounted, liquid-filled, medium-voltage transformers.

1. Include plans and elevations showing major components and features.
2. Include details of equipment assemblies and indicate dimensions, weights, loads, required clearances, method of field assembly, components, and location and size of each field connection.
3. Include single-line diagram.
4. Include list of materials.
5. Include nameplate data.
6. Manufacturer's published time-current curves of the transformer high-voltage fuses, with transformer damage curve, inrush curve, and thru fault current indicated.

#### 1.5 INFORMATIONAL SUBMITTALS

- A. Coordination Drawings:
- B. Qualification Data: For testing agency.
- C. Product Certificates: For transformers, signed by product manufacturer.
- D. Source quality-control reports.
- E. Field quality-control reports.

#### 1.6 CLOSEOUT SUBMITTALS

- A. Operation and Maintenance Data: For transformer and accessories to include in emergency, operation, and maintenance manuals.

#### 1.7 QUALITY ASSURANCE

- A. Testing Agency Qualifications: Member company of NETA or an NRTL.
  1. Testing Agency's Field Supervisor: Certified by NETA to supervise on-site testing.

### PART 2 - PRODUCTS

#### 2.1 SYSTEM DESCRIPTION

- A. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.
- B. Comply with IEEE C2.
- C. Comply with IEEE C57.12.00.

## 2.2 PERFORMANCE REQUIREMENTS

- A. Windings Material: Copper.
- B. Surge Arresters: Comply with IEEE C62.11, Distribution Class; metal-oxide-varistor type, fully shielded, separable-elbow type, suitable for plugging into the inserts provided in the high-voltage section of the transformer. Connected in each phase of incoming circuit and ahead of any disconnecting device.
- C. Winding Connections: The connection of windings and terminal markings shall comply with IEEE C57.12.70.
- D. Efficiency: Comply with 10 CFR 431, Subpart K.
- E. Insulation: Transformer kVA rating shall be as follows: The average winding temperature rise above a 30 deg C ambient temperature shall not exceed 65 deg C and 80 deg C hottest-spot temperature rise at rated kVA when tested according to IEEE C57.12.90, using combination of connections and taps that give the highest average winding temperature rise.
- F. Tap Changer: External handle, for de-energized operation.
- G. Tank: Sealed, with welded-on cover. Designed to withstand internal pressure of not less than 7 psi (50 kPa) without permanent distortion and 15 psig (104 kPa) without rupture. Comply with IEEE C57.12.36.
- H. Enclosure Integrity: Comply with IEEE C57.12.28 for pad-mounted enclosures that contain energized electrical equipment in excess of 600 V that may be exposed to the public.
- I. Mounting: An integral skid mounting frame, suitable to allow skidding or rolling of transformer in any direction, and with provision for anchoring frame to pad.
- J. Insulating Liquids:
  - 1. Mineral Oil: ASTM D 3487, Type II, and tested for compliance with ASTM D 117.
  - 2. Less-Flammable Liquids:
    - a. Edible-Seed-Oil-Based Dielectric: Listed and labeled by an NRTL as complying with NFPA 70 requirements for fire point of not less than 300 deg C when tested according to ASTM D 92. Liquid shall be biodegradable and nontoxic, having passed the Organization for Economic Co-operation and Development G.L.203 with zero mortality, and shall be certified by the U.S. Environmental Protection Agency as biodegradable, meeting Environmental Technology Verification requirements.
    - b. Biodegradable and Nontoxic Dielectric: Listed and labeled by an NRTL as complying with NFPA 70 requirements for fire point of not less than 300 deg C when tested according to ASTM D 92.
- K. Sound level shall comply with NEMA TR 1 requirements.
- L. Corrosion Protection:
  - 1. Transformer coating system shall be factory applied, complying with requirements of IEEE C57.12.28, in manufacturer's standard color.

2. Fabricate front sill, hood, and tank base of single-compartment transformers from stainless steel according to ASTM A 167, Type 304 or 304L, not less than No. 13 U.S. gage, complying with requirements of IEEE C57.12.28, standard color.
3. Base and Cabinets of Two Compartment Transformers: Fabricate from stainless steel according to ASTM A 167, Type 304 or 304L, not less than No. 13 U.S. gage. Coat transformer with manufacturer's standard green color coating complying with requirements of IEEE C57.12.28, in manufacturer's standard color.

### 2.3 THREE-PHASE TRANSFORMERS

#### A. Description:

1. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.
2. Comply with IEEE C57.12.26.

#### B. Compartment Construction:

1. Single-Compartment Construction: Clamshell style, with provision for padlocking, hinged cover, and single-point latching.
2. Double-Compartment Construction: Individual compartments for high- and low-voltage sections, formed by steel isolating barriers that extend full height and depth of compartments, with hinged, lift-off doors and three-point latching, with a stop in the open position and provision for padlocking.

#### C. Primary Fusing: Designed and rated to provide thermal protection of transformer by sensing overcurrent and high liquid temperature.

1. 95-kV BIL current-limiting fuses, conforming to requirements of IEEE C37.47.
2. Interrupting Rating: 50,000 rms A symmetrical at system voltage.
3. Fuse Assembly: Bayonet-type, liquid-immersed, expulsion fuses in series with liquid-immersed, partial-range, current-limiting fuses. Bayonet fuse shall sense both high currents and high oil temperature to provide thermal protection to the transformer. Connect current-limiting fuses ahead of radial-feed load-break switch.
4. Provide bayonet fuse assembly with an oil retention valve and an external drip shield inside the housing to eliminate or minimize oil spills. Valve shall close when fuse holder is removed and an external drip shield is installed.
5. Provide a conspicuously displayed warning adjacent to bayonet fuse(s), cautioning against removing or inserting fuses unless transformer has been de-energized and tank pressure has been released.

#### D. High-Voltage Section: Dead-front design.

1. To connect primary cable, use separable insulated connectors; coordinated with and complying with requirements of Section 260513 "Medium-Voltage Cables." Bushings shall be one-piece units, with ampere and BIL ratings the same as connectors.
2. Bushing inserts and feed-through inserts:
  - a. Conform to the requirements of IEEE 386.
  - b. Rated at 200 A, with voltage class matching connectors. Provide a parking stand near each bushing well. Parking stands shall be equipped with insulated standoff bushings for parking of energized load-break elbow connectors on parking stands.



- c. Provide insulated protective caps for insulating and sealing out moisture from unused bushing inserts and insulated standoff bushings.
  3. Bushing wells configured for loop-feed application.
  4. Access to liquid-immersed fuses.
  5. Dead-front surge arresters.
  6. Tap-changer operator.
  7. Load-Break Switch:
    - a. Radial-feed, liquid-immersed type with voltage class and BIL matching that of separable connectors, with a continuous current rating and load-break rating of 200 amperes, and a make-and-latch rating of 12 kA rms symmetrical.
  8. Ground pad.
- E. Low-Voltage Section:
  1. Bushings with spade terminals drilled for terminating the number of conductors indicated on the Drawings, and the lugs that comply with requirements of Section 260519 "Low-Voltage Electrical Power Conductors and Cables."
- F. Capacities and Characteristics:
  1. Power Rating (kVA): As listed on drawings.
  2. Voltage Ratings: 13,200V & 4160V - 480Y/277 V.
  3. Taps: Comply with IEEE C57.12.26 requirements.
  4. Transformer BIL (kV): Comply with IEEE C57.12.26 requirements.
  5. Minimum Tested Impedance (Percent at 85 deg C): 5.75.
  6. K-factor: 1, complying with UL 1562.
  7. Comply with FM Global Class No. 3990.
  8. Comply with UL listing requirements for combination classification and listing for transformer and less-flammable insulating liquid.
- G. Transformer Accessories:
  1. Drain and filter connection.
  2. Filling and top filter press connections.
  3. Pressure-vacuum gauge.
  4. Dial-type analog thermometer with alarm contacts.
  5. Magnetic liquid level indicator with high and low alarm contacts.
  6. Automatically resetting pressure-relief device. Device flow shall be as recommended by manufacturer. With alarm contacts and a manual bleeder.
  7. Stainless-steel ground connection pads.
  8. Machine-engraved nameplate, made of anodized aluminum or stainless steel.
  9. Sudden pressure relay for remote alarm or trip when internal transformer pressure rises at field-set rate. Provide without seal-in delay.

## 2.4 SERVICE CONDITIONS

- A. Transformers shall be suitable for operation under service conditions specified as usual service conditions in IEEE C57.12.00, except for the following:

1. Altitudes above 3300 feet (1000 m).
2. Cooling air temperature exceeds limits.
3. Excessive load current harmonic factor.
4. Operation above rated voltage or below rated frequency.
5. Exposure to explosive environments.
6. Exposure to fumes, vapors, or dust.
7. Exposure to hot and humid climate or to excessive moisture, including steam, salt spray, and dripping water.
8. Exposure to seismic shock or to abnormal vibration, shock, or tilting.
9. Exposure to excessively high or low temperatures.
10. Unusual transportation or storage conditions.
11. Unusual grounding resistance conditions.

## 2.5 WARNING LABELS AND SIGNS

- A. Comply with requirements for labels and signs specified in Section 260553 "Identification for Electrical Systems."
1. High-Voltage Warning Label: Provide self-adhesive warning signs on outside of high-voltage compartment door(s). Sign legend shall be "DANGER HIGH VOLTAGE" printed in two lines of nominal 2-inch- ((50-mm)-)high letters. The word "DANGER" shall be in white letters on a red background and the words "HIGH VOLTAGE" shall be in black letters on a white background.
  2. Arc Flash Warning Label: Provide self-adhesive warning signs on outside of high-voltage compartment door(s), warning of potential electrical arc flash hazards and appropriate personal protective equipment required.

## 2.6 SOURCE QUALITY CONTROL

- A. Provide manufacturer's certificate that the transformer design tests comply with IEEE C57.12.90.
1. Perform the following factory-certified routine tests on each transformer for this Project:
    - a. Resistance.
    - b. Turns ratio, polarity, and phase relation.
    - c. Transformer no-load losses and excitation current at 100 percent of ratings.
    - d. Transformer impedance voltage and load loss.
    - e. Operation of all devices.
    - f. Lightning impulse.
    - g. Low frequency.
    - h. Leak.
    - i. Transformer no-load losses and excitation current at 110 percent of ratings.
    - j. Insulation power factor.
    - k. Applied potential, except that this test is not required for single-phase transformers or for three-phase Y-Y-connected transformers.
    - l. Induced potential.
    - m. Resistance measurements of all windings on rated voltage connection and at tap extreme connections.
    - n. Ratios on rated voltage connection and at tap extreme connections.
    - o. Polarity and phase relation on rated voltage connection.
    - p. No-load loss at rated voltage on rated voltage connection.
    - q. Exciting current at rated voltage on rated voltage connection.

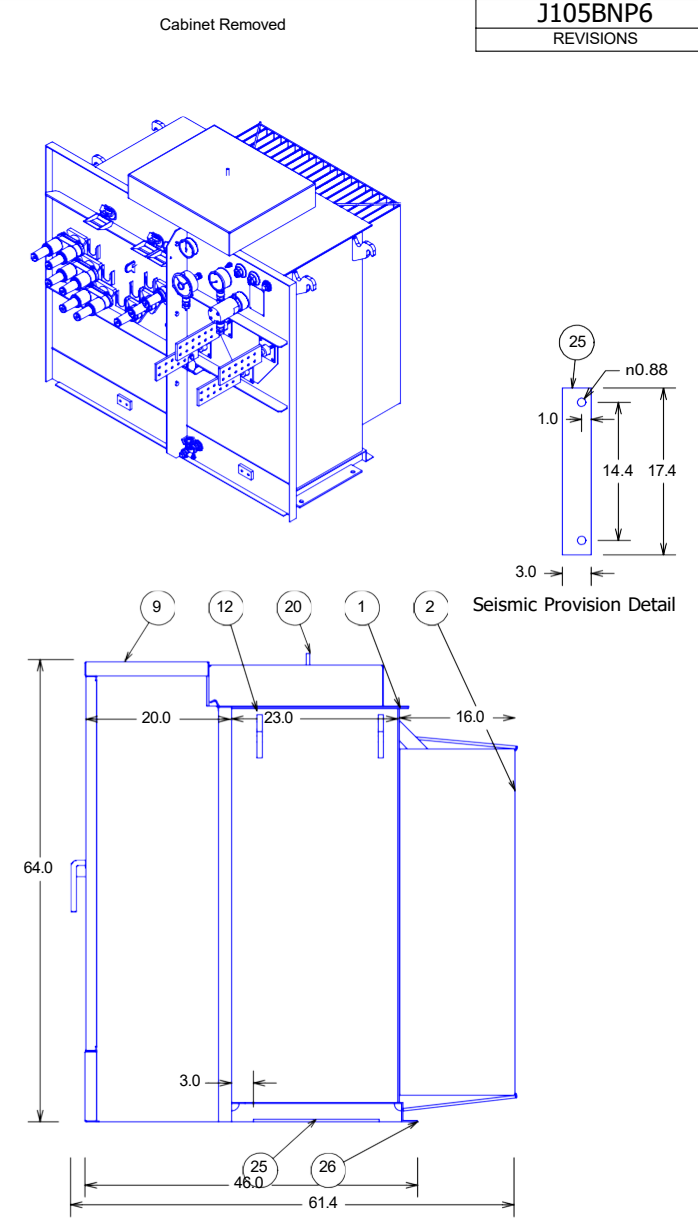
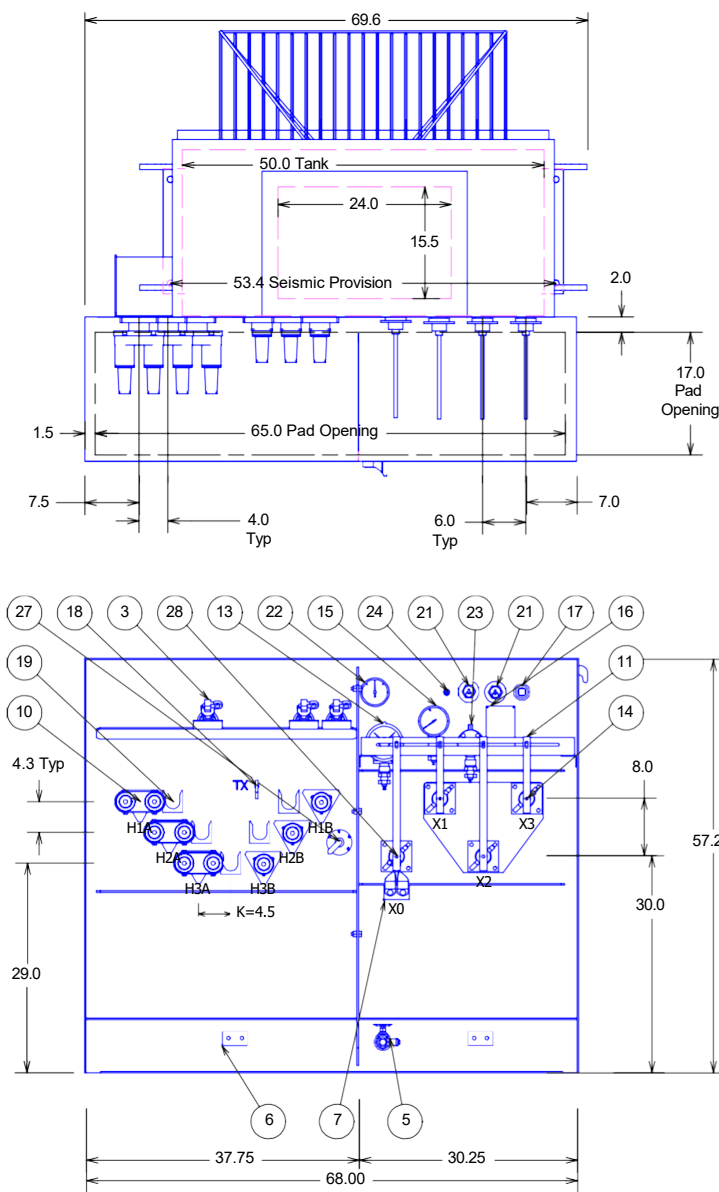
r. Impedance.

PART 3 - EXECUTION

3.1 NOT USED


END OF SECTION 261219

ITEM	DESCRIPTION
1	Bolted Cover w/ Handhole w/ Nutguard
2	Cooling Corrugate
3	Cooper Bayonet Fusing w/ Plastic Dripshield
4	Current Limiting Backup Fuses (Internal)
5	Drain Valve with Sampler
6	Ground Pad .50-13 Tap
7	Ground Strap and Pad
8	18.0kV (15.3kV MCOV) Elbow Arrester (boxed)
9	High Security Cabinet w/ 1 Pentahead Door Bolt per door
10	35kV 200 Amp HV Bushing Well w/ 15kV Feedthru (A Side) & 15kV Insert (B Side)
11	LV Bushing Support
12	Lifting Lug
13	Liquid Temperature Gauge w/ Alarm Contacts
14	1.2kV LV Bushing w/12 Hole Spade Supported
15	Magnetic Oil Level Gauge w/ Alarm Contacts
16	Nameplate
17	One Inch Upper Press. Conn. and Fill Plug
18	Two Position Loadbreak Switch
19	Parking Stand
20	Pressure Relief Device w/ Alarm Contacts
21	Pressure Relief Valve
22	Pressure Vacuum Gauge
23	Rapid Rise Relay w/ Alarm Contacts
24	Schrader Valve
25	Seismic Anchor Provisions
26	Tank Base w/ Jacking and Rolling Facilities
27	5-Position Tap Changer
28	X0 Bushing

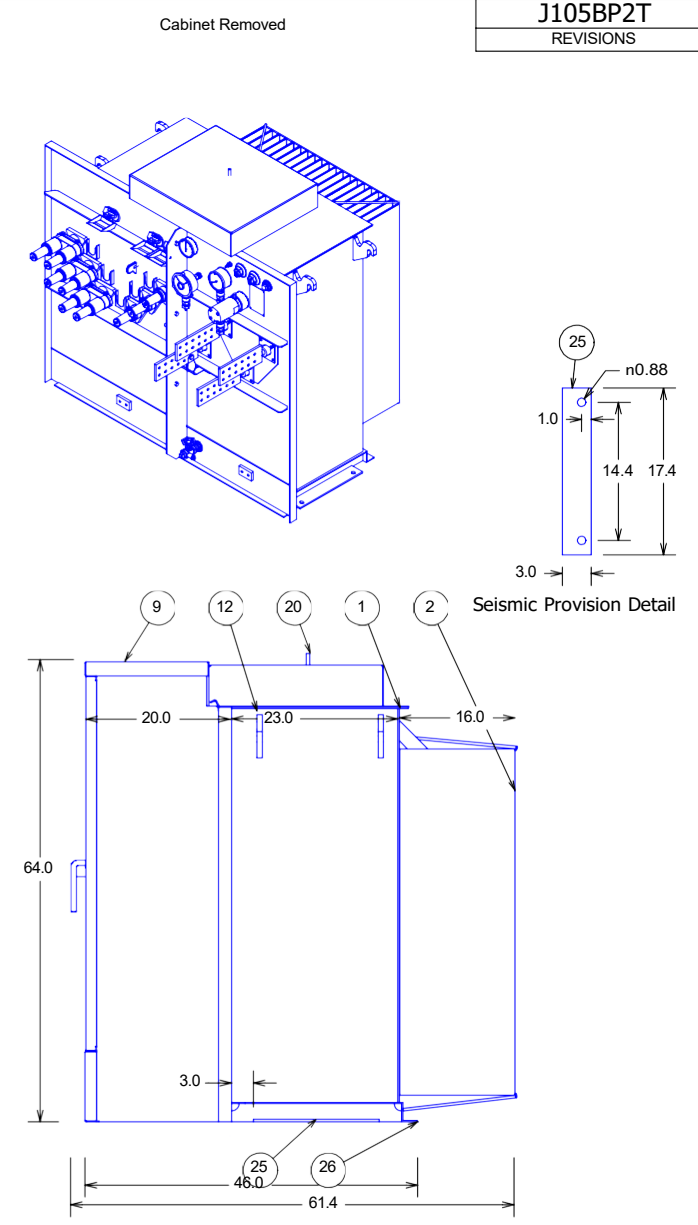
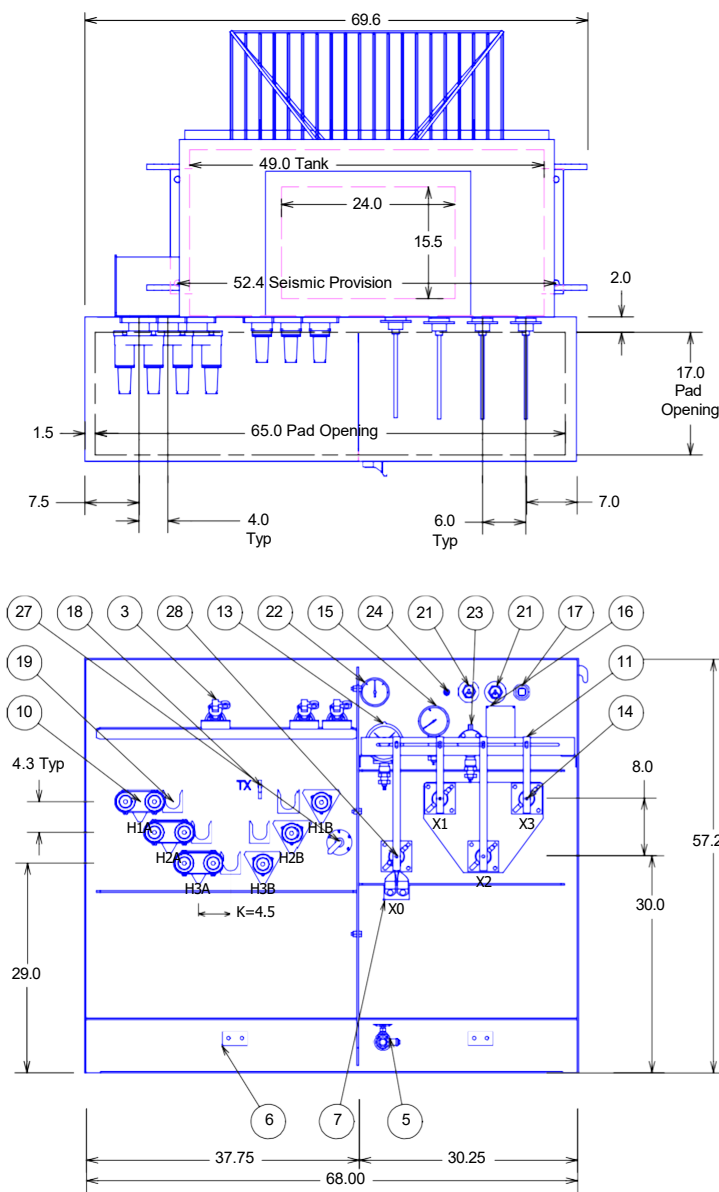


**J105BNP6**  
REVISIONS

3PH Padmount Transformer 60Hz  
 750.0 kVA KNAN 65 AWR FR3  
 HV 13200D 95 kV BIL  
 LV 480Y/277 30 kV BIL  
 5.73 %Z  
 Approximate Weight 6041 lbs.  
 Munsell Green Topcoat  
 Stainless Steel Base Construction  
 UL Listed; FM Approved for Outdoor Use  
 DESIGN #: 1


MATERIAL:		 <b>Powering Business Worldwide</b>			
ALL DIMENSIONS ARE IN INCHES [MM]					
THE INFORMATION ON THIS DOCUMENT WAS CREATED BY EATON. IT WAS DISCLOSED IN CONFIDENCE AND IS ONLY TO BE USED FOR THE PURPOSE IN WHICH IT WAS SUPPLIED.		TITLE: Distribution Transformer Outline Drawing			
THIS DRAWING HAS BEEN GENERATED FROM A 3D MODEL.		DESC: COOPER POWER SERIES THREE-PHASE PAD-MOUNTED COMPARTMENTAL TYPE			
DWG: PTP	DATE: 3/5/2024	REF: P3D V04R05M09	SHEET #: 1 OF 1	SCALE: 00	REV: 00
<b>J105BNP6</b>					

ITEM	DESCRIPTION
1	Bolted Cover w/ Handhole w/ Nutguard
2	Cooling Corrugate
3	Cooper Bayonet Fusing w/ Plastic Dripshield
4	Current Limiting Backup Fuses (Internal)
5	Drain Valve with Sampler
6	Ground Pad .50-13 Tap
7	Ground Strap and Pad
8	18.0kV (15.3kV MCOV) Elbow Arrester (boxed)
9	High Security Cabinet w/ 1 Pentahead Door Bolt per door
10	35kV 200 Amp HV Bushing Well w/ 15kV Feedthru (A Side) & 15kV Insert (B Side)
11	LV Bushing Support
12	Lifting Lug
13	Liquid Temperature Gauge w/ Alarm Contacts
14	1.2kV LV Bushing w/12 Hole Spade Supported
15	Magnetic Oil Level Gauge w/ Alarm Contacts
16	Nameplate
17	One Inch Upper Press. Conn. and Fill Plug
18	Two Position Loadbreak Switch
19	Parking Stand
20	Pressure Relief Device w/ Alarm Contacts
21	Pressure Relief Valve
22	Pressure Vacuum Gauge
23	Rapid Rise Relay w/ Alarm Contacts
24	Schrader Valve
25	Seismic Anchor Provisions
26	Tank Base w/ Jacking and Rolling Facilities
27	5-Position Tap Changer
28	X0 Bushing

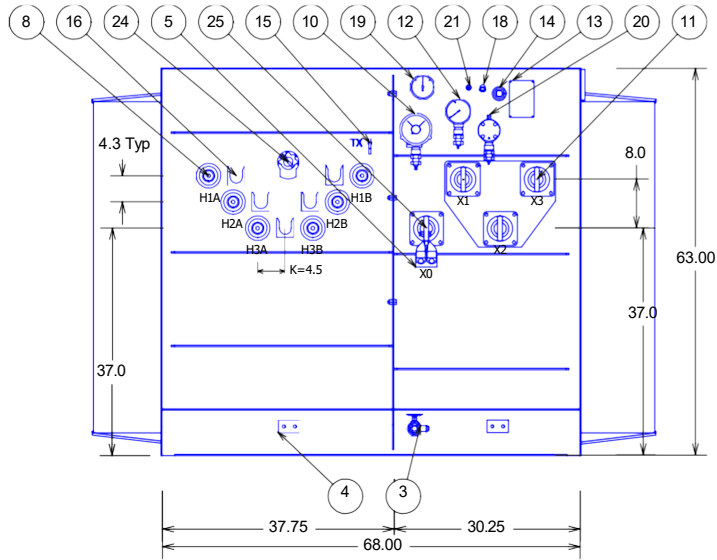
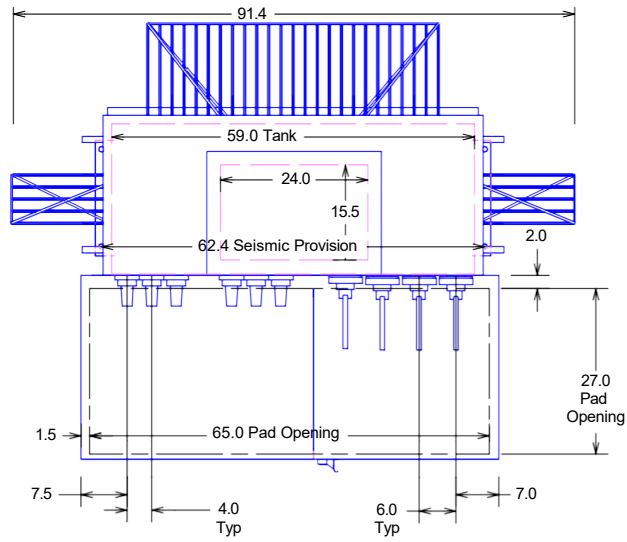


**J105BP2T**  
REVISIONS

3PH Padmount Transformer 60Hz  
 750.0 kVA KNAN 65 AWR FR3  
 HV 4160D 60 kV BIL  
 LV 480Y/277 30 kV BIL  
 5.73 %Z  
 Approximate Weight 5950 lbs.  
 Munsell Green Topcoat  
 Stainless Steel Base Construction  
 UL Listed; FM Approved for Outdoor Use  
 DESIGN #: 1

MATERIAL:		 <b>Powering Business Worldwide</b>	
ALL DIMENSIONS ARE IN INCHES [MM]			
THE INFORMATION ON THIS DOCUMENT WAS CREATED BY EATON. IT WAS DISCLOSED IN CONFIDENCE AND IS ONLY TO BE USED FOR THE PURPOSE IN WHICH IT WAS SUPPLIED.		TITLE: Distribution Transformer Outline Drawing	
THIS DRAWING HAS BEEN GENERATED FROM A 3D MODEL.		DESC: <b>COOPER POWER SERIES</b> THREE-PHASE PAD-MOUNTED COMPARTMENTAL TYPE	
DWG: PTP	DATE: 3/5/2024	REF: P3D V04R05M09	SHEET #: 1 OF 1
		SCALE:	REV: 00
<b>J105BP2T</b>			

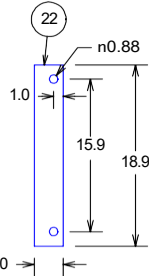
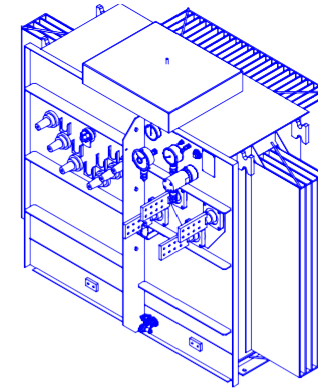
ITEM	DESCRIPTION
1	Welded Cover w/ Handhole
2	Cooling Corrugate
3	Drain Valve with Sampler
4	Ground Pad .50-13 Tap
5	Ground Strap and Pad
6	6.0kV ( 5.1kV MCOV) Elbow Arrester (boxed)
7	High Security Cabinet w/ 1 Pentahead Door Bolt per door
8	15kV 600 Amp Deadbreak HV Bushing
9	Lifting Lug
10	Liquid Temperature Gauge w/ Alarm Contacts
11	1.2kV LV Bushing w/ 8 Hole Spade
12	Magnetic Oil Level Gauge w/ Alarm Contacts
13	Nameplate
14	One Inch Upper Press. Conn. and Fill Plug
15	Two Position Loadbreak Switch
16	Parking Stand
17	Pressure Relief Device w/ Alarm Contacts
18	Pressure Relief Valve
19	Pressure Vacuum Gauge
20	Rapid Rise Relay w/ Alarm Contacts
21	Schrader Valve
22	Seismic Anchor Provisions
23	Tank Base w/ Jacking and Rolling Facilities
24	5-Position Tap Changer
25	X0 Bushing



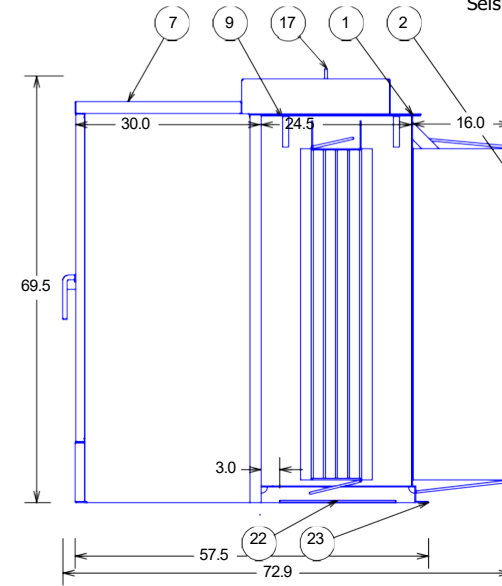
Cabinet Removed

J105DSPR

REVISIONS



Seismic Provision Detail



3PH Padmount Transformer 60Hz  
 1500.0 kVA KNAN 65 AWR FR3  
 HV 4160D 60 kV BIL  
 LV 480Y/277 30 kV BIL  
 5.74 %Z  
 Approximate Weight 9472 lbs.  
 Munsell Green Topcoat  
 Stainless Steel Base Construction  
 UL Listed; FM Approved for Outdoor Use  
 DESIGN #: 1

MATERIAL:

ALL DIMENSIONS ARE IN INCHES [MM]

THE INFORMATION ON THIS DOCUMENT WAS CREATED BY EATON. IT WAS DISCLOSED IN CONFIDENCE AND IS ONLY TO BE USED FOR THE PURPOSE IN WHICH IT WAS SUPPLIED.

THIS DRAWING HAS BEEN GENERATED FROM A 3D MODEL.



TITLE: Distribution Transformer Outline Drawing

DESC: COOPER POWER SERIES THREE-PHASE PAD-MOUNTED COMPARTMENTAL TYPE

DWG: PTP DATE: 3/6/2024 REF: P3D V04R05M09 SHEET #: 1 OF 1 SCALE: REV: 00

J105DSPR