

ADDENDUM NO. 2

PROJECT: **One (1) – Outdoor Power Center Complete with 15 kV Metalclad Switchgear**
COA # 2163 BHA Job No.: 2019E16B

OWNER: **City of Alexandria, Louisiana**
1015 Upper Third Street
Alexandria, LA 71301
ATTENTION: Robert Normand

ENGINEER: **BHA, Inc.**
9342 Lindale Ave.
Baton Rouge, LA 70815
ATTENTION: Gerard Waguespack

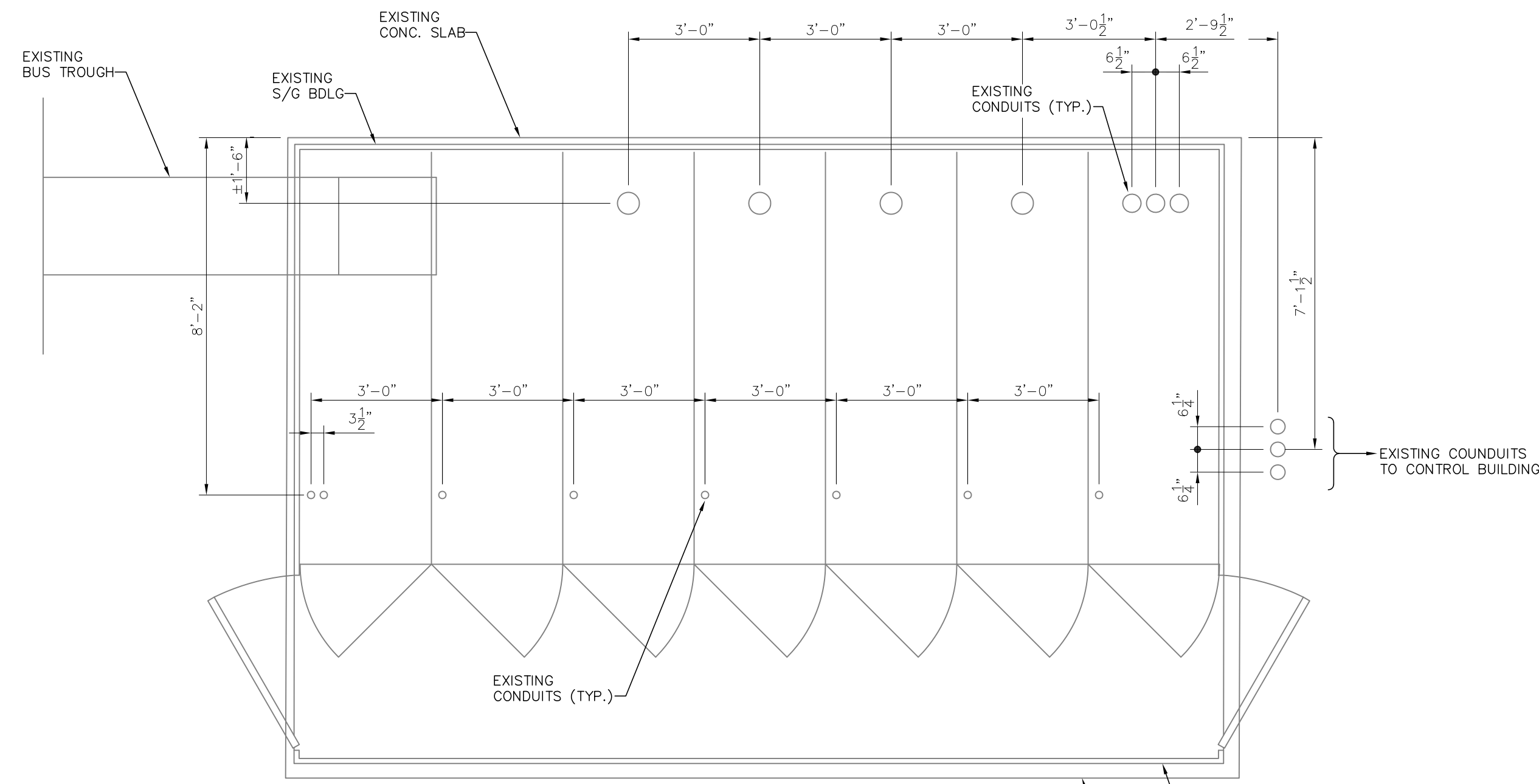
The Plans and Specifications contained in the above listed project documents are hereby revised as indicated below and prospective bidders are required to take into consideration all items presented hereby in the preparation of their bids, as though contained in the bidding documents as originally issued. In the event on any conflicts between the original documents and this Addendum, the provisions of this Addendum shall govern.

This Addendum and its cover letter shall be attached **INSIDE** the front cover of the bidding documents by the prospective bidders, thereby becoming a part of these documents.

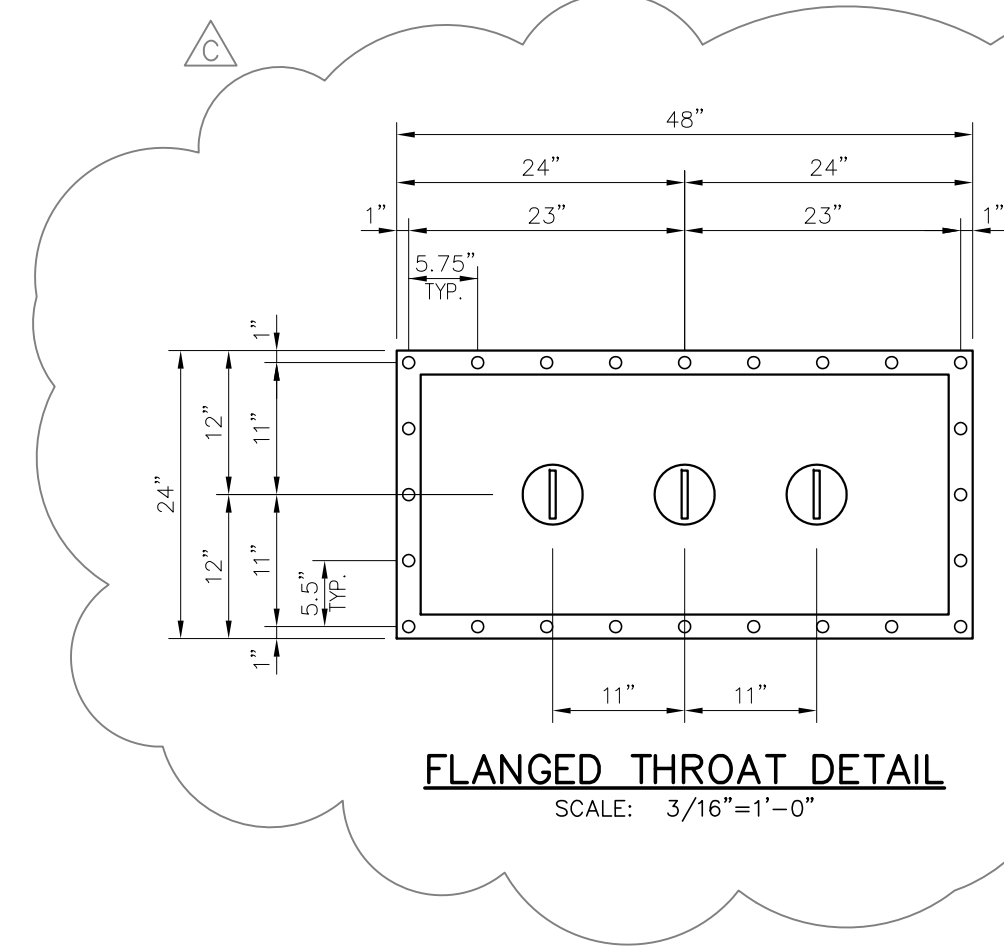
Page C-III-1, Item 2.0 - ATTACHMENTS

Drawings WG-SG1, Rev. D and WG-SG2, Rev. B, attached, should be used in lieu of any previous revisions.

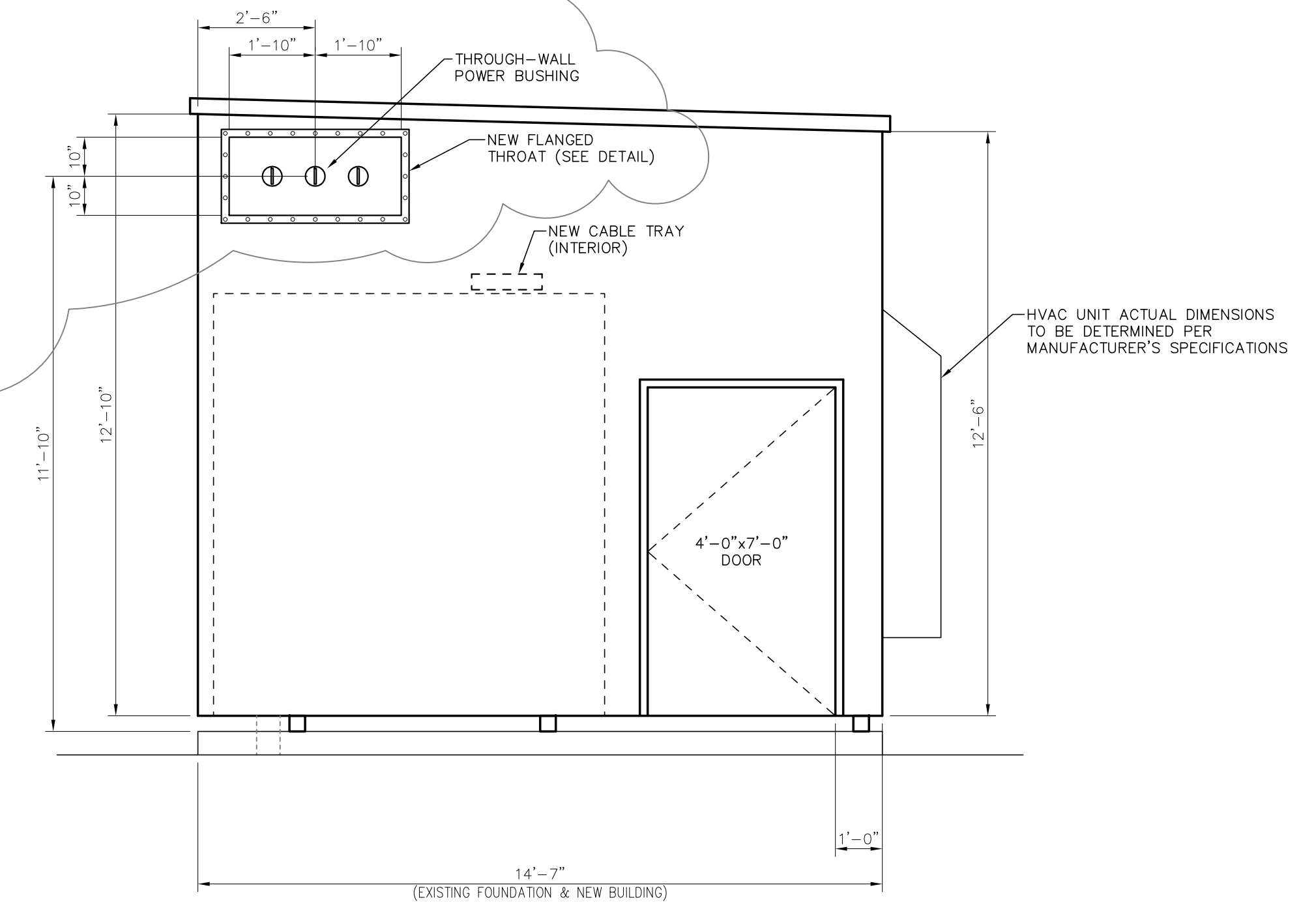
BHA2426.DWG 0071488



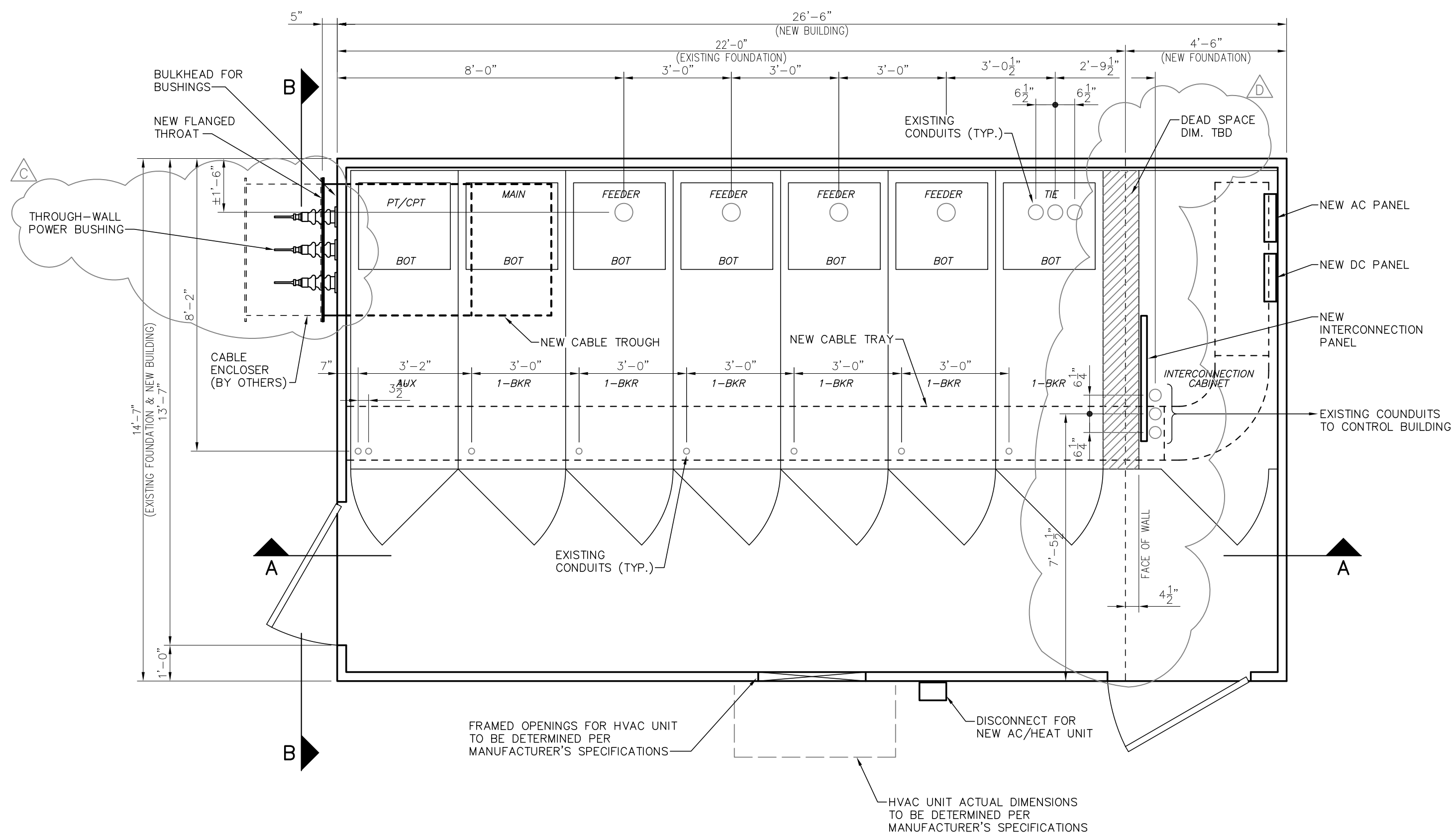
EXISTING MCC BUILDING PLAN
SCALE: 3/8"=1'-0"



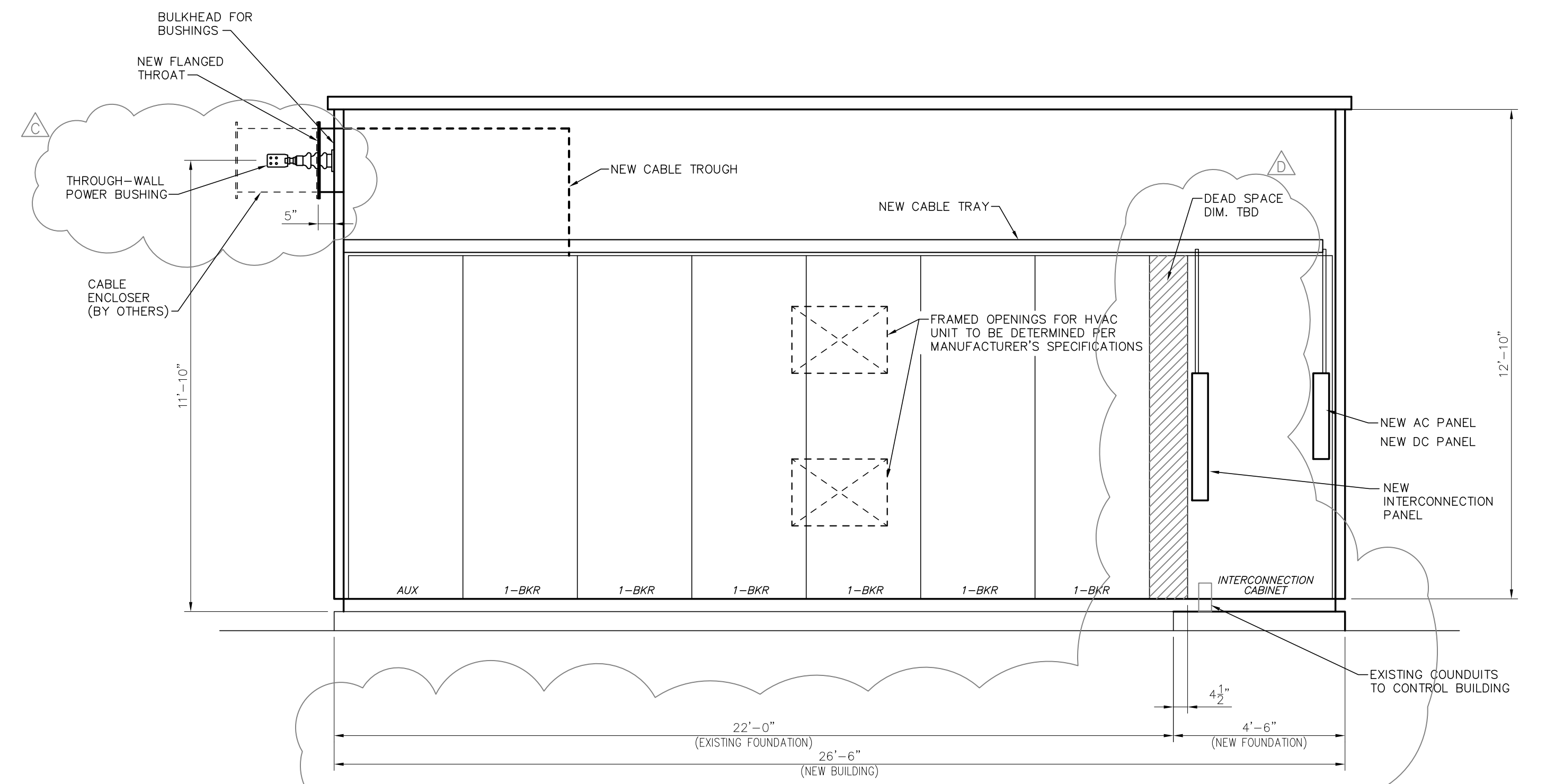
FLANGED THROAT DETAIL
SCALE: 3/16"=1'-0"



NEW MCC BUILDING ELEVATION B-B
SCALE: 3/8"=1'-0"



NEW MCC BUILDING PLAN
SCALE: 3/8"=1'-0"



NEW MCC BUILDING SECTION A-A
SCALE: 3/8"=1'-0"

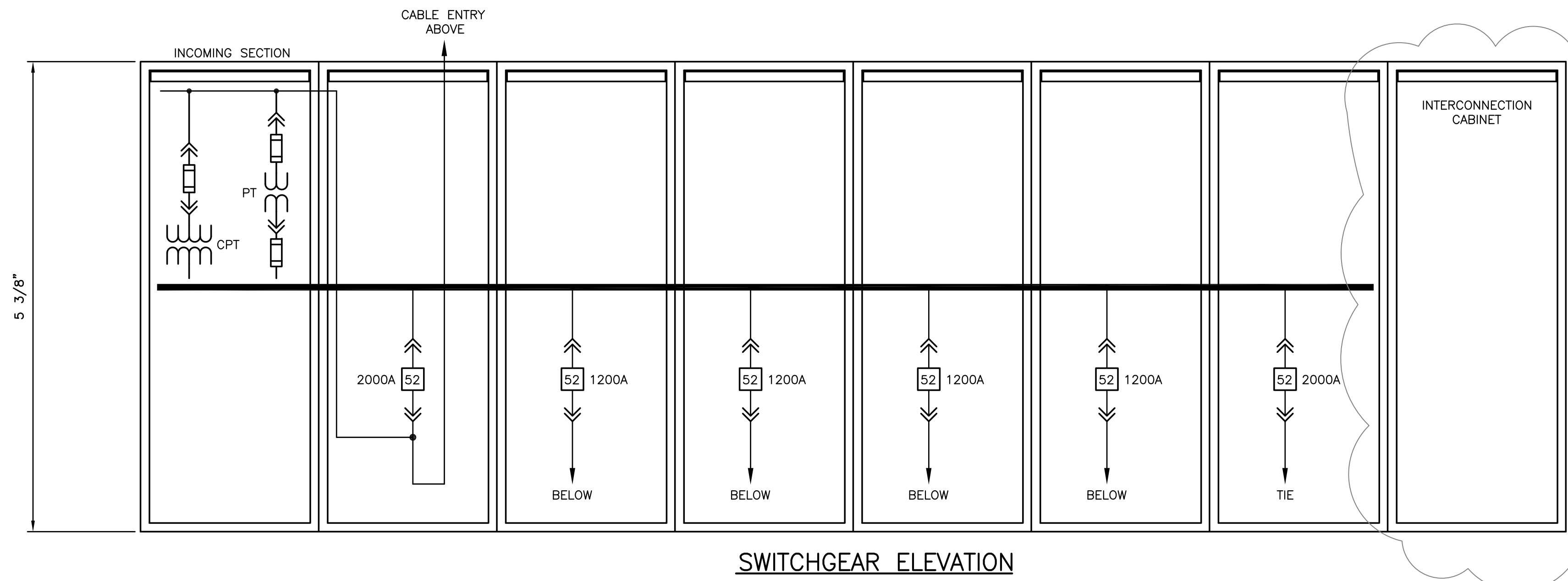
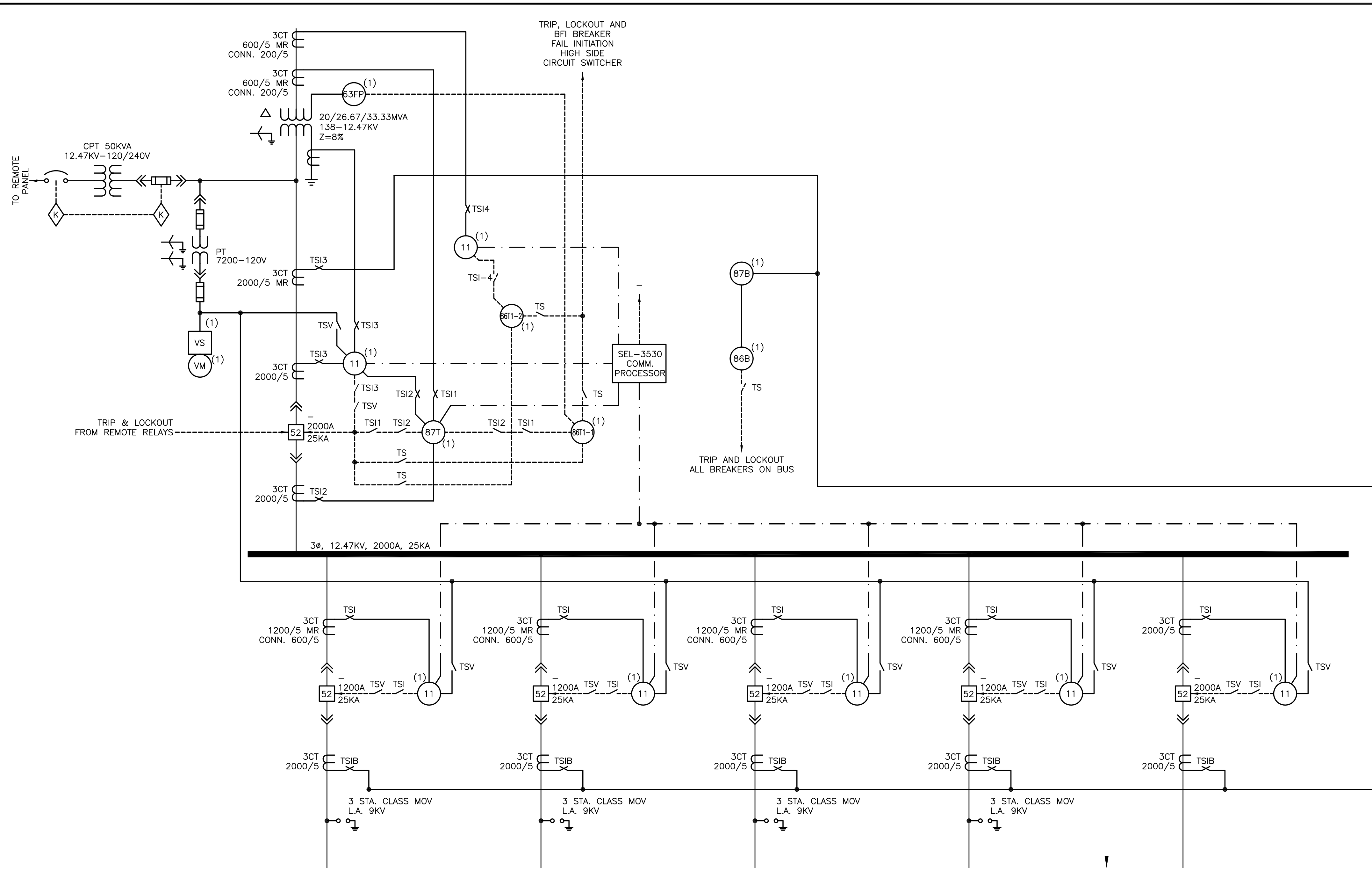
NOTE: BUILDING SUPPLIER TO SUPPLY REMOVABLE FLOOR PLATES AT ALL EXISTING CONDUIT STUB-UPS.

FOR BIDDING PURPOSES ONLY

WILLOW GLEN SUBSTATION PROPOSED SWITCHGEAR BUILDING				CITY OF ALEXANDRIA ALEXANDRIA, LOUISIANA	
D	2/12/18	BHA	ADDED DEAD SPACE NOTATION & VERIFIED DIMS	SCALE: 3/8"=1'-0"	DATE: 11/2017
C	2/7/18	BHA	ADDED POWER BUSHING & DETAIL WALL OPENING	DRAWN: jhd	APPROVED:
B	1/22/17	BHA	REVISED SIZE AND OPENINGS BASED ON SURVEY	PROJECT NO.: 2019-E-16B	
A	12/12/17	BHA	FOR BIDDING PURPOSES ONLY	DRAWING NO.: WG-SG1	
NO. DATE BY REVISIONS			REV. D		

Prepared by Brooke-Henbour & Associates, Inc. CAD SERVICES

BHA246.DWG 07/14/18
Prepared by Broussard-Henrich & Associates, Inc. CAD SERVICES



SWITCHGEAR ELEVATION

FOR BIDDING PURPOSES ONLY

- NOTES:**
- EACH FEEDER RELAY SHALL HAVE 4 CONFIGURABLE ANALOG OUTPUTS:
1 - KVAR
3 - AMPERE (A, B, C)
THESE SHALL BE WIRED TO OUTPUT TERMINALS FOR CONNECTION TO SCADA.
 - EACH BREAKER SHALL HAVE A LOCAL SUPERVISORY SWITCH THAT WILL ALLOW CLOSING/TRIPPING OF THE BREAKER FROM SCADA OR LOCALLY. (ELECTROSWITCH SERIES 24 OR EQUAL)
 - EACH FEEDER BREAKER SHALL HAVE A RECLOSING OFF/ON SWITCH WIRED TO DEVICE 11. (ELECTROSWITCH SERIES 24 OR EQUAL)
 - EACH FEEDER BREAKER SHALL HAVE A 3 POSITION UNDERFREQUENCY SELECTOR SWITCH LABELED FREQ 1, OFF, FREQ 2 AND WIRED TO DEVICE 11. (ELECTROSWITCH SERIES 24 OR EQUAL)
 - EACH BREAKER SHALL HAVE AN ELECTRICALLY/HAND OPERATED CONTROL SWITCH (ELECTROSWITCH TYPE CSR OR EQUAL) THAT WILL ALLOW CLOSING/TRIPPING OF THE BREAKER FROM SCADA OR LOCALLY. RED, GREEN, AND AMBER LIGHTS WILL BE PROVIDED WITH EACH CONTROL SWITCH. AMBER LIGHT WILL ILLUMINATE IF BREAKER IS TRIPPED BY OTHER THAN CONTROL SWITCH. ADDITIONALLY, THE BREAKER CONTROL SWITCH SHALL HAVE DELAY CLOSE AND DELAY TRIP PUSHBUTTONS FOR ARC FLASH PROTECTION.
 - DIGITAL RELAY INPUTS SHALL BE AS FOLLOWS:
1 - 52a
2 - 52b
3 - RECLOSE ENABLE (LOCAL AND SCADA)
4 - 81UF1 ENABLE (WITH SUPERVISORY BLOCK)
5 - 81UF2 ENABLE (WITH SUPERVISORY BLOCK)
 - DIGITAL RELAY OUTPUTS SHALL BE AS FOLLOWS:
1 - TRIP
2 - CLOSE
 - IN ADDITION TO THE ABOVE, TERMINALS SHALL BE PROVIDED FOR CUSTOMER WIRING FOR THE FOLLOWING:
a. TRIP AND LOCK-OUT OF THE MAIN BREAKER FROM REMOTE PROTECTIVE RELAYS.
b. 86T1-1: TRIP, LOCK-OUT, AND BREAKER FAIL INITIATION OF HIGH SIDE CIRCUIT SWITCHER.
c. 86T1-2: TRIP, LOCK-OUT, AND BREAKER FAIL INITIATION OF HIGH SIDE CIRCUIT SWITCHER.
d. 52a CONTACT FROM EACH BREAKER FOR STATUS INDICATION TO SCADA.
e. 43L CONTACT FOR EACH BREAKER FOR STATUS INDICATION TO SCADA.
f. 81UF1 AND 81UF2 CONTACTS FOR STATUS INDICATION TO SCADA.
g. 86T1-1 AND 86T1-2 TRIP CONTACTS FOR INDICATION TO ALARM PANEL.
h. 52b CONTACT FROM EACH BREAKER FOR OPEN INDICATION TO ALARM PANEL.
i. PT VOLTAGE OUTPUT FOR TRANSFORMER 1 LTC SENSING VOLTAGE.
 - MAIN BKR AND TIE BKR SHAL HAVE CONNECTION SUITABLE FOR 4-1000MCM PER PHASE
 - FEEDER BRKS SHALL HAVE CONNECTION SUITABLE FOR 2-1000MCM PER PHASE

- LEGEND:**
- (11) MULTIFUNCTION RELAY - SCHWEITZER SEL-751 CAT No. 751A62C1C6X73851220 OR APPROVED EQUAL. RELAY INCLUDES:
50 -
51 -
50N -
51N -
75 -
81-1 -
81-2 -
TRANSDUCERS - Ia, Ib, Ic, PF
 - (87T) TRANSFORMER DIFFERENTIAL RELAY - SCHWEITZER SEL-787 CAT No. 07871X2C1C0XA5850220 OR APPROVED EQUAL.
 - (87B) BUS DIFFERENTIAL RELAY - SCHWEITZER SEL-587Z CAT No. 058720X225512XX OR APPROVED EQUAL.
 - (86B) ELECTROSWITCH LOR LOCKOUT RELAY CAT No. 7808C TYPICAL FOR 86T1-1 AND 86T1-2
 - TSI, TS11, TS12, TS13 STATES MODEL FMS-10AB OR APPROVED EQUAL.
 - TSV STATES MODEL FMS-10FY OR APPROVED EQUAL.
 - TS STATES MODEL FMS-10A OR APPROVED EQUAL.
 - TSIB STATES MODEL FMS-4A OR APPROVED EQUAL.
 - COMM. PROCESSOR COMMUNICATIONS PROCESSOR - SCHWEITZER SEL-2032 CAT No. SEL 35303C0BX211X0XXXXX OR APPROVED EQUAL.

NAMEPLATE DESCRIPTIONS FOR TEST SWITCHES

NAME	POLES									
	1	2	3	4	5	6	7	8	9	10
TSI, TS11, TS12, TS13, TS14	TRIP	IAN	IA	IBN	IB	ICN	IC	IGN	IG	TRIP
TSV	TRIP	VA	VB	VC	VN	SP	SP	DC+	DC-	TRIP
TS	TRIP	TRIP	TRIP	TRIP	TRIP	TRIP	TRIP	TRIP	TRIP	TRIP
TSIB	IA	IB	IC	IN						

				WILLOW GLEN SUBSTATION SWITCH GEAR # 1 ONE-LINE DIAGRAM			
				CITY OF ALEXANDRIA ALEXANDRIA, LOUISIANA			
SCALE: NONE		DATE: 9/2017		DRAWN: TJW		APPROVED:	
PROJECT NO.:		2019-E-16B		DRAWING NO.:		WG-SG2	
B 2/12/18 BHA REVISED BUS LOCATION		A 12/11/17 BHA FOR BIDDING PURPOSES ONLY		NO. DATE BY		REVISIONS	
BHA, INC. BATON ROUGE, LOUISIANA							

BID FORM

**ONE (1) – Outdoor Electric Power Center Complete with 15kV Metalclad Switchgear
for Willow Glen Road Substation**

Bidder acknowledges receipt of the following ADDENDA: _____

Product Description

As per detailed specifications included in Bid #2163.

The price of the one (1) Outdoor Electric Power Center complete with 15kV Metalclad Switchgear, for the herein shall include the cost of delivery to the Willow Glen Road Substation, located 3031 Willow Glen Road, Alexandria, LA 71301. The price shall include offloading, installation, anchoring, field testing and commissioning of all equipment.

The equipment to be furnished by the Bidder shall consist of a 15kV metalclad switchgear lineup that will be housed in an electrical power center. The switchgear, power center and auxiliary services will be supplied as a complete assembly.

TOTAL LUMP SUM BID PRICE:

Total Bid Price Written in Words (\$ _____) (Numeric Amount)

=====
Bidder Information:

Company Name: _____

Address: _____

City/State/Zip: _____

Telephone #: (_____) _____ Fax #: (_____) _____

Email _____

Authorized Printed Name and Title: _____

Authorized Signature: _____

(Per LA R.S. 38:2212(A)(c)(i) - See General Conditions Item #22, Page 4 of these bid specifications.)

GENERAL CONDITIONS FOR BIDDERS - PLEASE READ CAREFULLY

1. Pursuant to LA R.S 38:2212.1. C.(1)(2), any manufacturer's preference in this proposal is descriptive, but non-restrictive, and is used only to indicate minimum requirement for type, grade and quality unless otherwise specified.
2. Pursuant to LA R.S. 38:2212 B.(1), the provisions and requirement of this bid shall not be considered as informalities and shall not be waived by the City of Alexandria. Therefore, conditions and specifications on this bid form shall be strictly enforced and any and all alterations, deviations, and non-compliance to said conditions and specifications, either on the bid form or by separate attachment, shall be grounds for immediate disqualification.
3. Preference shall be given to bidders quoting F.O.B. Destination (the City of Alexandria using department), FREIGHT PREPAID, unless otherwise requested.
4. Each bidder shall submit his proposal on the proposal form furnished by the City of Alexandria Purchasing Department. ~~The complete bid package must be returned as issued by the City with all pages intact and all specification response columns filled in. Incomplete columns or missing pages, to include addendum pages, shall result in the vendor's entire bid package being rejected.~~
5. Literature, brochures, and other related paperwork attached to the bid should be identified with the name of the bidder and bid item number.
6. In case of a mathematical discrepancy between unit price and extensions, the unit price shall prevail.
7. ~~Pursuant to LA R.S. 38:2212 F., the bid specifications may contemplate a fixed escalation or de-escalation in accordance with the United States Bureau of Labor Statistic's Consumer Price Index or the Producer Price Index. Bids based on specifications which are subject to a recognized escalation index shall be legal and valid for any item of a public work, at the discretion of the City.~~
8. ~~Pursuant to LA R.S. 38:2212.1. F., any public procurement unit may participate in a cooperative purchasing agreement with the City of Alexandria to acquire quantities of the above listed items under a contract with the City of Alexandria for items awarded by public bid, pursuant to the cooperative purchasing provisions of Part VII of Chapter 17 of Subtitle III of Title 39 of the Louisiana Revised Statutes of 1950, R.S. 39:1701 et seq.~~
9. The City of Alexandria reserves the right to award by item or by total bid, unless otherwise specified in the bid specifications. (Price(s) should be itemized.)
10. All erasures or corrections on the bid form must be initialed and the City of Alexandria may rely on the apparent authority represented by the initials.

11. The City of Alexandria reserves the right to reject for cause any and all bids or parts of bids, or accept bids most beneficial to the City.

General Conditions for Bidders - Please Read Carefully (Continued)

12. Any bid submitted which contains additions, conditional or alternate bids, or irregularities which may make the proposal incomplete, indefinite, or ambiguous as to its meaning, thus requiring clarification after the specified date and time of bid opening shall be rejected.

13. Bids shall be opened publicly in the City Council Chambers or Council Committee Room.

14. Cash discounts may be accepted, but **SHALL NOT** be considered in making award.

15. Regarding a bid for purchase of materials, supplies or services, not to include construction of any public works, a written notice of acceptance mailed or otherwise furnished to the successful bidder shall result in a binding contract without further action by either party.

16. When any bid is accepted for the construction or doing of any public works, a written contract shall be executed by and between the City of Alexandria and the Contractor. No contract shall be binding upon the City until it has been executed by the City and delivered to the successful bidder. Should the bidder to whom the contract is awarded fail to execute the contract, the award shall then be made to the next lowest responsible bidder, or re-advertised for public bid, said decision to be in the sole judgment of the City of Alexandria. This action may result in the loss of bidding privileges for a period of one (1) year.

17. The City of Alexandria shall schedule for payment the invoices for articles or services purchased under this bid within thirty (30) days after due and proper delivery accompanied by invoice.

18. The City of Alexandria is exempt from all sales taxes. A sales tax exempt form shall be furnished by the City of Alexandria Purchasing Department, if requested.

19. Bidder(s) awarded item(s) by the City of Alexandria shall be responsible for supplying all products at the awarded price(s). Failure may result in the City's cancellation of the remaining items awarded.

20. Regarding Service Contracts and Procurement Contracts, the terms of the contract shall be binding upon any and all parties involved until goods and supplies are delivered, services have been rendered, and/or work has been completed and accepted by the Mayor on behalf of the City of Alexandria and all payments required to be made to the Contractor have been made. However, a contract may be terminated under any and all of the following conditions:

(a) By mutual agreement and consent of either party upon thirty (30) days written notice to the other party;

(b) By the Mayor, on behalf of the City of Alexandria, as a consequence of the failure of the Contractor to comply with the terms and conditions of the contract or the progress or quality of work to

be performed in a satisfactory manner, proper allowance being made for circumstances beyond the control of the Contractor; or

- (c) By satisfactory completion of all services and obligations described in the contract.

General Conditions for Bidders - Please Read Carefully (Continued)

If the contract is terminated for any of the terms and conditions authorized in sub-paragraph (b) above, Contractor shall be formally notified in writing by the City of Alexandria Purchasing Department by means of certified mail informing him of cancellation of the contract, giving specific reasons for said cancellation. Contractor shall have the right to appeal to the City Council within ten (10) days from the date that said notification is placed in the U.S. Mail. Contractor's appeal shall be accomplished by means of a letter addressed to the City Council and delivered to the City Clerk, stating that an appeal to the decision of cancellation is desired. The City Council shall thereafter hold a hearing on the appeal, giving all parties the opportunity to present any and all evidence concerning the decision of cancellation. After hearing the appeal, the city Council may, by a majority vote, sustain, modify, or reverse the findings for said decision and shall provide, if requested by Contractor, a written determination of its findings.

21. Contractors submitting bids for Public Works construction projects in excess of \$1.00 must show his Contractor's License Number on the front of the bid envelope, except for certain projects for which a Contractor's License Number is not required by the State Contractor's Licensing Board. Failure to comply with this directive shall result in automatic bid rejection, furthermore, any Contractor who submits a bid for a type of construction for which he is not properly licensed shall be acting in violation of LA R.S. 37:2163, and shall be subject to all provisions for violation and penalties thereof. Contractors who are owned by, and are submitting a bid as a subsidiary of a parent company, whose name is listed in the State of Louisiana's Roster of Licensed Contractors, may do so by including a letter of proof of ownership from the parent company with the submitted bid package. The letter must be signed as per LA R.S. 38:2212 B.(5)(a)(b)(c) (see Item #22 below).

22. All bids submitted via USPS (registered or certified), overnight courier or hand delivered, shall be signed by hand and in ink by an authorized company representative per LA R.S. 38:2212 B.(5)(a)(b)(c), which states:

(c)(i) Evidence of agency, corporate, or partnership authority shall be required for submission of a bid to the division of administration or the State of Louisiana. The authority of the signature of the person submitting the bid shall be deemed sufficient and acceptable if any of the following conditions are met:

(aa) The signature on the bid is that of any corporate officer listed on the most current annual report on file with the Secretary of State, or the signature on the bid is that of any member of a partnership or partnership in commendam listed in the most current partnership records on file with the Secretary of State.

(bb) The signature on the bid is that of an authorized representative of the corporation, partnership, or other legal entity and the bid is accompanied by a corporate resolution, certification as to the corporate principle, or other documents indicating authority which are acceptable to the public entity.

(cc) The corporation, partnership, or other legal entity has filed in the appropriate records of the Secretary of State in which the public entity is located, an affidavit, resolution, or other acknowledged or authentic document indicating the names of all parties authorized to submit bids for public contracts. Such document on file with the Secretary of State shall remain in effect and shall be binding upon the principal until specifically rescinded and canceled from the records of the office.

General Conditions for Bidders - Please Read Carefully (Continued)

23. In-State preferences shall not apply to procurements involving federal funds.

24. Pursuant to LA R.S. 38:2212 O.(2)(a)(b), any modifications of plans and specifications will be made through an addendum. No addendum shall be issued within seventy-two (72) hours of the bid opening, excluding weekends and legal holidays, without the extension of the bid opening date. An extension of at least seven (7) but no more than thirty (30) working days is required but, re-advertising is not required. The addendum shall be transmitted by any one of the following methods: (1) facsimile transmission; (2) e-mail; (3) by hand; or (4) posted on the City of Alexandria's website (www.cityofalexandriala.com) and posted on Central Bidding's website (www.centralauctionhouse.com) if applicable.

25. All Federal Transit Administration (FTA) funded procurements, including operating assistance funding contracts, are to follow the Master Agreement, to include all applicable federal clauses.

a. Any bidder that is found listed on the Federal Government's *System for Award Management* (SAM) website, at www.sam.gov/portal/sam , under the advanced search feature for *Excluded Parties List System* (EPLS), shall automatically be rejected for the award of this bid, by Category and/or in its entirety. This applies to any portion of the bid that is a procurement funded by FTA.

26. Under the City's *AFEAT (Alexandria Fairness, Equality, Accessibility, and Teamwork Program)*, participation by minority and/or disadvantaged business enterprise firms is encouraged. The *AFEAT* Program should be inquired about through the Division of Finance.

Alexandria Fairness, Equality, Accessibility and Teamwork Program (AFEAT)

Dear Vendor:

Under the City's *AFEAT (Alexandria Fairness, Equality, Accessibility, and Teamwork Program)*, participation by minority and/or disadvantaged business enterprise firms is encouraged. The AFEAT Program should be inquired about through the Division of Finance. The goals for qualifying disadvantaged, minority and female owned business in the use of professional service agreements with prime contractors will help effectuate the goals of increasing: the competitive viability of small business, minority, and women business enterprise by providing contract, technical, educational, and management assistance; business ownership by small business persons, minority persons, and women (including professional service opportunities); and the procurement by the City of professional services, articles, equipment, supplies, and materials from business concerns owned by small business concerns, minority persons, and women.

Prime contractors offering subcontracting should take specific action to ensure that a bona fide effort is made to achieve maximum results towards meeting the established goals. Primes shall document efforts and shall implement steps at least as extensive as the following in a good faith effort to reach or exceed the established goals:

- A. Establish and maintain a current list of minority and female owned businesses in Alexandria, in Rapides Parish, and in the State of Louisiana.*
- B. Document and maintain a record of all solicitations of offers for subcontracts from minority or female construction contractor and suppliers in Alexandria, in Rapides Parish, and in the State of Louisiana.*
- C. Secure listing of minority and women owned businesses from the City of Alexandria Purchasing Department, the Central Louisiana Business Incubator, and the State of Louisiana Department of Minority Affairs.*
- D. Participate in associations which assist in promoting minority and women owned businesses such as the Central Louisiana Business League, the Central Louisiana Business Incubator, and the Entrepreneurial League System.*
- E. Designate a responsible official to monitor all activity made in the effort to achieve or exceed the established goals; record contacts made, subcontracts entered into with dollar amounts, and other relevant information.*

For more information on AFEAT and the City of Alexandria's Diversity in Action Initiative, and to explore a local and statewide directory of minority businesses, please visit www.diversityinaction.org.

Should you have any questions or comments, please do not hesitate to contact our Finance Department at 318-449-5091 or our Purchasing Department at 318-441-6180.

Sincerely,

City of Alexandria