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## Bid Proposal #2600

## SINGLE PHASE POLEMOUNT TRANSFORMERS - ELECTRIC DISTRIBUTION

Sealed bids and electronic submitted bids for the above will be received until **10:00 AM CST, Tuesday, December 15, 2026,** and publicly opened in the City of Alexandria Council Chambers or Council Committee Room.

**Please file bid by one of the following means:**

**Hand-Delivered or Express Delivery:**

**Attention: Donna Jones, City Clerk**
**City of Alexandria - City Hall**
**915 Third Street, First Floor**
**Alexandria, LA 71301**
**Phone: 318-449-5047**

**Mailed via USPS:**

**Attention: Donna Jones, City Clerk**
**City of Alexandria - City Hall**
**PO Box 71**
**Alexandria, LA 71309-0071**

**Electronic Bid Submission: Central Bidding**

Pursuant to Louisiana R.S. 38:2212 B.(6)(a) through E. (1-7) and R.S. 38:2212.1 B.(4)(a), vendors/contractors have the option to submit their bids and bid bonds electronically. Bids and bonds to be filed electronically shall be posted with **Central Bidding** at www.centralauctionhouse.com (phone 1-225-810-4814). Registration will need to be completed prior to posting of bid.

Complete bid specifications are available for viewing and downloading at the City of Alexandria's website **www.cityofalexandriala.com** ; on the left hand side of the opening page, go to the heading *"Business"* then drop down to *"RFP/RFQ/Bids"*; the current bids will be listed for your convenience.


**City of Alexandria Buyer Name:** Andre Garsaud
**Phone Number:** (318) 441-6183
**Fax Number:** (318) 441-6185
**E-Mail Address:** **andre.garsaud@cityofalex.com**

Wilma Kelly
Acting Purchasing Manager

# City of Alexandria

Purchasing Department
P.O. Box 71
Alexandria, Louisiana
71309-0071

Office: (318) 441-6180
Fax: (318) 441-6185

| | |
|---|---|
| Sealed bids will be received until **10:00 AM, Tuesday, December 15, 2026**, and publicly opened in the Council Chambers or Council Committee Room. | City of Alexandria Bid Proposal **#2600**<br>Page: 1 of 19<br>Date Specifications Prepared: October 19, 2026 |
| Bid Bond Requirements: A bid bond or check for N/A% of the total amount of bid.<br><br>Performance Bond Requirements: In the event bid is accepted, a performance bond shall be required in the amount of N/A%. | **Please file bid with the following:**<br>**Donna Jones, City Clerk**<br>**City of Alexandria**<br>**915 Third Street**<br>**P.O. Box 71**<br>**Alexandria, LA 71309-0071**<br>**Phone: 318-449-5047** |

## INTRODUCTION

## SINGLE PHASE POLEMOUNT TRANSFORMERS FOR INVENTORY STOCK – TWELVE (12) MONTH PERIOD

It is the intent of the City of Alexandria to secure pricing on **SINGLE PHASE POLEMOUNT TRANSFORMERS**, for use by the City of Alexandria ELECTRIC DISTRIBUTION DEPARTMENT. **Pricing shall be for a twelve (12) month period.** All transformers shall be warranted for a minimum of one (1) year from date of installation or eighteen (18) months from date of delivery, whichever comes first. Quantities are estimates, not guaranteed.

Quoted prices shall be for a complete unit ready for use. Each unit shall be equipped with the manufacturer's equipment and accessories which are included as "standard" in the advertised and published literature for the unit. No such item of equipment shall be removed or omitted for the reason that it was not specified in the bid documents.

**All bid prices shall include any and all freight charges**. All products are to be shipped F.O.B., freight pre-paid, the City of Alexandria Electric Distribution Department, located at 1015 North Third Street, Alexandria, LA 71303.

***Completed bid should be returned as issued by the City of Alexandria with ALL PAGES intact and all specification response columns filled in. Incomplete columns or missing pages, to include addendum pages, may result in the bidder's (or proposer's) entire bid being rejected.***

**Questions and/or clarifications of bid specifications and submittals for "or equal" manufacturers are to be in written form, either mailed, faxed or e-mailed to the attention of Andre Garsaud, City of Alexandria – Purchasing Department, P.O. Box 71, Alexandria, LA 71309-0071; Fax #318-441-6185; e-mail andre.garsaud@cityofalex.com; and must be received by close of business on Thursday, December 3, 2026.**

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:**
**SINGLE PHASE POLEMOUNT TRANSFORMERS FOR INVENTORY STOCK**

## 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 Statures 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 each 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.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:**
**SINGLE PHASE POLEMOUNT TRANSFORMERS FOR INVENTORY STOCK**

## 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. Inquiries about the *AFEAT* Program should be directed to the Division of Finance. As a part of its RFP response, each Bidder ***shall*** submit documentation of its bona fide effort to secure subcontractors that meet the City's AFEAT goals. Each bidder ***shall*** also submit proof of engagement of any subcontractor selected because of its solicitations. The Bidder's bona fide efforts and engagement(s) are a consideration in bid review and rating.

**27. Pursuant to LA. R.S. 38:2212.3, the City of Alexandria reserves the right to reject the lowest bid in awarding contracts for items, equipment, materials, or supplies if (1) the bid is received from a bidder domiciled in a Communist country, or (2) the items, materials, equipment, or supplies offered are manufactured in a Communist country. If the apparent lowest bid is rejected pursuant to this provision, the City of Alexandria reserves the right to declare the bid non-responsive and award the contract to the next lowest responsible and responsive bidder who complies with all bidding documents and applicable law.**

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:**
**SINGLE PHASE POLEMOUNT TRANSFORMERS FOR INVENTORY STOCK**

## *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.

As a part of its RFP response, each Bidder ***shall*** submit documentation of its bona fide effort to secure subcontractors that meet the City's AFEAT goals. Each bidder ***shall*** also submit proof of engagement of any subcontractor selected because of its solicitations. The Bidder's bona fide efforts and engagement(s) are a consideration in bid review and rating.

Sincerely,

City of Alexandria

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:**
**SINGLE PHASE POLEMOUNT TRANSFORMERS FOR INVENTORY STOCK**

## BID SPECIFICATIONS

**SCOPE:** The following bid specifications are to be used as minimum and maximum standards for Single Phase Polemount Transformers, for use by The City of Alexandria Electric Distribution Department. All quoted products shall either meet or exceed the following specifications.

Unless otherwise stated, the use of manufacturer's name and product numbers are for descriptive purposes and to establish general quality levels only, they are not intended to be restrictive.

Prospective bidders are required to state exactly what they intend to furnish, otherwise, it is fully understood that they shall furnish all items as stated. Bidder should indicate in the space provided below, under *"Bidder's Response:"*, the necessary information to indicate he/she is conforming with the bid specifications for each item as written. If Bidder is in complete compliance with each bid specification item as written, please write "Comply" in the space provided; if not, please indicate in this space, the necessary information on the product you are proposing. Each specification response is necessary to ensure the proper evaluation and tabulation of this bid. If each *"Bidder's Response"* section is not filled in or completed, your bid may be rejected.

***Bidder's Response:***

**1. General Requirements**

1.1 This specification covers the general electrical, dimensions, and mechanical characteristics of the single-phase, 60 Hertz, mineral oil filled, self cooled, POLEMOUNT type distribution transformer, rated 5 kVA through 250 kVA. _____

1.2 These transformers shall meet all requirements of the latest applicable American National Standard Institute (ANSI), American Society of Testing and Materials (ASTM), Institute of Electrical and Electronic Engineers (IEEE), the National Electrical Manufacturers Association (NEMA) Standards, and the USDA Rural Development Utilities Programs (RUS) list Publication 202-1. _____

1.3 **All transformer assemblies and components shall be new.** _____

1.4 Transformers must be equipped with Internal Fault Detectors (IFD'S). _____

1.5 **Quantities are estimates, not guaranteed.** _____

Each bidder shall be responsible for ensuring that his/her products meet Executive Order on Securing the United States Bulk Power System issued on May 1, 2020. _____

**SPECIFICATIONS (Continued)**

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:**
**SINGLE PHASE POLEMOUNT TRANSFORMERS FOR INVENTORY STOCK**

***Bidder's Response:***

## 1.0 General: (Continued)

1.6 Award will be based on price and reasonable delivery. The City of Alexandria has defined "reasonable delivery" as being between twelve (12) and twenty (20) weeks. _____

1.7 Bids will be evaluated and awarded in the preferential order listed below:

1.7.1. Lowest price, assuming the bidder meets the "reasonable delivery" lead time. _____

1.7.2. In the event the apparent low bidder **exceeds** the "reasonable delivery" lead time, award will be made to the next lowest bidder that meets the reasonable lead time. _____

1.7.3. In the event **no** bidder(s) meet the "reasonable delivery" lead time, award will be made on the basis of price only. _____

1.8 **All prices submitted shall be firm. NO escalation clause will be considered.** _____

## 2. Ratings

2.1 These transformers shall be rated at 7200/12470Y volts on the primary side and either 120/240 volts, 240/480 volts, 277 volts on the secondary side. _____

2.2 The BIL shall be 95 kV on the primary side for the 7200/12470Y volt transformers. The Secondary side of all transformers shall be rated at 30 kV BIL. _____

2.3 Transformer shall be OA rated and limited to sizes and voltage ratings given in this specification. The kVA ratings are continuous and based on not exceeding either a 65° C average winding temperature rise above or an 80° C hot spot temperature rises above 40° C ambient of the insulating oil at rated load shall not exceed 65° C when measured at the top of the tank. _____

2.4 Transformer kVA ratings are shown in Table I, bidder response section of this specification. _____

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:**
**SINGLE PHASE POLEMOUNT TRANSFORMERS FOR INVENTORY STOCK**

## SPECIFICATIONS

***Bidder's Response:***

**2. Ratings: (Continued)**

2.5 Maximum transformer impedances shall be as follows:

| | |
|---|---|
| 5 - 10 kVA | 2.7% |
| 15 – 100 kVA | 2.7% |
| 167 kVA | 3.0% |
| 250 kVA | 3.5% |

The impedance percentage shall be stamped on the nameplate. _____

**3. Construction**

3.1 The tank construction shall be in accordance with Section 6.5 of ANSI C57.12.20 _____

3.2 The tank cover shall be designed and tested to withstand an 8000 amp, one inch open arc under oil on top of the core unit of ½ to 1 cycle duration. _____

3.3 At least 1 mil of primer coating shall be applied to the interior of the tank to at least an inch below the oil level. _____

3.4 The tank exterior finish shall be ANSI No. 70 light grey (Munsell #5. OBG 7.0/0.4) color of such quality as to ensure a lasting finish. Minimum dry coating shall be 3 mils on the tank exterior. _____

3.5 Support lugs shall be in accordance with Section 6.5.2 of ANSI C57.12.20 _____

3.6 At least one bronze eyebolt grounding connector shall be supplied on the tank of every transformer and shall be an Anderson GTCS-21, or equivalent. _____

3.7 Transformer cover must be electrically bonded to the tank. _____

3.8 Secondary windings must be permanently stamped for identification when connecting in series or parallel. Ink markings or tags shall not be acceptable. _____

## SPECIFICATIONS

***Bidder's Response:***

### 4. Bushings

4.1 High voltage bushings shall be porcelain, and ANSI No. 70 light grey in color. _____

4.2 7200/12470Y, 2 Bushing conventional transformers shall have bushings located as shown in Figures 8 and 9 of ANSI C57.12.20. _____

4.3 Low voltage terminal locations and sizes shall be as specified in ANSI C57.12.20, Tables 6, 7, and 9. _____

### 5. Accessories

5.1 A pressure relief valve, meeting Section 6.2.7.1 of ANSI C57.12.20 shall be provided above the 140° C oil level for the relief of excess tank pressure. Support lugs or other tank surface features shall not obstruct hot stick operation of the valve. Resealing covers, meeting Section 6.2.7.2 of ANSI C57.12.20 shall be an acceptable substitute. _____

5.2 Transformers with taps are designated as follows:

a. Transformers 5kVA through 37.5 kVA shall be furnished without taps. _____

b. Transformers 50kVA through 250kVA shall be furnished with taps. _____

c. Tap changer shall be externally operable and suited for de-energized operation only. Taps shall be two (2) above and two (2) below at 2½ % each step. _____

5.3 Each transformer shall have a nameplate attached to it in accordance with ANSI/IEEE standards. The kVA size shall be indicated on the transformer tank with two and one-half (2½) inch minimum, numbered below the low voltage bushings. _____

5.4 The secondary voltage shall be labeled below the secondary bushings with two and one-half (2½) inch numbers, minimum. _____

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:**
**SINGLE PHASE POLEMOUNT TRANSFORMERS FOR INVENTORY STOCK**

## SPECIFICATIONS

***Bidder's Response:***

**5. Accessories: (Continued)**

5.5 A mounting support for a distribution class surge arrester shall be supplied at each high voltage bushing. Two (2) ½" 13 NC tapped holes, 7/16" deep, spaced vertically at 2 ½" shall be supplied. The threads shall be protected by a corrosion resistant flanged cup pressed into the threaded opening. _____

**6. Testing**

6.1 Routine tests on all transformers shall be conducted as specified in ANSI/IEEE Standard 462 (ANSI C57.12.00). _____

6.2 ANSI/IEEE Standard 262 (ANSI C57.12.90) shall be followed for all testing procedures. _____

6.3 The transformer design shall have successfully withstood the impulse testing as specified in ANSI C57.12.90 and ANSI C57.12.90a. _____

6.4 Dielectric test levels shall be in accordance with ANSI/IEEE Standard 462 (ANSI C57.12.90). _____

6.5 A certified copy of actual test values of each transformer shall be submitted with each shipment. _____

6.6 A certified copy of the results of no-load loss and load loss tests shall be provided for each transformer in every shipment. If sample testing of a transformer purchased by the City of Alexandria indicates failure of the manufacturer to meet loss guarantees, a purchase price adjustment shall be made. This adjustment shall be based on the difference between guaranteed losses and the average of the tested losses using the same loss penalties that were applied during bid evaluation. _____

**7. Transformer Oil**

7.1 Type II mineral oil must conform to ASTM-D3487, latest revision. _____

7.2 All oil shall be guaranteed to contain no hazardous substances as listed by 40CFR, part 261, subpart D. _____

7.3 All oil shall contain a minimum of 0.15%, by weight, of

## SPECIFICATIONS

***Bidder's Response:***

**7. Transformer Oil: (Continued)**

DBPC oxidation inhibitor, and shall be free of all other additives. _____

7.4 "Less than 2 PPM PCB at time of Manufacture" shall be permanently imprinted on the nameplates. _____

**8. Shipping**

8.1 Transformers shall be shipped on individual pallets and secured with a banding strap connecting at least two lifting hangers to the pallet. Deliveries shall be made on a flatbed vehicle, no double decking of transformers for delivery to out facility shall be permitted. An open-top flatbed trailer is desired but not required. _____

8.2 The City of Alexandria Electric Distribution Department required **twenty-four (24) hour advance notice of delivery** for unloading purposes. Call the Electric Distribution Warehouse at **(318)473-1353.** _____

**9.0 Warranty**

9.1 The Manufacturers warranty shall apply for at least one (1) year except that the effective period of warranty shall commence when the transformer is installed by the purchaser, and the period from the time of receipt by the purchaser to the commencement of the warranty shall be at least six (6) months. All warranties shall be specific as to terms of coverage. _____

**10. Weight Limits**

| Size (kVA) | Weight (Lbs.) | |
|---|---|---|
| 5 | 410 | _____ |
| 10 | 410 | _____ |
| 15 | 410 | _____ |
| 25 | 530 | _____ |
| 37.5 | 680 | _____ |

## SPECIFICATIONS

***Bidder's Response:***

**10. Weight Limits: (Continued)**

| | | |
|---|---|---|
| 50 | 770 | _____ |
| 75 | 1040 | _____ |
| 100 | 1350 | _____ |

**11. Evaluation of Bids**

11.1 Bids shall be evaluated as follows: _____

a. Compliance with these specifications.

b. Cost of losses – no-load (core) shall be evaluated using $2.98 per watt and full load (winding) losses shall be evaluated at $1.57 per watt.

c. Annual cost – each item shall be summed to yield a total evaluated annual cost for that item.

d. Delivery period.

**12. Data Required from Manufacturer (Guaranteed Performance Data)**

The supplier shall complete the guaranteed performance data tables for each transformer to be considered for bid evaluation. _____

1. Manufacturer. _____

2. Unit cost of transformer, delivered. _____

3. No-load (core) losses (watts) per transformer at rated voltage. _____

4. Full-load (winding) losses (watts) per transformer at rated voltage and current to 85° Centigrade (total temperature). _____

5. Regulation at 100% power factor. _____

6. Regulation at 80% power factor. _____

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:**
**SINGLE PHASE POLEMOUNT TRANSFORMERS FOR INVENTORY STOCK**

## SPECIFICATIONS

***Bidder's Response:***

**12. Data Required From Manufacturer (Guaranteed Performance Data): (Continued)**

7. Impedance. _____

8. Net weight. _____

9. Depth of transformer. (Distance from front of tank or radiator to hangers). _____

10. Width of transformer, including radiators. _____

11. Overall height, to the top of the primary bushings. _____

12. Preferred delivery time after receipt of order is eight weeks or less. _____

13. Warranty, in years. _____

| **13. Transformer Description/Size/Quantity** | | **Estimated Quantity** | |
|---|---|---|---|
| 7200/12470 Primary – | 120/240 Secondary - 5kVA | 10 | |
| | 120/240 Secondary - 10kVA | 15 | |
| | 120/240 Secondary - 15kVA | 20 | |
| | 120/240 Secondary - 25kVA | 50 | |
| | 120/240 Secondary - 37.5kVA | 30 | |
| | 120/240 Secondary - 50kVA | 20 | |
| | 120/240 Secondary - 75kVA | 12 | |
| | 120/240 Secondary – 100 kVA | 6 | |
| | 120/240 Secondary – 167kVA | 6 | _____ |
| 7200/12470Y Primary- | 240/480 Secondary – 5kVA | 5 | |
| | 240/480 Secondary - 10kVA | 5 | |
| | 240/480 Secondary – 15kVA | 6 | |
| | 240/480 Secondary – 25kVA | 9 | |
| | 240/480 Secondary – 37.5kVA | 9 | |
| | 240/480 Secondary – 50kVA | 3 | |
| | 240/480 Secondary – 75kVA | 3 | |
| | 240/480 Secondary – 100kVA | 2 | |
| | 240/480 Secondary – 167kVA | 2 | _____ |

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:**
**SINGLE PHASE POLEMOUNT TRANSFORMERS FOR INVENTORY STOCK**

## SPECIFICATIONS

***Bidder's Response:***

| 13. **Transformer Description/Size (Continued)** | **Estimated Quantity** | |
|---|---|---|
| 7200/12470Y Primary – 277/480 Secondary – 5kVA | 3 | |
| 277/480 Secondary – 10kVA | 3 | |
| 277/480 Secondary – 15kVA | 3 | |
| 277/480 Secondary – 25kVA | 6 | |
| 277/480 Secondary – 37.5kVA | 6 | |
| 277/480 Secondary – 50kVA | 3 | |
| 277/480 Secondary – 75kVA | 3 | |
| 277/480 Secondary – 100kVA | 3 | |
| 277/480 Secondary – 167kVA | 3 | _____ |

END OF SPECIFICATIONS

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:**
**SINGLE PHASE POLEMOUNT TRANSFORMERS FOR INVENTORY STOCK**

## PRICE SHEET

### 7200/12470Y PRIMARY – 120/240 VOLT SECONDARY - 2 BUSHING CONVENTIONAL TRANSFORMERS

| kVA | 5 | 10 | 15 | 25 | 37.5 | 50 | 75 | 100 | 167 |
|---|---|---|---|---|---|---|---|---|---|
| 1. | | | | | | | | | |
| 2. | | | | | | | | | |
| 3. | | | | | | | | | |
| 4. | | | | | | | | | |
| 5. | | | | | | | | | |
| 6. | | | | | | | | | |
| 7. | | | | | | | | | |
| 8. | | | | | | | | | |
| 9. | | | | | | | | | |
| 10. | | | | | | | | | |
| 11. | | | | | | | | | |
| 12. | | | | | | | | | |
| 13. | | | | | | | | | |

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:**
**SINGLE PHASE POLEMOUNT TRANSFORMERS FOR INVENTORY STOCK**

## PRICE SHEET

### 7200/12470Y PRIMARY – 240/480 VOLT SECONDARY - 2 BUSHING CONVENTIONAL TRANSFORMERS

| kVA | 5 | 10 | 15 | 25 | 37.5 | 50 | 75 | 100 | 167 |
|---|---|---|---|---|---|---|---|---|---|
| 1. | | | | | | | | | |
| 2. | | | | | | | | | |
| 3. | | | | | | | | | |
| 4. | | | | | | | | | |
| 5. | | | | | | | | | |
| 6. | | | | | | | | | |
| 7. | | | | | | | | | |
| 8. | | | | | | | | | |
| 9. | | | | | | | | | |
| 10. | | | | | | | | | |
| 11. | | | | | | | | | |
| 12. | | | | | | | | | |
| 13. | | | | | | | | | |

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:**
**SINGLE PHASE POLEMOUNT TRANSFORMERS FOR INVENTORY STOCK**

## PRICE SHEET

### 7200/12470Y PRIMARY – 277/480 VOLT SECONDARY - 2 BUSHING CONVENTIONAL TRANSFORMERS

| kVA | 5 | 10 | 15 | 25 | 37.5 | 50 | 75 | 100 | 167 |
|---|---|---|---|---|---|---|---|---|---|
| 1. | | | | | | | | | |
| 2. | | | | | | | | | |
| 3. | | | | | | | | | |
| 4. | | | | | | | | | |
| 5. | | | | | | | | | |
| 6. | | | | | | | | | |
| 7. | | | | | | | | | |
| 8. | | | | | | | | | |
| 9. | | | | | | | | | |
| 10. | | | | | | | | | |
| 11. | | | | | | | | | |
| 12. | | | | | | | | | |
| 13. | | | | | | | | | |

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:**
**SINGLE PHASE POLEMOUNT TRANSFORMERS FOR INVENTORY STOCK**

## 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.)