



**OKLAHOMA MUNICIPAL POWER AUTHORITY**

**CONTRACT DOCUMENTS**

**PERRY TRANSFORMER BUSHING REPLACEMENT AND OTHER  
EQUIPMENT**

**Table of Contents**

<b>REQUEST FOR QUOTES .....</b>	<b>2</b>
<b>EXCEPTIONS.....</b>	<b>5</b>
<b>NON-COLLUSION AFFIDAVIT .....</b>	<b>6</b>
<b>BUSINESS RELATIONSHIPS AFFIDAVIT .....</b>	<b>8</b>
<b>OMPA CONTRACTOR INFORMATION SHARING POLICY .....</b>	<b>9</b>

**Additional Information Can Be Obtained from:**

**Michael Watt, P.E.  
Oklahoma Municipal Power Authority  
2701 West I-35 Frontage Road  
Edmond, OK 73013  
(405) 359-2515  
[mwatt@ompa.com](mailto:mwatt@ompa.com)**

# REQUEST FOR QUOTES

## **Summary:**

OMPA is requesting quotes for procurement and replacement of 8 low-side bushings on two 138/13.2 kV transformers located in Perry, Oklahoma. OMPA is additionally requesting quotes for the procurement and replacement of new liquid level gauge floats and self-dehydrating LTC breathers on both transformers. Please submit bids by March 16, 2018. The work is expected to be scheduled and completed before August 1, 2018. Bidder to provide anticipated length of work needed for each transformer.

All bids must be accompanied by executed Non-Collusion and Business Relationship Affidavits. Forms for said affidavits are included in the bid document.

No bid may be withdrawn for at least forty-five (45) days after the scheduled closing time for receipt of bids.

A complete set of bid documents regarding this project can be obtained from Michael Watt, P.E., Oklahoma Municipal Power Authority, at 2701 West I-35 Frontage Road, Edmond, OK 73013, by telephone at (405) 359-2500, or by e-mail to mwatt@ompa.com.

The Owner reserves the right to evaluate bids and reject any and all bids.

Photos of the equipment may be viewed at <https://ompa.sharefile.com/d-sa6c7eed49c54c168>

## **Scope of Work:**

1. Bushing Replacements:
  - a. Supply and replace all 8 low side bushings. Use a direct replacement for GE type U 16kV 1200 amp on a Federal Pacific 12/16/20 MVA transformer (bushing serial # 2174156). Include new gaskets. (OMPA to approve type and manufacturer of direct-replacement bushing). OMPA will de-energize and isolate the transformer.
  - b. Supply and install ground cables for the work zone.
  - c. On South Transformer, pump oil down below LV bushing connections, replace bushings, replace upper drain valve with similar valve and provide clean and dry oil storage.
  - d. On North Transformer, pump oil down below lower drain valve, replace bushings, replace lower drain valve with similar valve, and provide clean and dry oil storage.
  - e. Pump stored oil back into transformer through an oil processing rig. Oil shall have less than 20ppm moisture after final processing

- f. Power factor test:
    - i. New bushings before installation
    - ii. New bushings after installation
    - iii. HV bushings and transformer overall tests
  - g. Add nitrogen to the main tank of each transformer to a +2 psi and cleanup the site when complete.
2. Liquid Level Float Replacement and valve repair:
- a. Procure and replace floats for liquid level gauges on both transformer main tanks. Floats shall fit Qualitrol CAS-652-2 CS-31197 (gauges were replaced last year).
3. Self-Dehydrating Breathers for LTC:
- a. Replace desiccant breathers on both transformer LTCs with self-dehydrating breathers. Contractor to procure self-dehydrating breather. (OMPA to approve type and manufacturer, prefer SPX or Messko)
  - b. Replace LTC floats for liquid level gauges using floats provided by OMPA.
  - c. Re-gasket LTC access plates.
  - d. Drain, inspect and fill both LTCs with new mineral oil having less than 20ppm moisture. Dispose of old oil properly.
  - e. Prepare a report on the condition of the LTC contacts and other components within the LTC compartments.

**Substation Location:**

The substation is located on 651 Old CC Highway, Perry, OK 73077.

GPS Location is 36.276161, -97.282373.

For additional information, please contact:

Michael Watt, P.E.                      mwatt@ompa.com                      405-359-2515

TOTAL BID PRICE: \$ \_\_\_\_\_

BIDDER: \_\_\_\_\_  
(Name of Bidder)

\_\_\_\_\_  
(Business Address of Bidder)

\_\_\_\_\_  
(City) (State) (Zip Code)

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Signature of Bidder of Authorized Representative

\_\_\_\_\_  
(Month) (Day) (Year)

## EXCEPTIONS

Exceptions that the Bidder takes to the attached specifications, and/or alternates shall be listed here. The Bidder shall also clearly indicate if there are no exceptions.

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**NON-COLLUSION AFFIDAVIT**

STATE OF \_\_\_\_\_ )

) SS

COUNTY OF \_\_\_\_\_ )

A. For purposes of competitive bids, I certify:

1. I am the duly authorized agent of \_\_\_\_\_, the bidder submitting the competitive bid which is attached to this statement, for the purpose of certifying the facts pertaining to the existence of collusion among bidders and between bidders and state officials or employees of the Oklahoma Municipal Power Authority, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to the bid to which this statement is attached;

2. I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached and have been personally and directly involved in the proceedings leading to the submission of such bid; and

3. Neither the bidder nor anyone subject to the bidder’s direction or control has been a party:

- a. to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding,
- b. to any collusion with any state official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract,
- c. in any discussions between bidders and any state official concerning exchange of money or other thing of value for special consideration in the letting of a contract, nor
- d. to any collusion with any state agency or political subdivision official or employee as to create a sole-source acquisition in contradiction to Section 85.45j.1 of Title 74 of the Oklahoma Statutes.

B. I certify, if awarded the contract, whether competitively bid or not, neither the contractor nor anyone subject to the contractor's direction or control has paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma or the Oklahoma Municipal Power Authority any money or other thing of value, either directly or indirectly, in procuring the contract to which this statement is attached.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires:  
\_\_\_\_\_

**BUSINESS RELATIONSHIPS AFFIDAVIT**

STATE OF \_\_\_\_\_ )

) SS

COUNTY OF \_\_\_\_\_ )

\_\_\_\_\_, of lawful age, being first duly sworn, on oath says that (s)he is the agent authorized by the Bidder to submit the attached bid. Affiant further states that the name of any partnership, joint venture, or other business relationship presently in effect or which existed within one (1) year prior to the date of this statement with the architect, engineer, or other party to the project is as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Affiant further states that any such business relationship presently in effect or which existed within one (1) year prior to the date of this statement between any officer or director of the bidding company and any officer or director of the architectural or engineering firm or other party to the project is as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Affiant further states that the names of all persons having any such business relationships and the positions they hold with their respective companies or firms are as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(If none of the business relationships hereinabove mentioned exist, affiant should so state.)

\_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_

Notary Public

My Commission Expires: \_\_\_\_\_



# OMPA CONTRACTOR INFORMATION SHARING POLICY

## Purpose

To ensure contractor familiarity and compliance of OMPA safety and site procedures when performing work at any OMPA or member city substation, transmission line or distribution line.

## Scope

This policy applies to all contractor personnel working on site at OMPA or member city owned substations, distribution or transmission facilities

## Applicability

This policy applies to contractors as well as to all individuals performing work under the contractors' control, including employees of the contractor and subcontractors who have been retained by the contractor.

## Definitions

Host Employer: An employer that operates, or that controls the operating procedures for, an electric power generation, transmission, or distribution installation on which a contract employer is performing work covered by OSHA standards.

Contract Employer: An employer, other than a host employer, that performs work covered by OSHA standards under contract.

## Enforcement of OMPA Policies

Contractors are required to perform assigned tasks in a safe, environmentally sound manner, using industry standard work practices. If there is a violation of any OMPA Policy or safety requirement, any OMPA employee can immediately stop activity in progress until the violation is corrected. OMPA management will be notified of the deficiency and if directed to do so by OMPA management, the contractor will leave the site until the cause of the violation is resolved.

## Host Employer Information Sharing

As a Host Employer, OMPA must provide characteristics of its system related to safety including:

- Nominal voltages of lines and equipment
- Maximum switching-transient voltages
- Protective grounds/equipment grounding conductors
- Locations of circuits/equipment
- Design/operation information

If known:

- Conditions related to the safety of the work to be performed
- Condition of protective grounds and equipment grounding conductors
- Conditions of poles
- Environmental conditions related to safety
- Switch and break positions
- Lockout/tagout clearance boundaries

**See Appendix A for OMPA's Host Employer Information Sharing Form**

### **Contract Employer Information Sharing**

The Contract Employer performing work on behalf of OMPA or OMPA member cities must instruct its employees in the hazardous conditions, relevant to employees' work, of which the contractor is aware as a result of information communicated by the host. The following must also be communication by the Contract Employer to its employees:

- Unique hazardous conditions presented by the contract employer's work
- Unanticipated hazardous conditions found; within two working days after discovery
- Coordinate work rules so each of their employees are protected.

### **Drugs and Alcohol**

Possession of, or being under the influence of drugs or alcohol on OMPA or member city property will result in ejection from the site. If any illegal or controlled substances are involved, law enforcement will be notified.

### **Firearms**

Firearms are not permitted on any OMPA sites.

## **Danger Lockout/Tag out Program**

OMPA employees will be responsible for performing any Danger tagging/locking of equipment prior to work being performed. In Edmond, a switching procedure database is in place. Contractor work shall be reviewed with OMPA management to determine the need for Lock out /Tag Out. Non-OMPA employees shall not be permitted to remove any Danger tags or locks, or operate any valve or circuit that is locked out. Violation of this rule will result in contractor removal from site.

## **Personal Protective Equipment (PPE)**

Hard hats, safety glasses, and steel-toed shoes are required to be worn in all field locations. Any additional PPE required for the contracted work such as fall protection harnesses, special gloves, FR clothing or eye wear shall be the responsibility of the Contractor. OMPA will not lend or allow use of OMPA PPE for any contracted work.

## **Emergency Situations**

The Manager of Engineering Services is the point of contact for emergency situations and can be reached at 405-359-2507.

## **Cleanliness**

All personnel are required to maintain the work area in a clean, orderly, and safe condition. Additionally, the contractor is required to secure all partially completed work, so as not to create a safety or environmental hazard condition. Upon completion of work, contractor shall ensure that the work area is clean, orderly and remove any unused materials from the premises.

## **Spills**

In the event a spill occurs, the contractor shall take appropriate measures to stop the spill, contain the spill, and notify an OMPA supervisor or person overseeing the work. The OMPA supervisor shall then notify the Environmental Engineer so the spill can be reported to appropriate authorities. It shall be the contractor's responsibility for cleanup and disposal from the premises of any waste generated if the spill or waste was caused by the actions or negligence of the contractor.

## **Revision History:**

<b>Version #</b>	<b>Date</b>	<b>Action</b>
00	10/31/2014	New
01	03/09/2015	Revised spill language

**Appendix A: Host Employer Information Sharing Form**

Oklahoma Municipal Power Authority Host Employer Information Sharing Form	
<b>Project Name:</b>	Perry Transformer Bushing Replacement
<b>Project Location(s):</b>	Perry, OK
<b>Project Description:</b>	Replacement of Low-Voltage Bushings and other minor repairs
<b>Contract Employer:</b>	
<b>Contractor Primary Contact:</b>	
<b>Contractor Primary Phone:</b>	
<b>Estimated Work Dates:</b>	April-May 2018
<b>Nominal Voltages of lines &amp; equipment:</b>	138-13.2 KV
<b>Maximum switching -transient voltages:</b>	NA
<b>Hazardous Induced Voltages:</b>	NA
<b>Protective Grounds/equipment grounding conductors:</b>	NA
<b>Location of circuits/equipment:</b>	Various
<b>Design/operation information:</b>	138-13.2 kV Substation
<b>Other:</b>	
<b>OMPA Approval (Name)</b>	<b>Date</b>
<b>OMPA Approval (Signature)</b>	<b>Date</b>
<b>Acknowledgement</b> I acknowledge receiving both OMPA's Contractor Information Sharing Policy and the information listed above related to this project and will abide by the aforementioned policies and procedures.	
<b>Contractor Approval (Name)</b>	<b>Date</b>
<b>Contractor Approval (Signature)</b>	<b>Date</b>

