



Sidebotham
Substation
Services
Firm # P-2404

Wilson Energy
Wilson, North Carolina

Specification and Bid Document
Equipment for Operation Center 480V



4/6/22

This is a request for proposal for all equipment including all miscellaneous parts mentioned herein. Bids must be submitted on supplied form and bidder may include any additional documentation and clarifications. Bids shall be submitted to:

John Sidebotham
Sidebotham Substation Services
1321 Silverleaf Rd
Eastover NC 28312
John@SSubstationS.com

If a Bid Bond is required, then bids must be physically delivered to aforementioned address, else bids may be submitted electronically or physically. Bids must be received by posted date and time, if bids are received past designated time, then they will be returned to the bidder unopened. If bidder chooses to replace original bid for any reason, then the new bid must be received by the posted date and time.

The Bid must have the following project title prominently displayed on the submitted bid:

**Equipment for Operation Center 480V
For Wilson Energy
Wilson, North Carolina**

Bids are Due: 5/3/2022 5:00 PM

Bid Instruction

1. This bid DOES NOT require a bid bond.
2. Bidder must fill out supplied bid form or bids will be discarded as non-responsive. Bidder may also include any additional documentation as they see fit in addition to the supplied bid form.
3. If there are any exceptions or major clarification taken with this bid they must be stated on or referenced in the Clarification and Exceptions section of the bid form.
4. The bidder may not alter the technical section of this bid. Any clarification or exceptions shall be stated in appropriate section.
5. If the bidder discovers or perceives any mistake in this bid specification, then they shall contact the engineer by any convenient means. If a clarification is required, it shall be released to all bidders in writing in an addendum.
6. All bidders shall be a Manufacturer regularly engaged in the fabrication of equipment being described herein. The bidder shall not sub-contract the majority of the manufacturing to any other party.
7. All bids shall be good for at least 90 days. If for some reason the Owner takes longer than 90 days to execute contract/purchase order, then the lowest bidder shall be contacted to see if they are willing to hold the bid price. If the lowest bidder elects to not honor their bid price the next lowest bidder will be contacted and given the opportunity to honor their bid price and this process shall be repeated until a bid is honored.
8. There is no guarantee that the Owner will place an order with the winning bidder. If there are multiple bid schedules, then there is no guarantee that the owner will place an order against any of the schedules.
9. If the Bidder provides exceptions, clarification, and/or adders then it is solely up to the decision of the owner if any or all of the modifications are acceptable. The owner and bidder shall enter into negotiations to come to an acceptable resolution. If the parties do not come to an acceptable resolution, then the owner will move to move to the next lowest bidder and repeat the process.
10. Any addendums submitted by the Engineer shall be officially made part of the specification and therefore included in the Bidders bid. If Bidder fail to include or acknowledge addendums, then the Owner may consider the Bidder to nonresponsive.
11. The lowest overall lifecycle cost is the main factor in selecting the winning bidder but is not the only determining criteria. Other factors that will be included in the overall evaluation of the bids:
 - a. Compliance with the specification
 - b. Timeline of delivery
 - c. Warrantee

General Instructions

1. The timely delivery of equipment is paramount to the completed of the overall project. The Bidder shall state the delivery timeframe in submitted bid documentation. It is expected that the Bidder meets this deadline.
2. Bidder shall be subject to Liquidated Damages if the delivery of equipment is not achieved by the stated delivery date. Liquidated Damages of \$500 per day shall be assessed for every day past the stated delivery date.
3. The Owner and/or Engineer reserves to right to change the bid specification thru Addendums. The Owner and/or Engineer also reserves to right to change the equipment after award of bid. All changes to be made after the execution of purchase documentation, shall be agreed to in writing by both sides.
4. Bidder shall comply with all Federally mandated Equal Opportunity requirements along with all Federally mandatory and industry acceptable insurance. Proof of this insurance shall be supplied if requested.
5. The Bidder shall bill the Owner 90% of the contract price on delivery of equipment. The retained 10% shall be billed after installation / energization of equipment.
6. If quoted prices are not firm, the commodity prices used for quoted price shall be documented in bid. The bid shall also define when these prices will be locked in. If these prices vary, the final price shall be bases on prices the day the prices were locked in.
7. Bidder shall include a detailed list of parts in bid as appropriate. Generic statements stating all parts will be included may render bid as non-responsive.
8. The equipment shall conform to this specification and approval drawings. Signed approval drawings does not relieve the bidder of complying with these specifications.

Official Bid Document

Equipment For Operation Center 480V

Owners Information

Company: Wilson Energy

Address: 112 Goldsboro Street East, Wilson NC 27894

Contact Name: Daniel Gillen _____

Contact Phone: (252) 296-3308

Contact Email: _dgillen@wilsonnc.org_____

Bidders Information

Company: _____

Address: _____

Contact Name: _____

Contact Phone: _____

Contact Email: _____

Equipment Rep (if applicable)

Company: _____

Address: _____

Contact Name: _____

Contact Phone: _____

Contact Email: _____

Bid Schedule #1

Equipment	Quantity	Price
Equipment, as described herein	1 lot	\$
Delivery	1	\$
Sales Tax		\$
Total		

Delivery in Weeks after Contract Execution

Final Delivery: _____

The Owner/Engineer shall have two full weeks to review and return Approval Prints. This time shall not affect the delivery of final Equipment.

All exceptions and clarifications to the bid specification as contained herein must be documented below.

Include more pages as necessary.

Technical Specification

Equipment For Operation Center 480V

For Wilson Energy

1. Objective

This specification is the for procurement of Equipment for installation of a new 480V service at the Wilson Energy Operation Center. All equipment shall be built or procured and delivered in accordance with this specification. The equipment is documented on the Data Sheets.

2. Miscellaneous

- a. This specification does not intend to specify every detail of the equipment. This specification shall provide details and ratings for this station.
- b. As soon as practical after delivery the Owner / Engineer shall inspect the equipment. The Owner / Engineer shall contact the Bidder with all startup issues. The Bidder shall address all of these issues in a timely fashion.
- c. The equipment shall all be designed to the latest editions of all applicable standards including but limited to ASTM, NESC, NEC, IEEE and ANSI.

3. Drawings and Load Calculations

- a. The Bidder shall submit a complete set of drawings for review / approval on or before the quoted timeline. These drawings shall completely describe the equipment being supplied.
- b. The drawings shall be submitted to the Owner / Engineer digitally in AutoCAD or PDF format.
- c. The Bidder shall not start the manufacturing process without approved drawings from the Owner / Engineer.
- d. The Bidder shall furnish “as-built” drawings if different from the updated approval drawings submitted. These “as-built” drawings shall be submitted to the Owner / Engineer before receipt of the equipment.
- e. The Bidder shall include one physical copy of required drawings to be shipped with the equipment.
- f. The Bidder shall include all cut sheets and instruction manuals for all furnished equipment.

4. Shipping

- a. The bidder shall include shipping as part of their bid. The shipping destination is defined on the address in the Owner’s Information.
- b. The shipping shall be FOB pad.
- c. Ownership of the equipment changes when the equipment is offloaded from shipping truck and set on ground at Owner’s facility.
- d. Delivery of the equipment shall occur on weekdays during standard business hours.
- e. The Bidder shall properly protect the equipment during transit. This includes but not limited to weather, moisture, and physical damage.
- f. The Bidder shall notify the Owner / Engineer of the shipping timeline within two weeks of the equipment leaving the facility.

5. Warrantee

- a. The Bidder shall include a 1 year minimum warrantee on all equipment from date of energization.
 - b. If the Bidder elects to supply a shorter warrantee period it shall be clearly stated in bid. With a shorter warrantee, the Owner, at their discretion, may consider the bid to be non-responsive.
6. Equipment Specification
 - a. See the attached data sheets for the specific equipment details.