Medium Voltage Transformers:

THE UNIVERSITY OF ALASKA FAIRBANKS (UAF) IS SOLICITING PROPOSALS TO ESTABLISH A CONTRACT FOR MEDIUM VOLTAGE PAD TRANSFORMERS OF VARIOUS CAPACITIES, STYLES, AND SIZES AS SPECIFIED HEREIN.

UNIVERSITY OF ALASKA FAIRBANKS RFP NO. 13P0016RD

TABLE OF CONTENTS

Cover Page .............................................................................................................................................. 1
Electronic Signature Page (includes links to Solicitation Support Documents) ........................................... 2
Table of Contents .................................................................................................................................. 3
Electronic Submittal Process .................................................................................................................... 4
Purpose of Solicitation ............................................................................................................................... 5
Solicitation Special Provisions .................................................................................................................... 6-9
Evaluation and Award Criteria .................................................................................................................. 10-14
Specification & Scope .............................................................................................................................. 15-25
Checklist of Required Submittals .............................................................................................................. 26
Rate Response Forms ............................................................................................................................... 27-29
ELECTRONIC SUBMITTAL PROCESS

The University of Alaska Fairbanks, Procurement and Contract Services Division is modifying the solicitation process to better serve clients, vendors, and staff in the following manner:

- match the current business process by leveraging web services and availability
- reflect the way vendors do business in response to a solicitation by parsing sections out to staff members by functional area
- save on resources including staff and vendor preparation time
- enhance communication
- bolster competition

The current document describes the project. The solicitation is complemented by a number of support documents that are identified in the checklist on the electronic signature page. Any strikethroughs of text shall indicate that the term or condition does not apply to this solicitation.

ACTION PLAN: Vendors may download, review, and print sections at their option. The documents are organized into three groups. Marketing Group I-links to one document that outlines the purpose of the proposal with specification or statement of work details, evaluation criteria, and the rate response form (this document). Legal/Risk Group II-links to a contract document, general provisions, statement of compliance, and special conditions (if applicable). Administrator Forms Group III-links to several forms for completion; transmittal, cover, electronic signature, representation and certification documents.

The groups are to be downloaded and reviewed by the appropriate authority. Administrative staff may prepare, print, and distribute the support documents to staff members with the appropriate expertise. Make a special note of documents that require signature and must be submitted with an offer. The documents and offer shall be assembled in the proper order and combined into a single PDF. This will be accompanied by a second PDF file with the vendor’s rate response information. The University website provides access to all support documents, opens communication, and facilitates a team response to a solicitation.

COPIES OF OFFICIAL DOCUMENTS

Offerors may request an MS Word copy of the RFP documents to include all forms that require a response and submittal. The University of Alaska Fairbanks, Procurement & Contract Services, Administrative Policy indicates the following: "This solicitation is provided as an MS Word document in order to allow offerors the ability to more easily prepare a response to the RFP. The offeror may not add, delete, or alter any language provided by the University in the solicitation. In the event that there is any difference between the language contained in the MS Word version of the solicitation and the Adobe pdf version located on the UAF Procurement website, the language on the website prevails."
PURPOSE OF SOLICITATION

PROJECT: The University of Alaska Fairbanks (UAF) is seeking responses to this request for proposal (RFP) for engineering, design, manufacturing, and field support services for the specified medium voltage pad transformers described herein.

University of Alaska Fairbanks (UAF) will enter into a contract with a qualified offeror to supply an estimated 50 pad transformers over a period of two years (see rate response form schedule A&B, page 27-29 for delivery times).

BRAND NAME OR EQUAL

This solicitation is issued as a brand name or equal procurement. UAF has identified these four manufacturer’s as meeting the minimum experience, quality, and support specifications required by UAF:


Square D / Schneider Electric - [http://products.schneider-electric.us/products-services/products/](http://products.schneider-electric.us/products-services/products/)


Any Proposal offering an “or equal” must demonstrate that it meets or exceeds the specified items. An item shall be considered to be substantially equivalent, “or equal” to a specific product, when in the opinion of UAF, the offered “or equal” fulfills the salient characteristics set forth in the purchase description, and UAF can reasonably anticipate sufficiently similar quality, capacity, durability, performance, ability to provide service in Fairbanks, utility, and productivity by the specified “or equal” product.

Other manufacturers may be considered, however, it will be incumbent upon the proposer submitting a Proposal offering products by another manufacturer to provide adequate descriptive literature and documentation to enable UAF to make a thorough evaluation. Failure to provide such documentation may cause the Proposal to be declared non-responsive and thereby eliminated from further consideration.

NOTE: For the purposes of this solicitation, the terms Offeror and manufacturer refer to the same entity. Generally, the term offeror will be used to refer to a vendor who submits a proposal and the term Contractor will be used to refer to the successful Offeror to whom award is made.

ANTICIPATED SOLICITATION SCHEDULE:

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Issue Date</td>
<td>11/16/2012</td>
</tr>
<tr>
<td>Offeror Question Deadline</td>
<td>11/27/2012</td>
</tr>
<tr>
<td>Submittal Deadline</td>
<td>12/7/2012</td>
</tr>
<tr>
<td>Estimated Award Notification</td>
<td>12/13/2012</td>
</tr>
<tr>
<td>Estimated Contract Award Date</td>
<td>1/7/2013</td>
</tr>
</tbody>
</table>
**NORTH AMERICAN INDUSTRY CLASSIFICATION SYSTEM (NAICS) CODE:**
335311

**NAICS CLASSIFICATION NAME:** Power, Distribution and Specialty Transformer Manufacturing

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**BASIS OF AWARD - SOURCE SELECTION**

Award will be made, pending availability of funding, to the responsive, responsible Offeror whose proposal receives the highest total number of evaluation points, price and other factors as outlined herein.

The University reserves the right to make award to other than the lowest price Offeror without conducting negotiations. Likewise, the proposal with the top technical ranking may not necessarily receive the award. Proposals that are unrealistic or offerors not having the ability to demonstrate adequate experience, capacity, support, or lack the comprehension of the scope may be rejected as non-responsive.

UAF intends to evaluate proposals and make award without discussions with offerors. However, UAF reserves the right to conduct discussions if the Procurement Officer later determines them to be necessary.

Proposals shall be subjected to an evaluation process consisting of a preliminary evaluation of administrative compliance followed by a technical evaluation of proposal content. The administrative evaluation will be performed by UAF Procurement & Contract Services. The technical evaluation will be performed by a committee of qualified UAF personnel.

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**PRE-PROPOSAL CONFERENCE**

No Pre-Proposal Conference is currently scheduled. However, if the need to schedule one arises, all interested parties will be given adequate notice of the date, time, and location of such a conference.

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**PERIOD FOR ACCEPTANCE OF PROPOSALS**

The proposal shall remain valid for at least ninety (90) days after the submittal deadline for receipt of proposals except as otherwise specified elsewhere in this solicitation.

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**CONTRACT KIND & TYPE**

The contract awarded as a result of this solicitation shall be fixed price.
CONTRACT TERM

Any Contract resulting from this solicitation shall be for the period from approximately January 7, 2013 through October 1, 2014 including all deliverables, final testing, and acceptance. The resulting contract will have two delivery period milestones, the first (approximately 24 transformers) delivery deadline shall be May 11, 2013. The second delivery deadline (approximately 34 transformers) will be the spring of 2014, final dates shall be provided by the Contract Administrator 18 weeks prior to the set deadline date. UAF may increase/decrease any quantity of specified transformers for either delivery period at the proposed prices as established by this solicitation for each schedule.

PRICING

Prices submitted on the Rate Response Form must include all costs associated with packing, shipping and delivery to the F.O.B. Point, and must remain valid for acceptance for a period of ninety (90) days after the RFP closing date and time.

It is not acceptable to add a separate line item for freight. If the Offeror adds a separate line for freight costs or alters the Rate Response Form in any other manner, the offer may be rejected as non-responsive and be eliminated from further consideration for award.

In case of discrepancy, the unit price shall prevail.

F.O.B. POINT

The successful offer will be responsible for making timely delivery, F.O.B. Destination all costs included to the following address (see page 25 for additional shipping and delivery terms):

University Of Alaska Fairbanks
Utility Operations
802 Alumni Drive
Fairbanks, AK 99775

PAYMENTS & INVOICING

The payment terms for this contract shall be as follows:

- All prices offered shall be in U.S. Dollars
- UAF shall pay no more than 15% upon approval of required approval submittals (see general specifications, P. 16-17) for each transformer approved in the quantities specified for each delivery period.
- The remaining 85% for each transformer shall be paid upon receipt by UAF, acceptance, and certified testing allowing for adjustments in final payment to include adjustments for loss in excess of guaranteed maximum loss and as described in general specifications, P. 24 with loss reports submitted to UAF.

The contractor is responsible to issue correct invoices for each payment milestone.
AUTHORITY

The Procurement Officer whose name appears on the cover sheet of this solicitation has statutory authority to act as agent for UAF. The Offeror is cautioned that instructions contrary to the provisions of this contract, which are received from UAF employees not specifically delegated authority to act in this matter, are not valid or binding on UAF, and are a violation of Alaska Statute 36.30 and University of Alaska Regulations.

QUESTIONS RECEIVED PRIOR TO THE DEADLINE FOR RECEIPT OF PROPOSALS

All questions shall be directed to UAF Procurement and Contract Services (Attn: Rick Danielson). There are generally two types of questions. One requires directing the questioner to the specific section of the RFP where the answer may be found. At the option of the University, responses to these questions may be given over the telephone; such questions and answers are unofficial and in no case may an oral response to a question affect any aspect of this RFP process. The second type of question involves clarifying or interpreting parts of the RFP or the intent of the RFP. While the University has no obligation to respond to such questions, this type of question, and any response, shall be made in writing. Any written responses conveying material information shall be provided to all recipients of the original solicitation. If any oral responses are given, or claimed to be given, no person may rely upon them and they will not affect any aspect of this RFP. Offerors who seek or receive information regarding this solicitation from any University official other than those listed above may be declared non-responsive and removed from further consideration for award.

Offerors’ questions and any University answers will become public records. Written questions must be submitted to UAF Procurement and Contract Services, 3295 College Road, Suite 103, Fairbanks, AK 99709, faxed to (907) 474-7720 (Attn: Rick Danielson), or emailed to rick.danielson@alaska.edu.

WARRANTY

Offeror warrants that all equipment supplied under this contract, when delivered, will be new, unused, and in good working order and will conform to the Manufacturer’s official published specifications and the technical specifications of this solicitation. UAF requires that the successful Offeror be able to transfer to UAF all first holder rights of any guarantees and warranties offered by the Manufacturer. Minimum acceptable coverage is five (5) years, effective from the date of installation. Manufacturing defects in materials and/or faulty workmanship discovered during the period of coverage will require the affected unit or part be repaired or replaced at NO additional cost to UAF, including shipping costs, if any, F.O.B. Destination.

OFFEROR AUTHORIZED TO BIND THE MANUFACTURER

An Offeror shall be an original equipment manufacturer (OEM), or an authorized distributor or regular dealer of the manufacturer with legal authority to bind the manufacturer to the terms and conditions of this RFP. The Offeror shall be an agent of the manufacturer with authority to make UAF the first owner of record of the items solicited herein, and the first holder of the Manufacturer’s warranty. Substitute
warranties, or warranties provided by other than the OEM, are not acceptable, unless otherwise provided for in this solicitation. Offerors must be able to provide, if requested by UAF, written verification from the “OEM that this legally binding relationship existed at the time the proposal was submitted. Offerors not in compliance with this section shall be considered non-responsive.

SUBCONTRACTING

Offerors may use subcontractors to provide services required for contracts awarded as a result of this solicitation. UAF reserves the right to approve all subcontractors employed in the performance of the contract(s). All subcontractors and their employees shall be held to, and must meet the same standards and requirements of the contractor and the contract specification. If subcontractors are going to be proposed, offeror shall provide the subcontractors qualifications for evaluation as part of the proposal, especially if the subcontractor is providing expertise, products, or services essential to any component of the project.

CONFIDENTIALITY & PROPRIETARY INFORMATION

All companies receiving this RFP are required to keep all data strictly confidential. Failure to do so will result in elimination of the Offeror from consideration for award and in possible litigation. Proposals shall clearly indicate any information which is of a proprietary nature. Proprietary information must be limited to confidential information as defined in Instruction to Offerors (Public Information). Proposals will become public information after award of this RFP, in accordance with Alaska law. Once submitted, all proposals become the property of the University.

ACCEPTANCE OF TERMS

a. Written acceptance or shipment of all or any portion of the items covered by any contract resulting from this RFP shall constitute unqualified acceptance of all its terms and conditions.

b. No modification of any of the terms or conditions of this order, including, but not limited to, delivery, price, quality, quantities, and specifications, will be effective without the prior written consent of UAF Procurement & Contract Services

c. Any additional or different terms and conditions which may appear in any communication from Contractor or in any printed form of Contractor are hereby rejected and shall not be effective or binding unless specifically agreed to in writing by UAF.

ALASKA BIDDERS/OFFERORS PREFERENCE

Pursuant to UA Procurement Policy 6.23 the Alaska Bidders/Offerors Preference will be applied to the rate (price) scores only and not the technical scores.

ALASKA BUSINESS LICENSE

As stated in electronic signature page link, Instructions To Offerors (item 15), all offerors must present a valid current Alaska business license with the proposal as specified in the reference document.
EVALUATION AND AWARD

The University shall award a contract pursuant to the Basis of Award on Page 3 of this solicitation. The University reserves the right to make award to other than the lowest price Offeror without conducting negotiations. Likewise, the proposal with the top technical ranking may not necessarily receive the award. Proposals that are unrealistic in terms of program commitments, price, or reflect an inherent lack of comprehension of the complexity and risks of the proposed contractual requirements may be rejected.

For the purposes of this RFP, the highest number of points attainable is 1,000, weighted 60% (600 points) for price and 40% (400 points) for technical, or non-price factors. If an offer fails to earn an average non-price technical score of 275 points, the offer may be found non-responsive and removed from further consideration for award. Additionally, proposals deemed outside the competitive range, either technically or for price may be found non-responsive and removed from consideration.

UAF intends to evaluate proposals and make award without discussions with offerors. However, UAF reserves the right to conduct discussions if the Procurement Officer later determines them to be necessary.

Proposals shall be subjected to an evaluation process consisting of a preliminary evaluation of administrative compliance followed by a technical evaluation of proposal content. The administrative evaluation will be performed by UAF Procurement & Contract Services. The technical evaluation will be performed by a committee of qualified personnel.

ADMINISTRATIVE EVALUATION:

All proposals will be evaluated to determine that they are responsive to the administrative and submittal requirements of the RFP. Proposals will be reviewed based on the following criteria:

- The proposal was received on time.
- The correct number of files were submitted with all documents in designated order (one file of the technical proposal and one Rate Response Form submitted as indicated on the Electronic Signature Page).
- The proposal was submitted in the correct format.
- All other necessary forms were included.
- Proposal forms were properly signed.
- All material alterations or erasures, if any, were initialed by signer of the proposal.
- A current business license in the State of Alaska with licensing and certification(s) to do the business required in this proposal has been submitted.
- Technical minimum requirements as outlined in specifications.

This evaluation will be performed by UAF Procurement & Contract Services. Proposals failing to comply with all administrative requirements may be declared non-responsive and removed from further consideration.
TECHNICAL EVALUATION (WEIGHTED 40%)

All proposals determined to be acceptable in the evaluation of administrative responsiveness shall be evaluated for both technical merit and price. A Proposal Evaluation Committee (the Committee) shall be established, consisting of at least three qualified evaluators to include UAF personnel to perform the non-price, technical portion of the evaluation and one UAF Procurement Officer to score the price portion. Proposals shall be evaluated on a weighted scale with the intent of awarding to the offeror whose proposal receives the highest total number of evaluation points, technical and price factors considered. A proposal may be found non-responsive if it does not achieve a minimum technical score of 275. Each evaluation criterion shall be assigned the following weight:

A. Quality of Product and Service 25
B. Experience and Support 15
C. Price 60

Total Weight 100

Quality of Product and Service (25%):
Product Quality: Compliance with the technical specifications outlined herein. Identified deviations to the specification will be evaluated for an increase in quality, equivalent quality, or a decrease in quality. (Ease of conversion from 4kV to 12kV for dual voltage transformers will be considered in this criteria)

Experience and Support (15%):
UAF shall evaluate an offerors experience and support based upon the following criteria:

• Length of time manufacturing
• Capacity to manufacture transformers in the quantity and quality specified

• Past Performance: Including performance on orders/contracts of a similar scope and size. The Offeror shall submit Past Performance Information and a list of similar contracts currently being performed or completed within the past year.

• Support for warranty service, replacement parts, modifications, troubleshooting, and schedule compliance to include demonstrating how UAF will be served and supported for service and replacement parts.
For the purpose of evaluating this section, offerors shall include as part of the required submittals an overview of the manufacturers experience, manufacturing facility information and capacity, manufacturing history, held patents and inventions, developed technology, methodology for service and parts support including dispatch location, response time, and closest authorized service representatives to UAF, or a plan to authorize local service.

Non-price, technical evaluations shall be completed for each proposal, independently by each individual member of the Committee, with no initial attempts being made to reach a scoring consensus. The Committee may discuss the details and features contained in an offer for the purpose of ensuring there is agreement about what is contained in an offer and/or to clarify parts of an offer which may be unclear.

For this solicitation the technical evaluation shall consist of evaluating the offeror’s descriptive literature to ensure that the products offered provide the salient characteristics sought herein (Technical Specifications Pages 17-43).

**PRICE EVALUATION (60%)**

After the non-price technical evaluation is completed, the Rate Response Form shall be opened by the responsible UAF Procurement Officer and additional points added to each proposal’s score based on the prices offered for each schedule in accordance with the scoring methodology outlined herein. The scores given to each proposal for price are not subjective in nature; the proposal with the lowest price shall be assigned the maximum price score and proportional scores will be assigned to the other proposals.

**Loss Evaluation:**

Based on the information provided by Offerors in their proposals, a loss evaluation will be performed by the Evaluation Committee. Loss evaluation shall be based on guaranteed losses at rated voltage, all taps on neutral tap position, LV winding configured for 12470 Volts, and at rated ONAN load. These figures shall be provided by the offeror on the Equipment Data Sheet (1.c. – at 110% excitation and 1.e. – ONAN.) Loss adjustments shall be made as follows:

- Transformer No-Load core losses: $9,912.00/KVA
- Transformer Load Losses: $5,406.00/KVA

During the technical evaluation, the appropriate loss adjustment number will be multiplied by the respective guaranteed loss values in kW provided by the offeror. The results will then be added to the offeror’s price during the price evaluation to give a total price for evaluation purposes. The total purchase price to UAF will not be increased because of this evaluation.

If the actual tested loss values exceed the guaranteed maximum loss values stated in the Successful Offeror’s proposal, the Successful Offeror (Contractor) shall be assessed a penalty value for every kilowatt by which the actual tested transformer losses exceed the guaranteed maximum losses upon which the proposal was evaluated. The values for loss evaluation indicated above will be used, at full
value, for calculating a penalty by multiplying the losses above the guaranteed value by the appropriate loss evaluation value.

6. **ORAL PRESENTATIONS**

During the evaluation process, the Committee may, at its discretion, request that all offerors in the competitive range make oral presentations. Such presentations will provide offerors with an opportunity to answer questions the Selection Committee may have regarding their proposal. Not all offerors may be asked to make such oral presentations. UAF reserves the sole right to determine number of offerors included in the competitive range.

7. **BEST AND FINAL OFFER**

UAF reserves the right to request clarifications and request a best and final offer (BAFO) from each Offeror within the competitive range. However, UAF reserves the right to make award based exclusively on the submitted proposals without seeking a BAFO.

8. **SCORING METHODOLOGY:**

**Non-Price:** Proposals will be evaluated on non-price criteria as follows. Each member of the Committee will independently enter a scaled rating (1-10) for each criterion outlined above. The scaled rating will then be multiplied by the weight to produce a weighted score for each factor. The weighted scores of all non-price factors will then be summed to provide a total weighted technical score for each proposal from each evaluator. The aggregate score of each proposal will then be divided by the number of evaluators to produce an average non-price technical qualifications score for each proposal. The highest number of technical points attainable is 400. Upon completion of the non-price evaluation, discussions, requests for clarifications, or negotiations (without divulging competitors’ pricing, or standing) may be conducted with all qualified offerors, or those offerors who fall into a clear competitive range. The Procurement Officer will ensure that the opportunity to clarify, confirm, or otherwise respond to questions is provided to all offerors under consideration for award. This process will be sufficiently formal to ensure equity among offerors, and will be fully documented. If, during discussions, there is a need for any substantial clarification of, or change in the RFP, an amendment will be sent to all interested parties. Requests for substantial clarification, and/or any amendments are valid only if issued in writing by the responsible Procurement Officer.

General questions shall be directed to all offerors. However, questions which pertain only to a particular proposal shall be sent only to that offeror. Offerors who fail to respond with the required information by the deadline stipulated, or who fail to adequately support apparent discrepancies, imbalances, or disproportionate submittals, may be declared non-responsible.

Upon receipt of clarifications, the Committee may adjust each offeror’s score, if necessary, to reflect any new information. Should it be necessary, as a result of additional information obtained during this clarification process, to amend the RFP, a written amendment may be issued.

**Price:** Points for price will be calculated by the Procurement Officer, based upon the pricing information submitted by each offeror on the Rate Response Form, as follows:
(1) The maximum number of points allowable for price shall be given to the responsive, responsible proposal with the lowest cost. (For purposes of this RFP, this number is 600.)

(2) Price points for the remaining responsive, responsible proposals shall be calculated as follows:

(a) multiply the lowest priced proposal price by the assigned weight for price. Divide that number by the price of each successively higher priced proposal. This produces a mathematically proportional assignment of price point. See the example below:

(i) Offer A is $105,000, Offer B is $123,000, Offer C is $134,000 therefore,

(ii) Assume Price is given a weight of 60. Offer A receives 600 points

(iii) Offer B’s price points are calculated as follows:

\[
\frac{($105,000 \times 600)}{$123,000} = 512 \text{ (rounded)}
\]

Price points for Offer B

(iv) Offer C’s price points are calculated as follows:

\[
\frac{($105,000 \times 600)}{$134,000} = 470 \text{ (rounded)}
\]

Price points for Offer C

(b) If additional rounds of price competition are required, the steps above are repeated for each subsequent price submittal.
PROCUREMENT & CONTRACT SERVICES

SCOPE OF WORK AND SPECIFICATION

MEDIUM-VOLTAGE TRANSFORMERS

PART 1 - GENERAL

1.01 RELATED DOCUMENTS

A. Transformer rate response schedule.

1.02 SUMMARY

A. This Section includes the following types of transformers with medium-voltage primaries:

1. Pad-mounted, liquid-filled transformers.
   a. Primary Windings:
      1) Type 1: Rated for 12,470V.
      2) Type 2: Dual rated for 12,470V or 4,160V.
   b. Fire Ratings:
      1) Type A: Mineral oil filled.
      2) Type B: Less flammable fluid filled.
      3) Type C: FM Approved.

1.03 DEFINITIONS

A. FM: Factory Mutual.

1.04 PROPOSAL SUBMITTALS

A. All documentation supplied with the proposal, all documents for approval, and all final drawings and instruction books shall be in English.
B. Drawings and data supplied with the proposal shall contain sufficient information for a thorough engineering evaluation. One (1) original set in electronic media of the following documents shall accompany the Offeror’s proposal:

1. Product Data: Submit Manufacturer’s product data. Include rated nameplate data, capacities, weights, dimensions, minimum clearances, installed devices and features, location of each field connection, and performance.
   a. Pad-Mounted, Liquid-Filled Transformers.
   b. Fuse holder general product data.
   c. Fuses general product data. Information shall include the following:
      1) General product data for all fuses.
      2) The actual catalog number for each fuse.
      3) Minimum melt, and maximum clear, time-current characteristic data for each fuse.
      4) Current limiting let-through charts for current limiting fuse elements.
      5) For transformers specified with dual primary voltage ratings:
         a) Provide part numbers for all fuses required for operation at either voltage.
         b) Provide information required above for all fuses for operation at either voltage level.
         c) Provide instructions for changing primary voltage settings.
            (1) If current limiting fuse is to remain the same for operation at either voltage, provide written confirmation of this.

2. Statement and coordination showing transformers and associated primary fuses UL listing required under PAD-MOUNTED, LIQUID-FILLED TRANSFORMERS – GENERAL REQUIREMENTS below.

3. Shop Drawings After Contract Award:
   a. Wiring and connection diagrams including power wiring.
   b. Dimensioned to-scale plan view, and elevation drawings for all four sides.
c. Drawings shall include to-scale layout of all bushings, fuse holders, switches, and other accessories keyed to a bill of materials list on the drawing.

d. Plan view showing to-scale layout of bolting pattern to the foundation pad, and openings for cables into the transformer.

e. Cutaway drawing showing location of all fuse holders, fuses not in fuse holders (under oil, etc.), and fusible links.

4. Manufacturer Seismic Qualification Certification: Submit certification that transformer assembly and components will withstand seismic forces defined for Fairbanks, Alaska in the ASCE 7-05 Design Standard for non-structural components: Sds=0.78g, I=1.25. Include the following:

a. Basis for Certification: Indicate whether withstand certification is based on actual test of assembled components or on calculation.

1) The term "withstand" means "the unit will remain in place without separation of any parts from the device when subjected to the seismic forces specified and the unit will be fully operational after the seismic event."

b. Dimensioned Outline Drawings of Equipment Unit: Identify center of gravity and locate and describe mounting and anchorage provisions.

c. Detailed description of equipment anchorage devices on which the certification is based and their installation requirements.

5. Source quality-control test reports.

6. Field quality-control test reports.

7. Operation and Maintenance Data:

a. Operating and maintenance instructions.

C. Testing instructions. Four (4) sets of approval documents shall be sent to the UAF Project Manager. All approval and final drawings or documents shall be marked with Purchase Order Number, and UAF's name. Approval drawings shall be received from the Contractor by UAF no later than four (4) weeks subsequent to the award of the contract. The approval drawing sets will include the following:

1. Documents Required for All Transformers:

a. Physical Arrangement and Outline Dimensions:

1) Outline dimensions of the transformer unit.
The manufacturer's name, type, and catalog number for all bushings shall be included on the transformer outline drawings.

Location and arrangement of all major equipment and devices.

Weight of transformer and accessories.

b. Position of all accessories located externally on the unit, including pipe inlets and outlets and their diameters.

c. Connection diagram of internal terminal board(s) and tap connection diagrams (if any).

d. Nameplate drawings.

e. Complete one-line and three-line diagrams.

f. Data sheets listing ranges, applicable settings, alarm limits, etc., as required for specification compliance and/or the proper and safe operation of the equipment.

g. Total oil quality required for transformer and radiators.

h. Seismic anchor details.

D. Final Documents:

1. Final nameplate drawings shall be identical to the actual nameplate installed on the transformer, and shall include actual measured values.

2. Complete sets of drawings, installation, operation and maintenance instruction books shall be provided by the Contractor in the quantities listed below, and shipped as follows in printed matter, and one (1) copy in electronic media:

a. Five (5) copies of instruction manuals and drawings to UAF:

   University of Alaska Fairbanks
   Mike Ruckhaus
   Project Manager
   P.O. Box 758160
   590 University Ave.
   Fairbanks, AK 99775-8160
   moruckhaus@alaska.edu

   Phone: (907) 474-5797

   FAX: (907) 474-7554
E. CAD files on a CD shall also be provided containing all the final drawings in AutoCAD .DWG format compatible with AutoCAD 2000 or later. Two (2) copies of the CD shall be provided to the UAF Project Manager.

F. Supplier's (Contractor’s) Seismic Qualification Certification: Submit certification that transformer assembly and components will withstand seismic forces defined in this specification. Indicate whether withstand certification is based on actual test of assembled components or on calculation.

G. Copy of results of all factory tests before shipment of the transformers.

1.05 SOURCE QUALITY CONTROL

A. Factory Tests: Perform design and routine tests according to standards specified for components. Conduct transformer tests according to IEEE C57.12.90.

B. Factory Tests: Perform the following factory-certified tests on each transformer:

1. Resistance measurements of all windings on rated-voltage connection and on tap extreme connections.
2. Ratios on rated-voltage connection and on tap extreme connections.
4. No-load loss at rated voltage on rated-voltage connection.
5. Excitation current at rated voltage on rated-voltage connection.
6. Impedance and load loss at rated current on rated-voltage connection and on tap extreme connections.
8. Induced potential.

C. Submit a copy of the results of all factory tests for approval before shipping transformer.

1.06 QUALITY ASSURANCE

A. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, Article 100, by a testing agency acceptable to authorities having jurisdiction, and marked for intended use.

B. Comply with IEEE C2.

D. Comply with 2008 NFPA 70.

1.07 PROJECT CONDITIONS
A. Service Conditions: IEEE C37.121, usual service conditions except for the following:
1. Ambient temperatures minus 62 deg F to plus 96 deg F.

1.08 WARRANTY
A. Offeror warrants that all items supplied under this contract, when delivered, will be new and in good working order and will conform to the manufacturer’s official published specifications and the technical specifications of this solicitation. UAF requires that the successful Offeror be able to transfer to UAF all first holder rights of any guarantees and warranties offered by the Manufacturer.

B. Without limiting any guarantees or warranties of the Offeror's subcontractor-supplied material or equipment, the Offeror shall guarantee the transformers as follows for a period of not less than five (5) years after final acceptance by UAF.

1. Manufacturing defects in materials and/or faulty workmanship discovered during the period of coverage will require the affected unit or part be repaired or replaced at NO additional cost to UAF, including shipping costs, if any, F.O.B. Destination.

2. Capable of continuous and satisfactory performance when operating in accordance with the instructions provided by the Supplier and at the specified equipment rating capacity.

1.09 INSURANCE
A. Insurance in the types and amounts as specified in the link on page #2 of the Electronic Signature Page, clickable link “Insurance Requirements” apply to this solicitation, and supersede those outlined in provision 9 (insurance) of the General Provisions.

PART 2 - PRODUCTS

2.01 MANUFACTURERS
A. Available Manufacturers: Subject to compliance with requirements, manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:

1. Cooper Industries; Cooper Power Systems Division.

2. ABB.

3. Howard Industries.
4. Square D/Groupe Schneider NA.

5. General Electric Company

2.02 PAD-MOUNTED, LIQUID-FILLED TRANSFORMERS – GENERAL REQUIREMENTS


B. Insulating Liquid: As stated in product documents.

1. Type A: Mineral oil, complying with ASTM D 3487, Type II, and tested according to ASTM D 117.

2. Type B: Less flammable, dielectric, and UL listed 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.

3. Type C: FM Approved less flammable, dielectric, and UL listed 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.

   a. The transformer shall be Factory Mutual Global (FM) Approved (to comply with NEC 450-23 listing restrictions for installations on, or inside of buildings) and a UL Listed transformer (certifying compliance with ANSI standards only) per UL XPLH.

C. Insulation Temperature Rise: 65 deg C when operated at rated kVA output in a 40 deg C ambient temperature. Transformer shall be rated to operate at rated kilovolt ampere in an average ambient temperature of 30 deg C over 24 hours with a maximum ambient temperature of 40 deg C without loss of service life expectancy.

D. Primary Voltage Level: As stated in product documents.

1. Type 1: 12470 volt delta connected primary windings with on/off switch. Switch shall be oil immersed in transformer tank with hook-stick operating handle in primary compartment

2. Type 2: Dual-voltage 12470/4160 volts delta connected primary winding with voltage changing switch. Switch shall be oil immersed in transformer tank with hook-stick operating handle in primary compartment.

E. Basic Impulse Level:

1. Primary: 15 kV, 95 kV BIL.
F. Full-Capacity Voltage Taps: Four 2.5 percent taps, two above and two below rated high voltage; with externally operable tap changer for de-energized use and with position indicator and padlock hasp.

G. Cooling System: Class OA, self-cooled

H. High-Voltage Terminations and Equipment: Dead front with 15 kV 600 amp deadbreak-type bushings, complying with IEEE 386.

I. Accessories:
   1. Drain Valve: 1 inch (25 mm), with sampling device.
   2. Dial-type thermometer.
   3. Liquid-level gage.
   4. Pressure-vacuum gage.
   5. Pressure Relief Device: Self-sealing with an indicator.
   6. Insulating caps for primary connection bushings.

J. On/Off High-Voltage Switch for non-loop feed transformers.
   1. 200 A, make-and-latch rating of 12-kA RMS, symmetrical load-break switch that is oil immersed in transformer tank with hook-stick operating handle in primary compartment.

K. Loop Feed High-Voltage Switch if required by project documents.
   1. **Type 1: 600 A**, make-and-latch rating of 12-kA RMS, symmetrical, arranged for feed-through with three-phase, four-position “sectionalizing” type for use on an extended radial or loop-feed system with feed-from-the-left, feed-from-the-right, isolated-from-either-side, or through-feed-to-both-sides, load-break switch that is oil immersed in transformer tank with hook-stick operating handle in primary compartment.
   2. **Type 2: 600A, make and latch rating of 10-kV RMS, symmetrical**, arranged for feed through with three 3-phase, 2 position, load break liquid immersed switches that are externally operable from the high voltage compartment through the use of a distribution hot stick. Switches shall be arranged to have the following functions:
      a. Transformer Open and loop Open
      b. Transformer connected to Line A only
c. Transformer connected to Line B only

d. Line A connected to Line B and both lines connected to Transformer

e. Line A connected to Line B and Transformer Open

f. Provide Kirk key interlocks

L. Primary Fuses in Transformer: 15-kV fuse assembly with fuses complying with IEEE C37.47. Rating and type of current-limiting fuses shall be based on 50-kA RMS at specified system voltage, and shall provide UL listing required under PAD-MOUNTED, LIQUID-FILLED TRANSFORMERS – GENERAL REQUIREMENTS above. Ship transformer's fuses not installed in equipment. Ship drywell and canister fuses separately (i.e. not installed)

1. For dual voltage transformers provide fusing for operation at either voltage.

M. Spare Fuses: Provide a spare set of all fuses deemed to be replaceable by manufacturer for all transformers.

1. For dual voltage transformers providing spare fusing required above for both voltages.

N. The tank containing fluid to have a removable top access hatch positioned such that no oil needs to be drained to open the hatch.

2.03 IDENTIFICATION DEVICES

A. Nameplates: Engraved, laminated-plastic or metal nameplate for each transformer, mounted with corrosion-resistant screws. Nameplates and label products are specified in Section 26 05 53 "Identification for Electrical Systems."

2.04 SEISMIC RESTRAINTS

A. Design and fabricate transformers, and anchorage devices for them, to withstand static and seismic forces specified in this Section above.

PART 3 - EXECUTION

3.01 POWER TRANSFORMERS

A. Factory Tests and Quality Control:

1. Conduct transformer tests according to IEEE C57.12.90.
2. Perform the following factory-certified tests on each transformer: In addition to the tests listed below, the Contractor may perform additional tests that he deems necessary.
   a. Resistance measurements of all windings on rated-voltage connection and on tap extreme connections.
   b. Ratio measurements on all no load taps.
   c. Polarity and phase relation on rated-voltage connections.
   d. Excitation and no-load loss at rated voltage on rated-voltage connections.
   e. Excitation and no load loss at 110 percent of rated voltage on rated-voltage connections.
   f. Load Loss at ONAN (OA) rating at rated voltage on the rated voltage connections.
   g. Impedance at ONAN (OA) rating at rated voltage on the rated voltage connections.
   h. Applied potential.
   i. Induced potential.
   j. Insulation Resistance.
   k. Insulation power factor.
   l. Dissolved gas in oil analyses.

3. Provide a copy of the results of all factory tests before shipping transformers.

4. Optional Tests: Separate pricing shall be provided for each of the following optional tests:
   a. Audible sound level.
   b. Impulse test.
   c. Temperature test.
   d. In place of temperature tests, UAF may elect to use the Contractor’s record of a temperature test, made in accordance with ANSI/IEEE Standards, on a duplicate or an essentially duplicate unit. The Contractor is to notify UAF of the availability of any such tests.
5. UAF shall have the option to witness all tests without causing any delays in factory schedules. The Contractor shall notify UAF at least one week prior to commencing any of the tests unless specified otherwise at the time of order.

6. The Contractor shall immediately notify UAF of any unusual damage occurring during construction of the transformer, and of all tests, which do not meet specified or standard values. A UAF representative shall be permitted, at the Project Manager’s option, to personally inspect any such damages and/or test failures, and their correction.

B. Loss Evaluation:

1. Loss evaluation shall be based on guaranteed losses at rated voltage, no-load taps on neutral tap position. Loss evaluation penalty calculations are listed on the proposal evaluation form.

2. The evaluation of No-Load losses shall be based on quoted losses at 100 percent excitation. The evaluation of Load Losses shall be based on the quoted losses at the ONAN kVA rating.

3. In the proposal evaluation, the appropriate loss number will be multiplied by the respective guaranteed loss value in kW, and the results added to the proposal price to give a total evaluated price for proposal comparison purposes.

4. If the actual tested loss values exceed the guaranteed maximum loss values stated in the Successful offeror’s proposal, the Successful offeror (Contractor) will be charged a penalty value for every kilowatt by which the actual tested transformer losses exceed the guaranteed maximum loses upon which the proposal was evaluated. The values for loss evaluation indicated above will be used, at full value, for calculating a penalty by multiplying the losses above the guaranteed value by the appropriate loss evaluation value. The total selling price will not be increased because of this evaluation.

C. Delivery:

1. Delivery shall be made F.O.B. Destination, University of Alaska Fairbanks Power Plant, 802 Alumni Drive, Fairbanks, Alaska 99775. Rail access is available.

2. UAF will take delivery of the units at the site per agreed up delivery schedule and will provide necessary equipment and manpower to unload the transformers.

3. The Contractor shall provide a minimum of 72 hours notice prior to arrival of the transformers at the site. UAF shall have 72 hours after arrival at the site to unload the transformer without incurring demurrage charges.

END OF SECTION 26 12 00
CHECK LIST OF REQUIRED SUBMITTALS

1. To be considered for award, proposals must include all required submittals. To assist Offerors in returning all of the required information, the following checklist has been prepared. During the Administrative Evaluation, proposals will be reviewed for compliance with the proposal submittal requirements outlined in the Instructions to Offerors to determine that:
   a. The proposal was received on time
   b. The correct number of copies were submitted, (1) electronic copy via E-mail PDF files, CD-ROM or USB Flash Memory of the completed proposal (including all items indicated in the CHECKLIST OF REQUIRED SUBMITTALS) The electronic copy shall contain no more than two (2) Adobe PDF files. The first file shall include the entire contents of the technical proposal. The second shall contain the entire contents of the sealed RFP Rate Response Form.
   c. The proposal was submitted in the correct format
   d. The proposal forms were properly signed
   e. All other necessary forms were included
   f. All material alterations or erasures, if any, were initialed
   g. Offeror has provided evidence of, or proof of application for, an Alaska Business License

Proposals failing to comply with the above requirements may be declared non-responsive and may be eliminated from further consideration.

2. The following pages must be submitted with your proposal:
   a. Proposal Transmital Form (Electronic Signature Page Link)
   b. Statement of Compliance Form (Electronic Signature Page Link)
   c. Representations, Certifications, and Statements of Offerors (Electronic Signature Page Link)
   d. Rate Response Form(s)

3. In accordance with the Evaluation and Award section herein (Pages 10-14), and as part of the determination of the Offeror’s technical qualifications, the following information must be submitted with your proposal or any other information as required by this section or desired by offeror:
   a. Narrative and portfolio to demonstrate experience and support as described in the evaluation section.
   b. List of contracts and subcontracts completed (or in progress) during the last year

4. Other: In accordance with specifications herein, Offerors are required to submit with their proposals:
   a. Proposal Submittals (p. 15, 1.04.B.1)
   b. Alaska Business License (see page 9)
Offerors must complete this Rate Response Form and submit it, as a separate Adobe PDF and native file. Complete all forms and submit with your proposal in the order indicated on the Electronic Signature Page as a single Adobe PDF file. Do not include rate information in the technical offer or any other part of your proposal. Offers will consist of two PDF files.

Note: Faxed or telegraphed proposals are not acceptable and shall be rejected as non-responsive.

**OFFERS WILL BE RECEIVED IN THE FOLLOWING FORMAT(S):**

- USB Flash Memory
- CD or DVD
- Email

This rate response form has two schedules (A & B) to establish delivery in either 2013 or 2014. Your price submission should reflect your final price, all costs included FOB destination for each schedule for the respective year. It is UAF’s intent to issue purchase orders for each schedule in a timely manner for delivery based upon your proposed delivery time required. UAF reserves the right to change quantities (increase or decrease) at the proposed rates for each schedule, and notification will be provided via PO, change order, or contract modification.

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**TOTAL**
The total of line #7 above shall be used as the basis for the price evaluation calculation and points awarded as described in the evaluation section. Actual contract pricing is based upon “Price (FOB Site)” column and subject to final actual tested loss values penalty as described herein.

**Delivery Time ARO:**
Delivery time required to final F.O.B. point ARO:
Weeks ARO________________

**Warranty:**
Warranty period: please state
(attach complete written manufacturer’s warranty to proposal)

Length________________
(Minimum 5 year warranty)

**F.O.B.:** University Of Alaska Fairbanks
Utility Operations
802 Alumni Drive
Fairbanks, AK 99775

<table>
<thead>
<tr>
<th>PROPOSAL PRICE EVALUATION SUMMARY</th>
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<tr>
<td>1 Schedule A No Load Losses (KVA)</td>
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<td>2 x No Load Loss Rate ($9912/KVA)</td>
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<td>3 Schedule A Load Losses (KVA)</td>
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<td>4 x Load Loss Rate ($5406/KVA)</td>
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<td>6 Total Schedule A Price Column</td>
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<td>7 Total Bid (for Evaluation scoring only) line 5 + 6 (See Specification Section 3.01B)</td>
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The total of line #7 above shall be used as the basis for the price evaluation calculation and points awarded as described in the evaluation section. Actual contract pricing is based upon “Price (FOB Site)” column and subject to final actual tested loss values penalty as described herein.