

Solicitation Cover Page

1. Solicitation #: 1453
2. Solicitation Issue Date: May 8, 2024
3. Brief Description of Requirement:

The Grand River Dam Authority is seeking responses for Power PT Transformer.

4. Response Due Date: May 23, 2024 Time: 2:00 PM Central Time
5. Contracting Officer:
Name: Jaclyn Porter
Phone: 918-256-0656
Email: jaclyn.porter@grda.com



RFQ/RFP# 1453

This is a standard bid. Please scan and email your quote to jaclyn.porter@grda.com. The bid opening date for this RFQ is May 8, 2024.

A completed non-collusion certificate is required and must be submitted with your bid.

This form must be signed by an authorized representative of your company in the space provided in the lower right-hand corner of this form.

The award to the successful bidder will be based on the lowest and best bid received that meets the specifications listed below and the requirements herein. **Preference may be given to vendors that accept EPay as method of payment if analysis estimates that such appears to result in a lower cost to GRDA. Additional payment terms may also be taken into consideration in the analysis process.**

The brand names, model(s), part number(s) provided herein are for comparable quality and identification purposes only and equivalent bids may be submitted.

GRDA will take into consideration past performance and ability to meet delivery deadlines in the evaluation.

***** Read the General Bidding Instructions attached to this RFQ for further instructions.*****

**Stock 161kV Power PT
Pryor, OK**

Power PT Transformers

**Grand River Dam Authority
Pryor, OK**

Table of Contents

01400 - Technical Supplemental Specifications	3
D100 Site Meteorological and Seismic Data	3
D200 Design Ambient Conditions.....	4
E210 Electrical Enclosure Assemblies	4
E210.1 Not Used	4
E210.2 Electrical Enclosure Heating	4
E520 Terminal Blocks and Fuse Holders	4
E520.1 General	4
E520.2 Not Used	5
E520.3 Strap Screw Terminal Blocks.....	5
E520.4 Power Terminal Blocks	5
Q500 Shop Drawings and Instruction Manuals	5
Q500.1 Submittal Requirements	5
Q500.2 Compliance Reports.....	6
Q500.3 Not Used.....	6
Q500.4 Drawings.....	6
Q500.5 Wiring Diagrams	7
Q500.6 Instruction Manuals.	8
Q501 Instruction Manuals.....	8
Q501.1 Submittal Requirements	8
Q501.2 Instruction Manuals.	8
Q502 Electrical Data.....	9
Q502.1 Submittal Requirements	9
Q502.2 Not Used.....	9
Q502.3 Wiring Diagrams	9
16885 - Potential Transformers	11
16885.1 General	11
16885.2 Codes and Standards	11
16885.3 Equipment Required	11
16885.4 Ratings.....	11
16885.5 Construction Details.....	11
16885.5.1 Base Support Assembly	12
16885.6 Manufacturers.....	12

01400 - Technical Supplemental Specifications

This section contains technical supplemental specifications that provide additional requirements applicable to the work covered under the technical sections, which follow this Section 01400.

D100 Site Meteorological and Seismic Data

Work shall be designed according to the following building code and site conditions:

General Design Data:	
Building Code	International Building Code 2000 (IBC 2000)
Site Elevation (Mean Sea Level), ft (m)	<2000 ft
Wind Design Data:	
Basic Wind Speed, V, Nominal 3 second gust wind speed at 33 ft (10 m) above ground for Exposure C category, mph (m/s)	100
Exposure Category	C
Topographic Factor, Kzt	1.0
Snow Design Data:	
Ground Snow Load, P _g , lb/ft ² (kN/m ²)	NA
Importance Factor (Snow Loads), I	NA
Ice Design Data:	
Nominal Ice Thickness, t, Due to freezing rain at a height of 33 ft (10 m), inches (mm)	1
Concurrent Wind Speed, V _c , mph (m/s)	0
Seismic Design Data:	
Short Period Mapped Spectral Acceleration, S _s	Per ASCE 7, latest edition
One Second Period Mapped Spectral Acceleration, S ₁	Per ASCE 7
Site Class	C
Importance Factor (Seismic Loads), I	1.15

D200 Design Ambient Conditions

Area Specific Design. The general design ambient air conditions shall be used unless area specific or equipment specific conditions are indicated in the contract documents:

Area	Temperature, °F		Relative Humidity, %	
	Minimum	Maximum	Minimum	Maximum
General Outdoor Area	-12	120	0	100
*Nominal outdoor minimum ambient design temperature for determining commodity material properties (pipe, valves, etc.) will be -XX° F. .				

E210 Electrical Enclosure Assemblies

E210.1 Not Used

E210.2 Electrical Enclosure Heating

Where electrical enclosure heating is specified, electrical space heaters, one adjustable thermostat, one fuse and fuse block or circuit breaker or other means of disconnect shall be provided completely wired in the enclosure. The space heaters, thermostat, and circuit disconnect device shall not interfere with normal cable entrance into the enclosure or with maintenance or replacement of devices within the enclosure. Normal use of space heaters shall not change or discolor any painted surface.

Unless otherwise indicated, the operating range of the thermostat shall be coordinated with the project ambient temperature conditions.

Space heater capacity shall be as required to maintain the enclosure internal temperature above the dew point under the specified site conditions.

Space heater sheaths shall be of a corrosion-resistant, nonoxidizing material.

Electrical Enclosure Assemblies				
Location	Classification	NEMA Std. 250	IEC 60529	Materials
Outdoor	Nonhazardous	Type 4	IP55	Copper free aluminum or Stainless Steel

Enclosure Space Heaters	
Rated Voltage	240 volts ac
Power Source	
Power Supply Code	LV-3
Voltage	120 volts

E520 Terminal Blocks and Fuse Holders

E520.1 General

In general, manufacturer standard terminal blocks will be accepted provided they meet the requirements of this specification and quality levels equivalent to the manufacturer's terminal blocks listed in the table at the end of this section. Self-stripping terminal blocks, multiple deck (step type) terminal blocks, and

angled terminal blocks will not be acceptable. Screw type terminals suitable for ring lug termination shall be furnished for all secondary lead connections.

Each terminal block shall be provided with a unique identifier. All terminal points shall have provisions to be uniquely identified on the terminal block white marking strip and, where permitted by the safety codes and standards, shall be without covers. Fuses may be mounted on terminal blocks.

Terminal blocks shall be manufactured from materials that will not support combustion. Terminal blocks shall meet the Inflammability Class V0 rating in accordance with UL 94. All terminal blocks, except internal terminal blocks in factory prewired electronic systems cabinets and terminal blocks for thermocouple extension wire, shall be rated for 600 volts or greater. No more than two conductors shall be terminated at one connection point. For terminal blocks interfacing with the Purchaser's field cabling, one side of the terminal block shall be used by the equipment manufacturer for factory wiring and the other side of the terminal block shall be reserved for the Purchaser's field cabling terminations.

E520.2 Not Used

E520.3 Strap Screw Terminal Blocks

Strap screw terminal blocks shall be of heavy-duty construction capable of terminating a conductor from 16 AWG (1.5 mm²) to 10 AWG (6 mm²). The point-to-point spacing shall not be less than 0.375 inch (9.5 mm).

E520.4 Power Terminal Blocks

Power terminal blocks shall be used for conductors 4/0 AWG up to 500 KCMIL.

Q500 Shop Drawings and Instruction Manuals

This section, in conjunction with the Schedule of Submittals, stipulates the requirements for engineering data that Supplier shall submit for design information and review. Document submittal procedures shall be in accordance with the requirements of this Purchase Order.

Q500.1 Submittal Requirements

Technical data shall be submitted in electronic format.

Notification to Purchaser that submittals have been posted shall be in accordance with the correspondence requirements of this Purchase Order.

Electronic submittals shall be made via e-mail.

All Submittals (after award) shall be made to:

Steven Kroll, Sr. Manager, T&D Engineering
9933 E. 16th St.
Tulsa, Oklahoma 74128

E-mail: steven.kroll@grda.com

And to:
Parker Rainbolt, Substation Engineer
9933 E 16th St.
Tulsa, Oklahoma 74128

E-mail: parker.rainbolt@grda.com

Q500.2 Compliance Reports

Reports shall be submitted that record the tests and/or calculations required in the specification technical sections. Reports shall be submitted for each piece of equipment. Specified drawings shall be submitted with the compliance reports.

Q500.3 Not Used**Q500.4 Drawings**

Drawings shall be in sufficient detail to indicate the kind, size, arrangement, component weight, breakdown for shipment, and operation of component materials and devices; the external connections, anchorages, and supports required; the dimensions needed for installation and correlation with other materials and equipment; and the information specifically requested in the Schedule of Submittals.

Supplier shall fully complete and certify drawings for compliance with the Purchase Order requirements. Drawings shall have title block entries that clearly indicate the drawing is certified.

Each submitted drawing shall be project unique and shall be clearly marked with the name of the project, unit designation, Purchaser's Purchase Order title, Purchaser's Purchase Order file number, project equipment or structure nomenclature, component identification numbers, and Purchaser's name. Equipment, instrumentation, and other components requiring Purchaser-assigned identification tag numbers shall be clearly identified on the drawings. If standard drawings are submitted, the applicable equipment and devices furnished for the project shall be clearly marked.

Transmittal letters shall identify which Schedule of Submittals item (by item number) is satisfied by each drawing or group of drawings. The transmittal letter shall include the manufacturer's drawing number, revision number, and title for each drawing attached. Each drawing title shall be unique and shall be descriptive of the specific drawing content. Transmittal letters for resubmitted drawings shall include the Purchaser's drawing numbers.

Catalog pages are not acceptable, except as drawings for standard non-engineered products and when the catalog pages provide all dimensional data, all external termination data, and mounting data. The catalog page shall be submitted with a typed cover page clearly indicating the name of the project, unit designation, specification title, specification number, component identification numbers, model number, Supplier's drawing number, and Purchaser's name.

Drawings shall be submitted with all numerical values in English as the primary units. Drawings with only metric values will not be accepted.

Q500.4.1 Drawing Submittal

Drawings shall be submitted electronically in AutoCAD version 2013 or later. MicroStation format files are not acceptable. If Supplier does not have the capability to provide AutoCAD version 2000 or later drawings, an alternative submittal format shall be used as mutually agreed between Purchaser and Supplier. Technical data shall be submitted in native file format (Microsoft Word or Excel, other).

Q500.4.2 Drawing Processing

Supplier's engineering schedule shall allow a minimum of two (2) weeks for mailing, processing, and review of drawings and data by Purchaser.

Unless this Purchase Order indicates that a drawing or engineering data submittal by Supplier is to be for Purchaser's information only, Purchaser, upon receipt of submittals, shall review and return same to Supplier, marked "Approved for Construction", "Approved as Corrected", or "Not-Approved, Correct and Resubmit". The timing of Supplier's submittals and Purchaser's review shall be in accordance with the Completion Dates for same as set forth in the Purchase Order. The submittal of any drawing or other

submittal document by Supplier to Purchaser under this Purchase Order will be certification by Supplier that the information set forth therein is accurate in all material respects.

Q500.4.2.1 Approved for Construction. Upon receipt of a submittal marked "Approved for Construction", Supplier may proceed with its Work to the extent of and in accordance with the submittal. Supplier shall not resubmit unless the drawing or document is revised, in which case it shall be resubmitted as a new document revision in accordance with Q500.4.2.7.

Q500.4.2.2 Approved as Corrected. Upon receipt of a submittal marked "Approved as Corrected" and if Supplier concurs with Purchaser's comments, Supplier shall incorporate same and may proceed with its Work to the extent of and in accordance with the annotated submittal. Supplier shall submit to Purchaser within fourteen calendar days a revision to the original submittal, in which Purchaser's comments have been incorporated. If Supplier determines that it cannot incorporate Purchaser's comments without prejudice to Supplier's warranty or other obligations under this Purchase Order, Supplier shall so advise Purchaser in writing within seven calendar days of its receipt of Purchaser's comments, stating the reasons therefore. Supplier may proceed with its Work to the extent of and in accordance with the annotated submittal only upon Purchaser and Supplier resolving Purchaser's comments.

Q500.4.2.3 Not-Approved, Correct and Resubmit. Upon receipt of a submittal marked "Not-Approved, Correct and Resubmit," Supplier shall immediately take all necessary action to revise its submittal in accordance with Purchaser's comments, the Specification, and the Drawings, and shall resubmit to Purchaser for review the corrected original submittal, voiding previous information and adding new documents if required. In no event shall Supplier proceed with the affected Work until its revised submittals have been returned to Supplier marked "Approved for Construction" or "Approved as Corrected" by Purchaser.

Q500.4.2.4 Not Used

Q500.4.2.5 Not Used

Q500.4.2.6 Not Used

Q500.4.2.7 Resubmittals. If during or subsequent to the completion of the submittal process, Supplier makes further changes to the equipment and materials shown on submittals that have been reviewed by Purchaser, the changes shall be clearly marked on the submittal by Supplier and the submittal process shall be repeated. If changes are made by Supplier after delivery to the Jobsite, as-built drawings indicating the changes shall be prepared by Supplier and submitted to Purchaser for review. Any resubmittal of information shall clearly identify the revisions by footnote or by a form of back-circle, with revision block update, as appropriate.

Q500.4.2.8 Purchaser's Review. Purchaser's review of drawings and other submittals will cover only general conformity of the data to the Specifications and Drawings, external connections, interfaces with equipment and materials furnished under separate specifications, and dimensions that affect plant arrangements. Purchaser's review does not include a thorough review of all dimensions, quantities, and details of the equipment, material, device, or item indicated or the accuracy of the information submitted. Review and comment by Purchaser of Supplier's Drawings or other submittals shall not relieve Supplier of its sole responsibility to meet the Completion Dates requirement of this Purchase Order and to supply Goods that conform to the requirements of this Purchase Order.

Q500.4.2.9 File Returns to Supplier. Electronic files of drawings will be returned to Supplier via e-mail.

Q500.5 Wiring Diagrams

Wiring Diagrams shall be submitted in accordance with Supplemental Q502.

Q500.6 Instruction Manuals.

Instruction Manuals shall be submitted in accordance with Supplemental Q501.

Q501 Instruction Manuals

This section, in conjunction with Section Q500 stipulates the requirements for Instruction Manuals that Supplier shall submit for design information and review. Document submittal procedures shall be in accordance with the requirements of this Purchase Order, Section Q500, and the following.

Q501.1 Submittal Requirements

Electronic copies, in .pdf format, shall be submitted to the address indicated for Technical Documents in the Supplementary Terms and Conditions of this Purchase Order for the documents listed below.

Q501.2 Instruction Manuals.

Supplier shall furnish proof and final instruction manuals for the unloading, storage, installation, operation, and maintenance of the equipment. The manuals shall be delivered as specified in the Schedule of Submittals.

Manuals shall include the following information specific to the furnished equipment, as they are applicable. The documents or drawings submitted within the Instruction Manual shall be consistent with the documents or drawings previously submitted for Purchaser's review. Documents or drawings, which were previously submitted for review and are included within the Instruction Manual, shall be identical with the same revision number. If these documents or drawings were revised due to design revisions subsequent to issuance of the Instruction Manuals, the document or drawing shall be resubmitted in accordance with Article Q500.4.2.7 in Supplemental Q500 so the Purchaser can provide updated drawings to the holders of the Instruction Manuals.

Table of contents and index tabs. (If multiple volumes are required, a table of contents listing materials included in each volume shall be supplied for each volume.)

Specifications, test data, and all performance curves specified in the technical specifications.

Description of the equipment, including illustrations showing elevations, cross section, and all details of the equipment with all parts named, numbered, and identified with Purchaser's tag numbers. When multiple model numbers are shown on the drawings, the equipment supplied for the project shall be clearly identified.

Complete and detailed operating instructions, including safety precautions, philosophy of operation and, where applicable, process optimization techniques.

Detailed minor and major maintenance instructions, including description, use of special tools furnished, and preventive maintenance schedule.

Instructions for receiving, inspection, storage, and handling of equipment prior to installation.

Installation instructions.

Inspection procedures.

Troubleshooting guide.

Electrical wiring diagrams, as applicable.

Calibration Data Sheet for each adjustable instrument included in the scope of supply.

Control Panel Arrangements, as applicable.

Supplier and Sub-supplier operating and maintenance manuals.

Illustrated parts breakdown.

Assembly drawings.

Parts lists.

Nameplate information and shop order numbers for each item of equipment and associated component parts thereof.

List of recommended spare parts.

List of maintenance tools furnished with the equipment.

The above listed requirements are the minimum requirements; however, requirements that are clearly not applicable to the equipment may be deleted with Purchaser's approval. Additional information that is necessary for proper operation and care of the equipment shall also be included.

Q501.2.1 Format

Each copy of the manuals shall be submitted in electronic format. Written documents shall be in .pdf format and drawings shall be in AutoCAD version 2013 or later

Q502 Electrical Data

This section, in conjunction with Section Q500 and the Schedule of Submittals included in the Supplemental Terms and Conditions of this Purchase Order, stipulates the requirements for Electrical Data that Supplier shall submit for design information and review. Document submittal procedures shall be in accordance with the requirements of this Purchase Order, Section Q500, and the following.

Q502.1 Submittal Requirements

Electronic copies shall be submitted to the address indicated for Technical Documents in the Supplementary Terms and Conditions of this Purchase Order for the documents listed below. The following number of copies shall be submitted unless otherwise indicated in the Schedule of Submittals:

Submittal Description	Copies Required
Wiring Diagrams	Electronic

Q502.2 Not Used

Q502.3 Wiring Diagrams

Connection and interconnection wiring diagrams furnished by Supplier shall be drawn with all devices indicated in their relative physical locations and shall accurately show the equipment and terminals arranged, as they would appear to a person wiring the equipment.

When the equipment furnished by the Supplier is split for shipment and provided with terminal blocks and wiring required to interconnect the shipping sections in the field, the wiring diagrams from the Supplier shall clearly identify that the wiring across the shipping splits needs to be field installed.

Where interconnecting wiring from different items of equipment or sectional wiring diagrams of the same item of equipment appear on different wiring diagram sheets, all interconnections shall be clearly identified. Where sectional wiring diagrams are required for a single item of equipment, such as a relay panel or control panel, the section of the panel that is represented by each individual wiring diagram sheet shall be keyed on that sheet in a manner acceptable to Purchaser.

Information indicated on Supplier's drawings shall include wiring and terminal numbers of the individual panel items as they actually will appear in the panel, set points, contact arrangements of switches and relays (state of device and device contacts shall be clearly indicated), and internal wiring of relays and instruments. Spare terminals and all unused contacts of the individual panel items shall be shown on the drawings.

Q502.3.1 As-Built Drawings

As-built prints of each final electrical wiring and elementary diagram for equipment shall be furnished in accordance with Article Q500.4.2.7. An electronic copy of each drawing shall be submitted to Purchaser.

16885 - Potential Transformers

16885.1 General

Potential transformers shall be furnished in accordance with this section and as indicated on the drawings. For this application, the potential transformer will be utilized as a Station Service Voltage Transformer.

The requirements of the Specification Data Sheet(s) and drawings shall govern should conflicts occur between them and the written text of these specifications.

Additional general equipment requirements are presented in these specifications in Technical Supplemental Specification 01400.

16885.2 Codes and Standards

Potential transformers furnished under these specifications shall be in accordance with applicable standards of ANSI, IEEE and NEMA.

All materials and devices shall be in accordance with the applicable requirements of the Federal "Occupational Safety and Health Standards."

16885.3 Equipment Required

The Supplier shall furnish potential transformers and power potential transformers as specified on the Specification Data Sheet(s). Potential transformers furnished shall be complete with all accessories ready for mounting, assembly, connection, and immediate service.

The quantity and types of potential transformers furnished shall be as indicated on the Specification Data Sheet(s).

16885.4 Ratings

The potential transformers shall be rated as indicated on the Specification Data Sheet(s) included at the end of this section.

Where indicated on the drawings, power potential transformer(s) shall be provided. Primary and secondary ratings shall be as indicated on the Specification Data Sheet(s) included at the end of this section.

The potential transformers shall be suitable for operation at the altitude specified on the Specification Data Sheet(s) included at the end of this section.

16885.5 Construction Details

Each potential transformer shall be designed and fabricated in accordance with the latest revisions of the applicable codes and standards.

Potential transformers shall be furnished with all field connection hardware for field mounting on supports described in these specifications. All hardware shall be hot-dip galvanized.

Each potential transformer assembly shall include line connectors and base support assembly.

The potential transformers shall be furnished with the following accessories, if applicable:

Primary terminal - stainless steel per Specification Data Sheet(s).

Oil level indicator.

Oil drain and filling valves

Four lifting eyes in base.

Porcelain color shall be in accordance with the Specification Data Sheet(s).

The number of bushings shall be as indicated in the Specification Data Sheet(s).

16885.5.1 Base Support Assembly

The base support assembly shall be an outdoor, weatherproof enclosure designed and fabricated to support and house the following equipment:

1	Space heater sized to prevent moisture from condensing on internal components, with the voltage rating specified in the Specification Data Sheets
1	Grounding terminal, bolted clamp type, for up to 127 mm ² (250 kcmil) copper ground cable size
1	Terminal box, weatherproof with threaded conduit hubs
1	Voltage transformer network factory adjusted, with main and auxiliary secondary windings, each rated in accordance with the Specification Data Sheets

16885.6 Manufacturers

Potential transformers shall be of the manufacturer and type indicated on in the Specification Data Sheet(s) included at the end of this section.

Power potential transformers shall be of the manufacturer and type as indicated on the Specification Data Sheet(s) included at the end of this section.

Specification Data Sheet

Potential transformers shall be furnished in accordance with the following:

Location	STOCK	
Quantity	1	
Ratings		
Nominal system voltage, kV (line-to-line)	161	
Maximum system voltage, kV (line-to-line)	169	
Impulse withstand voltage (BIL), kV	750	
Frequency, Hz	60	
Marked ratio (primary:secondary)	800:1 lower ratio	1400:1 higher ratio
ANSI accuracy class and ANSI Burden	0.15 W, X, Y, Z,	
Altitude, m (ft)	< 600m (< 2000 ft)	
Space heater rated voltage, VAC	240	
Space heater applied voltage, VAC	120	
Requirements		
Number of bushings, each pt	1	
Primary terminal(s) shall be NEMA	NEMA 4-hole pads	
Porcelain color	ANSI 70 grey	
Short Circuit Rating	40 kA	
Size/Load Rating	100 kVA	
Secondary Power Voltage	120/240 V	
Quantity of Secondary bushings	Four (Power)	
Type of secondary bushings	2 – hole set screw connectors	
Size of secondary bushing	As per C57 Std	
Tank Material	Mild Steel	
Dome Material	Mild Steel	
Finish Coating	Polyester Powder	
Tank Ground Pads	NEMA 2-hole pads (1 on side and 1 in JB)	
Oil Level Gauge	Std 3" magnetic	
Tanks Ground Connector	Yes (size 4/0 copper)	

Tank Color	ANSI 70 Gray
Manufacturer and Type	
Kuhlman ABB Ritz Trench Associated Engineering	



GRDA payment options are EPay (Preferred Payment Method) or ACH.

GRDA Visa Payment (EPay Program)

Preference may be given to vendors that accept EPay as method of payment if analysis estimates that such appears to result in a lower cost to GRDA. Additional payment terms may also be taken into consideration in the analysis process.

NOTE: This is not a credit card payment at time of sale (POS transaction). It is an electronic VISA payment after an invoice has been submitted and processed for payment. Payment terms on VISA payments are in accordance with those agreed upon on the solicitation and the resulting PO/Contract.

When a vendor elects to accept payment by EPay, the vendor will be assigned a 16-digit ghost account number (no physical plastic) which remains at a zero credit limit until an invoice is received from the vendor and processed by GRDA Accounts Payable. Once an invoice from a vendor has been processed for payment the vendor will receive a secure remittance advice via email providing the invoice information and full card account information authorizing the vendor to run the card and post the transaction at which time the account credit limit will return to zero until the next payment.

To learn more about the benefits of the Visa payment program, and to obtain answers to FAQ, click or copy and paste the following URL into your browser:

www.bankofamerica.com/epayablesvendors.

Will accept payment by Visa: Yes No (check one)

Visa acceptance signature: _____

Designated Accounts Receivable Contact for Visa remittance advices:

Name: _____

Phone: _____

Email: _____

If a vendor elects to not accept EPay as the payment method, additional terms which provide discounts for earlier payment may be evaluated when making an award. Any such additional terms shall be for discounts for payment to be made no less than ten (10) days and may increase in five (5) day increments up to thirty (30) days. Discounts offered must be in half or whole percent increments. The date from which the discount time is calculated shall be the date of a valid invoice. An invoice is considered valid if it is sent to the proper recipient, the invoiced goods or services have been received, and the invoice includes sufficient detail as identified in the solicitation.

We deliver affordable, reliable ELECTRICITY, with a focus on EFFICIENCY and a commitment to ENVIRONMENTAL STEWARDSHIP.

We are dedicated to ECONOMIC DEVELOPMENT, providing resources and supporting economic growth.

Our EMPLOYEES are our greatest asset in meeting our mission to be an Oklahoma Agency of Excellence.





ADMINISTRATION
PO Box 669
Chouteau, OK 74337
918-256-5545

GRDA Request for ACH Transaction and Authorization Form

This form does not need to be filled out if you accept EPay as the form of payment.
If this form has already been provided to GRDA and you are currently being paid
by ACH you do not have to fill the form out again.
This form has previously been provided to GRDA. YES: _____

Thank you for providing the following information as GRDA moves toward a more efficient method of ACH as the payment method to our vendors. Please add the ACH routing and account number to future invoices if possible.

Vendor Information

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Email: _____

Phone: _____

Send EFT Email Remittance Advice Yes No

If yes, please include email address: _____

ACH Delivery:

Bank Routing Number: _____

Account Number: _____

Bank Name: _____

Bank Address: _____

City: _____ State: _____ Zip Code: _____

Beneficiary Name: _____

Vendor verification signature: _____

Thank you for your business!

Sincerely,

Accounts Payable Department
Accounts.payable@grda.com

We deliver affordable, reliable ELECTRICITY, with a focus on EFFICIENCY and a commitment to ENVIRONMENTAL STEWARDSHIP.

We are dedicated to ECONOMIC DEVELOPMENT, providing resources and supporting economic growth.

Our EMPLOYEES are our greatest asset in meeting our mission to be an Oklahoma Agency of Excellence.





REQUEST FOR QUOTE # PCRFC-001453

RFQ # PCRFC-001453
Trans

Q&A Deadline: 5/20/2024 12:00 AM
Closing Date and Time: 5/23/2024 2:00 PM

VENDOR INFO:

VENDOR #:
NAME:
CONTACT:
ADDRESS:
EMAIL:
PHONE:
FAX:

REPLY TO:

Jaclyn Porter
P.O. Box 669
Chouteau, OK 74337
USA

PHONE: (918) 256-0656
FAX: N/A
EMAIL: jaclyn.porter@grda.com

NOTES: See specifications for details.

LINE ITEM NUMBER	DESCRIPTION	COMMODITY CODE	QUANTITY	UNIT	UNIT PRICE	LINE COST	LEAD TIME
043-1163-002-000	Transformer: Power PT 100 kVA, 750kV BIL, 92000- 250/125V, (161kV-PP)	39121000	1.00	Ea	_____	_____	_____
Site : Transmissi Warehouse : Trans							
043-1163-003-000	Transformer: Power PT 100 kVA, 750kV BIL, 92000- 250/125V, (161kV-PP)	39121000	1.00	Ea	_____	_____	_____
Site : Transmissi Warehouse : Trans							

NOTE: All prices must be quoted FOB: Destination. All freight charges to delivery point must be included in the unit price quoted for each line item. All packaging, handling, delivery and any other surcharges must also be included in the price quoted for each line item.

PAYMENT TERMS: _____

QUOTE EXPIRATION DATE: _____

QUOTATION NUMBER: _____

QUOTED BY (please print): _____

COMPANY NAME: _____

SIGNATURE: _____

DATE OF QUOTE: _____

SHIP TO:
Grand River Dam Authority
Transmission & Engineering Headquarters
635 Hwy 69A
Pryor, OK 74362
USA

THIS IS NOT AN ORDER. We would be pleased to receive your quotation for furnishing the above. This form must be completed in full (including signature) and returned by the due date indicated. You may attach additional pages if necessary. If attached, the Non-Collusion form must be completed and returned with your quotation. All articles purchased hereunder shall be in accordance with the Bidding Procedures and General Terms & Conditions contained on the attached sheets.



GRAND RIVER DAM AUTHORITY

NON-COLLUSION CERTIFICATE

RFQ / RFP # _____

A Non-Collusion Certificate shall be included with any competitive bid or contract submitted to the Authority for goods or services exceeding \$5,000.00 for this Request for Proposal or Request for Quote.

A. For purposes of competitive bid or contract, I certify:

1. I am the duly authorized agent of _____, (Company Name), 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, 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 said bid;
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 contractor, nor anyone subject to the bidder's or contractor'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, nor
 - 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, whether competitively bid or not, has paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma any money or other thing of value, either directly or indirectly, in procuring this contract herein.

B. The contractor further certifies that no person who has been involved in any manner in the development of said contract while employed by the State of Oklahoma shall be employed to fulfill any of the services provided for under said contract.

C. If any contract pursuant to this bid is for professional services as defined in 74 O.S. § 85.2.25, and if the final product is a written proposal, report or study, the contractor further certifies that (s)he has not previously provided the state agency or any other state agency with a final product that is a substantial duplication of the final product of the proposed contract.

Authorized Signature

Certified this Date

Printed Name

Title

Telephone Number

Fax Number

E-Mail

GENERAL BIDDING INSTRUCTIONS FOR STANDARD & EMERGENCY BIDS

1. Bids shall be submitted to the designated purchasing agent at the Grand River Dam Authority (hereinafter referred to as "GRDA" or "the Authority") at the address on the attached RFQ or RFP form on or before the date (and time, if applicable) indicated. Bids shall be in conformity with these and any additional instructions to bidders and shall be submitted on GRDA's form. **The RFQ (Request for Quote) or RFP (Request for Proposal) form must be completed in full and signed by the bidder.** If your bid response necessitates additional space, you may attach additional pages; however, the RFQ or RFP form must be completed, signed and reference the additional pages. All bid responses shall be typewritten or handwritten in ink, and any corrections to bids shall be initialed in ink. Quotations or proposals submitted in pencil shall not be accepted.
2. Quotations or proposals may be submitted to GRDA via postal mail, delivery service, and e-mail, provided all required signatures can be transmitted successfully.
3. **Non-Collusion Certificate:** RFQs or RFPs anticipated to exceed a total amount of \$5,000 shall be accompanied by a Non-Collusion Certificate. This certificate shall be completed by the bidder and include a signature in ink of an authorized company representative (preferably the bidder) with full knowledge and acceptance of the bid proposal. Purchase orders in excess of \$5,000 will not be released to the successful bidder without receipt of a properly signed certificate for the bid.
4. In the event the unit price and line total extension do not agree, the unit price shall be considered the quoted price accepted for evaluation.
5. **Freight Terms:** All prices shall be quoted FOB: Destination/Freight Allowed. All packaging, handling, shipping and delivery charges shall be included in the unit price quoted for each line item. No exceptions shall be granted unless approved by the guidelines of the GRDA Chief Financial Officer or designee.
6. **Other Surcharges:** Any additional surcharges (such as HazMat charges, fuel surcharges, set-up fees, etc.) shall be included in the unit price quoted for each line item. All additional charges are considered a part of the cost of the goods, and bids shall be evaluated to include these additional charges.
7. **Tax-Exempt Status:** GRDA is an agency of the state of Oklahoma and is specifically exempt from the payment of sales tax by Oklahoma state statute, Title 68 O.S.A. § 1356 (10). An excerpt from the statute shall be furnished upon request.
8. **Questions arising during the bidding process should be submitted via email to the GRDA purchasing agent named on the RFQ or RFP.** The GRDA purchasing agent shall coordinate a reply from the end user to ensure that all potential bidders are provided the same information. Under no circumstances shall a bidder discuss pricing with any GRDA employee prior to the bid opening.
9. All bids submitted shall be subject to GRDA's Purchasing Policy and Procedures, General Terms and Conditions, the bidding instructions and specifications, the Oklahoma Open Records Act, other statutory regulations as applicable, and any other terms and conditions listed or attached herein – all of which are made part of this Request for Quote or Request for Proposal.
10. GRDA reserves the right to waive any informalities, reject any and all bids, and to award a contract, as applicable, in the best interests of the Authority. All bid responses become the property of GRDA and are subject to the Oklahoma Open Records Act. GRDA shall endeavor to protect technical information designated by the bidder as proprietary information; however, only technical information (i.e., "trade secrets") may be considered proprietary – pricing and other non-technical aspects of the quote shall be considered non-proprietary.
11. **"Sole Brand" or "No Sub" Items:** Items with a "Sole Brand" or "No Sub" designation in the description shall be furnished as the specified manufacturer and model/part number. No exception may be taken to the specification, and no alternate shall be accepted. In those cases where a manufacturer has discontinued the specified model/part number, the bidder shall indicate so on the RFQ. If a replacement item is available, the new model/part number shall be indicated on the RFQ form and the price quoted. It shall also be noted whether the replacement item is a direct replacement for the obsolete part number originally requested. If not, or if the specifications differ in any way, the bidder shall explain in detail, and corresponding drawings or descriptive literature shall be included with the quote.

12. **Approved Equivalents:** Unless an item is designated as a “Sole Brand” or “No Sub” item, any manufacturer’s name, brand name, information and/or catalog number listed in a specification is for informational or cross-reference purposes and is not intended to limit competition. Bidders may offer any brand/manufacturer for which they are an authorized representative, provided it meets or exceeds the specification of the listed item. However, if quoting an equivalent product, bidders shall indicate on the RFQ form the manufacturer’s name and part number. Bidder shall also submit any drawings, descriptive literature and specifications for evaluation purposes. Reference to literature submitted with a previous bid shall not satisfy this provision. The bidder shall also provide written confirmation that the proposed equivalent will meet the requested specifications and is not considered an exception. Bids which do not comply with these requirements may be rejected. GRDA warehouses are not permitted to accept any item with a part number differing from that quoted by the bidder. Bids lacking any written indication of intent to furnish an alternate brand, model or part number shall be considered to be in complete compliance with the specifications as listed on the RFQ.
13. **Insurance Certificates:** Any service to be performed that requires the vendor’s employees, vehicles or equipment to be on any GRDA property must be covered by minimum insurance requirements. The work scope to be performed for the Authority shall be evaluated and the minimum insurance requirements shall be provided to prospective bidders with the RFQ or RFP. Evidence of insurance coverage shall be furnished in the form of a Certificate of Insurance, and shall be submitted with the bid response. Bidders shall disclose any subcontractors to be used, and the Authority shall consider the supplier as the single point of contact. The supplier shall assume responsibility for the performance of the subcontractor. Policies shall remain current for the duration of the requested service period, and GRDA shall be notified of any cancellation or revision to policies. Purchase Orders shall not be released to the successful bidder without a current Certificate of Insurance naming GRDA as certificate holder on file. A Memorandum of Insurance shall not be acceptable for this requirement.
14. **MSDS:** Material Safety Data Sheets shall be furnished to GRDA’s Safety Department at the address noted on the PO prior to delivery of items.
15. **Purchase Orders** shall be awarded to the “lowest and best” or “best value” bidder. Line items may be split into multiple orders, taking low items from each respective bidder, or orders may be awarded on an “all or none” basis, whichever is in the best interests of the Authority. Award decisions are further subject to consideration of any additional terms and conditions contained in the bid proposal. Vendor protests must be submitted in writing to the Central Purchasing Unit of GRDA within thirty-six (36) hours of award of Contract or Purchase Order.
16. Successful vendor shall deliver the merchandise or perform the service as quoted. Substitutions or changes without prior approval of the GRDA purchasing agent shall be rejected and returned at the vendor’s expense.
17. **Bidder Responsibilities:** Bidders are to transact all phases of the purchasing function directly with the GRDA purchasing agent. Bidders are to conduct all written and verbal communication with the Authority through the GRDA purchasing agent. Bidders are to conduct negotiations ethically, without attempts to influence through offers of gifts or entertainment. Bidders are to make available as requested any technical information which might be of benefit in the bid evaluation.
18. **Supplier List:** The Finance Department maintains a current listing of suppliers with a cross-reference as to products and services offered. Suppliers may have their names added to the list by submitting a completed Vendor Registration/Payee Application, and shall notify the Authority of any updated information. Suppliers who do not meet quoted shipping dates or lead times, supply products or services of poor quality, substitute items of unequal quality, continually over-ship or under-ship items, or do not invoice properly may be placed under suspension or disqualified from the active supplier list. Suppliers may voluntarily request to be removed from the supplier database.
19. **Service Contracts:** By submitting a bid for services, the bidder certifies that they, and any proposed subcontractors, are in compliance with 25 O.S. §1313 and participate in the Status Verification System. The Status Verification System is defined in 25 O.S. §1312 and includes, but is not limited to, the free Employment Verification Program (E-Verify) available at www.dhs.gov/E-Verify. This shall remain in effect through the entire term, including all renewal periods, of the contract. The State may request verification of compliance for any contractor or subcontractor. Should the State suspect or find the contractor or any of its subcontractors are not in compliance, the State may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the contract for default, and suspension or debarment of the contractor. All costs necessary to verify compliance are the responsibility of the contractor.

GENERAL TERMS AND CONDITIONS



Any contract or purchase order (PO) issued by the Grand River Dam Authority (GRDA) is expressly conditioned upon Seller's assent to these terms and conditions. Any order issued or filled by Seller shall be deemed to constitute Seller's assent to these terms and conditions. GRDA must give its express written consent to all additional terms submitted by Seller and all modified terms proposed by Seller.

1. Email, mail, or deliver all invoices or correspondence pertaining to the payment of this PO/ Contract to: Accounts Payable Department at accounts.payable@grda.com or Grand River Dam Authority, P.O. Box 669 Chouteau, Oklahoma 74337. Seller shall provide an invoice which is in accordance with the terms of the appropriate PO/Contract and applicable state or federal statutes, including but not limited to such documentation as may be required to demonstrate that the task has been achieved. Seller shall submit invoices accompanied by complete supporting documentation for shipping costs. If shipment is not made by routing instructions as specified on the face of this PO/Contract, GRDA has the right to deduct any excess transportation charges resulting therefrom. Copy of original freight bill must be supplied for payment if freight charge is in excess of \$500.00. Time, in connection with any discount offered, will be computed from date of delivery of items or services, or from date the correct invoice is received at GRDA Headquarters in Chouteau, Oklahoma, whichever period of time is the later date. No Oklahoma State Sales or Use Tax shall be paid by GRDA.
2. GRDA has the right to inspect articles, materials, and supplies before and during manufacture and upon arrival at destination and to return for full credit and/or refund, at Seller's sole risk and expense, including all transportation and storage charges, all items found defective or furnished contrary to instructions and/or specifications contained herein.
3. In case of default by Seller, GRDA may procure the items or services from other sources. Seller agrees to be responsible for any excess cost occasioned thereby; provided, that if necessity requires the use of items not conforming to specifications, they may be accepted, and payment made at a proper reduction in price. Notwithstanding anything herein to the contrary, GRDA reserves the right to terminate this PO/Contract for its convenience. In the event of such termination, GRDA shall pay and Seller shall accept the reasonable value of all work performed and items delivered by Seller up through the effective date of such termination.
4. Seller represents and warrants that all items and/or services furnished under this PO/Contract will (a) conform to the specifications, drawings, samples or other description furnished by GRDA, or any revisions thereof;(b) be merchantable of good material and free from defect in workmanship, material, and design; (c) be fit and sufficient for the purpose intended; (d) satisfy any performance guarantee requirements as specified herein by GRDA; (e) be free and clear of all liens, security interests or other encumbrances; (f) not infringe or misappropriate any third party's patent, copyright, trademark, or intellectual property rights.; (g) Seller shall implement all necessary physical and cyber security measures to fully insure that GRDA's data is only accessible by Seller's authorized personnel, and that only Seller's authorized personnel may send invoices and seek payment from GRDA for this purchase; and (h) all invoices arising from or related to this purchase that are sent from Seller's domain have been authorized by Seller. In the event the items and/or services purchased hereunder do not meet the warranty specified herein above, Seller shall promptly repair or replace any defective item at its expense, or re-perform any necessary services, and shall hold GRDA harmless from all costs and expenses incurred due to said defective item or performance of services, including the cost for removing any part or product to be repaired or replaced, as well as transportation and installation charges in connection with the repair, replacement or servicing of any parts or equipment. Seller further represents and warrants that the manufacturer's warranty and guarantee of the items purchased hereunder extended to Seller shall extend to GRDA. These warranties are cumulative and in addition to all other warranties provided by law.
5. Seller shall indemnify, defend, and hold harmless GRDA and its officers, directors, employees, and agents, from and against all liabilities, judgments, damages, claims, suits, injuries, losses, and expenses, including attorney fees, arising out of or resulting in any way from: (a) any act or omission of Seller or Seller's officers, directors, employees, subcontractors, and agents; (b) all liens or claims in any way related to the items or services furnished by Seller; (c) all patent, trademark or copyright infringement or alleged infringement, except where strict compliance with the specifications prescribed by GRDA is the sole basis of the infringement or alleged infringement; (d) defects in the items or services furnished by Seller; (e) any unauthorized access to Seller's electronic system(s) by either third parties or unauthorized Seller personnel; or (f) Seller's failure to comply with any of these General Terms and Conditions. This indemnity obligation shall be in addition to the warranty obligations of Seller
6. When doing work or providing services on GRDA property seller shall, before any items are shipped and/or any services are commenced, provide GRDA with certificates evidencing that the following minimum insurance will remain in force until Seller's obligations are completed: (a) Workers' Compensation Insurance, including Employer's Liability Insurance, in accordance with the laws of the state in which Seller may be required to pay compensation; (b) Commercial General Liability Insurance with limits no less than \$1,000, 000 for each occurrence and \$2,000,000 in the aggregate, unless otherwise specified within the solicitation documents; and (c) if Seller will use or provide for the use of motor vehicles in furnishing items and/or services under this PO/Contract, automobile insurance covering all liabilities for personal injury and property damage arising from the use of such vehicles, with a limit of no less than \$1,000,000.
7. Seller shall not assign or subcontract any of its rights or obligations under this PO/Contract without GRDA's prior written consent. No assignment shall relieve Seller of its obligations hereunder.
8. Service Contracts: By submitting a bid for services, the Bidder certifies that it, and any proposed Subcontractors, are in compliance with 25 O.S. § 1313 and participate in the Status Verification System. The Supplier/Contractor/Consultant/Construction Manager/et c. certifies that it and all proposed Subcontractors, whether known or unknown at the time a contract is executed or awarded, are in compliance with 25 O.S. § 1313 and participate in the Status Verification System. The Status Verification System is defined in 25 O.S. § 1312 and includes, but is not limited to, the free Employment Verification Program (E-Verify) available at www.dhs.gov/E-Verify. This shall remain in effect through the entire term, including all renewal periods, of the Contract. The State may request verification of compliance for any Seller or Subcontractor. Should the State suspect or find the Seller or any of its Subcontractors are not in compliance, the State may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the Contract for default, and suspension or debarment of the Seller. All costs necessary to verify compliance are the responsibility of the Seller.
9. All Items shipped pursuant to this PO/Contract will conform to all municipal, state and federal laws, ordinances and regulations, and Seller will defend and save harmless GRDA from loss, costs or damage by reason of any actual or alleged violation thereof.

10. GRDA hereby notifies Seller that Seller must comply, and by acceptance of this PO/Contract, Seller represents that it has complied with, and will continue to comply with, all applicable federal, state and local laws, regulations or orders.
11. This PO/Contract shall be interpreted and construed in accordance with the laws of the State of Oklahoma. The state district courts in Tulsa County, Oklahoma, will have exclusive jurisdiction and venue to resolve any dispute arising from or related to this PO/Contract.
12. AUDIT RIGHTS. Seller/Contractor will, at all times during the term of this PO/Contract and for a period of five (5) years after the completion of this PO/Contract, maintain and make available for inspection and audit by GRDA and/or the Oklahoma State Auditor, all books, supporting documents, accounting procedures, practices, and all other items relevant to the PO/Contract.
13. By submitting a bid, bidder certifies that it is not currently engaged in a boycott of goods or services from Israel that constitutes an integral part of business conducted or sought to be conducted with the state.
14. By submitting a bid, the parties to this Agreement certify that no person who has been involved in any manner in the development of this Agreement while employed by the State of Oklahoma will be employed to fulfill any of the services provided for under this Agreement.
15. For any services performed pursuant to the PO/Contract, in addition to complying with the other provisions of these *General Terms and Conditions*, Seller must: (i) supply and remove all necessary tooling, equipment, and materials; (ii) remove and lawfully dispose of all debris, and provide evidence to GRDA of such lawful disposition upon GRDA's request; (iii) comply with all applicable codes, standards, laws, and standards of care applicable to the services provided; (iv) take all necessary precautions, at all times, for the health and safety of Seller personnel (including employees, contractors, and agents) at the site, and be exclusively responsible for any health or safety violations by Seller's employees, contractors, or agents; (v) maintain, at all times, title to and control of any hazardous materials that require special handling or disposal, and take whatever steps and precautions are necessary to safely eliminate any hazardous condition in accordance with applicable law; (vi) obtain, at Seller's sole expense, any necessary intellectual property rights necessary for Seller to complete the services; and (vii) strictly comply with each provision of the *Supplemental Terms of Service* attached hereto as Attachment A, if the provision below indicating that Attachment A is included in these terms has been selected by GRDA.
16. Paragraphs 3, 4, 5, 9, 10, 11, 12, 15, and 17 will survive termination or cancellation of the contract.
17. Supplemental Terms. If any of the following boxes are checked, the associated terms and conditions are incorporated by reference into these *General Terms and Conditions*:

Supplemental Terms of Service (Exhibit GTC-1)

Schedule 2 - GRDA Supply Chain Cyber Security (Exhibit GTC-2)

EXCEPTION STATEMENT

An "Exception" is (1) Bidder's inability or unwillingness to meet a term, condition, or specification in the manner specified in the Request for Proposal and/or (2) an additional term, condition, or specification proposed by Bidder. Copies of (1) the proposed Contract or GRDA Terms and Conditions and/or (2) Specifications are included in the Request for Proposal. In a document titled "Exception Statement" Bidder must clearly identify all Exceptions to the terms, conditions, and specifications. Bidder must also state with specificity the reasons for taking Exceptions and all modified terms and additional terms it proposes to be included in the final Contract or GRDA Terms and Conditions and Specifications.

One of the GRDA's evaluation criteria will be the number and extent of the Exceptions. Bids containing Exceptions to the Contract, Terms and Conditions, and/or Specifications may be rejected as non-responsive. Other than Exceptions that are stated in the Exception Statement, each Bidder will be deemed to have agreed to comply with all terms, conditions, and specifications of this request for proposal. If Exceptions are not identified in the Bid Proposal, any Exception raised following the notification of the award of the contract could result in the Bid Proposal being rejected from further consideration.

If Exceptions are not identified in the Bid Proposal, any Exception raised following the notification of the award of the contract may not be considered and may result in the Bid Proposal being rejected from further consideration.

Please sign if acceptable of GRDA Terms & Conditions

Grand River Dam Authority is an agency of the State of Oklahoma.

GRDA Engineering & Technology Center • 9933 E 16th Street • Tulsa, Oklahoma 74128 • Phone: 918-256-5545