



Working Together for a  
Better Tomorrow. Today.

## **BID SPECIFICATION PACKAGE**

**for**

## **WELLFIELD PUMP #3 VFD**

# **C132364**

### Bid Opening Date/Time

Tuesday, March 14, 2023 at 2:00 p.m. (local time)  
City of Grand Island, City Hall  
100 East 1<sup>st</sup> Street, P.O. Box 1968  
Grand Island, NE 68802-1968

### Contact Information

Tylor Robinson  
City of Grand Island – Utilities Department  
Platte Generating Station  
Email: [trobinson@giud.com](mailto:trobinson@giud.com)  
Phone: 308/385-5496

Date issued: February 24, 2023

**ADVERTISEMENT TO BIDDERS  
FOR  
WELLFIELD PUMP 3 VFD  
FOR  
CITY OF GRAND ISLAND, NEBRASKA**

Sealed bids for Wellfield Pump 3 VFD will be received at the office of the City Clerk, 100 E. First Street, P.O. Box 1968, Grand Island, Nebraska 68802, until **Tuesday, March 14, 2023 at 2:00 p.m. local time**, FOB the City of Grand Island, freight prepaid. Bids will be publicly opened at this time in the Grand Island City Hall City Clerk's Office located on 1<sup>st</sup> floor of City Hall. **Submit an original and three copies if submitting by mail.** Bid package and any Addendas are also available on-line at [www.grand-island.com](http://www.grand-island.com) under Business-Bids and Request for Proposals-Bid Calendar under the bid opening date. Bidding documents, plans and specifications for use in preparing bids may be downloaded from the QuestCDN website [www.QuestCDN.com](http://www.QuestCDN.com) for a \$42.00 fee. Submitting through QuestCDN requires one original document of the bid to be uploaded. **Bids received after the specified time will not be considered.**

The successful bidder will be required to comply with fair labor standards as required by Nebraska R.R.S.73-102 and comply with Nebraska R.R.S. 48-657 pertaining to contributions to the Unemployment Compensation Fund of the State of Nebraska. Successful bidder shall maintain a drug free workplace policy. Every public contractor and his, her or its subcontractors who are awarded a contract by the City for the physical performance of services within the State of Nebraska shall register with and use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska.

Each bidder shall submit with the bid a certified check, a cashiers check, or bid bond payable to the City of Grand Island Treasurer in an amount no less than five percent (5%) of the bid price which shall guarantee good faith on the part of the bidder and the entering into a contract within fifteen (15) days at the bid price if accepted by the City. **Your certified check, cashiers check or bid bond must be submitted in a separate envelope attached to the outside of the envelope containing the bid.** **Each envelope must be clearly marked indicating its contents. Failure to submit the necessary qualifying information and correct number of copies in clearly marked and separate envelopes will result in your bid not being opened or considered.** Only surety companies authorized to do business in the State of Nebraska may issue bid bonds.

Bids will be evaluated by the Purchaser based on price, schedule, quality, adherence to schedule, plan and specifications, economy and efficiency of operation, experience and reputation of the bidder, ability, capacity, and skill of the bidder to perform contract required and adaptability of the particular items to the specific use intended.

The Purchaser reserves the right to reject any or all bids, to waive irregularities therein, and to accept whichever bid that may be in the best interest of the City, at its sole discretion.

No bidder may withdraw his/her bid for a period of thirty (30) days after date of bid opening.

RaNae Edwards, City Clerk

**Advertised**

(All bids must be submitted on this form)

**WELLFIELD PUMP 3 VFD**  
**BID DATA FORM**

CITY OF GRAND ISLAND  
GRAND ISLAND, NE

THE undersigned Bidder, having examined the plans, specifications, general and special conditions, and other proposed contract documents, and all addenda thereto, and being acquainted with and fully understanding all conditions relative to the location, arrangement and specified materials and equipment for the proposed work, HEREBY proposes to provide services and materials to upgrade and maintain the Platte River Pump #3 adjustable speed drive. All services under this contract shall be performed by a Toshiba factory-certified service technician. The Contractor shall provide all material, freight, equipment, lifting equipment, crane, scaffold, labor, personnel protective equipment, tools, consumables, waste disposal, and supervision to fully perform the specified work FOB the City of Grand Island, freight prepaid, at the following price:

<u>ITEM DESCRIPTION</u>	<u>EXTENDED COST</u>
Base Bid (Lump sum for Contract Years 1-3)**	
Material	\$ _____
Labor	\$ _____
Applicable Sales tax*	\$ _____
<b>Total Base Bid</b>	<b>\$ _____</b>

\*\*Bidder shall submit a cost detail as defined in Section 3.4 of the Detailed Specification for each Year of the 3-year Contract on a separate sheet, clearly marked and included with the above bid.

**\* If bidder fails to include sales tax in their bid price or takes exception to including sales tax in their bid price, the City will add a 7.5% figure to the bid price for evaluation purposes; however, the City will only pay actual sales tax due.**

**Exceptions Noted** - Bidder acknowledges there are *Exceptions* and/or *Clarifications* noted to the above bid, and those exceptions are fully explained on a separate sheet, clearly marked, and included with the Bid.

\_\_\_\_\_  
Bidder Company Name Date

\_\_\_\_\_  
Company Address City State Zip

\_\_\_\_\_  
Print Name of Person Completing Bid Signature

Email: \_\_\_\_\_ Telephone No. \_\_\_\_\_

The contractor shall propose reasonable payment terms with their bid submission.

Note: If Bidder supplies individual unit pricing information as supplemental pricing to the base material and labor cost above, said individual pricing is proprietary information and should not be released under a public records request. The total base bid is not considered proprietary information and will be released pursuant to City Procurement Code.

According to Nebraska Sales and Use Tax Requirements, Section 1-017, Contractors, check which option you have selected to file with the Nebraska Department of Revenue:

*Nebraska law provides a sales and use tax exemption on contractor labor charges for the construction, repair, or annexation of any structure used for the generation, transmission, or distribution of electricity. Separately stated contractor labor would be exempt, all materials are taxable according to the contractor's option.*

Option 1 (Section 1-017.05)\_\_\_\_\_ Option 2 (Section 1-017.06)\_\_\_\_\_ Option 3 (Section 1-017.07)\_\_\_\_\_

*If the Nebraska sales and use tax election is not filed or noted above, the contractor will be treated as a retailer under Option 1 for sales and use tax purposes.*

By checking this box, Bidder acknowledges the specified completion date of the project is **March 31, 2026**.

By checking this box, Bidder acknowledges that Addenda Number(s) \_\_\_\_\_ were received and considered in Bid preparation.

The City reserves the right to reject any bid section(s) submitted by the successful bidder. In submitting the bid, it is understood that the right is reserved by the City to reject any and all bids; to waive irregularities therein and to accept whichever bid that may be in the best interest of the City. It is understood that this bid may not be withdrawn by the bidder until after thirty (30) days from bid opening.

In submitting the bid, the bidder acknowledges the bid guarantee will be forfeited to and become the property of the City of Grand Island, Nebraska, as liquidated damages should this bid be accepted and a contract be awarded to them and they fail to enter into a contract in the form prescribed and to furnish the required bonds within fifteen (15) days, but otherwise the aforesaid bid guarantee will be returned upon signing the Contract and delivering the approved bonds.

Insurance: Bidder acknowledges that their bid includes compliance with the attached insurance requirements.

The Bidder agrees to furnish the required performance and payment bond and to enter into a contract within fifteen (15) days after acceptance of this Bid, and further agrees to complete all work covered by the foregoing bid in accordance with specified requirements. No work shall commence until the Certificate of Insurance and bonds (when required) are approved by the City and the Contract is executed. The proposed work can commence after the Contract is signed and the required bond is approved.

\*End of Bid Data Form\*

**CHECKLIST FOR BID SUBMISSION**

**FOR**

**WELLFIELD PUMP 3 VFD**

**Bids must be received by the City Clerk before 2:00 p.m. on Tuesday, March 14, 2023.**

The following items must be completed for your bid to be considered.

- Submittal of bid documents:
  - Option 1 – Mailing:** A signed original and three (3) copies of the bidding documents. Failure to submit the correct number of copies may result in your bid not being considered.
    - Note: Your certified check, cashiers check or bid bond should be clearly marked in a separate envelope attached to the signed original bid.
  - Option 2 – QuestCDN (online):** Purchase the bid specification through QuestCDN at their \$42.00 fee. Upload the signed original of the Bid Data Form, along with any supporting material required to meet the bid specification through QuestCDN. Upload your bid bond online through QuestCDN. *Bidders using Certified check or Cashiers' Check must mail said check and must be received by the office of the City Clerk no later than the scheduled bid opening date and time and clearly marked with the project name.*
- Bidders must complete and sign the Bid Data Form provided in these Documents. All blank spaces must be filled in. Bidders shall acknowledge receipt of any Addenda information on the Bid Data Form.
- Selection of Nebraska Sales Tax Option. If the Nebraska sales and use tax election is not filed or noted above, the Contractor will be treated as a retailer under Option 1 for sales and use tax purposes.
- Bidder shall provide reasonable payment terms with bid submission.
- A reference list of at least three (3) projects of similar scope and complexity.
- A list of recommended spare parts shall be provided.
- Firm lump sum pricing; firm unit pricing in case adjustments are necessary, and breakout of sales tax pricing.
- A proposed detailed schedule detailing any lead times or delays in procurement that may have an effect on the project completion.
- Exceptions to the specification or Owner's Contract Document.
- Acknowledgment of Addenda Number(s) (if issued) \_\_\_\_\_.

*Please check off each item as completed to ensure compliance. If you have any questions, please feel free to contact our office prior to the bid opening date/time.*

## INSTRUCTIONS TO BIDDERS

### 1. GENERAL INFORMATION.

The following instructions outline the procedure for preparing and submitting Bids. Bidders must fulfill all requirements as specified in these Documents.

### 2. TYPE OF BID.

Bidders shall be required to submit prices for all items listed in the Bid Data Form.

### 3. PREPARATION OF BIDS.

Bidders shall use only the Bid Data Form provided in these Documents. All blank spaces in the Bid Data Form must be filled in, preferably in BLACK ink, in both words and figures where required. No changes to the wording or content of the forms is permitted. Written amounts shall govern in case of discrepancy between the amounts stated in writing and the amounts stated in figures.

Prices stated shall be f.o.b. with freight and full insurance paid by Bidder, to the job site located in Grand Island, Nebraska.

The Bidder shall acknowledge receipt of all Addenda in the Bid Data Form. Bids received without acknowledgement or without the Addendum enclosed will be considered informal.

Individual unit pricing as listed on the Bid Data Form or supplied as supplemental information may be deemed proprietary information and not be released under a public records request. The total amount of the bid is not considered proprietary information and will be released pursuant to City Procurement Code.

### 4. SUBMISSION OF BIDS.

All Bids must be submitted intact with the correct number of copies no later than the time prescribed, at the place, and in the manner set forth in the ADVERTISEMENT FOR BIDS. Bids must be made on the Bid Data Form provided herein. Each Bid mailed must be submitted intact in a sealed envelope, so marked as to indicate its contents without being opened, and delivered in person or addressed and mailed in conformance with the instructions in the ADVERTISEMENT FOR BIDS.

### 5. BID SECURITY.

Bids must be accompanied by cash, a certified check, or cashier's check drawn on a bank which is insured by the Federal Deposit Insurance Corporation, or a bid bond issued by a Surety authorized to issue such bonds in the state where the Work is located, in the amount of 5 percent of the bid amount payable to OWNER. This bid security shall be given as a guarantee that the Bidder will not withdraw their Bid for a period of **thirty (30) days after** bid opening, and that if awarded the Contract, the successful Bidder will execute the attached Contract within the time specified.

The Attorney-in-Fact that executes this bond on behalf of the Surety must attach a notarized copy of his/her power of attorney as evidence of his/her authority to bind the Surety on the date of execution of the bond. Where State Statute requires, certification by a resident agent shall also be provided.

### 6. RETURN OF BID SECURITY.

Within fifteen (15) days after the award of the Contract, the OWNER will return the bid securities to all Bidders whose Bids are not to be further considered in awarding the Contract. All other retained bid

securities will be held until the Contract has been finally executed, after which all bid securities, other than Bidders' bonds and guarantees which have been fortified, will be returned to the respective Bidders whose Bids they accompanied.

7. BASIS OF AWARD.

The award will be made by the OWNER on the basis of the Bid from the lowest responsive, responsible Bidder which, in the OWNER's sole and absolute judgment will best serve the interest of the OWNER. All Bids will be considered on the following basis:

Delivery time	Conformance with the terms of the Bid Documents
Bid price	
Cost of installation	
Suitability to project requirements	Responsibility and qualification of Bidder

The OWNER reserves the right to reject all Bids, or any Bid not in conformance with the intent of the Bid Documents, and to waive any informalities and irregularities in said Bids.

8. EXECUTION OF CONTRACT.

The successful Bidder shall, within fifteen (15) days after receiving notice of award, sign and deliver to the OWNER the Contract hereto attached together as required in these Bid Documents. Within fifteen (15) days after receiving the signed Contract from the successful Bidder, the OWNER's authorized agent will sign the Contract. Signature by both parties constitutes execution of the Contract.

9. TIME OF COMPLETION.

The time of completion of the Work to be performed under this Contract is the essence of the Contract. The time allowed for the completion of the Work is stated in the Bid Data Form.

10. GRATUITIES AND KICKBACKS.

City Code states that it is unethical for any person to offer, give, or agree to give any City employee or former City employee, or for any City employee or former City employee to solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, or preparation of any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter, pertaining to any program requirement or a contract or subcontract, or to any solicitation or proposal therefor. It shall be unethical for any payment, gratuity, or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract or order.

11. FISCAL YEAR.

The City of Grand Island, Nebraska operates on a fiscal year beginning October 1st and ending on the following September 30th. It is understood and agreed that any portion of this agreement which will be performed in a future fiscal year is contingent upon the City Council adopting budget statements and appropriations sufficient to fund such performance.

## **CONTRACT AGREEMENT**

THIS AGREEMENT made and entered into by and between **[SUCCESSFUL BIDDER]**, hereinafter called the Contractor, and the **CITY OF GRAND ISLAND, NEBRASKA**, hereinafter called the City.

WITNESSETH:

THAT, WHEREAS, in accordance with law, the City has caused contract documents to be prepared and an advertisement calling for bids to be published for *WELLFIELD PUMP 3 VFD*; and

WHEREAS, the City, in the manner prescribed by law, has publicly opened, examined, and canvassed the bids submitted, and has determined the aforesaid Contractor to be the lowest responsive and responsible bidder, and has duly awarded to said Contractor a contract therefore, for the sum or sums named in the Contractor's bid, a copy thereof being attached to and made a part of this Contract;

NOW, THEREFORE, in consideration of the compensation to be paid to the Contractor and of the mutual agreements herein contained, the parties have agreed and hereby agree, the City for itself and its successors, and the Contractor for itself, himself/herself, or themselves, and its, his/her, or their successors, as follows:

ARTICLE I. That the following documents shall comprise the Contract, and shall together be referred to as the "Agreement" or the "Contract Documents";

1. This Contract Agreement.
2. City of Grand Island's Specification for this project.
3. **[NAME OF SUCCESSFUL BIDDER]** bid signed and dated **[DATE OF BID]**.

In the event of any conflict between the terms of the Contract Documents, the provisions of the document first listed shall prevail.

ARTICLE II. That the Contractor shall (a) furnish all tools, equipment, superintendence, transportation, and other construction materials, services and facilities; (b) furnish, as agent for the City, all materials, supplies and equipment specified and required to be incorporated in and form a permanent part of the completed work; (c) provide and perform all necessary labor; and (d) in a good substantial and workmanlike manner and in accordance with the requirements, stipulations, provisions, and conditions of the Contract documents as listed in the attached General Specifications, said documents forming the Contract and being as fully a part thereof as if repeated verbatim herein, perform, execute, construct and complete all work included in and covered by the City's official award of this Contract to the said Contractor, such award being based on the acceptance by the City of the Contractor's bid;

ARTICLE III. That the City shall pay to the Contractor for the performance of the work embraced in this Contract and the Contractor will accept as full compensation therefore the sum (subject to adjustment as provided by the Contract) of **[DOLLAR AMOUNT] (\$00.00)** for all services, materials, and work covered by and included in the Contract award and designated in the



Contract #  
Issued:

foregoing Article II; payments thereof to be made in cash or its equivalent in the manner provided in the General Specifications.

The total cost of the Contract includes:

Base Bid (Lump Sum for Contract Years 1-3)	\$ .00
Labor	\$ .00
Sales Tax (based on tax option selected)	<u>\$ .00</u>
Total	\$ .00

Tax Option \_\_\_ Contractor

The City of Grand Island, Nebraska operates on a fiscal year beginning October 1st and ending on the following September 30th. It is understood and agreed that any portion of this agreement which will be performed in a future fiscal year is contingent upon the City Council adopting budget statements and appropriations sufficient to fund such performance.

ARTICLE IV. The Contractor hereby agrees to act as agent for the City in purchasing materials and supplies for the City for this project. The City shall be obligated to the vendor of the materials and supplies for the purchase price, but the Contractor shall handle all payments hereunder on behalf of the City. The vendor shall make demand or claim for payment of the purchase price from the City by submitting an invoice to the Contractor. Title to all materials and supplies purchased hereunder shall vest in the City directly from the vendor. Regardless of the method of payment, title shall vest immediately in the City. The Contractor shall not acquire title to any materials and supplies incorporated into the project. All invoices shall bear the Contractor's name as agent for the City. This paragraph will apply only to these materials and supplies actually incorporated into and becoming a part of the finished product of the WELLFIELD PUMP 3 VFD.

ARTICLE V. That the Contractor shall start work as soon as possible after the Contract is signed and the required bonds and insurance are approved, and that the Contractor shall deliver the equipment, tools, supplies, and materials F.O.B. Platte Generating Station, and complete the work on or before **March 31, 2023.**

ARTICLE VI. The Contractor agrees to comply with all applicable State fair labor standards in the execution of this Contract as required by Section 73-102, R.R.S. 1943. The Contractor further agrees to comply with the provisions of Section 48-657, R.R.S. 1943, pertaining to contributions to the Unemployment Compensation Fund of the State of Nebraska. During the performance of this Contract, the Contractor and all subcontractors agree not to discriminate in hiring or any other employment practice on the basis, of race, color, religion, sex, national origin, age or disability. The Contractor agrees to comply with all applicable Local, State and Federal rules and regulations. The Contractor agrees to maintain a drug-free workplace policy and will provide a copy of the policy to the City upon request. Every public contractor and his, her or its subcontractors who are awarded a contract by the City for the physical performance of services within the State of Nebraska shall register with and use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska.

ARTICLE VII. Gratuities and kickbacks: City Code states that it is unethical for any person to offer, give, or agree to give any City employee or former City employee, or for any City employee or former City employee to solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, or preparation of any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter, pertaining to any program requirement or a contract or subcontract, or to any solicitation or proposal therefor. It shall be unethical for any payment, gratuity, or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract or order.

**[SUCCESSFUL BIDDER]**

By \_\_\_\_\_ Date \_\_\_\_\_

Title \_\_\_\_\_

**CITY OF GRAND ISLAND, NEBRASKA**

By \_\_\_\_\_ Date \_\_\_\_\_

Mayor

Attest: \_\_\_\_\_

City Clerk

**DRAFT**

The Contract is in due form according to law and hereby approved.

\_\_\_\_\_  
Attorney for the City

Date \_\_\_\_\_

**REQUEST FOR BIDS - GENERAL SPECIFICATIONS**

The Bid shall be in accordance with the following and with all attached BID DATA and DETAILED SPECIFICATIONS.

All prices are to be furnished and installed FOB, Grand Island, Nebraska. **All prices shall be firm, and shall include all sales and use taxes as lawfully assessed under laws and regulations of the State of Nebraska.** \* If bidder fails to include sales tax in their bid price or takes exception to including sales tax in their bid price, the City will add a 7.5% figure to the bid price for evaluation purposes; however, the City will only pay actual sales tax due.

Mailed bids shall include the following on the **outside** of the mailing envelope: **“Wellfield Pump 3 VFD”**. All bids submitted by mail must include **an original and three copies** of the bid. The bid specification and on-line bidding forms are also available at <http://www.grand-island.com/business/bids-and-request-for-proposals/bid-calendar> under the bid opening date and “Click here for bid document link” through QuestCDN for a \$42.00 fee. If submitting through QuestCDN, **one** original document of the bid is required to be uploaded. No verbal bids will be considered. All sealed bids are due no later than Tuesday, **March 14, 2023 at 2:00 p.m. local time.** to:

Mailing Address: City Clerk  
City Hall  
P. O. Box 1968  
Grand Island, NE 68802-1968

Street Address: City Clerk  
City Hall  
100 E. First Street  
Grand Island, NE 68801

Bids will be opened at this time in the City Hall City Clerk’s Office located on 1<sup>st</sup> floor of City Hall. Any bid received after the specified date will not be considered.

Bids will be evaluated by the Purchaser based on price, schedule, quality, adherence to schedule, plan and specifications, economy and efficiency of operation, experience and reputation of the bidder, ability, capacity, and skill of the bidder to perform contract required and adaptability of the particular items to the specific use intended.

The successful bidder will be required to comply with fair labor standards as required by Nebraska R.R.S.73-102 and comply with Nebraska R.R.S. 48-657 pertaining to contributions to the Unemployment Compensation Fund of the State of Nebraska. Contractor shall maintain a drug free workplace policy. Every public contractor and his, her or its subcontractors who are awarded a contract by the City for the physical performance of services within the State of Nebraska shall register with and use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska.

The equipment and materials must be new, the latest make or model, unless otherwise specified. Prior to approving the invoice for payment, the City reserves the right to thoroughly inspect and test the equipment to confirm compliance with specifications. Any equipment or material which does not meet the City's requirements will be returned at vendor's expense for correction. The invoice will be paid after approval at the next regularly scheduled City Council meeting and occurring after departmental approval of invoice; the City Council typically meets the second and fourth Tuesday of each month. Invoices must be received well in advance of Council date to allow evaluation and processing time.

Each bidder shall submit with the bid a certified check, a cashier's check, or bid bond payable to the City of Grand Island in an amount no less than five percent (5%) of the bid price which shall guarantee good faith on the part of the Bidder and the entering into a contract within fifteen (15) days at the bid price if accepted by the City. **Your certified check, cashier's check or bid bond must be submitted in a separate envelope attached to the outside of the envelope containing the bid.** Each envelope must be clearly marked indicating its contents. Failure to submit the necessary qualifying information and correct number of copies in clearly marked and separate envelopes will result in your bid not being opened or considered. Only surety companies authorized to do business in the State of Nebraska may issue bid bonds.

Successful bidder shall comply with the City's insurance requirements; All bids shall be valid for at least thirty (30) working days after the bid deadline for evaluation purposes.

**All bids must be on the bid form and must be signed and dated to be accepted.** If exceptions and/or clarifications are noted to the bid, those exceptions must be fully explained on a separate sheet, clearly marked, and included with the Bid. Any changes that are found made to the original bid specification, other than Owner generated Addendums, would result in your bid not being considered. Please contact Tylor Robinson at 308-385-5495 or email [trobinson@giud.com](mailto:trobinson@giud.com) for questions concerning this specification.

# WELLFIELD PUMP 3 VFD

## GRAND ISLAND WATER SYSTEM

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# WELLFIELD PUMP 3 VFD GRAND ISLAND WATER SYSTEM

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## Grand Island Utilities Department-Detailed Specification

### 1.0 PROJECT DESCRIPTION

The Grand Island Utilities Department is requesting bids to provide Toshiba MV VFD field service and upgrades to the Platte River Pumping Station #3 Pump VFD and motor. The contractor will be responsible for providing parts and services as described within this detailed specification over a three (3) year term, from April 1, 2023 – March 31, 2026.

#### 1.1 BACKGROUND

The Platte River Pumping Station is used to pump water from a consolidation basin at the city wellfield. The pumping station consists of three pumps used to distribute water at an intermediate pressure to storage reservoirs inside Grand Island's city limits. Platte River Pumping Station Pump #3 pumps water to the Roger's Pumping Station Ground Storage Reservoirs. To maintain system reliability, the Grand Island Utilities Department staff recommends installing upgrades to the Pump #3 medium voltage adjustable speed drive and performing recommended manufacturer maintenance.

##### 1.1.1 EXISTING EQUIPMENT

###### ADJUSTABLE SPEED DRIVE

Model	T300MV
Project # / Dwg #	119748 / 351772 / 119748118000
Typeform	M34K17LAA-1/300MV
Serial #	030504619
MFD	06/03
Installed	November 2003

###### POWER MODULE

Typeform	GCI6721G050
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###### ELECTRIC MOTOR

Typeform	TIKE-DCKNWII
Rating	1500 HP
Voltage	4160 V
Current	190 Amp
Service Factor	1.15 SF
Speed	1200 rpm
Rotation	CCW

#### 1.2 LOCATION

The Platte River Pumping Station is located approximately two (2) miles south of Grand Island, Nebraska on Wellfield Rd. The site entrance is located two (2) miles south of U.S. Highway 34 and ½ mile east of South Locust Street.

## 1.3 CONTACT

Question regarding this specification may be directed to:

Tylor Robinson  
Platte Generating Station  
1035 W. Wildwood Dr.  
Grand Island, NE 68801  
Ph. (308) 385-5495  
[trobenson@giud.com](mailto:trobenson@giud.com)

## 2.0 SCOPE

The Contractor shall furnish services and materials described herein to upgrade and maintain the Platte River Pump #3 adjustable speed drive. All services under this contract shall be performed by a Toshiba factory-certified service technician. The Contractor shall provide all material, freight, equipment, lifting equipment, crane, scaffold, labor, personnel protective equipment, tools, consumables, waste disposal, and supervision to fully perform the specified work without the assistance of City personnel.

### 2.1 PREVENTIVE MAINTENANCE

A qualified bidder shall provide advanced and basic preventive maintenance as defined by Toshiba International Corporation. Preventive maintenance services shall be fulfilled by factory authorized personnel who are fully supported by Toshiba International Corporation with technical support, and emergency parts logistics and training.

#### 2.1.1 BASIC PREVENTIVE MAINTENANCE

##### CLEANING

Vacuum the cabinets to remove any foreign objects such as dirt, loose parts, and moisture in the drives.

##### INSPECTION FOR HEATING

Check for the presence of moisture or entry potential for moisture. Check the cables for signs of heating damage, the high voltage insulators for cracks, and verify there are no excessive hot spots on any components.

##### INSPECTION OF FANS AND AIR FILTERS

Clean fans and replace filters as required. Inspect the fans for any abnormalities with airflow and verify free movement of the dampers in the redundant fan system.

##### TIGHTENING OF CONNECTIONS

Tighten all bus connections and verify that there are proper torque marks. Inspect the bus bars for any discoloration. Inspect the potential transformers and fuses for cracks or signs of damage and tighten all the secondary and primary connections.

##### VERIFICATION OF INTERLOCKS AND SAFETY CIRCUITS

Document and review all interlocks to ensure they still work as intended and verify proper operation of all control safety circuits. Verify proper operation of all E-stops, trip circuits, and check/replace the door switches to ensure safety devices function correctly.

##### INSPECTION OF TRANSFORMER AND POWER MODULES

Inspect the transformer to identify any possible moisture or condensation in the windings. Inspect all connections for overheating and tighten as need to prevent damage to the transformer or power modules. Inspect all power module connections, perform static checks



on the insulated gate bipolar transistors (IGBT) and verify there is no corrosion on the printed circuit boards. Inspect all grounds for tightness and ensure minimum phase to phase/phase to ground clearances.

#### INSPECTION OF ISOLATION SWITCH, CONTACTOR/BREAKERS

Verify the mechanical linkages are in alignment and safety switches function correctly. Operate the switch and verify continuity of the micro switches. Clean the contactor bottles and test operation of auxiliary devices to make sure they are fully functional. Clean all insulating materials and visually inspect for signs of corona, tracking, and thermal damage. Rack out the breaker and operate to check for proper contact alignment and re-grease sliding and rotating parts.

#### POWER MODULE CYCLING

In service power modules shall be replaced with customer spare. One spare power module shall be installed and one in service power module shall be removed for inspection/repair. This shall be done yearly so all three power modules can be cycled in a three-year rotation.

### **2.1.2 ADVANCED PREVENTIVE MAINTENANCE**

In addition to the basic preventive maintenance, the advanced preventive maintenance shall include the following services.

#### SYSTEM REVIEW

Conduct a review of the VFD building and environment to identify potential issues outside of the drive. Perform an inspection of the motor and motor connections and verify proper operation of all control safety circuits. Check/replace the door switches to make sure these safety devices function as intended. Replace hardware that show signs of wear and tear.

#### DETAILED TRANSFORMER TESTING

Perform non-destructive tests, including insulation resistance checks and low-ohm winding resistance checks to identify any deterioration in the transformer.

#### DETAILED CONTACTOR/BREAKER TESTING

Perform detailed tests on the contactors and breakers where applicable. Conduct low resistance tests on each vacuum interrupter and measure the contactor/breaker opening and closing times and compare them to OEM specifications. Measure the contactor pick up and drop out voltages to confirm they are within acceptable ranges. Inspect closing coil for discoloration along with the wipe and gap tolerances.

#### TRACEBACK ANALYSIS AND RECOMMENDATIONS

Analyze the drive traceback files and make recommendations based on the data collected.

## **2.2 CONTROL SYSTEM MIGRATION**

The contractor will be responsible for upgrading the existing drives original MVi control system to Toshiba's current-generation T300MV2 control system. All updates shall be performed on site by a factory-authorized technician. The field conversion shall include testing to ensure a smooth transition between control platforms and continued operation of equipment. Control system migration shall be scheduled during off season system operation, October - March. Control system migration shall be completed in four (4) - 12 hour, working days by a qualified Field Service Engineer. The work at site shall continue from start to stop without interruptions.

### **2.2.1 CONVERSION KITS**

The contractor shall provide a T300MVi conversion kit containing all circuit boards, relays and mounting hardware required for the upgrade. The contractor will be responsible for supplying all material required to install the conversion kit.

### **2.2.2 DRAWINGS**

A complete and accurate set of as-built drawing shall be provided in .pdf electronic form.

### **2.2.3 SPARE PARTS**

A list of recommended spare parts shall be provided.

### **2.2.4 INTEGRATION**

The Contractor shall work with the system operator to ensure full integration with the Allen-Bradley based control system. The upgraded drive control system shall communicate with the existing Allen-Bradley control system using ethernet IP communication protocol. It will be the Contractors responsibility to configure the drives communications. A technician employed by the Grand Island Utilities Department will be responsible for programming changes to the existing Allen-Bradley PLC.

## **2.3 POWER MODULES RECONDITIONING**

The Contractor will be responsible for reconditioning three (3) medium voltage adjustable speed drive power modules. There are three (3) in-service power modules and one (1) spare module. The reconditioning services provided shall be in accordance with Advanced Power Module Reconditioning as defined by Toshiba International Corporation. All updates shall be performed by a factory-authorized technician at a Toshiba International Corporation repair shop. Power module reconditioning shall be performed in conjunction with cycling the power modules during preventive maintenance to minimize the amount of system downtime.

Advanced Power Module Reconditioning Services Shall Include:

- Shipping crates
- Inspection of power module
- Replacement of power module power supply boards
- Replacement of power module fiber optic cables
- Replacement of power module IGD boards
- Replacement of main capacitors
- Replacement of IGBTs
- Replacement of all clamping diodes
- Extensive cleaning
- Full voltage and current testing of power modules
- Upgrade to current Toshiba Power Module, version A
- 2-year TOSHcare Protection Plan

## **2.4 PRODUCT TRAINING**

The Contractor shall offer in-person training addressing fundamentals of adjustable speed drives and motors, including electronic and electrical theory, and commissioning and maintenance for adjustable speed drives. In-person training shall combine classroom presentations, demonstrations, and hands-on exercises. Training shall be tailored towards T300MV2 Medium Voltage Drive service and maintenance.

## 2.5 MATERIALS AND WORKMANSHIP

The Contractor shall at all times keep the premises free from unnecessary debris, dirt, condemned materials, blocking, scaffold, etc. as soon as possible after accumulation and after it has served its useful purpose. After the job is complete all floors, equipment, etc. shall be given a thorough cleaning prior to leaving the jobsite.

## 2.6 ACCEPTANCE OF WORK

The Contractor shall correct any Work that fails to conform to the requirements of the specification herein where such failure to conform appears during the progress of the Work, and shall remedy any defects due to faulty materials, equipment or workmanship which appear within a period of one (1) year from the Date of Final Settlement of the Contract or within such longer period of time as may be prescribed by law or by the terms of any applicable special guarantee required by the Contract Documents. The provisions of this Article apply to Work done by Subcontractors as well as to Work done by direct employees of the Contractor and are in addition to any other remedies or warranties provided by law.

No act of the Owner or the Owner's Representative, either in superintending or directing the Work, or any extension of time for the completion of the Work, shall be regarded as an acceptance of such Work or any part thereof, or of materials used therein, either wholly or in part. Acceptance shall be evidenced only by the final certificate of the Owner. Before any final certificate shall issue, Contractor shall execute an affidavit on the certificate that it accepts the same in full payment and settlement of all claims on account of Work done and materials furnished under this Contract, and that all claims for materials provided or labor performed have been paid or set aside in full.

## 2.7 WARRANTY

Contractor agrees to guarantee all work under this Contract for a period of two (2) years from the date of Final Settlement by the Owner. If any unsatisfactory condition or damage develops within the time of this guaranty due to materials or workmanship that are defective, inferior, or not in accordance with the Contract, as reasonably determined by the Owner, then the Contractor shall, when notified by the Owner, immediately place such guaranteed Work in a condition satisfactory to the Owner.

## 3.0 BIDDING

The Contractor shall submit pricing for all services described within this specification. The pricing shall be compiled into a lump sum contract price for all repairs described within this specification. Bids shall include, but not be limited to all expenses, equipment, labor, mobilization and demobilization, freight, and subcontractors. All bids shall be received in the following format:

### 3.1 CONTRACT YEAR 1

A qualified bidder shall submit a firm price to complete the following scope of work in year 1 of a 3-year contract.

#### 3.1.1 ADVANCED PM

Shall consist of the following services as described in Section 2.1.

- Cleaning and Inspection of VFD
- Inspection of power modules
- Insulation test on Motor
- Tightening of connections and inspection for hot spots
- Inspection of control cabinets and circuit boards

- Inspection of transformer
- Insulation test on transformer
- Replacement of power supply
  - Part – GCI6720G282, ASSY, PWR SUPP< ZWQ80, FR0,1
- Remove power module to be reconditioned
- Install spare power module
- Resistance tests on transformer/contactors etc.
- Testing of Contactor/breaker
- Analysis of Traceback and proposal of solutions
- Verification of VFD/Motor/Application System
- Recording of all power module serial numbers
- Verification of VFD operation
- Advanced PM

### 3.1.2 FIELD MVi TO MV2 UPGRADE

Shall consist of the following services as described in Section 2.2.

- MVi to MV2 Upgrade Kit
  - Creation of new drawings
  - Creation of new project serial number
  - All required parts
- Conversion of MVi VFD to MV2
  - Replacement of MVi control system
  - Installation of new MV2 control system
- Cleaning and inspection of VFD
- Verification of I/O signals
- Establish Ethernet IP communications with Allen-Bradley Control System
- Programming of VFD
- Uncoupled run and tuning of motor

### 3.1.3 ADVANCED POWER MODULE RECONDITIONING

Shall consist of the following services as described in Section 2.3. Power module to be reconditioned to be removed during preventive maintenance.

- Replacement of power module power supply board
- Replacement of power module fiber optic cables
- Replacement of power module IGD boards
- Replacement of main capacitors
- Replacement of IGBTs
- Replacement of diodes
- Extensive cleaning
- Full voltage and current testing of power module
- 2-year TOSHcare Protection Plan
- Provide transport crate to ship to and from site
- Advanced Reconditioning
  - Upgrade modules to the A version, include replacement of main capacitors.

## 3.2 CONTRACT YEAR 2

A qualified bidder shall submit a firm price to complete the following scope of work in year 2 of a 3-year contract.

### 3.2.1 BASIC PM

Shall consist of the following services as described in Section 2.1.

- Cleaning and Inspection of VFD
- Inspection of power modules
- Insulation test on Motor
- Tightening of connections and inspection for hot spots
- Inspection of control cabinets and circuit boards
- Inspection of transformer
- Remove power module to be reconditioned
- Install spare power module
- Recording of all power module serial numbers
- Verification of VFD operation
- Basic PM

### 3.2.2 ADVANCED POWER MODULE RECONDITIONING

Shall consist of the following services as described in Section 2.3. Power module to be reconditioned to be removed during preventive maintenance.

- Replacement of power module power supply board
- Replacement of power module fiber optic cables
- Replacement of power module IGD boards
- Replacement of main capacitors
- Replacement of IGBTs
- Replacement of diodes
- Extensive cleaning
- Full voltage and current testing of power module
- 2-year TOSHcare Protection Plan
- Provide transport crate to ship to and from site
- Advanced Reconditioning
  - Upgrade modules to the A version, include replacement of main capacitors.

## 3.3 CONTRACT YEAR 3

A qualified bidder shall submit a firm price to complete the following scope of work in year 3 of a 3-year contract.

### 3.3.1 BASIC PM

Shall consist of the following services as described in Section 2.1.

- Cleaning and Inspection of VFD
- Inspection of power modules
- Insulation test on Motor
- Tightening of connections and inspection for hot spots
- Inspection of control cabinets and circuit boards
- Inspection of transformer
- Remove power module to be reconditioned
- Install spare power module
- Recording of all power module serial numbers
- Verification of VFD operation
- Basic PM

**3.3.2 ADVANCED POWER MODULE RECONDITIONING**

Shall consist of the following services as described in Section 2.3. Power module to be reconditioned to be removed during preventive maintenance.

- Replacement of power module power supply board
- Replacement of power module fiber optic cables
- Replacement of power module IGD boards
- Replacement of main capacitors
- Replacement of IGBTs
- Replacement of diodes
- Extensive cleaning
- Full voltage and current testing of power module
- 2-year TOSHcare Protection Plan
- Provide transport crate to ship to and from site
- Advanced Reconditioning
  - Upgrade modules to the A version, include replacement of main capacitors.

**3.4 BID FORMAT**

Bids shall be received in a format similar to the table below:

		Item Cost	Term Cost
Contract Year 1			
	Advanced PM		
	Field MV1 to MV2 Upgrade		
	Advanced Power Module Reconditioning		
Contract Year 2			
	Basic PM		
	Advanced Power Module Reconditioning		
Contract Year 3			
	Basic PM		
	Advanced Power Module Reconditioning		
		Total Cost	

**3.5 RECOMMENDED SPARE PARTS**

Compile a list of manufacturers recommended spare parts for the modified drive system including the power modules and MV2 control system. Provide unit pricing for all recommended spare parts.

**3.6 PRODUCT TRAINING**

Provide a price per seat to attend T300MV2 Medium Voltage Drive Service Introduction, multi-day in-person training at TIC training facility in Houston, Texas.

**3.7 PAYMENT TERMS**

The contractor shall propose reasonable payment terms.

### 3.8 SITE VISIT

A site visit prior to proposal submittal is **REQUIRED**. All contractors will be required to visit the plant site to ensure familiarity with the project requirements. Site visits may be arranged via the contact information listed herein. A site visit form shall accompany the bid documents.

### 3.9 SCHEDULE

The Contractor shall provide with the proposal a detailed schedule reflecting all key activities with sufficient information to demonstrate the means of scheduling and completing the work. The contractor shall detail any lead times or delays in procurement that may have significant affect on the project completion.

#### 3.9.1 COORDINATION

The Contractor shall be responsible for coordination of this work with all crafts, subcontractors, manufacturer's representatives, and Owner's representative. The contractor shall plan to complete scope of work in a way that will avoid system downtime during peak demand.

#### 3.9.2 TIME OF COMPLETION

The Contractors schedule shall be coordinated to ensure completion of the work in a way that will minimize system down time.

### 3.10 CHANGE ORDERS

If any extra and/or additional work is to be done or any change in the plans and specifications is deemed necessary, the Purchaser may issue the Contractor a written change order directing that such extra work be done or that such change be made, and the Contract shall be modified accordingly. No claim for extra costs shall be allowed in the absence of a written change order. The Contractor shall give prompt written notice of any matter which they believe to involve extra cost. In the absence of such notice by the Contractor on account thereof his right to such claim shall be deemed to have been waived. Compensation to the Contractor will be calculated as an addition to or deduction from the Contract Price, based upon such written terms as may be established between the parties, either (a) by an acceptable lump sum proposal of the Contractor, or (b) on a cost-plus limited basis not to exceed a specified limit, or (c) on a basis of the unit prices as stated in these specifications where such unit prices apply. In the event that none of the foregoing methods are agreed upon with the Contractor, the Purchaser may perform the work. The Purchaser shall be the sole judge of such action and procedure. Determination of cost-plus work shall be based upon actual cost of labor and material plus a maximum of 15% of actual Contractor cost for overhead, profit.

The Contractor shall submit a formal process for addressing work that may arise but is not described herein. All change orders shall be addressed with a detailed scope of work and approved before proceeding with scope of extra work.

Contractor shall be required to maintain accurate job logs describing work performed by each crew throughout each day and daily time sheets detailing all work performed and expenses incurred **in the same format as the bid detail submittal**. Daily time sheets shall identify all individuals by name, craft and all hours worked on each portion of the work. Such job logs and time sheets shall accurately account for all man-hours with clear separation and identification of Time, equipment and

Material as required accounting for the actual service hours and expenses. A sample timesheet shall be included in the bid to be approved by the owner's designated representative.

### 3.11 TERMS AND CONDITIONS

Provide any standard terms and conditions which will be in effect during this completion of this scope of work.

### 3.12 EXCEPTIONS

The purpose of this specification is to give detail on conditions under which the new equipment will operate, scope of Contract, quality of equipment required, standards used in determining its acceptability and similar data. Each bidder shall carefully read all requirements herein set forth and shall offer equipment and services which fully comply with these requirements or shall plainly set forth all points, features, conditions, specifications, etc., wherein the equipment offered does not meet these specifications. Such exceptions as are made shall be listed by section and subsection number and shall be marked in ink in the sections of these specifications. Exceptions shall be explained in detail in a letter accompanying the bid. References shall not be made to the bidder's Proposal for exceptions and supplementary terms. Failure to outline such exceptions will require the successful bidder to comply with these specifications.

Bids will be evaluated by the Owner based on price, schedule, quality, economy of operation, experience of contractor, and responsiveness to specification. The owner reserves the right to accept portions of the bid with disregard to the total bid amount. The owner reserves the right to reject any or all bids or waive informalities and to accept whichever bid that may be in the best interest of owner, at its sole discretion.

**Bids must be received by 2:00 P.M. Tuesday, March 14, 2023.**

**The City of Grand Island Utilities Department is NOT tax exempt and is subject to 7.5% sales tax. See the Nebraska Department of Revenue web site at [www.revenue.state.ne.us](http://www.revenue.state.ne.us) for contractor's tax information.**

## 4.0 QUALIFICATIONS

Bids will be received only from qualified bidders. A bidder will be considered qualified if they are a recognized firm specializing in the installation, maintenance, repair, and rebuilding of Toshiba International Corporation adjustable speed drives, motors, and integrated automation systems. The bidder shall have facilities with a maximum response time 24 hrs.

The Bidder shall be a firm with qualifications and manpower to complete the scope of work described herein without the help of plant personnel. Any insufficiencies in Contractor manpower, workmanship, or qualifications, without clear written exception, which require the Contractor to employ plant personnel to complete services described in this specification shall be billed to the Contractor at \$95 per man hour.

If the Contractor defaults or neglects to carry out the work in accordance with the contract documents or fails to perform any provisions of the work described herein the owner may, after 7 days written notice to the Contractor and without prejudice to any other remedy, make good the deficiencies by whatever method the Owner may deem necessary. The Purchaser may deduct the cost thereof from the payment, then or thereafter due to the Contractor or, at Owner's option, may terminate Contractor's work under the Contract and take possession of the site and all materials associated with the work scope. The Owner may then by whatever method the Owner may deem expedient remedy the deficiencies. If the unpaid balance of the Contract Sum exceeds the expense of finishing the work, such excess shall be paid to the Contractor. If expenses associated with fulfilling the specified scope of work exceeds such unpaid balance the Contractor



shall pay the difference to the Owner. These rights and remedies are in addition to any right to damages or other rights and remedies allowed by law.

The Contractor shall substantiate its experience through the submittal of three (3) similar projects' **reference list with the bid**. The Contractor will be expected to perform the work without the assistance of Grand Island Utilities personnel or tools and comply with plant safety regulations and equipment lockout/tag out procedures.

Failure to provide this information may, at the option of the purchaser, result in the rejection of the bid.

## **5.0 SAFETY**

The Contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in conjunction with the work. The Contractor shall comply with all safety practices as required by the regulatory agencies governing the Contractor's operations as well as any and all safety requirements of the Contractor's organization and shall submit historical evidence of such compliance. All personnel working on site will be required to participate in the plant's safety orientation prior to performing any work on site at PGS.

The plant has an equipment lockout/tag out procedure to prevent the unauthorized starting of motors and the unauthorized movement of valves and dampers. The Contractor is required to use the procedure and add its own locks/tags on top of the plant lock/tags if required. *Removal of plant locks/tags is not allowed and is cause for removal from the plant site.*

## **6.0 INSURANCE**

The contractor shall comply with the attached City's insurance requirements.

## **7.0 PERFORMANCE AND PAYMENT BOND**

The successful Bidder shall file with the OWNER Performance and Payment Bonds in the full amount (100 percent) of the Contract price, as security for the faithful performance of the Contract and the payment of all persons supplying labor and materials for the Work under this Contract, and to cover all guarantees against defective workmanship or materials, or both, for a period of one (1) year after the date of final acceptance of the Work by the OWNER. The Surety furnishing these bonds shall have a record of service satisfactory to the OWNER, be authorized to do business in the State where the OWNER's project is located and shall be named on the current list of approved Surety Companies, acceptable on Federal bonds as published by the Audit Staff, Bureau of Accounts, U.S. Treasury Department.

The Attorney-in-Fact (Resident Agent) who executes these bonds on behalf of the Surety must attach a notarized copy of his power-of-attorney as evidence of his authority to bind the Surety on the date of execution of the bond.



**REQUEST FOR BIDS - SITE CONDITIONS**

**WELLFIELD PUMP 3 VFD**

**Site Visit:** Bidders shall visit the site in order to inform themselves of the conditions under which the work is to be performed, concerning the site of the work, the nature of the existing facilities, the obstacles which may be encountered, the sequence of the work, and all other relevant matters concerning the work to be performed. No extra compensation shall be allowed by reason of the failure of such bidder to fully inform themselves of said site conditions prior to the bidding. The Contractor shall employ, so far as possible, such methods and means in the carrying out of their work as will not cause any interruption or interference with the City's operations and any other contractors.

A site visit may be arranged by contacting Tylor Robinson at (308) 385-5495 or [trobinson@giud.com](mailto:trobinson@giud.com).

Signature of person visiting site: \_\_\_\_\_

Utility personnel witnessing visit: \_\_\_\_\_

Date of Visit: \_\_\_\_\_

This completed form shall accompany the bid documents.

**MINIMUM INSURANCE REQUIREMENTS**  
**CITY OF GRAND ISLAND, NEBRASKA**

The successful bidder shall obtain insurance from companies authorized to do business in Nebraska of such types and in such amounts as may be necessary to protect the Bidder and the interests of the City against hazards or risks of loss as hereinafter specified. This insurance shall cover all aspects of the Bidder's operations and completed operations. Failure to maintain adequate coverage shall not relieve Bidder of any contractual responsibility or obligation. Minimum insurance coverage shall be the amounts stated herein or the amounts required by applicable law, whichever are greater.

**1. WORKERS COMPENSATION AND EMPLOYER'S LIABILITY**

This insurance shall protect the Bidder against all claims under applicable State workers compensation laws. This insurance shall provide coverage in every state in which work for this project might be conducted. The liability limits shall not be less than the following:

Workers Compensation	Statutory Limits
Employers Liability	\$100,000 each accident
	\$100,000 each employee
	\$500,000 policy limit

**2. BUSINESS AUTOMOBILE LIABILITY**

This insurance shall be written in comprehensive form and shall protect the Bidder, Bidder's employees, or subcontractors from claims due to the ownership, maintenance, or use of a motor vehicle. The liability limits shall not be less than the following:

Bodily Injury & Property Damage	\$ 500,000 Combined Single Limit
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**3. COMPREHENSIVE GENERAL LIABILITY**

The comprehensive general liability coverage shall contain no exclusion relative to explosion, collapse, or underground property. The liability limits shall not be less than the following:

Bodily Injury & Property Damage	\$ 500,000 each occurrence
	\$1,000,000 aggregate

**4. UMBRELLA LIABILITY INSURANCE**

This insurance shall protect the Bidder against claims in excess of the limits provided under employer's liability, comprehensive automobile liability, and commercial general liability policies. The umbrella policy shall follow the form of the primary insurance, including the application of the primary limits. The liability limits shall not be less than the following:

Bodily Injury & Property Damage	\$1,000,000 each occurrence
	\$1,000,000 general aggregate

## **5. ADDITIONAL REQUIREMENTS**

The City may require insurance covering a Bidder or subcontractor more or less than the standard requirements set forth herein depending upon the character and extent of the work to be performed by such Bidder or subcontractor.

Insurance as herein required shall be maintained in force until the City releases the Bidder of all obligations under the Contract.

The Bidder shall provide and carry any additional insurance as may be required by special provisions of these specifications.

## **6. CERTIFICATE OF INSURANCE**

Satisfactory certificates of insurance shall be filed with the City prior to starting any work on this Contract. **The certificates shall show the City as an additional insured on all coverage except Workers Compensation. The certificate shall state that thirty (30) days written notice shall be given to the City before any policy is cancelled (strike the "endeavor to" wording often shown on certificate forms). If the Bidder cannot have the "endeavor to" language stricken, the Bidder may elect to provide a new certificate of insurance every thirty (30) days during the contract. Bidder shall immediately notify the City if there is any reduction of coverage because of revised limits or claims paid which affect the aggregate of any policy.**