

# **INVITATION FOR BIDS**



## **FOR CONSTRUCTING**

# **LAGUNA TREATMENT PLANT PRIMARY INFLUENT PUMP DRIVE REPLACEMENT**

CONTRACT NUMBER

**C02051**

ISSUED BY

**CAPITAL PROJECTS ENGINEERING DIVISION**

**CITY OF SANTA ROSA, CALIFORNIA**

**2019**

ATTENTION  
Prebid Conference  
See Page 1



STATE OF CALIFORNIA

INVITATION FOR BIDS

CONTAINING:

NOTICE TO BIDDERS

SPECIAL PROVISIONS

BID FORMS

CONTRACT

FOR

**LAGUNA TREATMENT PLANT PRIMARY INFLUENT  
PUMP DRIVE REPLACEMENT**

**Contract No. C02051**

# LAGUNA TREATMENT PLANT PRIMARY INFLUENT PUMP DRIVE REPLACEMENT

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CITY OF SANTA ROSA  
STATE OF CALIFORNIA

**NOTICE TO BIDDERS**

➤	For technical questions regarding this project, contact Bryan Heinzelman at (707) 543-3812.
➤	For direct access to plans, specifications and planholders' lists, go to <a href="http://www.srcity.org/bids">www.srcity.org/bids</a> and click on <u>Bid/Proposal Opportunities</u> or call (707) 543-3800.
➤	For direct access to bid results, go to <a href="http://www.srcity.org/bids">www.srcity.org/bids</a> . Under Link to Capital Projects, click on <u>Capital Projects Contracts</u> or call (707) 543-3835.

**- IMPORTANT -**

**Bid Acceptance Deadline**

Sealed bids will be accepted at the Transportation and Public Works Department, 69 Stony Circle, Santa Rosa, California 95401 until 2:00 p.m., February 27, 2019, for Laguna Treatment Plant Primary Influent Pump Drive Replacement, Contract No. C02051. (Engineer's Estimate: \$433,810.)

**Bids tendered after this deadline will not be accepted.** The official time clock for accepting bids will be an electric date and time stamping clock, located in the Transportation and Public Works Department, 69 Stony Circle, Santa Rosa, California. In order to be accepted, bids must be received prior to 2:00 p.m. Therefore, a bid stamped in at 1:59 p.m. will be accepted, but one delivered at or after 2:00 p.m. is late and will not be accepted.

**Mandatory On-Site, Pre-Bid Meeting**

Prospective bidders are required to attend an on-site, pre-bid meeting scheduled to be held at 10:00 a.m., February 20, 2019, or February 21, 2019, at Laguna Treatment Plant located at 4300 Llano Road. Attendance at the on-site pre-bid meeting is mandatory for all contractors submitting a bid. **Bids will not be accepted from any bidder who has not participated in the mandatory on-site pre-bid meeting.**

**Subcontractor Information; Department of Industrial Relations Registration**

Bidders shall provide the names, business addresses and license numbers of all subcontractors listed on bidder's List of Subcontractors. No contractor or subcontractor may be listed on a bid for this public works project unless registered with the Department of Industrial Relations (DIR) pursuant to Labor Code section 1725.5. No contractor or subcontractor may be awarded a contract for this public works project unless registered with the DIR pursuant to Labor Code section 1725.5. This public works project is subject to compliance monitoring and enforcement by the DIR.

**CITY OF SANTA ROSA  
ESTIMATED QUANTITIES  
LAGUNA TREATMENT PLANT PRIMARY INFLUENT PUMP DRIVE REPLACEMENT**

Item No.	Description	Quantity	Units
1	GENERAL ELECTRICAL WORK	1	LS
2	VARIABLE FREQUENCY DRIVE WORK	1	LS
3	SPARE VFD IN NEMA 1 ENCLOSURE	1	EA

The foregoing quantities are approximate only, being given as a basis for the comparison of bids, and the City of Santa Rosa does not expressly or by implication, agree that the actual amount of work will correspond therewith, but reserves the right to increase or decrease the amount of any class or portion of the work, as may be deemed necessary or expedient by the Engineer.

Bids shall be made in accordance with the prevailing hourly rate of per diem wages for this locality and project as determined by the Director of the DIR pursuant to Labor Code sections 1770 *et seq.*

Contractor shall be responsible for compliance with the Immigration Reform Control Act of 1986.

If the project requires the employment of workers in any apprenticeable craft or trade, once awarded, Contractor and subcontractors must apply to the Joint Apprenticeship Council unless already covered by local apprentice standards (see Labor Code section 1777.5).

All bids are to be compared on the basis of the Engineer's estimate of the quantities of work to be performed. No bid will be awarded to a contractor who is not licensed in accordance with the provisions of Chapter 9 of Division 3 of the Business and Professions Code. Contractor must hold a Class C10 license for this project.

Project plans, bid and contract forms for Laguna Treatment Plant Primary Influent Pump Drive Replacement may be obtained through PlanetBids at [www.srcity.org/bids](http://www.srcity.org/bids). These documents can no longer be obtained at the Transportation and Public Works Department.

No bid will be accepted unless it is made on the contract bid forms furnished by the Transportation and Public Works Department through PlanetBids. The original of the completed bid forms bearing original signatures must be submitted. A bid will not be accepted unless the bidder registers as a vendor through PlanetBids at [www.srcity.org/bids](http://www.srcity.org/bids), downloads documents/attachments, and is added to the prospective bidders list for this project. If there is an addendum, bidders must log into PlanetBids and acknowledge the addendum to be eligible for bidding.

The successful bidder will be required to hold a current City of Santa Rosa business tax certificate issued pursuant to Chapter 6.04 of the Santa Rosa City Code before commencing work on this project. For information regarding the business tax, contact Revenue and Collections at (707) 543-3170.

For any moneys earned by Contractor and withheld by the City of Santa Rosa to ensure the performance of the Contract, Contractor may, at its request and expense, substitute securities equivalent to the amount withheld in the form and manner and subject to the conditions provided in Section 22300 of the California Public Contract Code.

The City of Santa Rosa reserves the right to reject any or all bids and the right to waive minor irregularities or informalities in any bid or bonds.



TRACY DUENAS  
Supervising Engineer

2/11/19

Date

# **SPECIAL PROVISIONS**

## **General Specifications**

### **CITY OF SANTA ROSA, CALIFORNIA**

#### **LAGUNA TREATMENT PLANT PRIMARY INFLUENT PUMP DRIVE REPLACEMENT**

##### **1 GENERAL**

The work described herein shall be done in accordance with the "Contract Documents," which are the:

1. Special Provisions
2. Project Plans, consisting of 9 sheets entitled Laguna Treatment Plant Primary Influent Pump Drive Replacement, 2018-0044
3. City of Santa Rosa Design and Construction Standards (City Standards)
4. City of Santa Rosa Construction Specifications for Public improvements (City Specifications)
5. State of California Department of Transportation Standard Specifications 2010 (Standard Specifications), and
6. State of California Department of Transportation Standard Plans 2010 (Standard Plans).

In the event of a conflict in any of these documents, the order of precedence shall be determined by Section 5-1.02 of these Special Provisions.

Whenever the Standard Specifications use the terms State of California, Department of Transportation, Director, Engineer, or Laboratory, the following terms shall be substituted therefor, and any reference to any of the foregoing terms shall be understood and interpreted to mean and refer to such substituted terms as follows:

For State of California - the City of Santa Rosa;

For Department - the City of Santa Rosa Department of Transportation and Public Works or the City of Santa Rosa Water Department;

For Director - the City Engineer of the City of Santa Rosa;

For Engineer - the City Engineer of the City of Santa Rosa or the City Engineer's authorized agents;

For Laboratory – Materials Engineering of the City of Santa Rosa Water Department, or such other laboratory as may be authorized by the City.

Unless otherwise provided, whenever in these Special Provisions attention is directed to specific provisions in the Standard Specifications, such direction shall not be interpreted as excluding other applicable provisions of the Standard Specifications.

Unless otherwise provided, when sections and subsections of the Standard Specifications are used in these Special Provisions, such use is not exclusive and shall not be interpreted as excluding other applicable provisions of said sections and subsections, but is only intended to add to or modify such sections or subsections.

Unless otherwise provided, full compensation for compliance with these Special Provisions is included in the contract price and no additional allowance will be made to Contractor therefor.

The Standard Specifications are hereby modified to delete any reference or incorporation of provisions providing for or requiring arbitration of any and all claims and disputes arising under this contract.



## 2 BIDDING

**2-1.06 Bid Documents:** Prospective bidders will be furnished with an Invitation for Bids which will state the location and description of the contemplated public works project and will show the approximate estimate of the various quantities and kinds of work to be performed and materials to be furnished with a schedule of items for which unit prices are requested.

**2-1.07 Approximate Estimate:** The quantities given in the Contract Documents are approximate only, being given as a basis for the comparison of bids, and the City does not, expressly or by implication, agree that the actual amount of work will correspond therewith, but reserves the right to increase or decrease the amount of any class or part of the work or to omit parts of the work, as may be deemed necessary or advisable by the Engineer.

**2-1.31 Examination of Project Plans, Specifications, City Standards, Invitation for Bids and Work Site:** Prior to submitting a bid, the bidder shall carefully examine the Project Plans, Invitation for Bids, City Standards and the proposed work site. If any person contemplating submitting a bid for this public works project is in doubt as to the meaning of any part of the Contract Documents, or finds discrepancies in or omissions from the Contract Documents, he or she may submit a written request for interpretation or correction to the Engineer. The written request must be received by the Engineer a minimum of 96 hours prior to bid opening. Any interpretation or correction of the Contract Documents prior to bid opening will be made only by written addendum issued by the City. Notification of addenda will be handled through PlanetBids: the listed primary contact will receive an e-mail generated by PlanetBids informing them of a recently uploaded addendum. The City will not be bound by any other explanations or interpretations of the Contract Documents.

**2-1.33 Bid Document Completion:** Any references to Opt Out of Payment Adjustments for Price Index Fluctuations in the Standard Specifications are deleted in their entirety.

**2-1.33A Bid Forms:** All bids shall be made on bid forms obtained from PlanetBids at [www.srcity.org/bids](http://www.srcity.org/bids). The bidder shall submit its bid on the original bid forms furnished by the City. Bids submitted on forms other than the forms furnished to the bidder by the City will not be considered.

The bid forms to be submitted at the time of and with the bid are:

1. Unit Price Schedule
2. List of Subcontractors
3. List of Previous Similar Jobs
4. Noncollusion Declaration
5. Bid Guaranty Information and Bidder's Information and Signature
6. Bid Guaranty (Bid Bond or alternate security)

All bids shall give the proposed prices and must bear the original signature of the bidder. Bidders shall fill in all blanks on the bid forms where required. A bid will not be accepted unless the bidder registers as a vendor through PlanetBids at [www.srcity.org/bids](http://www.srcity.org/bids), downloads documents/attachments, and is added to the prospective bidders list for this project. If there is an addendum, bidders must log into PlanetBids and acknowledge the addendum to be eligible for bidding.

**2-1.33B Registration with DIR:** No contractor or subcontractor may be listed on a bid for this public works project unless registered with the Department of Industrial Relations (DIR) pursuant to Labor Code section 1725.5. No contractor or subcontractor may be awarded a contract for this

public works project unless registered with the DIR pursuant to Labor Code section 1725.5. This public works project is subject to compliance monitoring and enforcement by the DIR.

**2-1.33C Subcontractors:** The Subletting and Subcontracting Fair Practices Act, Public Contract Code sections 4100-4113, inclusive (the "Act") shall apply to all subcontracts in excess of one-half of one percent of the total amount of a bid. The Act requires subcontractors, if used for such work, to be listed in the contractor's bid and prohibits the substitution of subcontractors, except as authorized by the Act. Each bidder shall, with respect to the work of any subcontractor in excess of one-half of one percent of the total amount of the bid, include as part of the bid on the bid form provided:

1. The name, business address and DIR registration number of each subcontractor who will perform work or labor or render services to the Contractor in or about the construction of the work or improvement, or a subcontractor licensed by the State of California who, under subcontract to the Contractor, specially fabricates and installs a portion of the work or improvement according to detailed drawings contained in the Project Plans or other Contract Documents in an amount in excess of one-half of one percent of the Contractor's total bid; and
2. The portion of the work that will be done by each subcontractor. Only one subcontractor shall be listed for each portion.

The purchase of sand, gravel, crushed rock, batched concrete, aggregate, ready-mixed concrete, and/or any other materials produced and furnished by established and recognized commercial plants, together with the delivery of such materials to the work site by the source of the materials or by recognized commercial hauling companies, is not considered as subcontracting under this section.

**2-1.33E Rejection of Bids Containing Alterations, Erasures or Irregularities:** Bids may be rejected if they show any alterations of forms, additions not called for, conditional bids, incomplete bids, erasures or irregularities of any kind.

**2-1.34 Bid Guaranty:** All bids shall be presented under sealed cover and shall be accompanied by cash, cashier's or certified check, or by a bidder's bond made payable to the City of Santa Rosa and executed as surety by a corporate surety authorized and admitted to transact a surety business in the State of California in an amount equal to ten percent of the amount of the bid. No bid shall be considered unless such cash, cashier's or certified check, or bidder's bond is enclosed with the bid. Any bidder's bond shall contain provisions for forfeiture consistent with California Public Contract Code section 20172.

**2-1.40 Withdrawal of Bid:** A bid may be withdrawn prior to, but not after, the hour fixed in the public notice for the opening of bids, provided that a written request to withdraw the bid, executed by the bidder or the bidder's authorized representative, is filed with the Engineer before this deadline. The withdrawal of a bid shall not prejudice the right of a bidder to submit a new bid.

**2-1.43 Public Opening of Bids:** Bids will be opened and read publicly at the time and place indicated in the Notice to Bidders. Bidders or their authorized agents are invited to be present.

**2-1.46 Disqualification of Bidders:** Serial bids from the same bidder will not be accepted. This section shall not be interpreted to mean that the same contractor may not be the contractor in one bid and listed as a subcontractor in another bid, provided that no collusion exists.

**2-1.48 Competency of Bidders:** No bid will be accepted from or contract awarded to a contractor that is not licensed in accordance with the law, that does not hold a license qualifying it to perform work under this contract, to whom a bid form has not been issued by the Engineer, or that has not

successfully completed projects of similar character, scope and cost to the proposed project. Bidders will be required to provide a list of previous similar jobs with their bids.

### 3 CONTRACT AWARD AND EXECUTION

**3-1.04 Contract Award:** The City reserves the right to reject any or all bids. Bids are required for the entire work described herein. All bids will be compared with the Engineer's estimate of the quantities of work to be completed. Contract award, if any, will be made to the lowest responsible bidder within sixty days from the date bids are opened.

**3-1.05 Contract Bonds:**

The successful bidder will NOT be required to furnish a performance bond or material guaranty bond for this project. In the event that the contract award exceeds \$25,000.00, the successful bidder will be required to provide a payment bond for labor and materials within ten days after receipt of the Notice of Award in accordance with California Civil Code section 9550, executed in a sum of 100% of the Contract price. **A BID BOND IS REQUIRED. REFER TO SECTION 2-1.34 OF THESE SPECIAL PROVISIONS.**

Within ten days after receipt of the Notice of Award, the successful bidder shall provide the following bonds to the City:

- a. **Performance Bond:** A performance bond to guarantee the faithful performance of the terms and conditions of the Contract by Contractor, which shall be executed in a sum of not less than one-half of the Contract price;
- b. **Labor and Materials Bond:** A labor and materials bond (payment bond) in accordance with Part 6 of Division 4, sections 8000 *et seq.* of the California Civil Code, to guarantee against any and all claims of subcontractors or other third parties furnishing labor, materials, or supplies for the Contract, which shall be executed in a sum of 100% of the Contract price; and
- c. **Material Guaranty Bond:** A material guaranty bond (warranty bond) to serve as surety for the guarantee requirements outlined in Section 6-3.01B, which shall be executed in a sum of not less than one-half of the Contract price.

The bond(s) shall be provided in a form acceptable to the City and issued by a corporate surety in good financial standing and authorized and admitted to transact a surety business in the state of California for the purposes and in the amount(s) stated above.

Whenever the financial or legal status of any surety on any such bond(s) is/are unacceptable to the City, it may make a demand to Contractor for further bond(s) or additional surety, not exceeding the sums originally required. Thereafter, no payment shall be made upon the Contract to Contractor or any assignees of Contractor until such bond(s) or additional surety has/have been provided to the City.

**3-1.07 Indemnification and Insurance:** **Indemnification:** Contractor shall defend, hold harmless and indemnify City, its officers, agents and employees, and each and every one of them, from and against any and all actions, damages, costs, liabilities, claims, demands, losses, judgments, penalties, costs and expenses of every type and description, including, but not limited to, any fees and/or costs reasonably incurred by City's staff attorneys or outside attorneys and any fees and expenses incurred in enforcing this provision (hereafter collectively referred to as "Liabilities"), including but not limited to Liabilities arising from personal injury or death; damage to personal, real or intellectual property or the environment; contractual or other economic damages, or regulatory penalties, arising out of or in any way connected with the performance of or the failure to perform the Contract by Contractor, any subcontractor or agent, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, whether or not

such Liabilities are caused in part by a party indemnified hereunder, or such Liabilities are litigated, settled or reduced to judgment; provided, that the foregoing indemnity does not apply to liability for any damage or expense for death or bodily injury to persons or damage to property to the extent arising from (i) the sole negligence, or willful misconduct of, or defects in design furnished by City, its agents, servants, or independent contractors who are directly responsible to City (excluding Contractor), or (ii) the active negligence of City.

The existence of any of the insurance policies or coverages described in this Contract shall not affect or limit any of City's rights hereunder, nor shall the limits of such insurance limit Contractor's liability to the City hereunder. The provisions of this section shall survive any expiration or termination of the Contract.

**Insurance:** Contractor shall maintain in full force and effect all of the insurance coverage described in and in accordance with the insurance requirements set forth below. Maintenance of such insurance coverage during the entire performance of the Contract is a material element of the Contract. Failure by Contractor to (i) maintain or renew coverage, (ii) provide notice of any changes, modifications, or reductions in coverage, or (iii) provide evidence of renewal, if necessary, may be deemed a material breach of the Contract by Contractor, whereas the City shall be entitled to all rights and remedies at law or in equity. Notwithstanding the foregoing, any failure by Contractor to maintain required insurance coverage shall not excuse or alleviate Contractor from any of its other duties or obligations under the Contract. In the event Contractor retains or utilizes any subcontractors or sub-consultants in performance of the work, Contractor shall assure that any such subcontractor has first obtained, and shall maintain, all of the insurance coverage requirements herein set forth below.

#### **Insurance Requirements:**

**A. Insurance Policies:** Contractor shall maintain and keep in full force and effect, the following policies of insurance with minimum coverage as indicated below and issued by insurers with an AM Best rating of no less than A-:VI or a rating otherwise acceptable to the City.

	<b>Insurance</b>	<b>Minimum Coverage Limits</b>	<b>Additional Coverage Requirements</b>
1.	Commercial general liability	\$5 million per occurrence \$5 million aggregate	Coverage must be at least as broad as ISO CG 00 01 and must include products liability and completed operations coverage which shall continue for a period of three years after acceptance of the work by the City. If insurance applies separately to a project/location, aggregate may be equal to per occurrence amount. Coverage may be met by a combination of primary and umbrella or excess insurance but umbrella and excess shall provide coverage at least as broad as specified for underlying coverage. Completed Operations Coverage can be provided in the form of an endorsement to Contractor's insurance (at least as broad as ISO Form CG 20 37 04 13. See endorsements below for other Additional Insured Requirements. Coverage shall not exclude subsidence.
2.	Business auto coverage	\$3 million	Coverage at least as broad as ISO Form Number CA 00 01 covering any auto (Code 1). Insurance shall cover owned, non-owned and hired autos.

- |   |             |   |
|---|-------------|---|
| 3. Workers' compensation and Employer's Liability | \$1 million | As required by the State of California, with Statutory Limits and Employer's Liability Insurance with limit of no less than \$1 million per accident for bodily injury or disease. The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the City for all work performed by Contractor, its employees, agents and subcontractors. |
|---|-------------|---|

**B. Endorsements:**

1. All policies shall provide or be endorsed to provide that coverage shall not be canceled by either party, except after prior written notice has been provided to the City in accordance with the policy provisions.
2. Liability policies shall provide or be endorsed to provide the following:
  - a. For any claims related to this Contract, Contractor's insurance coverage shall be primary and any insurance or self-insurance maintained by City shall be in excess of Contractor's insurance and shall not contribute with it. Endorsements at least as broad as 20 01 04 13 or evidence of policy language will be required in non ISO CGL policies.
  - b. **The City of Santa Rosa, its officers, agents and employees are to be covered as additional insureds on the CGL policy.** Additional Insured Endorsements at least as broad as 20 10 04 13 or 20 38 04 13 are required.

**C. Verification of Coverage and Certificates of Insurance:** Contractor shall furnish City with original certificates and endorsements effecting coverage required above. Certificates and endorsements shall make reference to policy numbers. All certificates and endorsements are to be received and approved by the City before work commences and must be in effect for the duration of the Contract. The City reserves the right to require complete copies of all required policies and endorsements during the duration of the Contract and for a period of three years following City's acceptance of the work.

**D. Other Insurance Provisions:**

1. No policy required by this Contract shall prohibit Contractor from waiving any right of recovery prior to loss. Contractor hereby waives such right with regard to the indemnitees.
2. All insurance coverage amounts provided by Contractor and available or applicable to this Contract are intended to apply to the full extent of the policies. Nothing contained in this Contract limits the application of such insurance coverage. Coverage for an additional insured shall NOT be limited to the insured's vicarious liability. Defense costs must be paid in addition to coverage amounts.
3. Self-insured retentions above \$10,000 must be approved by the City. At the City's option, Contractor may be required to provide financial guarantees.
4. City reserves the right to modify these insurance requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

**3-1.18 Contract Execution:** The fully executed Contract, original bonds and insurance certificates and endorsements required under the Contract shall be delivered to the City within ten calendar days of Contractor's receipt of the Notice of Award.

The Engineer will supply Contractor with up to ten sets of the Invitation for Bids and Project Plans. At least one complete set of the Invitation for Bids and Project Plans shall be kept at the construction site in good condition and made available to the Engineer at all times. Additional copies of the Invitation for Bids and Project Plans will be provided by the Engineer at Contractor's cost.

**3-1.20 Failure to Execute Contract:** Contractor's failure to deliver to the City the fully executed Contract within ten calendar days of Contractor's receipt of the Notice of Award shall be cause for the cancellation of the award and the forfeiture of the bid guaranty to the City. If the successful bidder refuses or fails to execute the Contract, the City may award the Contract to the second lowest responsible bidder. If the second lowest responsible bidder refuses or fails to execute the Contract, the City may award the Contract to the third lowest responsible bidder. The refusal or failure by the second or third lowest responsible bidder to deliver to the City the fully executed Contract within ten calendar days of receipt of the Notice of Award to the respective bidder shall likewise be cause for the cancellation of the award and the forfeiture of the bid guaranty of the respective bidder. In its discretion, the City may then re-advertise the project or construct it by day labor.

**3-1.21 Return of Bid Guarantees:** Within ten days after the opening of bids, the City will return the bid guarantees to all bidders except the three lowest responsible bidders. The bid guarantees of the three lowest responsible bidders will be retained until the Contract has been fully executed. In the event all bids are rejected, all bid guarantees will be returned to the respective bidders.

**3-1.22 Subcontractors:** The successful bidder shall furnish a list of all subcontractors as required under Sections 2-1.33C. The list shall include the name, business address, DIR registration number and the state contractor's license number of each subcontractor on the list and the names of the responsible managing employees whose names appear on the subcontractors' licenses.

## 4 SCOPE OF WORK

**4-1.05 Changes and Extra Work:** All changes to the Contract shall be made by written change order only.

All extra work shall be recorded by Contractor on a daily report signed by both the City and Contractor. The “daily reports” shall thereafter be considered the true record of extra work performed. A copy of the daily reports will be furnished to Contractor. Contractor is directed to Section 9-1.04 of this Invitation for Bids.

**4-1.05C Compensation for Altered Quantities:** Payment and compensation for altered quantities shall conform to the provisions of Section 9-1.06 of the Standard Specifications, except as modified herein.



## 5 CONTROL OF WORK

**5-1.02 Contractor's Copies of Contract Documents:** In the event of a conflict in any of the Contract Documents, the order of precedence from highest to lowest shall be as follows:

1. Special Provisions
2. Project Plans, consisting of 9 sheets entitled Laguna Treatment Plant Primary Influent Pump Drive Replacement, 2018-0044
3. City Standards
4. City Specifications
5. Standard Specifications
6. Standard Plans

**5-1.05 Order of Work:** The work as shown on the Project Plans and as specified in the Invitation for Bids shall be constructed in a sequence that is satisfactory to and approved by the Engineer.

Contractor shall prepare a work schedule per Section 8-1.02 of the Standard Specifications.

With the exception of trenching, all existing street, street light base, curb and gutter, storm drain, water line, and sewer line work shall be completed before any existing street paving is removed.

Full compensation for the conformance to the requirements of this section is included in the Contract price and no additional allowance will be made to Contractor for this work.

**5-1.17 Character of Workers:** Contractor is directed to Section 5-1.17 of the Standard Specifications which states:

"If any subcontractor or person employed by the Contractor shall appear to the Engineer to be incompetent or to act in a disorderly or improper manner, he shall be discharged immediately on the request of the Engineer, and such person shall not again be employed on the work."

No additional compensation shall be granted to Contractor in the event City exercises any part of its rights under this section and any and all costs related to such exercise shall be borne by Contractor.

**5-1.20 Cooperation with Other Entities:** Attention is directed to Section 5-1.20 of the Standard Specifications.

Other construction including but not limited to utility, power, and pipe line relocation, may be in progress by other forces within and adjacent to the project area at the same time work is being performed under this Contract by Contractor.

Contractor shall cooperate with the forces performing other work, to the end that such forces may conduct their operations with as little inconvenience and delay as possible. Contractor shall grant such forces access to the project area as is reasonable and necessary to transport materials and equipment to the site of operations by the other forces.

**5-1.20B(4)(a) Offsite Staging Areas and Construction Yards:** Attention is directed to Santa Rosa City Code section 20-52.040, Temporary Use Permit.

A Temporary Use Permit shall be obtained for any offsite construction yard on private property to be used for any of the following:

- a. Stockpiling of equipment and/or materials;
- b. Staging of construction;
- c. Placement of work trailers or mobile offices;
- d. Storage of trench spoils; or
- e. Other construction related activities not specifically enumerated above.

**5-1.26 Lines and Grades:** Contractor shall carefully preserve all bench marks, grade stakes, and all other survey markers. In the case of willful or careless destruction, Contractor shall bear the cost of replacing the markers.

Contractor shall contact the Engineer directly for coordination of survey staking. Written staking requests must be submitted at least two working days in advance of the date and time stakes are needed.

**5-1.27B Examination and Audit:** Pursuant to California Government Code section 8546.7, any contract with the City involving expenditures in excess of \$10,000 shall be subject to the examination and audit of the California State Auditor for a period of three years after final payment is made to Contractor by City under this Contract. Any such examination and audit will be confined to those matters connected with the performance of this Contract.

**5-1.30A Inspection:** Contractor shall bear all costs associated with the re-inspection of any defective, rejected or unauthorized work as determined by the Engineer in Engineer's sole discretion. Such costs of re-inspection, including any costs incurred by the City for additional staff time or fees for third-party consultant inspectors, will be deducted from one or more progress payments hereunder.

**5-1.36A Property and Facility Preservation:** Attention is directed to Section 5-1.36 of the Standard Specifications.

At Contractor's sole expense, all fences, gates, landscaping, drainage ditches, sidewalks, irrigation systems, and any other improvements that are damaged, removed or destroyed because of Contractor's operations, shall be replaced in accordance with City Standards at a minimum and restored to the same or better condition. Concrete surface treatment and score marks shall match adjacent existing concrete improvements.

**5-1.36E Obstructions:** Attention is directed to Section 5-1.36 of the Standard Specifications and to the possible existence of underground gas mains, high voltage lines, telephone ducts, storm drains and water and sewers systems, the locations of which are not shown on the Project Plans. The determination of the location of these facilities and the cost of repair or replacement in the event of damage to such facilities are the sole responsibility of Contractor.

Should Contractor alter any public utility or private improvements to facilitate its operations or for its sole benefit, which alteration would not be otherwise required, Contractor shall make whatever arrangements are necessary with the owner or controlling authorities, and shall bear all expenses in connection therewith. Any damages to any public utility or private improvement caused by Contractor shall be repaired by Contractor at its sole expense and to the full satisfaction of the Engineer or the controlling authority.

Any subsurface information and data furnished under any part of this Contract are not intended as a representation or warranty but are furnished for information only. It is expressly understood that the City will not be responsible for the accuracy thereof or for any deduction, interpretation or conclusion drawn therefrom by Contractor. The information is made available so that Contractor may have ready access to the same information available to the City and is not part of this Contract.

PRIOR TO STARTING ANY EXCAVATION, CONTRACTOR SHALL (AT LEAST TWO WORKING DAYS IN ADVANCE) CALL UNDERGROUND SERVICE ALERT (USA) toll free at (800) 227-2600 and provide USA with all necessary data relative to the proposed excavation. USA will accept calls and process information to participating agencies who have underground facilities in the area between the hours of 7:30 a.m. and 5:00 p.m. daily, except Saturdays, Sundays, and holidays. Between the hours of 5:00 p.m. and 7:30 a.m., calls will be recorded and then processed after 7:30 a.m. For emergency situations, after hours, and on Saturdays, Sundays and holidays, Contractor shall contact the owner of the affected facility.

Contractor shall coordinate all work with the appropriate City field personnel. When City work forces are required at the job site to perform Contract items of work, Contractor shall give a minimum of two working days advanced notification to the appropriate field office:

Water Division:	(707) 543-4200
Sewer Division:	(707) 543-4200
Street Division:	(707) 543-3880
Survey Division:	(707) 543-3834

**5-1.43 Potential Claims and Dispute Resolution:** "Claim" means a separate demand by Contractor sent by registered mail or certified mail with return receipt requested, for one or more of the following: (A) A time extension, including, without limitation, for relief from damages or penalties for delay assessed by the City under the Contract; (B) Payment by the City of money or damages arising from work done by, or on behalf of, Contractor pursuant to the Contract and payment for which is not otherwise expressly provided or to which the claimant is not otherwise entitled; or (C) Payment of an amount that is disputed by the City.

Upon receipt of a Claim, the City shall conduct a reasonable review of the Claim and, within a period not to exceed 45 days, shall provide Contractor a written statement identifying what portion of the Claim is disputed and what portion is undisputed, provided, the parties may extend the 45 day time period by mutual agreement.

If the City needs approval from the City Council to provide the claimant a written statement identifying the disputed portion and the undisputed portion of the Claim, and the Council does not meet within the 45 days or within the mutually agreed to extension of time following receipt of a Claim, the City shall have up to three days following the next duly publicly noticed meeting of the City Council after the 45-day period, or extension expires to provide Contractor a written statement identifying the disputed portion and the undisputed portion.

Any payment due on an undisputed portion of the Claim shall be processed and made within 60 days after the City issues its written statement. If the City fails to issue a written statement, the Claim shall be deemed rejected in its entirety.

If a Contractor disputes the City's written response, or if the City fails to respond to a Claim within the time prescribed, the Contractor may demand in writing an informal conference to meet and confer for settlement of the issues in dispute. Upon receipt of a demand in writing sent by registered mail or certified mail, return receipt requested, the City shall conduct a meet and confer conference within 30 days for settlement of the dispute. Within 10 business days following the conclusion of the meet and confer conference, if the Claim or any portion of the Claim remains in dispute, the City shall provide the Contractor a written statement identifying the portion of the Claim that remains in dispute and the portion that is undisputed. Any payment due on an undisputed portion of the Claim shall be processed and made within 60 days after the City issues its written statement. Any disputed portion of the Claim, as identified by Contractor in writing, shall be submitted to nonbinding mediation, with the City and the Contractor sharing the associated costs equally. The City and Contractor shall mutually agree to a mediator within 10 business days after the disputed portion of the Claim has been identified in writing. If the parties cannot agree upon a mediator, each party shall select a

mediator and those mediators shall select a qualified neutral third party to mediate with regard to the disputed portion of the Claim. Each party shall bear the fees and costs charged by its respective mediator in connection with the selection of the neutral mediator.

## 6 CONTROL OF MATERIALS

**6-2.01 Source of Supply and Quality of Materials:** All materials required to complete the work under the Contract shall be furnished by Contractor and shall be free of hazardous substances.

**6-3.01 General:** Statistical means will not be used by the City for determination of Standard Specification compliance. Whenever both operating range test results and Contract compliance requirements are specified in these special provisions, the operating range requirements shall apply to the individual test results.

**6-3.01A Material Submittals:** Upon award of the Contract by City, Contractor shall submit to the Engineer a list of all materials proposed to be used on this project and any supporting documentation and/or samples required and source of supply.

For material listed on the "Engineer's List of Approved Items" which is located in the Sewer and Water sections only of the City Standards, the Engineer shall be provided with the name of the manufacturer and model/part number for all material proposed for this project, unless that item has been replaced as shown on the Project Plans or in the Invitation for Bids.

For all other materials used on this project, regardless of the type of work, Contractor shall provide to the Engineer the name of the manufacturer and model/part number along with supporting documentation and/or samples that will allow the Engineer to determine the material's acceptability.

The Engineer reserves the right to reject any proposed material, whether on the City's "Engineer's List of Approved Items" or not. If the City obtains information indicating that a listed item is not performing satisfactorily or is found to be defective, that item will be rejected and Contractor shall submit a replacement for review at no additional cost to the City.

**6-3.01B Material Guarantee:** Before any contract is awarded, the bidder may be required to furnish samples of materials and detailed descriptions of equipment to be used in the construction of the project. The materials samples may be subjected to the tests provided for in the Standard Specifications or in this Invitation for Bids to determine their quality and fitness for the project. The successful bidder shall unconditionally guarantee project materials and workmanship for a period of one year from the date of recording of the Notice of Completion. The guarantee shall cover 100% of all costs of repairs within the one year period, including all costs of labor, materials, equipment, and incidentals. Except as may be otherwise provided in Section 3-1.05, the successful bidder shall provide a surety bond executed by a corporate surety authorized and admitted to transact a surety business in the state of California in the minimum amount of one-half of the Contract price to cover this guarantee.

**6-3.05 Quality Assurance:** California Test 216 (Relative Compaction) testing will be modified as follows: A mechanical compactor (Ploog Engineering Co. Model M 100 or equivalent) with 10-pound hammer and split compaction molds shall be used in lieu of the specified manual compaction equipment.

California Test 231 (Nuclear Gage Determination of In-Place Density) will be modified as follows: In-place density and relative compaction may be determined on the basis of individual test sites in lieu of the area concept, at the discretion of the Engineer.

### **6-4 Water Utility**

**6-4.01A Construction Water:** All water required for the performance of the work shall be provided by Contractor. Prior to obtaining water from the City's water system, Contractor shall obtain a Water

Use Permit from the City of Santa Rosa Water Department and rent a hydrant or bridge meter. Contractor is responsible for the cost of all water and the cost of all deposits, permits and fees.

Contractor is prohibited from operating gate valves or fire hydrants on the City system.

The acquisition of water from the City's water system through un-metered hydrants or other facilities is a violation of City ordinance and State law. The use of water from sources other than the City's water system must be approved by the Engineer in advance of the use.

Citations and fines will be levied for violation of these and other utility regulations and deductions will be made from payments consistent with Section 7-1.02A(1) of the Standard Specifications.

**6-4.01B Water Utility Notification:** Contractors or parties requiring work of any kind by the City of Santa Rosa Water Department forces shall request such services a minimum of 48 hours in advance of the time such services are desired. Work requests which will involve the City of Santa Rosa Water Department forces for more than eight hours or an extensive number of City parts shall be requested a minimum of seven calendar days in advance.

If it is necessary to terminate or disrupt utility service to any customer, Contractor shall make the request for such work by City forces an additional 72 hours (three additional working days for a total of five working days advance notice) in advance of the time such services are desired to allow affected customers a minimum of 72 hours' notice. Contractors who fail to keep field appointments will be billed for scheduled City of Santa Rosa Water Department crew standby time which was used and the Contractor shall bear the costs incurred by the City of Santa Rosa's Water Department for re-notification of customers.

City of Santa Rosa Water Department crews work a 9/80 schedule. This schedule may prohibit shutdowns for tie-ins on alternating Fridays. After hours work or weekend work may be performed if prior authorization from the Engineer is obtained.

Other than the hours specified in this Invitation for Bids, requests by Contractor for after hours or weekend work is to be avoided whenever possible. Any overtime costs incurred by City for such work shall be borne by Contractor.

Interruption of utilities service to commercial customers shall be coordinated with the customer to minimize disruption to the enterprise to the greatest extent practicable. After notification by the Contractor of the need, the City of Santa Rosa Water Department will contact all commercial customers and inform Contractor accordingly.

**6-4.01C Water Facility Damage:** All damage caused to the City's water system shall be immediately reported to the Engineer.

Damage caused to the City's water system by Contractor's operations shall be repaired by the Contractor at Contractor's sole expense in a manner satisfactory to the City of Santa Rosa Water Department. Such repairs shall not be charged to the City or any City project. All repair work shall be witnessed and approved by the City of Santa Rosa Water Department prior to backfilling the excavation. The City will require re-excavation if backfilling occurs prior to inspection, which costs shall be borne by Contractor.

Contractor is responsible for, at its sole cost and expense, the repair and remediation of damage to property and facilities caused by any of the following circumstances:

- a. Contractor fails to make a written request for a markout or begins excavation without providing the City of Santa Rosa Water Department a reasonable opportunity to mark facilities;

- b. Contractor destroys markouts;
- c. Contractor fails to perform hand digging or probing for utilities near markouts; or
- d. Contractor fails to use reasonable caution, regardless of whether markouts are present or clear. Reasonable caution includes any efforts to avoid damaging existing facilities, such as when excavating in the vicinity of water mains.

City may, in its discretion, opt to make the repairs for which Contractor is responsible with its own forces. In such cases, the repairs will be made at Contractor's expense in accordance with the emergency repair rate schedule of the City of Santa Rosa Water Department. The City may make repairs whenever restoration of service requires extraordinary speed or special equipment. Contractor will be billed accordingly and City shall have the right and option to withhold payment hereunder, or a portion thereof, for any such costs billed but not promptly paid by Contractor.

**6-4.02 Salvage:** All valves, hydrants, and other appurtenances of the water system that are the property of City and removed by Contractor shall be delivered to the City's Municipal Services Center (55 Stony Point Road) unless Contractor has obtained specific written approval from the City of Santa Rosa Water Department to otherwise dispose of the materials.

**6-4.03 Trade Names and Alternatives:** Unless otherwise specified, material and equipment specifications that identify a particular patent, trade name or manufacturer, may be satisfied through substitute materials and equipment accepted by the City. Contractor may offer substitute materials and equipment of equal or better quality to the City. Any such offer shall be made in writing to the Engineer at least four weeks in advance of the time Contractor wishes to order the materials or equipment. Contractor shall include sufficient data which, together with any other information the Engineer may require, will enable the Engineer to determine the acceptability of the materials and equipment. When the substitute materials or equipment necessitate changes to any part of the work, the information shall include drawings and details showing all such changes and Contractor shall perform these changes as a part of any acceptance of substitute materials or equipment. The use of substituted materials and equipment will be permitted only after written acceptance of the materials and equipment by the Engineer. Such acceptance shall not relieve the Contractor from full responsibility for the sufficiency, quality and performance of the substitute materials and equipment.

The City will not, under any circumstances, acknowledge or consider any offers to accept substitute materials or equipment between the dates of public notice of advertisement and the bid opening.

## 7 LEGAL RELATIONS AND RESPONSIBILITY TO THE PUBLIC

**7-1.02A(1) Forfeitures for Health and Safety Violations:** Contractor shall comply with all applicable provisions of the Santa Rosa City Code and any failure to do so shall constitute a breach of the Contract. In the event of any violation of the Santa Rosa City Code that may impact public health and safety, including, but not limited to Chapter 17-12, "Storm Water" and Chapter 13-04, "Street Encroachments," City shall have the right to impose a charge against Contractor in an amount equal to \$500.00 per violation per day. Prior to the imposition of any charge hereunder, City shall first provide a written notice to Contractor of the violation and setting forth a reasonable period of time for Contractor to cure the violation(s). In the event Contractor fails to cure any such violation within the time provided, City shall have the right, in addition to all other rights and remedies available to City, to deduct and withhold as a permanent forfeiture by Contractor the appropriate amounts from any payment otherwise due Contractor under this Contract.

**7-1.02K(2) Wages:** Pursuant to Labor Code sections 1770 *et seq.*, each laborer or mechanic of Contractor or any subcontractor engaged in work on the project under this contract shall be paid not less than the hourly wage rate of per diem wages set forth in the prevailing wage rate schedule published by the Director of Industrial Relations, regardless of any contractual relationship which may be alleged to exist between Contractor or any subcontractor and such laborers and mechanics. A copy of the schedule of prevailing wage rates can be obtained online at [www.dir.ca.gov](http://www.dir.ca.gov) or from the Department of Transportation and Public Works at 69 Stony Circle, Santa Rosa.

Any laborer or mechanic employed to perform work on the public works project under this Contract, which work is not covered by any of the foregoing classifications, shall be paid not less than the prevailing wage rate of per diem wages specified herein for the classification which most nearly corresponds to the work to be performed by the worker.

The foregoing specified prevailing wage rates are minimum rates only, and Contractor may pay any wage rate in excess of the applicable rate.

Pursuant to Labor Code Section 1775, Contractor as a penalty to the owner shall forfeit not more than \$200.00 for each calendar day, or a portion thereof, for each worker paid less than the prevailing wage rate established by the Department of Industrial Relations for such work or craft in which such worker is employed. The difference between such prevailing wage rates and the amount paid to each worker for each calendar day or portion thereof for which the worker was paid less than the prevailing wage rate shall be paid to each worker by Contractor.

Contractor shall only provide prevailing wage reports upon written request from City.

**7-1.02K(4) Apprentices:** Contractor agrees to comply with Chapter 1, Part 7, Division 2, sections 1777.5 *et seq.* of the California Labor Code. These sections require contractors and subcontractors to employ apprentices in apprenticeable occupations in a ratio of not less than one hour of apprentice work for each five hours of journeyman work (unless an exception is granted in accordance with Section 1777.5), and the contractors and subcontractors shall not discriminate among otherwise qualified employees as apprentices solely on the ground of sex, race, religion, creed, national origin, ancestry, or color. Only apprentices as defined in Labor Code section 3077, who are in training under apprenticeship standards and who have written apprentice agreements will be employed on public works in apprenticeable occupations. The responsibility for compliance with these provisions is fixed with the prime contractor for all apprenticeable occupations.



**7-1.02K(6)(a)(1) Notice to Vendors:** Attention is directed to the current OSHA Standards. All equipment, tools and materials which are furnished and/or installed as part of this Contract shall meet or exceed the aforementioned standards in order to be considered acceptable.

**7-1.02K(6)(b) Excavation Safety:** When the digging or excavation occurs during project construction, Contractor shall:

- a. Promptly notify City in writing of the following conditions before any such conditions are disturbed:
  1. Material that the Contractor believes may be hazardous waste as defined in Health and Safety Code section 25117 that is required to be removed to a Class I, Class II or Class III disposal site in accordance with provisions of existing law;
  2. Subsurface or latent physical conditions at the site differing from those indicated in the Invitation for Bids; and
  3. Physical conditions at the site of any unusual nature, materially different from those ordinarily encountered and generally recognized as inherent in the type of work under the Contract.
- b. The City will investigate the conditions and will issue a change order under the terms of the Contract if it finds that the conditions warrant it.
- c. If a dispute arises between City and Contractor as to whether a change order is warranted, Contractor shall not be excused from any scheduled completion date provided for in the Contract, but shall proceed with all work to be performed under the Contract.

**7-1.02K(6)(b)(1) Trench Excavation Safety Plans:** When the estimated cost for the excavation of any trench or trenches five feet or more in depth will exceed \$25,000.00, Contractor shall submit to the Engineer in advance of excavation a detailed plan showing the design of shoring, bracing, sloping or other provisions to be made for worker protection from the hazard of caving ground during the excavation of such trench or trenches. If such plan varies from the shoring system standards established by the construction safety orders, or if the trench is anticipated to be greater than 20 feet, the plan shall be prepared by a registered civil or structural engineer.

A permit to do the above described work shall be obtained from the State of California, Division of Industrial Safety. Proof of such permit shall be submitted to the Engineer prior to starting the trench work.

Full compensation for complying with the provisions of this section shall be considered as included in the Contract price and no additional allowance will be made for the work.

**7-1.02K(6)(d) Confined Space Safety:** Any confined space entry for this project, including but not limited to manhole or water storage tank entry, will require a confined space entry permit pursuant to Cal/OSHA regulations as set forth in title 8 California Code of Regulations (CCR) sections 5157 or 5158. Confined space entry shall have the meaning ascribed in title 8 CCR sections 5157 and 5158. For any confined space entry for construction operations regulated by title 8 CCR section 1502, Contractor shall comply with title 8 CCR section 5158, "Other Confined Space Operations." For any other confined space operations, Contractor shall comply with title 8 CCR section 5157, "Permit-Required Confined Spaces."

Attention is directed to the technical specifications in the Special Provisions for information regarding entry to any City maintained confined space. Pursuant to title 8 CCR section 5157, Contractor is required to obtain any available information regarding hazards and operations for any City maintained confined spaces. The City maintained Confined Space Entry Manual is available

for viewing at the City of Santa Rosa Water Department or Transportation and Public Works Department office at 69 Stony Circle, Santa Rosa.

Contractor shall immediately inform the Engineer of any previously unidentified hazards confronted or created during confined space entry.

**7-1.02L(2)(a) Patents and Royalties:** All fees, royalties, or claims for any patented invention, article, process or method that may be used upon or in any manner connected with the work under this Contract shall be paid by Contractor. Contractor and its sureties shall protect and hold harmless City and its officers, agents, and employees from any and all demands made for such fees royalties or claims brought or made by any third party, and before the final payment is made on the account of the Contract, Contractor shall, if requested by City, furnish acceptable proof of a proper release from all such claims and liabilities.

Should Contractor, its officers, agents, or employees, or any one of them be enjoined from furnishing or using any invention, article, material, or plans supplied or required to be supplied or used under the Contract, Contractor shall promptly substitute other articles, materials, or appliances in lieu thereof of equal efficiency, quality, finish, suitability, and market value, and satisfactory in all respects to the Engineer. In the event that the Engineer elects, in lieu of such substitution, to have supplied and to retain and use any such invention, article, materials, or plans as may be required to be supplied by the Contract, Contractor shall pay such royalties and secure such valid licenses as may be requisite and necessary for City, its officers, agents, and employees, or any one of them to use such invention, article, materials, or appliance without being disturbed or in any way interfered with by any proceeding in law of equity on account thereof. Should Contractor neglect or refuse to make the substitution promptly or to pay such royalties and secure such licenses as may be necessary, then in that event the Engineer shall have the right to make such substitutions or City may pay such royalties and secure such licenses and charge Contractor even though final payment under the Contract may have been made.

**7-1.02M(3) Mined Materials:** California Public Contract Code section 20676 prohibits surface mining operators which are subject to the Surface Mining and Reclamation Act of 1975 (SMARA) from selling California mined construction material to the City unless the operator is identified in a list referred as the **3098 List**. The List, which is maintained by the Department of Conservation's Office of Mine Reclamation (OMR), changes throughout the year and can be viewed at the OMR website: [http://www.consrv.ca.gov/OMR/ab\\_3098\\_list/index.htm](http://www.consrv.ca.gov/OMR/ab_3098_list/index.htm). To confirm whether or not a specific operator is on the List at any given time, Contractor shall call the OMR at (916)323-9198.

**7-1.03A Maintaining Traffic:** Attention is directed to Sections 7-1.04 of the Standard Specifications and to the following modifications thereof.

If construction is within City owned right-of-way, provisions shall be made for the safe passage of public traffic through the work site at all times consistent with the requirements of Santa Rosa City Code Chapter 13-04.

Except for projects to be performed under a minor contract, Contractor shall install and maintain project identification signs at each end of the project or as directed by the Engineer two weeks prior to any construction activity. City shall furnish the appropriate sign panels upon request from Contractor. To mount the sign panels, Contractor shall furnish and install 4" X 4" posts or mount by other appropriate methods as approved by the Engineer. These sign panels shall be returned to the City Corporation Yard at 55 Stony Point Road after completion of the project.

Two weeks prior to any construction activity, advance notice signs for road closures shall be furnished and installed by Contractor at each end of the project and shall remain in place throughout the duration of the subject closure. Details of panel construction and lettering shall be approved by the Engineer.

Contractor shall furnish, install, and maintain at its expense all barricades, signs, lights, and other devices necessary to adequately warn of any obstructions to the traveled and pedestrian way and provide flaggers as necessary for the safety of public traffic and pedestrians and to provide access to property adjacent to the work site and Contractor shall comply with the Americans with Disabilities Act of 1990 (42 U.S.C. 12101, *et seq.*) (ADA) and any regulations and guidelines issued pursuant to the ADA.

Contractor shall comply with the current edition of the California Manual of Uniform Traffic Control Devices (CA MUTCD) for all items related to traffic within the work site.

Rain and other occurrences that may cause the suspension or delay of the work shall in no way relieve Contractor of its responsibility to provide traffic control and public access through the work site as specified herein. At all times, Contractor shall keep at the work site such materials, forces and equipment as may be necessary to keep roads, streets, and driveways within the work site open to traffic and in good repair and shall expedite the passage of such traffic, using such forces and equipment as may be necessary.

Should Contractor fail, in the opinion of the Engineer, to provide all the materials, forces and equipment necessary to maintain traffic through the work site as set forth herein, City may take steps necessary to remedy any such failure, including but not limited to causing such work to be performed and/or suspending any further work under the Contract. Any such remedial cost and expense incurred by the City, plus an administrative charge of 15%, shall be immediately due and payable by Contractor and may be deducted from any amounts owed to Contractor hereunder. In the event there are insufficient sums owed to Contractor hereunder to cover the foregoing costs and charges, City shall have the right to pursue any other remedy to recover the same, including but not limited to, proceeding against any surety or bond in favor of City. City's rights under Section 7-1.02 are intended to be in addition to and not in lieu of any charges imposed by City against Contractor under Section 7-1.02A(1) above for violations of the Santa Rosa City Code.

Contractor shall be responsible for informing emergency response agencies operating within the area of the work of obstructions to either public or private roads caused by reason of Contractor's operations hereunder.

Contractor shall make provisions for the safe passage of pedestrians around the project work site at all times.

## 8 PROSECUTION AND PROGRESS

**8-1.01A Assignments:** Once awarded, this Contract shall not be transferred, assigned, or sub-contracted, except as herein expressly provided without the prior written consent of the City in the City's sole and absolute discretion. See Section 5-1.12 of the Standard Specifications.

**8-1.04B Standard Start:** Contractor shall begin work within ten calendar days after the date authorized in the Notice to Proceed and shall diligently prosecute the Contract to completion before the expiration of:

160 WORKING DAYS

Work may require two dry periods to complete. Work will be suspended October 15, 2019 for the duration of the wet weather period. No working days will be charged during suspension of work. Working days will recommence May 15, 2020. See Section 11-1.011 for work sequencing and constraints.

**8-1.05 Time:** Working days will be counted beginning with the day the Contractor begins work or with the tenth day after the date authorized in the Notice to Proceed, whichever occurs first.

Unless otherwise directed by Engineer, Contractor shall not conduct any activities that generate noise earlier than 7:00 a.m. or later than 7:00 p.m.

**8-1.10 Liquidated Damages:** Contractor hereby agrees that Contractor shall pay to the City of Santa Rosa liquidated damages for each and every calendar day delay over and above the number of working days prescribed above for finishing the work in the amount shown in Section 8-1.10 of the Standard Specifications.

## 9 MEASUREMENT AND PAYMENT

**9-1.04 Force Account Work:** All work done on a force account basis shall be recorded daily on report sheets prepared by Contractor and signed by both the Engineer and Contractor. Such reports shall thereafter be considered the true record of force account work performed during the project. Such reports shall be furnished to the Engineer and a copy retained by Contractor.

All extensions of labor, equipment, and material costs shall be completed by Contractor and submitted to the Engineer within 30 days of the completion of the extra work. Completed and extended extra work reports received later than the times herein prescribed may be deemed invalid and rejected without payment at the discretion of the Engineer.

**9-1.07 Payment Adjustments For Price Index Fluctuations:** Any references to Opt Out of Payment Adjustments for Price Index Fluctuations in the Standard Specifications are deleted in their entirety.

**9-1.16 Progress Payments:** Once each month for progress pay purposes, the City will prepare a written estimate of the total amount of completed work and accepted materials purchased by Contractor but not installed. The City shall retain five percent of such estimated value of the completed work and the unused materials and pay Contractor the balance after deducting all previous payments and all sums to be retained under the provisions of the Contract. No such estimate or payment shall be required to be made when, in the judgment of the Engineer, the work is not proceeding in accordance with the provisions of the Contract or when, in the Engineer's judgment, the total value of the completed work since the last estimate is less than \$500.00. No such estimate or payment shall be construed to be an acceptance of any defective work or improper materials.

After Contract acceptance, the Engineer will prepare a written proposed final estimate of the proposed final quantities of work completed under the Contract and the value of such work and will submit such estimate to Contractor. The City shall retain five percent of such estimated value of the work done and shall pay to Contractor the balance after deducting all amounts to be retained under the provisions of the Contract.

The City may, at its option and at any time, retain out of any amounts due Contractor sums sufficient to cover any unpaid claims of City or others, provided that sworn statements of all non-City claims shall have been filed with the Director of Finance.

**9-1.16B - Schedule of Values:** The apparent three lowest bidders shall submit a Schedule of Values (SOV) for the project within 24 hours after bid opening. The SOV shall include each item of work necessary to provide all labor, materials, tools and equipment for performing all the work shown on the plans. The quantities and values for each item shall be included in the SOV and submitted to the Engineer in original hardcopy and in a digital format approved by the City.

No adjustment in compensation will be made in the contract lump sum price paid for the various work items due to differences between the quantities shown in the SOV furnished by the Contractor and the quantities required to complete the work as shown on the plans and as specified in these specifications and the special provisions. The sum of the amounts for the units of work listed in the schedule of values for items of work shall be equal to the contract lump sum price bid for the work. Overhead, profit, bond premium, temporary construction facilities and plant, and costs related to General Requirements shall be included in each individual unit listed in the SOV.

At the Engineer's discretion, the approved SOV may be used to determine partial payments during the progress of the work and as the basis of calculating the adjustment in compensation for the item

or items due to changes ordered by the Engineer. When an ordered change increases or decreases the quantities of an approved SOV, the adjustment in compensation may be determined, at the Engineer's discretion, in the same manner specified for increases and decreases in the quantity of a contract item of work in Section 4-1.038, "Increased or Decreased Quantities." The Schedule of Values shall include, at a minimum, the following details:

Work Item 1. General Electrical Work

Work Item 2. Variable Frequency Drive Work

**9-1.16E(6) Substitution of Securities for Withheld Amounts:** Pursuant to Public Contract Code section 22300, securities may be substituted for any moneys withheld by City to ensure performance under this Contract, provided that substitution of securities provisions shall not be required in contracts in which there will be financing provided by the Farmer's Home Administration of the United States Department of Agriculture pursuant to the Consolidated Farm and Rural Development Act (7 USC sections 1921 *et seq.*), and where federal regulations or policies or both do not allow the substitution of securities. At the request and expense of Contractor, securities equivalent to the amount withheld shall be deposited with the City, or with a state or federally chartered bank as the escrow agent, which shall then pay such moneys to Contractor. The Director of Finance is authorized to execute substitution of securities agreements on behalf of the City. The City will return the securities to Contractor upon satisfactory completion of the Contract as determined by City in its sole discretion and the resolution of all outstanding claims against the securities. Contractor shall be the beneficial owner of any securities substituted for moneys withheld and shall receive any interest thereon.

Securities eligible for investment under this section shall include those listed in Government Code section 16430, bank or savings and loan certificates of deposit, interest bearing demand deposit accounts, standby letters of credit or any other security mutually agreed to by Contractor and the City, provided that the substituted security is equal to or not less than five percent of the Contract amount.

Security substitutions must be submitted by Contractor and approved by City prior to the time of the first progress payment to be made under the Contract. No other method of substituting securities for retention will be accepted. The security substitution shall be done only upon execution of an agreement satisfactory to City which includes the following provisions:

- a. The amount of securities to be deposited;
- b. The terms and conditions of conversion to cash in case of the default of Contractor;  
and
- c. The procedure for return of securities upon completion of the Contract.

**9-1.17D Final Payment and Claims:** The processing of payment of the final estimate shall not be commenced less than 35 days after the date of recording of the Notice of Completion with the County Recorder's Office. Contractor is advised that it takes approximately ten days for a check to be issued following a request for payment.

Contractor shall submit its written statement of all claims for additional compensation under the Contract to the Engineer within 15 days after submission to Contractor of the proposed final estimate.

If Contractor does not file a claim within the 15 day period, or upon Contractor's approval, the Engineer will issue a final written estimate and the City shall pay to Contractor the entire sum due after deducting all previous payments, if any, and all amounts to be retained under the provisions of the Contract.

If Contractor files a claim within the 15 day period, the Engineer will furnish a semi-final estimate and pay the amount due under the semi-final estimate within 30 days. The semi-final estimate is conclusive as to the amount payable except as may be affected by claims and any amount retained. The Engineer shall then consider and investigate such claim, and shall make such revision in the final quantities as the Engineer may find to be due, and shall then make and issue a final written estimate. The City will pay the amount due, after deducting all previous payments, if any, and amounts to be retained under the provisions of the Contract.

Any and all prior partial estimates and payments shall be subject to correction in the final estimate and payment.

The final estimate shall be conclusive and binding against both parties to the Contract on all questions relating to the performance of the Contract and the amount of work done thereunder and compensation therefor, except in the case of gross error.

**9-1.17D(3) Final Determination of Claims:** Claims filed by Contractor shall be in sufficient detail to enable the Engineer to determine the basis and amount of the Claims. Contractor shall also furnish reasonable documentation to the City to support Claims. If additional information is required by the Engineer, Contractor shall provide such information to the Engineer no later than the 15<sup>th</sup> day after receipt of the written request from the Engineer. If the 15<sup>th</sup> day falls on a weekend, holiday, or day City offices are closed, then the information shall be provided to the Engineer no later than close of the next business day. Failure to submit the requested information to the Engineer within the time specified will be sufficient cause for denying the Claim.

Contractor shall keep full and complete records of the costs and additional time incurred for any work for which a claim for additional compensation is made. The Engineer or any designated Claim investigator or auditor shall have access to those records and any other records as may be reasonably required by the Engineer to determine the facts or contentions in each Claim. Failure to grant access to such records shall be sufficient cause for denying the Claims.

**9-1.22 Arbitration:** Any references to Arbitration in the Standard Specifications are deleted in their entirety.

Claims submitted by Contractor shall be accompanied by a notarized certificate containing the following language:

Under the penalty of law for perjury or falsification and with specific reference to the California False Claims Act, Government Code sections 12650 *et seq.*, the undersigned,

\_\_\_\_\_,  
(Name)

\_\_\_\_\_ of  
(Title)

\_\_\_\_\_  
(Contractor)

hereby certifies that the claim for additional compensation made herein is supported by a true statement of the actual costs incurred and time expended on this project, and is fully documented by records maintained by Contractor.

Dated \_\_\_\_\_

/s/ \_\_\_\_\_

Subscribed and sworn before me this \_\_\_\_\_ day of

\_\_\_\_\_

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

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

Failure to submit the notarized certificate will be sufficient cause for denying the claim.

Any claim for overhead expenses, in addition to being certified as stated above, shall be supported by an audit report of an independent Certified Public Accountant. Any such overhead claim shall also be subject to audit by the City at its discretion.

Any costs or expenses incurred by the City in reviewing or auditing any claims that are not supported by Contractor's cost accounting or other records shall be deemed to be damages incurred by the City within the meaning of the California False Claims Act.





**TECHNICAL SPECIFICATIONS**

**FOR**

**LAGUNA TREATMENT PLANT**  
**PRIMARY INFLUENT PUMP DRIVE REPLACEMENT**

**CONTRACT No. C02051**



**JANUARY 2019**

## **SECTION 10**

### **GENERAL CONSTRUCTION**

**10-3 Mobilization:** Mobilization shall conform to Section 9-1.16D(2) of the Standard Specifications, and any modifications herein.

Mobilization shall include the obtaining of all permits; moving onto the site of all equipment and materials; and other construction facilities as required for the proper performance and completion of the work. Mobilization shall include demobilization as defined herein.

Mobilization shall include but not be limited to the following principal items:

1. Preparation of Contract by the Contractor.
2. Completion of all tasks and submittal of all documents (bonds, insurance, schedule, etc.) required as conditions of issuing the Notice to Proceed.
3. Obtaining all required permits.
4. Installation of project identification signs per Section 7-1.03A of these Special Provisions. The Contractor shall consult with the Engineer for placement.
5. Installing temporary construction water supply, power, wiring, and lighting facilities, as required at individual sites.
6. Providing field office trailers if needed by the Contractor.
7. Moving onto the site(s) of all Contractor's equipment required for operations.
8. Having all OSHA required notices and establishment of safety programs.
9. Attendance at Pre-Construction Conference of Contractor's principal construction personnel.

Demobilization shall include, but not limited to, removal of all equipment, unused materials, all temporary utilities, job trailers and all temporary communication facilities.

**10-8 Payment: Mobilization** shall be considered as included in the contract prices paid for in **various contract items** of work involved and no additional compensation will be made therefor.

## **SECTION 11 WORK**

### **RESTRICTIONS**

#### **11-1 GENERAL**

##### **11-1.01 SUMMARY**

- A. Section includes: Requirements for sequencing and scheduling the Work affected by existing site and facility, work restrictions, and coordination between construction operations and plant operations.

The Contract Documents are complementary; what is called for by one is as binding as if called for by all.

It is the Contractor's responsibility for scheduling and coordinating the Work of subcontractors, suppliers, and other individuals or entities performing or furnishing any of Contractor's Work.

##### **11-1.02 SUBMITTALS**

- A. Baseline Schedule with Shutdown Request Procedure (SRP) tasks.
- B. SRP Form.
- C. SRP Log.
- D. Progress Schedule with SRP tasks.

##### **11-1.03 GENERAL CONSTRAINTS ON SEQUENCE AND SCHEDULING OF WORK**

- A. Wastewater projects:
  - 1. The Laguna Treatment Plant (LTP) is the City of Santa Rosa's only means of treating domestic and industrial wastewater prior to discharging to reuse system or surface discharge. Impairing the operational capabilities of this treatment plant will result in serious environmental damage and monetary fines.
  - 2. Conduct Work in a manner that will not impair the operational capabilities of essential elements of the treatment process or reduce the capacity of the entire treatment plant below levels sufficient to treat the quality of raw wastewater to the water quality limitations specified in the discharge permit.

3. The status of the treatment plant shall be defined as "operational" when it is capable of treating the entire quantity of wastewater received to the water quality limits specified in the discharge permit.
- B. Work sequence and constraints:
1. Utilize description of critical events in work sequence in this Section as a guideline for scheduling and undertaking the Work.
  2. Work sequence and constraints presented do not include all items affecting completion of the Work, but are intended to describe critical events necessary to minimize disruption of the existing facilities and to ensure compliance with National Pollutant Discharge Elimination System permit requirements.
- C. Dry weather is defined as May 15 to October 15 each year.

#### **11-1.04 SHUTDOWN AND CONSTRUCTION CONSTRAINTS**

- A. General shutdown constraints:
1. Execute the Work while the existing facility is in operation.
  2. Provide thorough advanced planning, including having required equipment, materials, and labor on hand at time of shutdown.
  3. Final determination of the permitting of shutdowns will be the sole judgment of the Engineer.
  4. Engineer maintains the ability to abort on the day of the scheduled shutdown.
- B. Unit process availability work limitations:
1. Shutdowns and tie-ins or other activities that disrupt plant operations are prohibited unless the following unit process availability conditions exist and unless otherwise approved in writing by the Engineer.
  2. At a minimum, the following facilities must be in service in order to proceed with a scheduled shutdown:
    - a. Minimum of two headworks pumps shall be in use or available for use, either in North or the South headworks.
- C. Process area construction constraints:
1. The following sequences and constraints shall be observed while working in and around each of the following process areas:
    - a. High Strength Receiving Facility:
      - 1) Maintain access for the equipment to be operated.
    - b. Leachate and runoff disposal to the existing emergency holding basin may be conducted by City crews, including the use of tanker trucks that may utilize roadways adjacent to the project work area.
    - c. Material hauling operations:
      - 1) Chemical deliveries may be made to the existing ferric chloride system, located to the North of the project work area.
      - 2) Chemical deliveries to the existing high strength receiving facility.

#### **11-1.05 SHUTDOWN REQUEST PROCEDURE (SRP)**

- A. SRP Instructions: See Appendix A.
- B. Prepare SRP for the following conditions:

1. Shutdowns, diversions, and tie-ins to the existing facility.
  2. Process start-up activities.
- C. Other Work not specifically listed may require SRPs as determined necessary by the Contractor, or Engineer.
- D. Submit Baseline Schedule, , with proposed SRPs.
- E. Submit SRP Log at construction progress meetings.
- F. No consideration will be given to claims of additional time and cost associated to preparing SRPs required by the Engineer to complete this work in a manner that facilitates proper operation of the facility and compliance with effluent discharge criteria.

**11-1.06 COMPLIANCE WITH NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMIT**

- A. The existing facility is operating under the terms of a National Pollutant Discharge Elimination System permit issued by the Regional Water Quality Control Board. This permit specifies the water quality limits that the plant must meet prior to discharge of effluent. A copy of the existing permit is on file for review at the treatment plant administrative office.
- B. Perform work in a manner that will not prevent the existing facility from achieving the finished water quality requirements established by regulations.

**11-1.07 REQUIREMENTS FOR OPERATION OF PLANT AND MAINTAINING CONTINUOUS OPERATION OF EXISTING FACILITIES**

- A. Facilities or conditions required to keep the existing plant operational include, but are not limited to, the following:
1. Electrical power including transformers, distribution wiring, and motor control centers.
  2. Piping for conveyance of wastewater, chemical or water.
  3. Chemical storage, metering, conveyance, and control facilities.
  4. Plant water system.
  5. Plant air.
  6. Laboratory facilities.
  7. Office, toilets, and washrooms.
  8. Fencing and gates.
  9. Lighting.
  10. Heating, ventilation, and air conditioning.
  11. Instrumentation, meters, controls, and telemetry equipment.
  12. Safety equipment and features.

13. Parking for Engineer employees and vehicles required for operation and maintenance of the plant.
14. Storm drainage.
15. Potable Water.
16. Natural gas service.
17. Sludge hauling trucks.
18. Chemical delivery truck.

- B. Plant shall be continuously operational during construction.

#### **11-1.08 OPERATIONS AND MAINTENANCE ACCESS**

- A. Provide safe, continuous access to process control equipment for plant operations personnel.

#### **11-1.09 COORDINATION OF WORK**

- A. Maintain overall coordination of the Work.
- B. Obtain construction schedules from subcontractors and suppliers, and assume responsibility for correctness.
- C. Incorporate schedules from subcontractors and suppliers into Progress Schedule to plan for and comply with sequencing constraints.

#### **11-1.010 WORK BY OTHERS**

- A. Where proper execution of the Work depends upon work by others, inspect and promptly report discrepancies and defects.

#### **11-1.011 WORK SEQUENCE AND CONSTRAINTS**

- A. General:  
The Suggested Work Sequence and Constraints presented herein do not necessarily include all items affecting the completion of the Work but are intended to describe in general the critical events necessary to minimize disruptions of the existing facilities and to ensure compliance with the NPDES permit requirements. Utilize the description of critical events in the Work Sequence and Constraints in this Section as a guideline for scheduling and completing the Work. Additional Constraints may be imposed during the Work depending on Contractor's sequence of work.
  1. Unless noted otherwise or as determined by the Engineer, the term "Substantially Complete" referenced in this Section for any item shall be defined as when structural, mechanical, HVAC, electrical, instrumentation, and other incidental Work necessary to render that item of Work complete and ready for operation by the Engineer at the Engineer's discretion.
  2. Unless indicated otherwise, provide 14 days written notice, 3 days written confirmation, and a 24-hour final written notice to the Engineer for review and acceptance prior to beginning demolition of each piece of equipment:
    - a. The 3 days written confirmation shall be accompanied with a completed Shutdown Request Form (Appendix A) to be filled out by the Contractor.
    - b. The 24-hour final written notice shall also identify any major deviations, if

any, to the Shutdown Request. Major deviations that cannot be reasonably accommodated by Engineer may result in denial of the Shutdown Request, and any costs associated with delays that occur as a result of this denial shall be borne solely by the Contractor.

**B. Key Project Elements – Sequence Constraints:**

1. Contractor shall submit a construction plan and sequence with the preliminary schedule submittal that follows the constraints outlined herein. Plan and sequence shall be submitted within 2 weeks of Notice to Proceed, review by Engineer shall be shown as 2 weeks in schedule and accepted prior to the start of any work.
2. South Headworks:
  - a. When the South Headworks is taken offline for maintenance during the dry weather period, the three VFDs associated with the South Headworks pumps shall be removed by the Contractor and stored intact until the new VFDs have been installed and accepted by the City. Install three new VFDs per the Contract Documents.
  - b. After the South Headworks VFDs are installed and the associated pumps are back online, Contractor shall wait 30 days for testing new VFDs.
3. North Headworks:
  - a. When South Headworks VFDs have been tested and accepted by the City, Contractor shall commence work on North Headworks.
  - b. When the North Headworks is taken offline for maintenance during the dry weather period, the three VFDs associated with the North Headworks pumps shall be removed by the Contractor and stored intact until the new VFDs have been installed and accepted by the City. Install three new VFDs per the Contract Documents.
4. Installation, associated electrical work, testing of VFDs, demobilization, and reinstatement of the headworks to operational capacity shall occur only in the dry weather period.

**11-2 PRODUCTS**

Not Used.

**11-3 EXECUTION**

Not Used.

END OF SECTION

## SECTION 121

### NOTIFICATION

**121-1.01:** The Contractor shall notify the Engineer of any work to be performed on any given work day either on the afternoon of the prior working day or before 8:30 a.m. on the given working day. Any work completed for which the Engineer has not received prior notification of its scheduling MAY NOT BE ACCEPTED FOR PAYMENT.

Prior to mobilization to the site, and any time City Operations personnel are needed for more than a four hour period, the Contractor shall notify the City in writing **a minimum of ten working days** in advance to provide the City Operations personnel time to make sewer system and/or crew scheduling adjustments.

**121-1.02: Contractor Submittals General:** Within fifteen (15) days following Notice to Proceed, the Contractor shall submit to the Engineer for approval all material that you propose to furnish and install, this list shall include all material suppliers, mix designs, mechanical equipment, and electrical equipment proposed for use on the project. If applicable, the list shall be complete as to name of the manufacturer, size and catalog number, and shall be supplemented by such other data as may be required, including detailed scale drawings, and manufacturer's cut sheets.

Provide one (1) electronic copy of the above data submittal to the Engineer for checking and/or approval. Each submittal package shall have a cover page stating the following: Project name, contract number, the sequential submittal number, and a table of contents for the rest of the package. Each attached page shall be sequentially numbered. It is acceptable to provide the submittal data in multiple submittal packages. Submittal package shall be completely rejected if cover page and page numbering is not followed.

**121-3.01 Payment:** Full compensation for conforming to the provisions of this section shall be considered as included in the prices paid for the various contract items of work involved and no additional compensation will be allowed therefor.



## **SECTION 124**

### **MATERIAL RECYCLING**

**124-1.01 Description:** The Contractor shall dispose of all portland cement concrete and asphalt concrete, generated from removal or demolition activities on the project, at a recycler for these materials. The Contractor shall provide receipts verifying delivery and approximate quantity (in tons) of the material delivered to a material recycler.

All other excess materials from the project shall become the property of the Contractor and shall be disposed of by him, at his expense.

**124-1.02 Payment:** Full compensation for material recycling as specified herein shall be considered as included in the contract prices paid for various items of work, and no additional compensation will be allowed therefor.

[Version: 4/14/09]

# **SECTION 201**

## **ELECTRICAL SYSTEMS**

### **201-1 GENERAL**

#### **201-1.01 SCOPE OF WORK**

- A. The Contractor shall install, ready for use, the electrical system as specified herein and shown on the Project Plans. This document describes the function and operation of the system and particular components, but does not necessarily describe all necessary devices. All components and devices shall be furnished and installed as necessary to provide a complete operable and reliable system for accomplishing the functions and meeting the performance set forth hereinafter.
- B. Furnish all required labor, materials, project equipment, tools, construction equipment, safety equipment, transportation, test equipment, incidentals and services to provide a complete and operational electrical system as shown on the Electrical-Series (E-Series) Project Plans, included in these Special Provisions, or necessary for fully operating facility.
- C. Erect all electrical equipment not definitely stated to be erected by others, furnish and install conduit, wire and cable and make connections required to place all equipment in complete operation.
- D. A pre-bid site visit is required to accomplished the following:
  - 1. Thoroughly examine existing conditions before submitting their bid proposal to perform any work. Compare site conditions with data given on the Project Plans or in these Special Provisions. No allowance shall be made for any additional costs incurred by the Contractor due to their failure to have examined the site or to have failed to report any discrepancies to the Engineer prior to bid.
  - 2. It is the Contractor's responsibility to be fully familiar with the existing utility locations, conditions and local requirements and regulations.
  - 3. Verify all measurements and conditions and shall be responsible for the correctness of same. No extra compensation will be allowed because of differences between work shown on the Project Plans and measurements at the site.
- E. Deviations to locations and conduit routing, as shown on the Project Plans, must first be approved by the Engineer.
  - 1. All plan deviations made by the Contractor shall be reflected on the Contractor supplied "Record Drawings."
  - 2. All engineering, drafting, and clerical expenses associated with updating the Record Drawings due to any major unauthorized changes shall be the responsibility of the Contractor and will be deducted from the Contract.
- F. The major areas in the scope of work as illustrated on Project Plans, which includes both the furnishing and installation are:
  - 1. Relocating existing wire, conduits and pullboxes.

2. Conduits and the field interconnection wiring between the Control Panels, instrumentation, etc. and equipment provided under all other Divisions.
  3. Provide all necessary conduits, junction boxes, grounding system, field interconnection wiring, hardware, fittings, and devices to connect the designated equipment and wiring.
  4. Supports for electrical and instrumentation equipment.
  5. Remove and dispose of all excess materials from site work.
- G. Existing site is limited in space. It is the Contractor's responsibility to provide an electrical and instrumentation package to fit in the allocated space.
- H. Contractor shall field verify existing conditions as required to complete the project.
- I. It is the Contractor's responsibility for obtaining variable frequency drive configuration software, manuals and disks necessary for the Contractor to program and configure the variable frequency drive system.
- J. This section of the Special Provisions incorporate specific equipment and devices that are preferred by the City because of their serviceability, to match existing equipment, because of the local availability of labor, parts and materials, or because of the ability of the City to umbrella the equipment under existing maintenance contracts.
- K. All electrical work shall conform with the National Electric Code (NEC) 2014 issue. Nothing on the Plans or in these Special Provisions shall be construed to permit work or materials not conforming to these codes and standards.

## **201-1.02 CODES AND STANDARDS**

- A. All electrical/instrumentation equipment and materials, including installation and testing, shall conform to the following applicable codes and standards:
1. ANSI - American National Standards Institute, Inc.
  2. EIA - Electronics Industries Association.
  3. ETL - Electrical Testing Laboratories.
  4. FM - Factory Mutual.
  5. IEEE - Institute of Electrical and Electronics Engineers.
  6. ICEA - Insulated Power Cable Engineers' Association.
  7. ISA - International Society of Automation (ISA) Standards (formerly Instrument Society of America).
  8. NEC - National Electrical Code, 2014 Edition.
  9. NEMA - National Electrical Manufacturers Association.
  10. NETA - Acceptance Testing Specifications for Electrical Power Distribution Equipment and Systems, International Electrical Testing Association.
  11. NFPA - National Fire Protection Association & NFPA 70E & NFPA 820
  12. OSHA - Occupational Safety and Health Act Standards.

13. UL - Underwriter's Laboratories, Inc.

- B. The revisions of these codes and standards in effect on the date of issuance of the Contract Documents shall apply.
- C. Codes and standards referenced shall be considered minimum acceptable work.
- D. In instances where two or more codes are at variance, the most restrictive requirements shall apply.
- E. Nothing on the Project Plans or in these Special Provisions shall be construed to permit work or materials not conforming to the preceding codes and standards.
- F. All work shall also be performed in accordance with the State, County, City, and local Utility standards and codes.
- G. The Contractor shall furnish without extra charge any additional material and labor which may be required for compliance with these codes and standards, even though the work is not explicitly mentioned in these Special Provisions or shown on the E- Series Project Plans.
- H. Amperage listed on the Project Plan single-line drawings for motors are per NEC Table 430.250 and may not necessarily match that of the equipment supplied. It is the electrical system supplier and Contractor's responsibility to furnish equipment sized for the motors supplied for this project at no additional cost.

#### **201-1.03 RELATED WORK IN OTHER SECTIONS**

- A. Provide an electrical system that interfaces to work performed under other Mechanical and Equipment Sections of these Special Provisions.
- B. The following is part of Electrical Section:
  - 1. Section 205 – Variable Frequency Drives

#### **201-1.04 ELECTRICAL CONTRACTOR QUALIFICATIONS**

- A. It is the intent of this Division that the complete responsibility for management and installation of the electrical and instrumentation required for this project be by a qualified Electrical Contractor. This responsibility includes, but not limited to, supervision and coordination of work performed by all suppliers of Electrical Section.
- B. Uncertified electricians shall not perform electrical work for which certification is required per Labor Code Section 3099. Electricians shall be required to carry proof of certification on their person at all times. Electricians found on the jobsite without proof of certification will be asked to leave, prohibited from working on-site until proof of certification has been provided and may be reported to the Contractors State License Board (CSLB).

- C. Contractor shall be a licensed Electrical Contractor and submit the proposed System Supplier with a complete set of bid documents that will be used on this project.
- D. If the Contractor and System Supplier listed in bid documents are deemed not qualified by the City, they will have their bid rejected at the City's sole discretion and the next qualified bidder selected.
- E. The Electrical Contractor shall meet the following minimum qualifications:
  - 1. Has a current C-10 Electrical Subcontractor's License.
  - 2. Has regularly engaged in similar electrical contracting for the Municipal Water and Wastewater Industry.
  - 3. Has successfully performed work of similar or greater complexity on at least two previous projects under one company name and under the present company name.
  - 4. Has all persons performing work as electricians certified by the California Apprenticeship Council per California Labor Code Section 3099.
  - 5. Has been actively engaged in the type of electrical and instrumentation work specified in this Division for a minimum of two years.

#### **201-1.05 SYSTEM SUPPLIER QUALIFICATIONS**

##### **A. General:**

- 1. It is the intent of this Section that complete responsibility in the supplying of the VFDs, and other equipment required for this project be supplied by a single System Supplier. This responsibility includes, but not limited to, all work necessary to select, furnish, program, supervise installation, calibrate, and place into operation all work specified herein and shown on the Project Plans.

#### **201-1.06 CONTRACT DOCUMENTS**

- A. The Project Plans and these Special Provisions are intended to be descriptive of the type of electrical system to be provided; any error or omissions of detail in either shall not relieve the Contractor from the obligations thereunder to install in correct detail any and all materials necessary for a complete operational system, at no additional cost.
- B. The Project Plans are generally diagrammatic; exact locations of existing equipment and proposed location for new electrical products shall be verified in the field with the Engineer. Except where special details on drawings are used to illustrate the method of installation of a particular piece or type of equipment or materials, the requirements or descriptions in this Section shall take precedence in the event of conflict.
- C. The Project Plan Electrical elementary, elevation and one-line diagrams are the basis of the electrical system to be provided and are for reference only. It is the Contractor's responsibility to adjust and make minor revisions to the diagrams as necessary for operational system at no additional cost to the City. Additional isolators, relays, wiring, terminal blocks, and appurtenances, shall be provided for an operation system at no additional cost to the City.

- D. Location of equipment, inserts, anchors, panels, pull boxes, conduits, stub-ups, and fittings for the electrical system are to be determined by the Contractor and Engineer at time of installation. Contractor shall make minor adjustments to locations of electrical equipment required by existing conditions and coordination with other trades at no additional cost to City.
- E. Electrical & instrumentation, conduit & wire lengths shown on Project Plans are approximate. The Contractor is responsible for determining actual lengths for bidding and installation purposes.
- F. The Contractor shall examine the architectural, mechanical, structural, civil, electrical and instrumentation equipment provided under other Sections of these Special Provisions in order to determine the exact routing and final terminations for all conduits and cables. The exact locations and routing of cables and conduits shall be governed by structural conditions, physical interferences, and the physical location of wire terminations on equipment. Conduits shall be stubbed up as near as possible to equipment.
- G. All equipment shall be installed and located so that it can be readily accessed for operation and maintenance. The Engineer reserves the right to require minor changes in location of equipment, without incurring any additional costs.
- H. Provide means to furnish equipment and accessories, do the installation, complete connections, submit documentation, perform start-up, and be responsible for the warranty.
- I. Where conduits are shown as "home runs" on the Project Plans or stated to be furnished, but not explicitly shown, as part of the scope of work; the Contractor shall provide all fittings, boxes, wiring, etc. as required for completion of the raceway system in compliance with the NEC and the applicable specifications of these Special Provisions.
- J. No changes from the Project Plans or these Special Provisions shall be made without written approval of the Engineer. Should there be a need to deviate from the Project Plans or these Special Provisions, submit written details and reasons for all changes to the Engineer for favorable review.
- K. When existing conduits are to be used, it is the Electrical Contractor's responsibility to verify conduit size and routing. This includes all potholing or other location methods. Existing conductors and conduits damaged by Contractor during construction shall be repaired or replaced at no cost to City.
- L. The Contractor shall coordinate with other Suppliers on the project for a complete and operable system.
- M. It is the Contractor's responsibility for obtaining VFD configuration software, programming cables, manuals and disks necessary for the Contractor to program and configure the VFD's. All software, programming cables and manuals shall be licensed and turned over to the City following construction.

- N. The Electrical Contractor shall maintain a separate set of neatly and accurately marked set of Record Documents, consisting of spreadsheets, Special Provisions, and full size red-lined Electrical (E-Series) Project Plans.
1. These documents are to be used specifically for recording the as built locations and layout of all electrical and instrumentation equipment, routing of raceways, junction and pull boxes, and other diagram or document changes.
  2. These Record documents shall be kept up-to-date during the progress of the job, with all "change orders", submittal modifications, and construction changes shown and stamped with "As-Built" at end of job.
  3. These Record documents shall not be used for daily construction use and shall not contain any mark-ups that are unrelated to as-built corrections.
  4. The following lists the record documents shall be as-built by Electrical Contractor:
    - a. E-Series Project Plans.
  5. Record documents shall be kept current weekly with all "change orders", submittal modifications, and construction changes shown. Record Documents shall be subject to the inspection by the Engineer at all times, progress payments or portions thereof may be withheld if Record Documents are not accurate or current.
  6. When documents are changed, they shall be marked with erasable colored pencils using the following coloring scheme:
    - a. Additions - red
    - b. Deletions - green
    - c. Comments - blue
    - d. Dimensions – black
  7. Show the following on the Electrical (E-Series) Record Project Plans by dimension from readily obtained base lines:
    - a. Exact location, type and function of electrical equipment and devices.
    - b. Precise routing and locations of conduits, pullboxes, junction boxes, and appurtenances that make-up the raceway system.
    - c. Show the dimensions, location and routing of electrical work, which will become permanently concealed.
    - d. Show complete routing and sizing of any significant revisions to the systems shown.
  8. Prior to acceptance of the work, the Contractor shall deliver to the Engineer one set of record full size Project Plans neatly marked accurately showing the information required above.

#### **201-1.07 COORDINATION**

- A. The Contractor shall coordinate the electrical work with the other trades, code authorities, utilities, and the Engineer; with due regard to their work, and towards promotion of a rapid completion of the project. If any cooperative work must be altered due to lack of proper supervision of such, or failure to make proper provisions, then the Contractor shall bear expense of such changes as necessary to be made in work of others.
- B. Manufacturer's directions and instructions shall be followed in all cases where such is not shown on the Project Plans or indicated in these Special Provisions.

- C. The Contractor shall coordinate with the City, Engineer, and System Supplier to test the entire system.
- D. The Contractor shall schedule all the required work with the City, including each shutdown period as indicated in Section 121 of these Special Provisions. Each shutdown shall be implemented to minimize disruption of the existing operations. The work to be provided under this Contract shall not disrupt any of the existing operations without prior approval.
  - 1. Contractor shall make provisions for portable generators and automatic transfer switches when areas of the headworks will be without power.
  - 2. The City reserves the right to delay, change, or modify any shutdown at any time, at no additional cost to the City, when the risk of such a shutdown would jeopardize the operation of system.
  - 3. Contractor is advised that during change out of existing VFDs, demolition of existing conduits, installation of new conduits, etc., Contractor is responsible to keep unaffected VFD's and their associated equipment running for all necessary station operation.
- E. The Contractor shall cease work at any particular point, temporarily, and transfer his operations to such portions of work as directed, when in the judgment of the Engineer it is necessary to do so.
- F. Prior to commencing construction, the Contractor shall arrange a conference with the Contractor, System Supplier, Engineer & City as well as all equipment and system suppliers vital to the current phase of work. During the meeting, the equipment supplier shall verify types, sizes, locations, installation requirements, controls and diagrams of all equipment furnished. The Equipment and System Suppliers shall, in writing, inform the Engineer that all phases of coordination of this equipment have been covered and if there are any unusual conditions, they shall be enumerated at this time.

#### **201-1.08 SUPERVISION**

- A. The Contractor shall schedule all activities, manage all technical aspects of the project, coordinate submittals and drawings, and attend all project meetings associated with the electrical work.
- B. The Contractor shall supervise all electrical work, from the beginning to completion and final acceptance.
- C. The Contractor shall supervise and coordinate all electrical work to ensure each phase of the project, submittal, delivery, installation, and acceptance testing, etc. is completed within the allowable scheduled time frames.
- D. The Contractor shall be responsible for obtaining, preparing, completing, and furnishing all paper work specified in this Section; which shall include transmittals, submittals, forms, documents, manuals, instructions, and procedures.



### **201-1.09 INSPECTIONS**

- A. All work or materials covered by the Project Plans and these Special Provisions shall be subject to inspection at any and all times by the Engineer. If any material does not conform to the Project Plans and Special Provisions, or does not have a favorably reviewed submittal status; then the Contractor shall, within one days after being notified by the Engineer, remove said material from the premises; and if said material has been installed, the entire expense of removing and replacing same, including any cutting and patching that may be necessary, shall be borne by the Contractor.
- B. Work shall not be closed in or covered over before inspection and approval by the Engineer. All costs associated with uncovering and making repairs where non-inspected work has been performed shall be borne by the Contractor.
- C. The Contractor shall cooperate with the Engineer and provide assistance at all times for the inspection of the electrical system under this Contract. The Contractor shall remove covers, provide access, operate equipment, and perform other reasonable work that, in the opinion of the Engineer, will be necessary to determine the quality and adequacy of the work.
- D. Before request for final inspection is made, the Contractor shall submit to the Engineer in writing, a statement that the Contractor has made his own thorough inspection of the entire project enumerating punch list items not complete and that the installation and testing is complete and in conformance with the requirements of this Section.

### **201-1.10 JOB CONDITIONS**

- A. The Contractor shall make all arrangements and pay the costs thereof for temporary services required during construction of the project, such as temporary electrical power and telephone service. Upon completion of the project, remove all temporary services, equipment, material and wiring from the site as the property of the Contractor.
- B. The Contractor shall provide adequate protection for all equipment and materials during shipment, storage and construction. Equipment and materials shall be completely covered with two layers of plastic and set on cribbing six inches above grade so that they are protected from weather, wind, dust, water, or construction operations. Equipment shall not be stored outdoors without the approval of the Engineer. Where equipment is stored or installed in moist areas, such as unheated buildings, etc., provide an acceptable means to prevent moisture damage, such as a uniformly distributed heat source to prevent condensation.
- C. The normal outdoor, not in direct sunlight, ambient temperature range of the job site will vary between 0 to 110 degrees Fahrenheit. All equipment shall be rated to operate in these temperature ranges or provisions for adequate heating and cooling shall be installed, at no additional cost to City.
- D. Contractor shall be responsible for securing all materials and equipment against theft and vandalism for the duration of the project.
- E. Contractor & Subcontractors shall utilize temporary services during construction of the project.

## **201-1.11 SUBMITTAL AND DRAWING REQUIREMENTS**

- A. Electrical submittals shall be submitted by the Contractor for review by the Engineer per this subsection. They shall be complete giving all details of connections, wiring, instruments, enclosures, materials and dimensions. Standard sales literature will not be acceptable.
- B. A copy of the appropriate Specification Sections, with addendum updates included and with each paragraph check-marked to indicate specification compliance or marked to indicate requested deviations from specification requirements.
  - 1. Check marks (✓) shall denote full compliance with a paragraph as a whole. If deviations from these Special Provisions are indicated and, therefore, requested by the Contractor, each deviation shall be underlined and denoted by a unique number in the margin to the right of the identified paragraph. The remaining portions of the paragraph not underlined will signify compliance on the part of the Contractor with these Special Provisions.
  - 2. The submittal shall be accompanied by a detailed, written justification for each numbered item explaining variance or non-compliance with these Special Provisions.
  - 3. Failure to include a copy of the marked-up specification sections, along with justification(s) for any requested deviations to the specification requirements, with the submittal shall be sufficient cause for rejection of the entire submittal with no review.
- C. The electrical submittals shall include but not be limited to data sheets and drawings for each product together with the technical bulletin or brochure. No FAX copies of documents are allowed. The electrical submittals shall include:
  - 1. Product (item) name used herein and on the Project Plans.
  - 2. The manufacturer's model or other designation.
  - 3. Tag name/number per the drawings or schedules.
  - 4. Index Binder Tab Dividers.
  - 5. Detailed electrical one line, elementary control diagrams and interconnection diagrams showing all wiring requirements for each system.
  - 6. Complete documentation with full description of operation.
  - 7. Complete catalog cuts with full description of equipment. General sales literature will not be acceptable. The part or model number with options to be provided shall be clearly identified. Where more than one item or catalog number appears on a catalog cut, the specific item(s) or catalog numbers(s) proposed shall be clearly identified.
  - 8. Location of assembly at which it is installed.
  - 9. Input-output characteristics.
  - 10. Range, size, and graduations as required.
  - 11. Physical size with dimensions and mounting details.
  - 12. Enclosure fabrication and color.
  - 13. Enclosure layout and elevation drawings to scale.
  - 14. Quantity and quality requirements for electric power, air, and/or water supply.
  - 15. Materials of construction of components.

16. Nameplate schedule.
  17. Interconnection diagrams.
  18. Failure to provide submittals with heavy duty permanent plastic labeled index tabs may be grounds for immediate rejection without review.
  19. A complete Bill of Materials list shall be provided at the inside of the front cover.
    - a. The Contractor shall provide Bill of Material formatted as shown in Appendix "A" of this Section. A separate set of Material Listing forms shall be provided for each MCC bucket, control panel and another listing all field equipment.
    - b. Generic names or part numbers used by a distributor or Systems House are not acceptable; originating manufacturer's name and part number shall be listed.
  20. A separate instrument data sheet shall be provided for each instrument per ISA S20 standards or approved equal. Provide an index with proper identification and cross-referencing of each data sheet.
  21. Submit DVD disk copies of all submitted drawing in AutoCAD format.
  22. For each resubmittal, provide a copy of submittal comments and a separate letter, on Company letterhead, identifying how each submittal comment has been addressed in the resubmittal.
- D. All drawings shall be drawn using AutoCAD, drawn in a professional manner and submitted on 11" x 17" sheets of paper. Shop drawings shall be provided with minimum drafting details as illustrated on the "electrical" series Project Plans. Diagrams shall carry a uniform and coordinated set of wire colors, wire numbers, and terminal block numbers. The shop drawings shall include:
1. Electrical one-line diagrams detailing all devices associated with the power distribution system. The following applicable information or data shall be shown on the one-line diagram: location, size and amperage rating of bus; size and amperage rating of wire or cable; breaker ratings, number of poles, and frame sizes; standby generator; automatic transfer switch, utility metering, voltage, amperage, number of wires and phases; fault interrupt ratings; ground size and connections; neutral size and connections; power fail and other protective devices; fuse size and type; distribution transformer; panelboard; starters; contactor size and overload range; motor full load amperage of submitted motor and horsepower; rating for miscellaneous loads; etc. Submit a list for each piece of equipment containing the motor voltage, phase and full load amps with one-lines for verification of accuracy of submitted one line drawings.
  2. Elementary diagrams shall be provided for all relay logic, power supplies, PLC I/O and other wiring. All elementary diagrams shall be drawn in EMP/EGP format and standards similar to those shown on the E-series elementary diagrams showing ladder rung numbers and coil and contact cross referencing numbers.
  3. Enclosure and Elevation layout diagrams; show all front panel and backpan devices drawn to scale. Show fabrication methods and details; including material of construction, paint color, support and latching mechanisms, fans and ventilation system, and conduit entrance areas.
  4. Analog and digital I/O wiring diagrams showing the wiring requirements for each instrument loop. Graphic symbols shall conform with ISA S5.4 drawing standards. A loop diagram shall be furnished for each analog and digital I/O process and all PLC I/O cards. Loop diagrams shall include the following as a minimum:

- a. The loop diagram shall be drawn with sufficient detail to express control philosophy. The diagram shall show all components and accessories of the instrument loop, highlighting special safety and other requirements. These diagrams shall be arranged to emphasize device elements and their functions as an aid to understanding the operation of a system and for maintaining or troubleshooting that system.
  - b. A separate drawing shall be prepared for each analog and digital card. Each card shall be arranged on the diagram in the same order as the physical arrangement of the card terminations. All termination points on the diagram shall be shown with the actual equipment identification, device and relay terminal number or letter, and I/O point P&ID English descriptor and tag name. A separate drawing shall be prepared for each card.
  - c. Energy sources - electrical power, air supply, pneumatic and hydraulic fluid supply, designating voltage, current, pressure, etc. shall be shown in detail on the diagram. Input and output signals (e.g., 1-5 VDC, 4-20 mA DC, 3-15 psig, etc.), power and instrument supplies to devices (e.g. 120 VAC, 24 VDC, 80 psig, etc.) shall be shown.
  - d. Engineering units shall be shown on the diagram. Each wire label, equipment identification terminal number or letter and color code shall be shown. Signal and DC polarities shall be shown.
  - e. All spare wires, cables and termination points shall be shown. All jumpers, grounding, shielding, power supply details shall be shown.
5. Interconnections diagram shall show for each piece of equipment all wiring between all devices, panels, cabinets, terminal boxes, control equipment, motor control centers and any other devices and equipment. An interconnection diagram shall be furnished for each electrical and instrumentation system, even if one was not shown explicitly on the Project Plans. Interconnection diagrams shall be prepared for all conduits listed in the "Conduit and Wire Routing Schedule". Each interconnection diagram shall show the following as a minimum:
- a. Interconnect drawings shall be prepared for all equipment by the System Supplier.
  - b. The diagrams shall be utilized by the electrician during all phases of installation and connection of all conductors to ensure coordination of equipment interconnects.
  - c. The diagrams shall show wiring as field labeled at the end of the project when as-builts are submitted.
  - d. Each wire labeling code as actually installed shall be shown. The wiring labeling code for each end of the same wire must be identical.
  - e. All device and equipment labeling codes shall be shown.
  - f. Interconnections shall be shown point to point with identified lines. Diagrams of the wireless or wire schedule type are not acceptable. Bundled wires shall be shown as a single line with the direction of entry/exit of individual wires clearly shown. Interconnect diagrams shall not be combined with loop or elementary diagrams.
  - g. All terminations points on the diagram shall be shown with the actual equipment identification terminal number or letter. This identification of terminations includes terminal blocks, junction boxes, all devices, computer I/O points, etc.
  - h. Diagrams shall include raceway numbers, raceway size, raceway type, cable numbers, wire color code, and wire numbers.
  - i. Each wire size, and cable size and color code shall be shown. Each conduit with the conduit label and conduit size and wire fill shall be shown. Wire and cable routing through conduits, wireways, manholes, handholes, junction boxes, terminal boxes and other electrical enclosures shall be shown with the appropriate equipment labels. All

spare wires, cable, and termination points shall be shown. Cable shields shall be shown.

- j. Labeling codes for terminal blocks, terminals, wires, cables, panels, cabinets, instruments, devices, and equipment shall be shown. Place "øA" and "øB" label next to each breaker to identify phase connected to.
- k. Schematic symbols shall be used for field devices, showing electrical contacts. Signal and DC circuit polarities shall be shown.
- l. The diagrams shall show all other contract and supplier drawing numbers, for reference, that are associated with each device that is interconnected.
- m. Attached to each interconnect, a copy of all the support documents used in preparing interconnects shall be submitted. This includes current issues of panel schematics, elementary diagrams, panelboard schedules, conduit schedules, one-line diagrams, connection diagrams, terminal block diagrams, submittals, Project Plans, vendor drawings and all other data used to develop the interconnection diagram as noted in the "Reference Documents" corner of interconnect drawings.
- n. Interconnects shall include list of all applicable reference drawings, request for clarifications, field instructions and change orders. All deletions and additions of equipment, wire and cables shall be clearly shown.
- o. Field wiring shall not start before the interconnection drawing has been submitted by the Contractor and approved by the Engineer.
- p. Do not show the same wires or jumpers, or panel wiring on both the connection and interconnection diagrams. All jumper, shielding, and grounding termination details not shown on the connection diagrams shall be shown on the interconnection diagrams.
- q. Interconnection diagrams shall be submitted and approved by Engineer for each electrical and instrumentation system. The Contractor shall not pull in any wires into conduits that do not have approved interconnects. If the Contractor pulls in wire without Engineer approval of associated Interconnect drawings, the Contractor will not be reimbursed for labor for re-pulling in wires even if there was an error in wire fill or sizing. Also, if the Contractor pulls in wire without Engineer approval of associated Interconnect drawings, then all progress payments related to field wiring for that particular area of work will be withheld until approved Interconnect drawings are in use.
- r. All interconnection diagrams shall be prepared by a System Supplier under the supervision of or by a State of California Registered Electrical Engineer and shall bear that Engineer's professional stamp and signature for all Interconnection drawings submitted for approval including as-builts and those used in the field installation. All deletions and additions of equipment, wire, and cables shall be clearly shown. Interconnects shall include list of all applicable reference drawings, request for clarifications, field instructions, and change orders. Failure to provide backup references or signed and stamped drawings may be grounds for immediate rejection.
- s. Example format of Interconnection diagram is shown on "E" Series Project Plans or may be obtained from the Engineer.
- t. All Interconnection wires listed in the conduit schedule for each conduit shall be shown only on one interconnect drawing. Interconnect drawings submitted with wiring of a single conduit run separated onto multiple interconnect drawings will be rejected without review. A single conduit run with wiring shown on separate interconnect drawings will be allowed only after written approval is given by the Engineer for each conduit run prior to submitting the associated interconnect drawings.

- u. Only field wiring between MCCs, Panelboards, Control Panels, and other electrical and instrumentation devices or equipment shall be shown on interconnection drawings. No internal panel wiring shall be shown on interconnect drawings except jumper or other wiring to be installed in field by Electrical Contractor.
  - v. Interconnect Drawings along with the corresponding support documents shall be submitted in a separate submittal package. Interconnect drawings submitted with non interconnect drawing packages will be rejected. The latest support documents shall be obtained by system supplier from Contractor for all non-Electrical Section instruments, panels, and equipment, and included with interconnect drawing submittal. Support documents shall have their submittal number marked in upper right hand corner.
  - w. Interconnect drawings shall be prepared for all equipment by the System Supplier.
  - x. Provide a notes section on each interconnect drawing. In the note section, list any variances from the conduit schedule indicated on the Project Plans or these Special Provisions as necessary for completing the interconnections. Change orders regarding wire fill, conduit schedule and errors in plans regarding conduits and wires will not be processed until interconnect drawings have been received for such work.
  - y. The field electrician shall mark-up all interconnection diagrams during installation to show accurate as-built wiring, conduits runs, terminations, etc.
  - z. The system supplier shall be responsible to collect all information necessary to complete each interconnection drawing. This includes making field trips to collect all terminal connection data for new and existing, panels, switchboards, panelboards, instruments, equipment and electrical panels.
  - aa. An index of drawings shall be provided with each Interconnection submittal listing the unique drawing number and the description of the interconnect drawing (e.g. Drawing 4321-IC1004 Pump 1004 Interconnect Drawing).
  - bb. Provide conduit and interconnect drawing cross reference indexes. Interconnect Conduit Index shall list all conduits listed in the Conduit & Wire Routing schedule and its associated Interconnection Drawing number. An Interconnection Drawing Index shall list all Interconnection drawings and the conduits shown on that specific drawing. These two indexes shall be at the front of all interconnection drawing submittals.
  - cc. Interconnection submittals that contain more than two motor control panels/centers shall have heavy duty dividers with permanent plastic labeled index tabs separating each group of drawings.
6. Submit drawings of all nameplates and tags, as specified herein, to be used on project. The Engineer has the right to adjust nameplate engraving titles during submittals at no additional cost to the City. Submittal to include the following:
- a. Dimensions of nameplate.
  - b. Exact lettering and font for each nameplate.
  - c. Color of nameplate.
  - d. Color of lettering.
  - e. Materials of construction.
  - f. Method and materials for attachment.
  - g. Drawing showing location of nameplate on each panel.
- E. Each submittal shall be bound in a three ring binder, which is sized such that when all material is inserted, the binder is not over 3/4 full. Binder construction shall allow easy removal of any page without complete manual disassembly; spiral ring type binders are not acceptable.

1. Each binder shall be appropriately labeled on the outside spine & front cover with the project name, contract number, equipment supplier's name, specification section(s), and major material contained therein.
  2. An index shall be provided at the inside of the front cover. This index shall itemize the contents of each tab and sub tab section. Also, list the project name, contract number and equipment supplier's name, address, phone number, and contact person on the index page. Index dividers (tabs) shall be provided to separate each section.
  3. All copies shall be clear and legible. Data sheets shall be provided for each instrument, with an index and proper identification and cross-referencing.
  4. Exceptions to the Project Plans or these Special Provisions shall be clearly defined by the equipment supplier.
    - a. Data shall contain sufficient details so a proper evaluation may be made by the Engineer. Contractor shall provide separate letter (located in the front of the submittal) detailing specific exceptions to the Project Plans or these Special Provisions.
    - b. Exceptions that are noted in the marked-up Project Plans or these Special Provisions, but not listed on the Exceptions/Clarifications letter, will be considered as non-responsive and not accepted as changes to the Project Plans or these Special Provisions.
  5. Request for information (RFIs) shall not be included in submittals. RFIs shall be submitted separately in its individual submittal number.
  6. Resubmittals shall be provided with a copy of the previous submittal comments and a separate letter, on company letterhead, identifying how each submittal comment has been addressed in the resubmittal.
  7. Failure to provide submittals with heavy duty permanent plastic labeled index tabs may be grounds for immediate rejection without review.
- F. Field equipment shop documents, panel equipment shop documents, drawings, and bill of materials shall be grouped under separate tabs. Catalog cuts shall be ordered in the same sequence as their corresponding specification subsection.
- G. Drawings shall be submitted in a separate hole-punched binder that covers the entire 11" X 17" length of the Drawing:
1. Shop Drawings with less than 20 sheets total in the submittal, may be provided in an 11½-inch by 17½-inch reinforced folder.
  2. All Interconnection Drawings or Shop Drawings of 20 sheets or more shall be provided in separate heavy duty three-ring binder to allow drawings to be easily removed. Binder shall be Cardinal D-Ring Easy Open Ledger Binder with locking D-Rings or approved equal.
  3. Failure to provide drawing submittal in correct binder format may be grounds for immediate rejection without review.
  4. Each drawing title block shall contain the English description name for drawing contents (i.e. Lift Pump No. 1 Interconnect Drawing) and drawing number. All pages and drawings in the submittal shall be numbered sequentially (with no number skipped) in lower right hand corner.
  5. Drawings that are "C" or "D" size shall be folded, with the title block visible and placed in reinforced clear plastic pockets.

- H. Catalog cuts and drawings shall be submitted for all devices and components in the electrical system.
- I. The Supplier shall coordinate submittals with the work so that project will not be delayed. This coordination shall include scheduling the different categories of submittals, so that one will not be delayed for lack of coordination with another.
- J. No submittal documents shall be labeled as proprietary. Labeling documents as proprietary will be sufficient cause for rejection of entire submittal. The City reserves the right to copy or duplicate any and all portions of the documents provided for the project including copyrighted documents as desired.
- K. No material or equipment shall be allowed at the job site until the submittal for such items has been favorably reviewed by the Engineer and marked "No Exceptions Taken" or "Make Corrections Noted."
- L. Identify all submittals by submittal number on letter of transmittal. Submittals shall be numbered consecutively and resubmittals shall have a letter suffix. For example:
  - 1. 1st submittal: 1.
  - 2. 1st resubmittal: 1A.
  - 3. 2nd resubmittal: 1B, etc.
- M. The equipment specifications have been prepared on the basis of the equipment first named in these Special Provisions. The Supplier shall note that the second named equipment, if given, is considered acceptable and equal equipment, but in some cases additional design, options, or modifications may be required, at no additional cost, to meet these Special Provisions.
- N. Electrical submittals shall be complete giving all details of connections, wiring, instruments, enclosures, materials and dimensions. Standard sales literature will not be acceptable.

## **201-2 PRODUCTS**

### **201-2.01 QUALITY**

- A. It is the intent of the Project Plans and these Special Provisions to secure the highest quality in all materials and equipment in order to facilitate operation and maintenance of the facility. All equipment and materials shall be new and the products of reputable suppliers having adequate experience in the manufacture of these particular items. For uniformity, only one manufacturer will be accepted for each type of product.
- B. All equipment shall be designed for the service intended and shall be of rugged construction, of ample strength for all stresses that may occur during fabrication, transportation, erection, and continuous or intermittent operation. All equipment shall be adequately stayed and braced and anchored and shall be installed in a neat and workmanlike manner. Appearance and safety, as well as utility shall be given consideration in the design of details. All components and devices installed shall be standard items of industrial grade, unless otherwise noted, and shall be of sturdy and durable construction suitable for long, trouble free



service. Light duty, fragile and competitive grade devices of doubtful durability shall not be used.

- C. Products that are specified by manufacturer, trade name or catalog number established a standard of quality and do not prohibit the use of equal products of other manufacturers provided they are favorably reviewed by the Engineer prior to installation.
- D. Underwriters Laboratories (UL) listing is required for all substituted equipment when such a listing is available for the first named equipment.
- E. When required by the Project Plans or these Special Provisions or requested by the Engineer, the Contractor shall submit equipment or material samples for test or evaluation. The samples shall be furnished with information as to their source and prepared in such quantities and sizes as may be required for proper examination and tests, with all freight and charges prepaid. All samples shall be submitted before shipment of the equipment or material to the job site and in ample time to permit the making of proper tests, analyses, examinations, rejections, and resubmissions before incorporated into the work.
- F. All equipment shall be designed and constructed so that in the event of a power interruption, the equipment specified hereunder shall resume normal operation without manual resetting or operator interaction when power is restored.
- G. Signal transmission from remote or field electric and electronic devices shall be 4-20 mA, sourced by a 12 VDC or 24 VDC loop supply from the panel that is to receive the signal. Nonstandard transmission methods such as impulse duration, pulse rate, and voltage regulated will not be permitted except where specifically noted.
- H. Outputs of equipment that are not of the standard signals as outlined, shall have the output immediately raised and/or converted to compatible standard signals for remote transmission.
- I. It is the System Supplier's responsibility to visit jobsite to collect and document existing conditions and equipment device part numbers in order for all similar called out new equipment to match existing.

## **201-2.02 NAMEPLATES AND TAGS**

- A. Equipment exterior nameplates - Nameplate material shall be rigid laminated black phenolic with beveled edges and white lettering; except for caution, warning, and danger nameplates the color shall be red with white lettering. The size of the nameplate shall be as shown on the Project Plans. No letters are allowed smaller than 3/16". Securely fasten nameplates in place using two stainless steel screws if the nameplate is not an integral part of the device. Epoxy cement or glued on nameplates will not be acceptable.
  - 1. For each major piece of electrical equipment provide a manufacturer's nameplate showing the name and number designation indicated on the Project Plans or these Special Provisions, the manufacturer's name, model designation, part number, serial number, and pertinent ratings such as voltage, amperage, # of phases, range, calibration, etc.
  - 2. For each device with a specific identity (pushbutton, indicator, instrument, etc.) mounted on the exterior or deadfront of a piece of equipment provide a nameplate with the

- inscription as shown on the Project Plans or in these Special Provisions. Where no inscription is indicated on the Project Plans or in these Special Provisions, furnish nameplates with an appropriate inscription providing the name and number of device.
3. For all receptacles and switches, provide a faceplate engraved or stamped with the panelboard and circuit number it is fed from. Also, include on faceplate or on a separate nameplate for each light switch identification use such as "OUTSIDE BUILDING LIGHTS," "PERIMETER LIGHTS," "MCC ROOM," etc.
  4. All field instruments and devices shall be labeled with designation shown on P&ID diagrams.
  5. All transformers and panelboards shall have nameplates with ½" high letters and be engraved with designations as shown on one-line drawings.
  6. All safety and disconnect switches shall have nameplates with ½" high letters and be engraved with designations as shown on one-line drawings.
  7. Underground Pull Box and Vault Cover Identification: Engrave or bead weld pull box covers with minimum 1/4" thickness and 1/2" letters and Covers shall be engraved with designations as shown on the Project Plans or as directed by Engineer.
  8. Aboveground Pull Box Cover Identification: 316 stainless steel screws attached stamped 316 stainless steel plate nameplates with 1/2" letters and be engraved with designations as shown on the Project Plans or as directed by Engineer.
- B. Equipment Interior Nameplates - Nameplate material shall be clear plastic with black machine printed lettering as produced by a KROY or similar machine; except caution, warning, and danger nameplates shall have red lettering.
1. The size of the nameplate tape shall be no smaller than 2" in height with 3/8" lettering unless otherwise approved by the Engineer. Securely fasten nameplates in place on a clean surface using the adhesion of the tape. Add additional clear glue to hold the nameplate securely in place when necessary.
  2. For each device with a specific identity (relay, module, power supply, fuse, terminal block, etc.) mounted in the interior of a piece of equipment provide a nameplate with the inscription as shown on the Project Plans or indicated in these Special Provisions. Where no inscription is indicated on the Project Plans or indicated in these Special Provisions, furnish nameplates with an appropriate inscription providing the name and number of device used on the submittal drawings.
- C. Equipment Tags - When there is no space or it is impractical to attach an engraved phenolic nameplate with screws, as is the case with most field devices and instruments, the Contractor shall attach a tag to the equipment with the same inscriptions as specified above in paragraph A. The tag shall be made from stainless steel material and the size of the nameplate shall be no smaller than 3/8"h x 2"w with 3/16" machine printed or engraved lettering unless otherwise approved by the Engineer. The tag shall be attached to the equipment with stainless steel wire of the type normally used for this purpose. SST wire shall be crimp connected. Twisting ends together is not acceptable.
- D. Engrave or machine print the tags with inscriptions as approved by the Engineer in the nameplate submittal.

- E. Provide temporary labels for all instruments and devices immediately when installed. Temporary labels shall be provided with 1/2" letters minimum and labeled with P&ID tag number.

### **201-2.03 WIRE**

- A. This section applies to all wires or conductors used internal for all electrical equipment or external for field wiring. All wires shall be properly fused or protected by a breaker at the amperage rating allowed by the NEC.
- B. Material - Wire shall be new, plainly marked with UL label, gauge, voltage, type of insulation, and manufacturer's name. All wire shall conform to the following:
1. Conductors shall be copper, with a minimum of 98% conductivity.
  2. Wire shall be Class B stranded.
  3. Insulation of all conductors and cables shall be rated 600 volt.
  4. Insulation type for conductors smaller than #10 AWG shall be moisture and heat resistant thermoplastic THWN, rated 90 °C in dry locations and 75 °C in wet locations, or approved equal aboveground. Conductors #10 AWG and larger shall be RHW-XLP insulation rated unless otherwise noted 90 °C in dry locations and 75 °C in wet locations.
  5. Field wire minimum AWG sizes:
    - a. #12 for wires used for individual conductor circuits 100 volt and above.
    - b. #14 for wires used for individual conductor circuits below 100 volt.
  6. Nonfield or equipment wire minimum AWG sizes:
    - a. #14 for wires used for individual conductor circuits 100 volt and above.
    - b. #18 for wires used for individual conductor circuits below 100 volt.
  7. Instrument wiring:
    - a. General: Instrument cables shall have 600V rated insulation and 100% individual shielded twisted pair #18 conductors with drain wire. Single twisted shielded pair (T.S.PR.) cables shall be Belden, or approved equal.
- C. Color code - color code of all wire shall conform with the following table:

**WIRES COLOR CODE TABLE**

DESCRIPTION	PHASE/CODE LETTER	FIELD WIRE WIRE OR TAPE COLOR	NON-FIELD WIRE COLOR
480 V, 3 PHASE	A	BROWN	BROWN
	B	ORANGE	ORANGE
	C	YELLOW	YELLOW
240 V or 208 V, 3P	A	BLACK	-
	B	RED (ORANGE if high leg)	-
	C	BLUE	-

DESCRIPTION	PHASE/CODE LETTER	FIELD WIRE WIRE OR TAPE COLOR	NON-FIELD WIRE COLOR
240 / 120 V, 1 P	L1	BLACK	BLACK
	L2	RED	-
5V POSITIVE	5P	VIOLET	VIOLET
5V NEGATIVE	5N	BLACK/WHITE	BLACK/WHITE
12V POSITIVE	12P	PINK / WHITE	PINK / WHITE
12V NEGATIVE	12N	BLACK/WHITE	BLACK/WHITE
24V POSITIVE	24P	PINK	BLUE
24V NEGATIVE	24N	BLACK	BLUE
AC CONTROL		VIOLET	RED (YELLOW FOR FOREIGN CIRCUITS)
DC CONTROL		BLUE	BLUE
DC COMMON		GRAY	-
NEUTRAL	N	WHITE	WHITE
GROUND	G	GREEN	GREEN
SHIELDED PAIR	+	RED	RED
	-	BLACK	BLACK

1. High leg of open delta shall be colored orange per NEC 110.15.
2. The same color shall be connected to the same phase throughout the panel.
3. All wires shall be properly fused or protected by a breaker at the amperage rating allowed by the NEC.
4. Neutral used for AC Control shall be white.
5. Phase color insulation shall be provided for complete length of #8 wire or smaller; colored phase tape is not allowed on #8 and smaller wire.

#### D. Wire Marking:

1. Wire identification: All wire terminations including field interconnect as well as wiring interior MCC cubicles, switchboard, panels, equipment, junction panels and boxes shall be identified with machine printed labels. Hand lettered labels are not acceptable and shall be replaced at the Contractor's expense. The wire identification code for all field interconnect and panel interior wiring, shall be similar to the designations shown on the Project Plans.
2. Wire Labels: The labels shall be machine printed with indelible ink, heat shrink type capable of accepting a minimum of 23 machine printed characters per sleeve label by Brady "Bradysleeve" or equal. Labeling shall be neatly installed for visibility and shall be clearly legible. Each wire and conductor shall be labeled with wire label as shown on approved loop, elementary and interconnect drawings. Labels shall not be wrap-around or snap-on type.

3. Where there is insufficient space for labels on locally interconnected neutral wires such as jumpers between adjacent auxiliary relay coil neutral terminals, these labels may be omitted. "Locally" is defined as wires no longer than 8".
4. Wire labels for lighting and receptacles shall be installed and consist of the panelboard and circuit number (i.e., Panelboard "LP1", circuit breaker #3 would have wire label line "LP1-L3" and neutral "LP1-N3").
5. All spare wires shall be labeled with equipment number followed by SP1, SP2, etc. (i.e. P11001-SP1 for first spare wire).
6. All control and signal wiring terminations shall have the correct wire label applied prior to making connection.

#### E. SPECIAL PURPOSE WIRING

1. Manufacturer Supplied Cables (MNFR CBL): Cables and wiring for special systems shall be provided by the manufacturer with the equipment and installed per the manufacturer's recommendations.
2. Indoor CAT 6 communication cable meet the following requirements:
  - a. TIA/EIA-568-A Category 6 100 MHz specifications.
  - b. #24 AWG solid bare copper conductor, 4 twisted pairs.
  - c. Thermoplastic Dielectric type.
  - d. Shielded bulk cable.
  - e. PVC jacket.
  - f. Nominal Impedance: 100 ohms.
  - g. Nominal capacitance: 20 pf/ft maximum.
  - h. UL listed.
  - i. Non-plenum usage rated when routed in conduit.
  - j. Plenum usage rated when routed in plenum spaces.
3. Generator Lead Cables: Generator lead cable have very flexible Class K (30 awg) stranding with PVC insulation and jacket. Cable shall be rated for 600 volt, 90 deg C. and be oil and gas resistant. Cable shall be Carol Diesel Locomotive Cable or approved equal.

### **201-2.04 CONDUIT, RACEWAYS, AND WIREWAYS**

- A. GENERAL - Conduit, raceways, and wireways, wiring methods, materials, installation shall meet all requirements of the NEC, be UL labeled for the application, and meet the minimum following specifications.
  1. All wiring shall be installed in conduits, raceways, or wireways when interconnecting equipment and devices.
  2. The Contractor shall use special conduit, raceways, wireways, construction methods, and materials as shown on the Project Plans; which shall take precedence over any general methods and materials specified in this Section.
  3. The minimum size conduit shall be ¾-inch unless indicated otherwise on the Project Plans or for special connections to equipment. Buried, encased, or conduits located in walls shall be 1-inch minimum.

4. Conduit stubs for future use shall be capped with coupling, nipple, plug and cap and each end identified with conduit labels.
5. Conduits to be abandoned that protrude above graded shall be cut flush and filled with grout
6. Conduits shall not be filled to more than 50% of their total cross – sectional area.
7. CONDUIT MARKING
  - a. All conduits and raceways listed in Conduit & Wire Routing Schedule shall have conduit tags at both ends of each conduit segment. This includes all conduits in pullboxes and vaults.
  - b. Tag material shall be aluminum with machine stamped lettering. The size of the tag shall be 2" diameter. No letters are allowed smaller than 7/16". The tag shall be attached to the conduit with 316 stainless steel wire of the type normally used for this purpose. SST wire must be crimp connected. Twisting ends together is not acceptable. Engrave the tags with the conduit number as listed in the conduit schedule on the Project Plans. Labeling shall be neatly installed for visibility and shall be clearly legible.
  - c. Prior to encasement, concealment, backfilling of conduits, temporary conduit labels shall be provided at each end of conduit. Temporary conduit labels shall have ½-inch (minimum) lettering at all transition points. After encasement and concealment temporary conduit labels shall be placed at each exposed end.

#### B. RIGID ALUMINUM CONDUIT

1. Rigid aluminum conduit, couplings, bends and nipples shall be in accordance with ANSI 80.5 and UL-6A.
2. Provide threaded type fittings, couplings, and connectors; set screw type and compression type are not acceptable.
  - a. Provide cast aluminum bodies and cast aluminum covers.
  - b. Conduit bodies to conform to Form 7, gasketed covers attached to bodies with stainless steel screws secured with wedge nuts.
3. Minimum trade size – three-quarters inch (3/4") unless otherwise shown on the Project Plans.
4. Conduits entering enclosures shall be fitted with insulated grounding bushing; O-Z "HBLG", Appleton "GIB", or approved equal. All grounding bushings shall be tied to the grounding system with properly sized bonding conductors per the NEC code.
5. Rigid factory elbows for 90 degree transitions.
6. Use anti-oxidant (Noalox, or equal) at all joints between dissimilar metals.
7. Galvanized Rigid Steel conduit is allowed only when specifically called out on the Plans.

#### C. LIQUID TIGHT FLEXIBLE METAL CONDUIT - (SEAL TIGHT)

1. Minimum trade size one-half inch (1/2").
2. All flex conduits shall have water tight outer jackets.
3. Connectors:
  - a. Non-NEMA 1 or 12 areas: PVC coated metallic with insulated bushings.

- b. NEMA 1 or 12 areas: Metallic with insulated bushings.
- 4. Flexible conduit lengths shall not be greater than 36 inches.
- 5. Flexible metallic conduit shall not be considered as a ground conductor, install a separate wire for equipment bonding.
- 6. Flexible conduit shall only be installed in exposed or accessible locations.
- 7. Flexible conduits shall be used for conduit coupling to all vibrating and shifting equipment.

## **201-2.05 DEVICES**

### **A. FUSES**

- 1. Fuses used in circuits above 120 VAC shall be time- delay Class R or Class J, and have an interrupting rating of 200,000 AIC (minimum) at 600 VAC. Fuse holders shall be of the rejection type and rated 600 VAC.
- 2. Fuses used in 120 VAC shall be time-delay type MDL or approved equal, 1/4" x 1 1/4", and have a rating of 250 VAC. Fuse-holders shall be of the terminal block type.
- 3. Fuses used in signal and 24 VDC circuits shall be fast acting type ABC or approved equal, 1/4" x 1 1/4", and have an rating of 250 VAC. Fuse-holders shall be of the terminal block type.
- 4. Fuses shall be sized in conformance with the NEC.

### **B. SWITCHES AND PUSHBUTTONS**

- 1. Switches (HS) and pushbuttons (HC) for general purpose applications shall be water and oil tight as defined by NEMA 4X, corrosion resistant as defined by NEMA ICS 6-110.58, U.L. listed, standard 22 mm diameter, with round plastic clamp ring. Switches shall be Allen-Bradley 800H, IDEC ITE, or equal.
- 2. Switches and pushbuttons shall have contacts rated 10 amperes continuous and 600 VAC. Contract blocks shall have IP2X finger-safe protection.
- 3. Manufacturer's standard size legend plates shall be provided and engraved to specify each switch and pushbutton function. The legend plate color shall be black.
- 4. Selector switch handles and pushbutton caps shall be black.
- 5. Selector switches for hand-off-auto (HOA) applications shall have the hand position to the left, off in center, and auto in the right position.
- 6. Lockout stop shall be a pushbutton with red cap and pad locking assembly for pushbutton.
- 7. Potentiometers shall be 10K ohm, single turn, finger safe.
- 8. Illuminated Switches (HS) for general purpose applications shall be water and oil tight as defined by NEMA 4, U.L. listed, standard 22 mm diameter, with round plastic clamp ring, maintained switch, blue lens. Switches shall be Schneider XB4 with LED lamp module, GE, or equal.

### **C. RELAYS AND TIMERS**

- 1. General: Relays and timers shall be provided with N.O. or N.C. contacts as shown on the Project Plans. All spare contacts shown shall be provided. Contacts shall be rated 10 amps minimum at 120 VAC, 60 Hz unless otherwise stated. Supply power or coil voltage shall be 120 VAC unless shown otherwise on the Project Plans. Relays and timers shall

be designed for continuous duty. All relays shall be U.L. listed. The following is a summary of abbreviations associated with relays and timers:

CR	-	Control Relay
TR	-	Timing Relay
PFR	-	Power Fail Relay
TDOE	-	Time Delay On Energization
TDOD	-	Time Delay On De-Energization

2. Control Power relays (CR) shall be plug-in type with indicating lights and clear see-through sealed or enclosed housing to exclude dust. Sockets for plug-in relays shall be standard industrial type octal 8 or 11 pin with barrier pressure screw terminals. Provide IDEC Type RR, or approved equal. Two form-C contacts (minimum) shall be provided on each relay.
3. Interposing PLC Control relays (CR) shall be plug-in type with indicating lights enclosed housing to exclude dust. Provide Finder 4C series or approved equal.
4. Time delay relays (TR) on energization or de-energization shall be solid state plug-in relays with a timer adjustable over the range 1 second to 3 minutes unless other ranges are indicated or required. Provide LED timer energized indicator lamp. Sockets for plug-in timers shall be standard industrial type octal 8 or 11 pin with barriered pressure screw terminals. Time delay relays shall be IDEC RTE, SSAC TD, or approved equal.
5. The power fail relay (PFR) shall continuously monitor the three phases for power loss, low voltage, phase loss, and phase reversal. The power fail monitor shall have a drop-out voltage adjustment, an adjustable delay on make time delay (0.2 to 8.0 minutes) and a status indicating LED. Power fail relays shall be Diversified SLJ, Time Mark, or approved equal.

#### D. INDICATING LIGHTS

1. Indicating Lights for general purpose applications shall be water and oil tight as defined by NEMA 4X, corrosion resistant as defined by NEMA ICS 6-110.58, U.L. listed, High intensity multi-chip LEDs, full voltage (unless shown otherwise), standard 22 mm diameter, with round plastic lens and miniature bayonet lamp base. Indication lights shall be Allen-Bradley 800H, IDEC ALD, or approved equal.
2. Manufacturer's standard size legend plates shall be provided and engraved to specify each light's function. The legend plate color shall be black.
3. Indicating lights designated "PTT" shall be provided with a push-to-test switch and wiring.
4. Indicating light type and color of lens shall be as shown on the Project Plans or specified these Special Provisions.

#### E. CIRCUIT BREAKERS

1. Circuit breakers shall be of the indicating type, providing ON, OFF and TRIPPED positions of the operating handle. Circuit breakers shall be quick-make, quick-break, with a thermal-magnetic (TM) action or Motor Circuit Protectors (MCP) as shown on One-Line Diagrams. Circuit breakers shall be the bolted on type. The use of tandem or dual circuit breakers in a normal single-pole space to provide the number of poles or spaces specified are not acceptable. All multiple-pole circuit breakers shall be designed so that an overload on one pole automatically causes all poles to open. Circuit breakers and motor circuit protectors shall be manufactured by Eaton, G.E., ITE, or approved equal.



2. Each 480 volt or 240V circuit breaker shall have a minimum interrupting capacity of 65,000 amperes. Each 120 volt breaker shall be rated for a minimum 10,000 amperes interrupting capacity. Breakers shall be sized as shown on the Project Plans and as necessary for the supplied equipment.
3. Fused disconnects shall not be used in place of breakers.
4. All breakers shall be supplied with the correct sized copper only lugs for wire sizes as listed in "Conduit & Wire Routing Schedule". Provide larger frame breaker or lug adapters as necessary when connecting to the listed oversized wire.

#### F. ELAPSED TIME METER

1. Elapsed time meters (ETM) for general use shall be nonresettable with 0.0 to 99,999.9 hour readout, permanently lubricated synchronous motor drive, nominal 2-1/2" square two-hole surface mount housing, screw terminals, and rated at 120 VAC, at 60 Hz. Elapsed time meters shall be Cramer 635, Reddington, or approved equal.

#### G. TERMINAL BLOCKS

##### 1. CONTROL PANEL TERMINAL BLOCKS

- a. Terminal blocks to be clamp type, 6mm spacing, and 600 volt, minimum rating of 30 amps, and mounted on DIN rail, Entrelec M4/6 colored, Weidmuller or approved equal. DIN rail shall be same type as used for the relays. Install an extra DIN rail on each type of terminal strip with 4 terminals for future additions.
  - b. Provide terminal blocks with "follower" plates which compress the wires and have wire guide tangs for ease of maintenance. Terminal blocks which compress the wires with direct screw compression are unacceptable. All power, control and instrument wires entering and leaving a compartment shall terminate on terminal blocks with wire numbers on terminals and on both ends of the wires.
  - c. Terminal Tags and Markers: Each terminal strip shall have a unique identifying alphanumeric code at one end (i.e.: TB1, TB2, etc.) and plastic marking strip running the entire length with a unique number for each terminal. On each terminal strip, terminal numbers shall be assigned starting with #1 at one end, incrementing in alphabetical order (i.e.: 1,2,3,4...). Numbers shall be assigned to all blocks except grounding blocks. Fuse blocks shall be assigned unique tag numbers such as FU1, FU2. No two fuses shall be assigned the same tag number.
  - d. Plastic marking tabs shall be provided to label each terminal block. These marking tabs shall have a unique number/letter for each terminal which is identical to the "elementary" and "loop" diagram wire designation. Numbers on these marking strips shall be machine printed and 1/8 inch high minimum.
  - e. Terminal blocks shall be physically separated into groups by the level of signal and voltage served. Power and control wiring above 100 volts shall have a separate group of terminal blocks from terminal blocks for wiring below 100 volts, intermixing of these two types of wiring on the same group of terminal blocks is not allowed.
  - f. Provide a ground terminal or connection point for each grounding conductor.
  - g. Provide a separate common or neutral terminal for every two (maximum) inputs and/or outputs.
2. Power Termination Blocks shall be rated for 600V main power connection. The power termination blocks shall be rated to accept Copper or Aluminum cable rated as shown on the Project Plan one-line diagrams. The power termination block shall be capable of being

mounted anywhere in a termination box. Each termination block shall be provided with lug shield to prevent contact with power connections. The power termination blocks shall be Connectron or approved equal.

#### H. BOXES

1. Device boxes shall be cast or galvanized steel type with shape and size best suited for the particular application, rated for the location installed, and shall be supported directly to support structure by means of stainless steel screws, anchors, or bolts.
2. Box dimensions shall be in accordance with size, quantity of conductors, and conduit clearances per NEC 314 requirements.
3. Boxes exposed to the weather or in moist locations where GRS-PVC conduits are to be used shall be weatherproof (WP) PVC coated cast type with threaded hubs or stainless steel with watertight myers hubs.
4. Non-Weatherproof Boxes Surface boxes shall be cast ferrous, deep FD type.
5. Weatherproof Boxes PVC-coated cast ferrous boxes may be used in place of 316 stainless steel boxes, except where boxes contain devices on cover. Boxes shall be deep, FD type. Single gang boxes shall have cast hubs.

#### I. SWITCHES

1. General purpose switches shall be manufactured in accordance with UL 20. Switches shall be one pole rated, 20 amps, at 277 VAC. Bodies shall be of ivory phenolic compound supported by mounting strap having plaster ears. Switches shall have copper alloy contact arm with silver cadmium oxide contacts. Switches shall have slotted terminal screws and a separate green grounding screw. Furnish Hubbell 1221, Leviton, or approved equal.

### **201-2.06 ELECTRICAL ENCLOSURES AND BOXES**

- A. Enclosures and boxes to be wall mounted, minimum 14 gauge, painted steel with seams continuously welded & ground smooth, and fast access door latches. A copper ground bus shall be provided in the enclosure. Outer door shall have provisions for locking enclosure with standard padlock. Provide white backpan in box.
- B. Provide larger enclosure as required to accommodate the supplied equipment.
- C. Provide accessories consisting of breaker to disconnect incoming power, heater, fan, louvers, and thermostats. Provide metal data pocket within each enclosure and box to hold as-built drawings.
- D. Enclosure shall be Hoffman, Circle AW or approved equal.

### **201-2.07 GROUNDING SYSTEM**

- A. Ground clamps shall be bolt-on type as manufactured by ILSCO type AGC, O-Z Gedney Type GRC, Burndy Type GAR or GP, or approved equal.

- B. All ground rod, pipe, and steel plate and buried bond connections shall be made by welding process equal to Cadweld.
- C. Ground rods shall not stub up more than 4" in the concrete pad.
- D. Provide a 13 inch diameter, 9-inch nominal throat, concrete ground rod box, minimum 12 inches deep, with a cast iron traffic cover embossed or engraved "GROUND."
- E. Ground buses shall be provided in all electrical enclosures. Each ground bus shall be sized as shown on the Project Plans or specified herein. The ground bus shall be adequately sized for the connection of all grounding conductors required per NEC. Screw type lugs shall be provided on all ground busses for connection of grounding conductors.
- F. Grounding conductors shall be sized as shown on the Plans or in accordance with NEC table 250.122, whichever is larger.
- G. Conduit grounding bushings shall be installed on all metallic conduits. Conduit grounding bushings shall be set screw locking type electra-galvanized malleable iron with insulation collar and shall be provided with a feed through compression lug for securing the ground bonding wire.
- H. Bonding wires shall be installed on all conduits with grounding bushings, expansion joints and for continuity of raceways transitions. Bonding wires shall be solid bare copper sized and installed per NEC 250.102. Bonding wires at endpoints shall be connected to enclosure ground bus or equipment grounding lug.
- I. Each ground bus shall be copper. Screw type fasteners shall be provided on all ground busses for connection of grounding conductors. Ground bus shall be a Challenger GB series, ILSCO D-167 series or approved equal.
- J. Attachment of the grounding conductor to equipment or enclosures shall be by connectors specifically provided for grounding. Mounting, support, or bracing bolts shall not be used as an attachment point for ground conductors.
- K. All raceway systems, supports, enclosures, panels, motor frames, and equipment housings shall be permanently and effectively grounded.
- L. One side of the secondary on all transformers shall be grounded to the ground bus.
- M. The system neutral conductor and all equipment and devices required to be grounded by the National Electrical Code shall be grounded in a manner that satisfies the requirements of the National Code.
- N. The system neutral (grounded conductor) shall be connected to the system's grounding conductor at only a single point in the system. This connection shall be made by a removable bonding jumper sized in accordance with the applicable provisions of the National Electrical

Code if the size is not shown on the Project Plans. The grounding of the system neutral shall be in the enclosure that houses the service entrance main overcurrent protection.

- O. All receptacles shall have their grounding contact connected to a grounding conductor.
- P. Branch circuit grounding conductors for receptacles or other electrical loads shall be arranged such that the removal of a lighting fixture, receptacle, or other load does not interrupt the ground continuity to any other part of the circuit.
- Q. Negative side of all VDC power supplies shall be grounded.

## **201-3 EXECUTION**

### **201-3.01 WORKMANSHIP**

- A. All work in this Section shall conform to the codes and standards outlined herein.
- B. The Contractor shall employ personnel that are skilled and experienced in the installation and connection of all elements, equipment, devices, instruments, accessories, and assemblies. All installation labor shall be performed by qualified personnel who have had experience on similar projects. Provide first class workmanship for all installations.
- C. Ensure that all equipment and materials fit properly in their installations.
- D. Perform any required work to correct improper installations at no additional expense to the City.
- E. The Engineer reserves the right to halt any work that is found to be substandard or being installed by unqualified personnel.

### **201-3.02 ELECTRICAL CONSTRUCTION METHODS, GENERAL**

- A. All wiring shall be neatly bundled and laced with plastic tie-wraps, anchored in place by screw attached retainer. Where space is available, such as in electrical cabinets, all wiring shall be run in slotted plastic wireways or channels with dust covers. Wireways or channels shall be sized such that the wire fill does not exceed 60%. Wires carrying 100 volts and above shall be physically separated from lower voltage wiring by using separate bundles or wireways with sufficient distance to minimize the introduction of noise, crossing only at 90 degree angles. Tie-wraps shall be T & B TY-RAP's or approved equal.
- B. All devices shall be permanently labeled and secured in accordance with subsections labeled "NAMEPLATES AND TAGS."
- C. All field wires and panel wires have wire markers as specified in the "WIRE" subsection.
- D. All components associated with a particular compartment's or enclosure's function shall be mounted in that compartment or enclosure.

- E. Spacing and clearance of components shall be in accordance with UL, and NEC standards.
- F. Wires shall not be spliced except where shown. Devices with pigtails, except lighting fixtures, shall be connected at terminal blocks. Equipment delivered with spliced wires shall be rejected and the Contractor required to replace all such wiring, at no additional cost to the City.
- G. No wires shall be spliced without prior approval by the Engineer.
- H. Where splices are allowed or approved by the Engineer they shall conform with the following:
  - 1. Splices of #10 and smaller, including fixture taps, shall be with wire caps or approved equal. "Piggys" are not acceptable.
  - 2. Splices of #8 and larger shall be hex key screw two way connectors, with built in lock washers; T & B "Locktite", O-Z type XW, or approved equal, insulated with 3M Scotch Super #88, Plymouth, or approved equal.
  - 3. Splices in underground pullboxes shall be insulated and moisture sealed with 3M "Scotchcast" cast resin splice kits and shall have a date marking for shelf life. Do not use splice kits with a date marking for shelf life that has expired.
  - 4. Wire splicing devices shall be sized according to manufacturer's recommendations.
  - 5. Split-bolt splice connectors are not acceptable.
- I. Tapes shall conform to the requirements of UL 510 and be rated: 105 degrees C, 600V, flame retardant, hot and cold weather resistant. Vinyl plastic electrical tape shall be 7 mil black. Phase tape shall be 7 mil vinyl plastic, color coded as specified. Electrical insulation putty shall be rubber-based, elastic putty in tape form. Varnished cambric shall not be used.
- J. Connections to terminals shall be as follows:
  - 1. Use connector or socket type terminals furnished with component.
  - 2. Connections to binding post screw, stud or bolt use:
    - a. For #10 and smaller wire, T & B "Sta-Kon", Buchanan "Termend" or approved equal, self-insulated locking forked tongue lug.
    - b. For #8 to #4/0 wire, T & B "Locktite," Burndy QA or approved equal lug of shape best suited.
  - 3. Use ratchet type crimping tool which does not release until proper crimp pressure has been applied.
  - 4. Connections for all terminals shall be made with insulation stripped per manufacturer's instructions.
- K. Equipment shall be wired and piped by the manufacturer or supplier. Major field modifications or changes are not allowed without the written "change order" authority by the Engineer. When field changes are made, the components, materials, wiring, labeling, and construction methods shall be identical to that of the original supplied equipment. Contractor's cost to replace or rework the equipment to match original manufacturer or supplier methods shall be done at no additional cost to the City.

- L. Mating fittings, bulkhead fittings, plugs, lugs, connectors, etc. required to field interface to the equipment and panels shall be provided by the supplier when the equipment is delivered.
- M. All electrical and instrumentation factory as-built drawings associated with the equipment shall be provided with the equipment when it is delivered to the job site. Drawings for each piece of equipment shall be placed in clear plastic packets of sufficient strength that will not tear or stretch from drawing removal and insertion.

### **201-3.03 ELECTRICAL EQUIPMENT, GENERAL**

- A. Panel cutouts for devices (i.e. indicating lights, switches) shall be cut, punched, or drilled and smoothly finished with rounded edges. Exposed metal from cutouts that are made after the final paint finish has been applied shall be touched up with a matching paint prior to installing device. Do not paint nameplates, labels, tags, switches, receptacles, conductors, etc.
- B. All doors shall be fully gasketed with nonshrinkable, water and flame resistant material.
- C. Bolts and screws for mounting devices on doors shall be as specified by the manufacturer; otherwise they shall have a flush head which blends into the device or door surface. No bolt or screw holding nuts shall be used on the external surface of the door.
- D. No fastening devices shall project through the outer surfaces of equipment.
- E. Each component within the equipment shall be securely mounted on an interior cubicle or backpan and arranged for easy servicing, such that all adjustments and component removal can be accomplished without removing or disturbing other components. Mounting bolts and screws shall be front located for easy access and removal without special tools. Access behind the sub panel or backpan shall not be required for removing any component.
- F. HARNESS: Where space is available, all wiring shall be run in slotted plastic wire ways or channels with dust covers. If space is not available for wireways, then all wiring shall be neatly bundled and laced with plastic tie-wraps, anchored in place by stainless steel screw attached retainer. Wire ways or channels shall be sized such that the wire fill does not exceed 60%. Tie-wraps shall be T&B TY-RAP or approved equal.
- G. HINGE LOOPS: Where wiring crosses hinged surfaces, provide a "U" shaped hinge loop protected by clear nylon spiral wrap. The hinge loop shall be of sufficient length to permit opening and closing the door without stressing any of the terminations or connections. Spiral wrap shall be Graybar T25N or approved equal.
- H. RETAINERS: Wire ways, retainers, and other devices shall be screw mounted with round-head 316 stainless steel screws or mechanically mounted by push-in or snap-in attachments. Glue or sticky back attachment of any type or style shall not be used. Retainers shall be T&B TC series or approved equal.
- I. ROUTING: Wires shall be routed in slotted plastic wire-ways with snap covers.

1. Wires carrying 120 VAC shall be separated as much as possible from other low voltage wires and signal cables, and shall be routed only in ducts for 120 VAC. If the power wiring has to cross the signal wiring, the crossing shall be as close to a right angle as possible.
  2. Ducts for 24 VDC wiring shall be used for all other wires and cables. Routing of 120 VAC in combined ducts is not allowed without prior written approval of the City.
  3. Wires and cable shall be routed along the shortest route between termination points, excepting routes which would result in routing 120 VAC and other wires and cables in the same duct. Wires and cables shall have sufficient length to allow slack and to avoid any strain or tension in the wire or cable.
  4. Wires and cables shall be placed in the ducts in a straight, neat and organized fashion and shall not be kinked, tangled or twisted together. Additional wire ducting shall be provided for use by the electrical subcontractor for routing field wires to their landing points in the each electrical and instrumentation panel.
  5. Wiring not routed in duct work shall be neatly bundled, treed, and laced with plastic ties. Wiring across door hinges shall be carefully made up and supported to avoid straining and chafing of the conductors or from putting any strain on their terminals.
- J. TERMINATIONS: Single wire and cable conductors shall be terminated according to the requirements of the terminal device. All terminations must be made at terminals or terminal blocks. Use of spring or buttsplice connectors is not allowed. Terminal blocks and same equipment type termination wiring shall have wiring terminated with appropriate sized ferrules with insulation collars. Ferrule crimping (full ratcheting) tool with proper sized jigs shall be used per manufacturer's recommendations.
1. Provide 2" minimum separation between wireway and terminal blocks. Installation of wireways too close to terminal blocks will be required to be completely reworked to the satisfaction of the City.
  2. For captive screw pressure plate type terminals, the insulation shall be removed from the last 0.25 inches of the conductor. The conductors shall be inserted under the pressure plate to full length of the bare portion of the conductor and the pressure plate tightened without excess force. No more than two conductors shall be installed in a single terminal. All strands of the conductor shall be captured under the pressure plate.
  3. For screw terminals, appropriately sized locking forked spade lugs shall be used. Lugs shall be crimp on type that forms gas tight connections. All crimping shall be done using a calibrated crimping tool made specifically for the lug type and size being crimped.
  4. On shielded cables, the drain wire shall be covered with insulating tubing along its full bare length between the cable jacket and the terminal lug or terminal pressure plate.
  5. For screwless terminals, wire shall be stripped back and inserted per the manufacturer's instructions. When stripping insulation from conductors, do not score or otherwise damage conductor.
  6. Heat shrink shall be placed on ends of shielded cable to cover foil.
  7. Additional condulets with terminal blocks shall be supplied for wire termination to devices with leads instead of terminals. (i.e. solenoid valves, level probe, etc.)
  8. Terminate all status, control, and analog I/O wiring on terminal blocks, including spares. Provide additional relay, DIN rails, terminal blocks and side panels as required.

- K. A ground bus shall be provided in each enclosure or cabinet. It shall have provisions for connecting a minimum of ten grounding conductors. Screw type lugs shall be provided for connection of grounding conductors. All grounding conductors shall be sized as shown on plans or in accordance with NEC Table 250.122, whichever is larger.
- L. Minimum wire bending space at terminals and minimum width of wiring gutters shall comply with NEC Tables 312.6 (a) & (b).
- M. Future device and component mounting space shall be provided on the door, backpan, and subpanel where detailed on the Project Plans. Where no detail is shown, provide a minimum of 25 percent usable future space.
- N. Doors shall swing freely and close with proper alignment.
- O. Provide larger motor termination boxes as required to accommodate conduit and wires.
- P. All conduits entering outdoor panels and enclosures shall use watertight hubs. These hubs shall be located on sides or bottom only. Top entry of outdoor panels or enclosures is not allowed unless specifically shown on the Project Plans.
- Q. All panels and enclosures be delivered with as-built drawings in clear plastic packets within each panel and enclosure.

#### **201-3.04 DELIVERY**

- A. Contractor shall inspect each electrical and instrumentation item delivered to the jobsite.
- B. Contractor shall unpack each item for inspection within two (2) days of arrival.
- C. Complete written inventory shall be produced by Contractor and submitted to Engineer within (2) days after arrival on jobsite for record keeping prior to any payment for the item.

#### **201-3.05 DAMAGED PRODUCTS**

- A. Damage products will not be accepted. All damaged products shall be replaced with new products at no additional cost to the City.

#### **201-3.06 FASTENERS & LUGS**

- A. Fasteners for securing equipment to walls, floors, and the like shall be 316 stainless steel. The fastener size shall match equipment mounting holes.
- B. Stainless steel anchor bolts, ½" minimum size, shall be installed for the Electrical Equipment in the front and back of each section at locations recommended by Electrical Equipment manufacturer.



- C. Concrete pad with stainless steel anchor bolts shall be provided for all electrical freestanding equipment.
- D. All wall mounted panels or enclosures shall be spaced out from wall by stainless steel unistrut or stainless steel spacers with minimum depth of 1/2".
- E. All wire & cable lugs shall be copper; aluminum or aluminum alloy lugs shall not be used. The Electrical Contractor shall supply all lugs to match the quantity & size of wire listed in the conduit & wire routing schedule.

### **201-3.07 INSTALLATION, GENERAL**

- A. System:
  - 1. Install all products per manufacturer's recommendations and the Project Plans.
  - 2. The Project Plans are intended to show the basic functional requirements of the electrical system and instrumentation system and do not relieve the Contractor from the responsibility to provide a complete and functioning system.
- B. Provide all necessary hardware, conduit, wiring, fittings, and devices to connect the electrical equipment provided under other Sections. The following shall be done by the Contractor at no additional cost to the City:
  - 1. Provide additional devices, wiring, conduits, relays, signal converters, isolators, boosters, and other miscellaneous devices as required to complete interfaces of the electrical and instrumentation system.
  - 2. Changing normally open contacts to normally closed contacts or vice versa.
  - 3. Adding additional relays to provide more contacts as necessary.
  - 4. Installing additional terminal blocks to land wires.
- C. All programmable devices (except PLC & Operator Interface) shall be programmed, set-up and tested by the Contractor prior to startup at the Contractor system supplier facility. This includes digital displays and instrumentation. Programming and set-up parameters shall be adjusted or changed as directed by the Engineer during start-up and throughout the warranty period, at no additional cost to the City.
- D. Coordinate with the City and setup all alarm, process, and operation setpoints.
- E. Panels and Enclosures:
  - 1. Install panels and enclosures at the location shown on the Plans or approved by the Engineer.
  - 2. Install level and plumb.
  - 3. Seal all enclosure openings to prevent entrance of insects and rodents.
  - 4. Seal around bottom edge of all pad mounted enclosures to prevent entrance of insects, rodents, dirt, debris, etc.

5. Clearance about electrical equipment shall meet the minimum requirements of NEC 110.26.
6. Box supports shall be located and oriented as directed in field by City.

F. Conduits and Ducts:

1. Care shall be exercised to avoid interference with the work of other trades. This work shall be planned and coordinated with the other trades to prevent such interference. Pipes shall have precedence over conduits for space requirements. Exposed conduits shall be neatly arranged with runs perpendicular or level and parallel to walls. Bends shall be concentric.
2. Install conduit free from dents and bruises.
3. All conduits shall be labeled on all ends; at junction boxes, pull boxes, enclosures, stub-outs, or other terminations.
4. A maximum of three equivalent 90 degree elbows are allowed in any continuous runs. Install pull boxes where required to limit bends in conduit runs to not more than 270 degrees or where pulling tension would exceed the maximum allowable for the cable.
5. Route all above grade outdoor conduits or conduits in rated areas parallel or perpendicular to structure lines and/or piping.
6. Conduits installed outdoor or in NEMA 4X rated areas above grade shall be braced in place with stainless steel Unistrut stanchions or PVC coated clamps with backplates.
7. Duct-taping conduits together is not acceptable. Conduits, installed into concrete pads, shall be installed with a minimum of 2" distance between conduits to allow installation of bushings.
8. Conduit entrances: Seal each conduit entrance from below grade into the Panels, and other electrical enclosures with plugging compound sealant to prevent the entrance of insects and rodents.
9. Special "Soft-Jaw" type pipe clamps shall be used to prevent damage to PVC-coated conduits while field threading, cutting to length, and coupling sections.
10. Conduits shall be painted to match the color of surface attached to as directed by Engineer.
11. All spares shall be mandrelled and have pull ropes installed.
12. Conduits shall be painted to match the color of surface attached to as directed by Engineer.
13. All existing conduits that are reused shall have a mandrel pulled through the entire conduit run to prove the length contains no blockages or obstructions. Mandrelling shall be witness by the Engineer.

G. Conduit and Wire Routing Schedule:

1. Conduit material, wire size, and quantity listed in Schedule take precedence over these Electrical Section Special Provisions.
2. All of the entries for each line in the conduit schedule apply to each conduit when multiple quantity of conduits (quantity of which are indicated by number entered in conduit no. column in schedule) are listed in the schedule.
3. Wire sizes listed are in AWG or Kcmil and are copper conductors.

4. Extra wire was intentionally placed in the "Conduit & Wire Routing Schedule," which shall be labeled on both ends with a unique wire label. "Spare" to be on separate tag or included in wire label.
  5. Contractor to supply and install all conduits and wiring as shown on Contract Plans. Utility primary and secondary conduit and wiring shown in "Conduit and Wire Routing Schedule" is for bid purposes only.
  6. All control and signal wiring terminations shall have the correct wire label applied prior to making connection.
  7. Conduit entries listed as "GRS-PVC" in the Conduit & Wire Routing Schedule are to be "Galvanized Rigid Conduits with PVC coating" the entire length.
  8. Vertical offsets and sloping of conduits are not detailed on plans; the Electrical Contractor shall include in his bid the price for the complete conduit run utilizing the civil & mechanical plans to measure vertical & slope distances.
  9. Exposed conduits runs shall not be run directly on the ground. Secure conduits to stainless steel unistrut.
- H. Wiring, Grounding, and Shielding - It is important to observe good grounding and shielding practices in the generally noisy environment in this application. The shield of shielded cables shall be terminated to ground at one end only (source end), the shield at the other end (receive end) shall be encased in an insulated material to isolate it from ground.
- I. Cutting and Patching - The Contractor shall do all core drilling, cutting and patching required to install his work. Any cutting which may impair the structure shall require prior approval by the Engineer. Cutting and patching shall be done only by skilled labor of the respective trades. All surfaces shall be restored to their original condition after cutting and patching. Paint patched surfaces to match the original color.
- J. Seals
1. Seal around all conduits, wires, and cables penetrating between walls, ceilings, and floors in all buildings with a fire stop material. Seal shall be made at both ends of the conduit with a fire-stop putty. Seal shall have a minimum two hour rating. Fire stop sealing shall be International Protective Coatings Flamesafe, or approved equal.
  2. Seal around conduits entering outside to inside structures and around bottom of free standing enclosures to maintain watertight integrity of structure.
  3. Place conduit seal inside each underground conduit riser into panels and enclosures to prevent entrance of insects and rodents.
  4. Conduit entrances: Seal each conduit entrance from below grade into the panel and other electrical enclosures with plugging compound sealant to prevent the entrance of insects and rodents. Conduits between the enclosures shall be sealed with plugging compound sealant on each end. Plugging compound sealant shall be PRC-DeSoto (formerly Courtaulds) Aerospace Semco PR-868 or approved equal.
- K. Housekeeping Pads
1. Concrete housekeeping pads are required for all free standing electrical equipment. Housekeeping pads shall be 3-1/2" inches above surrounding finished floor or grade

unless otherwise shown and shall be 4 inches (minimum) larger in width on all sides of equipment. The depth of housekeeping pads shall be 18 inches (minimum).

2. Housekeeping pads shall be installed for future units as shown on the Project Plans.
3. Housekeeping pad shall be Class "A" concrete with rebar crossway network. The minimum size rebar allowed is #4. Concrete shall be precisely leveled so that equipment set in place will not require shimming.

L. Cleaning and Touch up:

1. Prior to startup and at completion of the work prior to final acceptance, all parts of the installation, including all equipment, exposed conduit, devices, and fittings shall be cleaned and given touch up by Contractor, as follows:
  - a. Remove all grease and metal cuttings.
  - b. Any discoloration or other damage to parts of the building, the finish, or the furnishings, shall be repaired.
  - c. Thoroughly clean any of his exposed work requiring same.
  - d. Vacuum and clean the inside of all MCC and electrical and instrumentation enclosures prior to applying power and a second time immediately prior to the final acceptance inspection.
  - e. Clean all above and below ground pull boxes, junction boxes, and vaults from all foreign debris prior to final acceptance.
  - f. Paint all scratched or blemished surfaces with the necessary coats of quick drying paint to match adjacent color, texture, and thickness. This shall include all prime painted electrical equipment, including enclosures, panels, poles, boxes, devices, etc.
  - g. Remove all decals and lettering from both sides of support plates.
  - h. Repair damage to factory finishes with repair products recommended by Manufacturer.
  - i. Repair damage to PVC or paint finishes with matching touchup coating recommended by Manufacturer.

### **201-3.08 ELECTRICAL TESTING**

A. GENERAL REQUIREMENTS

1. It is the intent of these tests to assure that all equipment is operational within industry and manufacturer's tolerances and is installed in accordance with the Project Plans and these Special Provisions.
2. All equipment setup and assembled by the Contractor shall be in accordance with the Project Plans and the manufacturer's recommendations and instructions and shall operate to the Engineer's satisfaction.
  - a. Follow all manufacturer's instructions for handling, receiving, installation, and pre-check requirements prior to energization.
  - b. After energization, follow manufacturer's instructions for programming, set-up and calibration of equipment.
  - c. The Contractor shall be responsible for, and shall correct by repair or replacement, at his own expense, equipment which, in the opinion of the Engineer, has been caused by faulty mechanical or electrical assembly by the Contractor.

- d. Necessary tests to demonstrate that the electrical and mechanical operation of the equipment is satisfactory and meets the requirements of these Special Provisions shall be made by the Contractor at no additional cost to the City.
3. The testing shall not be started until the manufacturer has completed fabrication, wiring, and setup; performed satisfactory checks and adjustments; and can demonstrate the system is complete and operational. Certification of completion of Contractor's in-house tests shall be submitted prior to scheduling of factory testing.
4. Factory tests shall not be scheduled until submittals associated with the equipment have been approved by the Engineer.
  - a. If equipment is significantly different from submittal drawings, this shall be grounds for cancellation and rescheduling of factory tests at no additional costs to City or extension of Contract time.
  - b. Engineer reserves the right to postpone the factory test, at no additional cost to the City, until the submittal associated with the factory test has been reviewed by the Engineer and marked "No Exceptions Taken" or "Make Corrections Noted." No extension of Contract time will be allowed.
5. The first Pre-Energization tests shall be performed to determine the suitability for energization and shall be completed with all power turned off and complete prior to the start of any of the Post-Energization Tests. The Electrical Contractor shall have qualified personnel on the job site for all Pre-Energization and Post-Energization tests.
6. All tests shall be witnessed by the Engineer and/or City personnel. The test forms shall be completed by the testing person for field checkout, testing, and calibration of all equipment and instruments.
  - a. All filled in test forms shall be given to the Engineer and/or City the day of the test. Fill in two sets of test forms if Contractor wants to keep a copy.
  - b. All tests shall be documented in writing by the supplier and signed by the Engineer as satisfactory completed. The supplier shall keep a detailed log of all tests that failed or did not meet specifications, including date of occurrence and correction.
  - c. Completed forms with proper signatures and dates shall be included and become a component of the Operations and Maintenance Manual for each of the respective systems.
7. The Contractor shall notify the Engineer of the Supplier's readiness to begin all factory and field tests in writing (a minimum of ten working days prior to start), and shall schedule system checkout on dates agreed to by the Engineer in order that the testing be scheduled and witnessed.
8. The Contractor shall fill in & submit for approval the "Scheduled Test Request Form" located in Appendix "B" of this Section for each requested inspection, factory and field test.
9. The supplier shall submit for approval, the proposed factory & field testing sheets at least 2 weeks prior to the start of the tests. Each testing sheet shall have a title giving the type of test and entry spaces for the name of the person who performed the test, name of the person who witnessed the test, and the date. Tests performed without approved forms shall be retested at no additional cost to City.
10. Separate test procedures in separate binders shall be submitted for approval for the Factory and Field Tests. Testing shall not commence until the test procedures have been reviewed and approved by the Engineer. Tests forms shall be similar to those shown on Appendix "B" of this Section.

## B. FAILURE TO MEET TEST

1. If the results of any of tests are unacceptable to the Engineer, the Contractor shall make corrections and perform the tests again until they are acceptable to the Engineer; these additional tests shall be done at no additional cost to the City.
2. Any system material or workmanship which is found defective on the basis of acceptance tests shall be reported to the Engineer. The Contractor shall replace the defective material or equipment and have tests repeated until test proves satisfactory to the Engineer without additional cost to the City.

## C. SAFETY

1. Testing shall conform to the respective manufacturer's recommendations. All manufacturers' safety precautions shall be followed.
2. The procedures stated herein are guidelines for the intended tests, the Contractor shall be responsible to modify these tests to fit the particular application and ensure personnel safety. Absolutely no tests shall be performed that endanger personal safety.
3. The Contractor shall have two or more personnel present at all tests.
4. Two non-licensed portable radios are to be made available by the Contractor for the testing organization to conduct tests.
5. California Electrical Safety Orders (ESO) and Occupational Safety and Health Act (OSHA): The Contractor is cautioned that testing and equipment shall comply with ESO and OSHA as to safety, clearances, padlocks and barriers around electrical equipment energized during testing.
6. Field inspections and pre-energization tests shall be completed prior to applying power to equipment.

## D. ELECTRICAL FACTORY TEST

1. All factory tests shall be conducted at the Supplier's facility. All factory tests shall be completed prior to shipment of any of equipment to the jobsite. The equipment shall be fully assembled, programmed, and connected as it will be installed in the final configuration. Factory testing is to ensure that there are no defects. The hardware and software shall be tested for compliance with the Project Plans and these Special Provisions and for the ability to perform the control functions.
2. The testing shall not be started until the manufacturer has completed fabrication, wiring, setup, and programming; performed satisfactory checks and adjustments; and can demonstrate the system is complete and operational.
3. The testing personnel shall provide all material, equipment, labor and technical supervision to perform such tests and inspections.
4. Testing of the Electrical Equipment as follows:
  - 1) Visual and mechanical inspections of the panels.
  - 2) Inspect for physical damage, proper support, and wiring.
  - 3) Check all starters, breakers, and other components for proper sizes.
  - 4) Each line of control logic on the elementary or loop diagrams shall be checked.
  - 5) I/O points to terminal blocks shall be simulated for the complete checkout of PLC interfaces.

- 6) Spare I/O for the system shall also be tested during this test period.
5. The factory tests, as a minimum, shall simulate all normal and abnormal operating conditions including steady state, change of state, variable changes, fluctuations, transients, upsets, start-up, shutdown, power failure, and equipment failure conditions.
6. Alarm Checkout Tests: Simulate the digital or analog signals (or combination thereof) using the test hardware to verify that each I/O point is functional and properly configured. Verify that all parameters (i.e., description, engineering units, span, enable/disable, setpoints, runtimes, totalization, logic type, etc.) of the alarms are defined and operate according to the Special Provisions.
7. Acceptance of the factory tests does not relieve or exclude the Contractor from conforming to the requirements of the Project Plans or these Special Provisions.
8. Faulty and/or incorrect hardware operation of major portions of the system shall be cause for suspension or restarting of the entire factory test, at no additional cost to the City or extension in contract time.
9. The factory test will be considered complete only when the system setup has successfully passed all tests. No equipment shall be installed without authorization from the Engineer that the factory test has been completed.
10. All modifications to drawings and documentation as a result of the factory tests shall be corrected and completed before shipment of drawings with equipment and the submittal and delivery of "operation and maintenance" manuals.
11. Copies of the completed and signed factory testing forms shall be placed in the Operation and Maintenance Manual.

#### E. ELECTRICAL FIELD TESTS

1. Prior to any field testing, Interconnection Drawings and Operation & Maintenance Manuals shall have been submitted by the Contractor and approved by the Engineer.
2. The Contractor shall engage and pay for the services of an approved qualified testing company for the purpose of performing inspections and tests as herein specified. The testing company shall provide all material, equipment, labor and technical supervision to perform such tests and inspections. The Electrical Contractor shall be present on site for all field tests.
3. The Electrical Contractor shall complete and submit "Schedule Test Request Form" as illustrated in Appendix "B" of this Section for each electrical field test.
4. The Electrical Contractor shall be at the jobsite to assist with all Electrical Field Tests.
5. PRE-ENERGIZATION TESTS: These tests shall be completed prior to applying power to any equipment.
  - a. INSPECTIONS
    - 1) Visual and mechanical inspections:
      - a) Inspect for physical damage, proper anchorage and grounding.
      - b) Compare equipment nameplate data with design plans and starter schedule.
      - c) Compare overload setting with motor full load current for proper size.
    - 2) Performed NETA acceptance testing for each piece of equipment.
    - 3) The Contractor shall compile, by visual inspection of equipment installed for each motor, the following data in neatly tabulated form:

- a) Equipment driven
  - b) Motor horsepower
  - c) Nameplate amperes
  - d) Service factor
  - e) Temperature rating
  - f) Overload current range and setting
  - g) Circuit breaker rating
  - h) Circuit breaker trip setting, for magnetic only circuit breakers.
- 4) The Contractor shall fill in, for each piece of equipment, Test Form TF4 located in Appendix "B" of this Section.

b. TORQUE CONNECTIONS

- 1) All electrical, mechanical and structural threaded connections inside equipment shall be tightened in the field after all wiring connections have been completed. Every worker tightening screwed or bolted connections shall be required to have and utilize a torque screwdriver/wrench at all times. Torque connections to the value recommended by the equipment manufacturer. If they are not available, use NEC Annex I for torque values as guidelines.

c. WIRE INSULATION & CONTINUITY TESTS

- 1) All devices that are not rated to withstand the 500V megger potential shall be disconnected prior to the megger tests.
- 2) Megger insulation resistances of all 600 volt insulated conductors using a 500 volt megger for 10 seconds. Make tests with circuits installed in conduit and isolated from source and load. Each field conductor shall be meggered conductor to conductor and conductor to ground. These tests shall be made on cable after installation with all splices made up and terminators installed but not connected to the equipment.
- 3) Each megger reading shall not be less than 10 Meg-ohms resistive. Corrective action shall be taken if values are recorded less than 10 Meg-ohms. Values of different phases of conductors in the same conduit run showing substantially different Meg-ohm values, even if showing above 10 Meg-ohms shall be replaced.
- 4) Each instrumentation conductor twisted shielded pair shall have the conductor and shield continuity measured with an ohmmeter. Conductors with high ohm values, that do not match similar lengths of conductors the same size, shall be replaced at no additional cost to the City.
- 5) The Contractor shall fill in test forms Power and Control Conductor Test Form TF1 and Instrumentation Conductor Test Form TF2 located in Appendix "B" of this Section.

d. GROUNDING SYSTEM TESTS

- 1) Visual and Mechanical Inspection:
  - a) Verify ground system is in compliance with the Project Plans and Special Provisions.
- 2) Electrical Tests:
  - a) Before backfilling trenches, and placement of sidewalks, landscape and paving, measure the resistance of each electrode to ground using a ground



resistance tester. Perform the test not less than two days after the most recent rainfall and in the afternoon after any ground condensation (dew) has evaporated.

- b) After all individual ground electrode readings have been made, interconnect as required and measure the system's ground resistance.
- c) The grounding test shall be in conformance with IEEE Standard 81.
- d) Measurements shall be made at 10 feet intervals beginning 25 feet from the test electrode and ending 75 feet from it in a direct line between the system being tested and the test electrode.
- e) Point-to-Point: Perform point-to-point tests to determine the resistance between the main grounding system and all major electrical equipment frames, system neutral, and/or derived neutral points.

3) Test Values:

- a) The resistance between the main grounding electrode and equipment ground shall be no greater than five ohms per IEEE Standard 142.
- b) Investigate point-to-point resistance values that exceed 0.5 ohms.
- c) Plots of ground resistance shall be made and submitted to the Engineer for approval.

- 4) The Contractor shall fill in Grounding System Test Form TF3 located in Appendix "B" of this Section.

e. BREAKER TEST

- 1) All breakers shall be checked for proper mounting, conductor size, and feeder designation. Operate circuit breaker to ensure smooth operation. Inspect case for cracks or other defects. Check tightness of connection with torque wrench in accordance with manufacturer's recommendations.
- 2) All breakers 100 amps and above shall be tested. Time current characteristic tests shall be performed bypassing three hundred percent (300%) rated current through each pole separately. Trip amps and time shall be measured. Instantaneous pickup current shall be determined by run up or pulse method. Clearing times should be within four (4) cycles or less. All trip times shall fall within NETA Table values. Instantaneous pickup current levels should be within 20% of manufacturer's published values. Certification stickers, listing date and company who performed the tests, shall be attached to the inside of the breaker compartment door right after the breaker has passed all tests.
- 3) Contact and Insulation Resistance: Contact resistance shall be measured and be compared to adjacent poles and similar breaker. Deviations of more than 50% shall be reported to Engineer. Insulation resistance shall be measured and shall not be less than 50 megohms.
- 4) At end of test the all breakers trip settings shall be set by Contractor to values listed in protective device coordination study to properly protect equipment.
- 5) The Contractor shall fill in Breaker Test Form TF9 located in Appendix "B" of this Section.

6. POST ENERGIZATION TESTS

a. PANELS AND ENCLOSURE TESTS

- 1) During these tests, test all local and remote control operations and interlocks.
- 2) Electrical Tests:
  - a) Perform operational tests by initiating control devices to affect proper operation.
  - b) The Contractor shall fill in Operational Device Checks and Tests Form TF6.

b. PHASE ROTATION TESTS

- 1) Check connections to all equipment for proper phase relationship. During this test, disconnect all devices which could be damaged by the application of voltage or reversed phase sequence. Three phase equipment shall be tested for the phase sequence "ABC" front to back, left to right, and top to bottom.
- 2) All three phase motors shall be tested for proper phase rotation. Revise wire color codes to indicate correct phase color if wires are swapped.
- 3) The Contractor shall fill in Phase Rotation Test Form TF7 located in Appendix "B" of this Section.

7. TRIAL OPERATIONS:

- a. The entire electrical installation shall be either tested or trial operated to verify compliance with the Project Plans or these Special Provisions. That is, controls, heaters, fans, light switches, convenience receptacles, lights, etc. shall be trial operated. Contractor shall conduct trial operations in the presence of the Engineer and Operations and Maintenance personnel.

F. OPERATIONAL TESTING

1. After all the previous tests in this subsection are complete, the Contractor shall conduct operational testing.
2. The Contractor shall demonstrate operation of each part of the control and instrumentation system to the satisfaction of the Engineer. Tests shall be repeated by the Contractor at no additional cost to the City and at the discretion of the Engineer to resolve whether the system has been demonstrated that it will operate under all modes of operations and varying conditions.
3. For the operational testing the new equipment shall be activated to automatically run for 5 days, Monday through Friday 24 hours a day. During this five day period the City will run the different combinations of the pump control options. If equipment failure occurs during the 5 days of operational testing, the Contractor shall repair or replace the defective equipment and shall begin another 5 day operational test, Monday through Friday 24 hours a day. This shall be continued until the new equipment functions acceptably for 5 consecutive days.
4. The Electrical Contractor, testing firm and System Supplier shall re-visit the jobsite as often as necessary until all field tests, start-up and operation tests are completed and approved.

**201-3.09 OPERATION AND MAINTENANCE MANUALS**

- A. Four (4) sets of operating manuals covering instruction and maintenance on each type of equipment shall be furnished prior to completion of the project.

- B. These instructions shall provide the following as a minimum:
1. Each set bound in a three ring binder, hard tab separators and organized as specified herein.
  2. A complete "Record" set of favorably reviewed electrical submittals as provided under SUBMITTAL AND DRAWING REQUIREMENTS.
  3. As-built one-line, elevation, loop, elementary and interconnection drawings with all field changes included.
  4. A complete list of the equipment supplied, including serial numbers, ranges, options, and pertinent data necessary for ordering replacement parts.
  5. Instrument data sheets for all instruments supplied on the project, clearly identifying the instrument tag name, range, part number, serial number, size, etc.
  6. Full, technical specifications on each item.
  7. Detailed service, maintenance and operation instructions for each item supplied. Schematic diagrams of all electronic devices shall be included. A complete parts list with stock numbers shall be provided on the components that make up the assembly.
  8. Record of each motor nameplate data including manufacturer, full part number, size, voltage, amps, service factor, bearings, etc.
  9. Record of each breaker and overload heater element including manufacturer, full part number, size, setting etc.
  10. Safety precautions and procedures.
  11. Special maintenance requirements particular to this system shall be clearly defined, along with special calibration and test procedures.
  12. Spread sheet listing all setpoints and programmable parameters entered for this project for VFD, HIM, etc.
  13. Include all completed and signed test data and forms from factory and field testing.
  14. No photo copies are allowed of standard published manuals available from manufacturers, such as for the RTU. All of the manuals shall be originals.
  15. All of these sets of O & M Manuals shall be made up of "original" (no copies, PDFs or reproductions) documents. No photo or fax copies are allowed of standard published manuals available from Manufacturers.
  16. All completed and signed test data and forms from factory and field tests.
  17. Warranty certificate with start dates, duration and contact information.
  18. Troubleshooting instructions.
  19. Record of all settings or parameters for all programmable devices.
- C. At the end of the project these manuals shall be updated to show "as-built or as-installed" conditions.
- D. Provide to the City two sets of DVDs (DVDs shall contain all documents in both PDF format and unlocked AutoCAD - DWG format, version 2010 or later):
1. As-built electrical and instrumentation drawings prepared for this project.

2. As-built sets of other computer generated documents prepared for this project, including PLC ladder logic files, and Bill of Materials prepared for this project.
3. Electronic PDF version of O&M manual. Version format shall follow the hard copy submittal of the O&M, including index, equipment record sheet, warranty information, theory of operation, maintenance instruction, etc. PDF shall "bookmarked" to at each index and subtab listed in O&M.
4. These disks shall be the property of the City, for its use on this and future projects.

#### **201-3.10 WARRANTY**

- A. The Contractor shall have a staff of experienced personnel available to provide service on 1 working day's notice during the warranty period. Such personnel shall be capable of fully testing and diagnosing the hardware, software and implementing corrective measures.
- B. If the Contractor "fails to respond" in 1 working day, the City at its option will proceed to have the warranty work completed by other resources; the total cost (direct and indirect) for these other resources shall be reimbursed in full by the Contractor.
  1. "Fail to respond" shall be defined as: The Contractor has not shown a good faith effort and has not expended adequate resources to correct the problem.
  2. The use of other resources, as stated above, shall not change or relieve the Contractor from fulfilling the remainder of the warranty requirements.
- C. The Contractor shall warrant all electrical and instrumentation equipment for a period of one (1) year from date of final acceptance. Standard published warranties of equipment which exceed the preceding specified length of time shall be honored by the manufacturer or supplier.
- D. The Contractor shall provide all labor and material to troubleshoot, program, replace, or repair any hardware or software that fails or operates unpredictably during the warranty period, at no additional cost to the City.
- E. Each time the Supplier's repair person responds to a system malfunction during the warranty period, he or she must contact the City Project Manager for scheduling of the work, access to the jobsite, and permission to make repairs. Operation of facilities necessary to test equipment shall only be performed by or under the direction of City staff. City reserves the right at its sole discretion to deny operations requested by the Supplier. A written description of all warranty work performed shall be documented on a field service report to be given to City prior to the repair person leaving job site. This field service report shall detail and clearly state problem, corrective actions taken, additional work that needs to be done, data, repair person name and company.
- F. Prior to "final acceptance", the Contractor shall furnish to the Engineer a listing of warranty information for all manufacturers of materials, instruments, and equipment used on the project. The listing shall include the following:
  1. Manufacturer's name, service contact person, phone number, and address.
  2. Material and equipment description, equipment number, part number, serial number, and model number.

3. Manufacturer's warranty expiration date.

G. Software support which shall be provided by the Supplier:

1. Free technical PLC software and hardware configuration phone support for a period of one year after acceptance of project completion. PLC phone support shall be provided directly from the group that configured the PLC. Phone support shall be available between 8 a.m. and 5 p.m. Pacific Standard Time Monday through Friday.
2. The Supplier shall correct any PLC software configuration error that is discovered within the warranty period, at no additional cost to City. Updated documentation for each "operation and maintenance" manual and two sets of new floppy disks of updated software shall be provided for each correction.
3. Program changes made by City or under direction of City by others shall not relieve or void Contractor of warranty requirements for parts of software programmed under this Contract.

### **201-3.11 FINAL ACCEPTANCE**

- A. Final acceptance will be given by the Engineer after the equipment has passed the "operational testing trial period," each deficiency has been corrected, final documentation has been provided, and all the requirements of design documents have been fulfilled.
- B. Upon completion of the project, prior to final acceptance, remove all temporary services, equipment, material, and wiring from the site.
- C. At the end of the project, following the completion of the field tests, and prior to final acceptance, the Supplier shall provide the following to the City:
  1. Listing of warranty information.
  2. Each "operation and maintenance" manual shall be modified or supplemented by the Supplier to reflect all field changes and as-built conditions.
  3. Two (2) DVD disk copies of all final documentation to reflect as-built conditions.
- D. Prior to final acceptance submit each key with matching duplicate. Wire all keys for each lock securely together. Tag and plainly mark with lock number or equipment identification, and indicate physical location, such as panel or switch number.

### **201-4 PAYMENT**

- A. **General Electrical Work** shall be paid for at the contract **lump sum** price, which price shall include full compensation for furnishing all labor, material, tools, equipment, and incidentals, and doing all the work involved in providing a complete and working electrical system, including, but not limited to, miscellaneous enclosures, pull boxes, power feeders, control wire, wiring connections, modifications and testing to the City's PLC & SCADA system, and all other miscellaneous work, complete and in place as specified herein and in accordance with the Project Plans and as specified in these Special Provisions, and no additional compensation will be made therefor.

## **SECTION 205**

### **VARIABLE FREQUENCY DRIVES**

#### **205-1 GENERAL**

##### **205-1.01 SCOPE OF WORK**

- A. Equipment provided under this section shall be fabricated, assembled, erected, and placed in proper operating condition in full conformity with drawings, specifications, engineering data, instructions, and recommendations of the equipment manufacturer, unless otherwise noted by the City.
- B. Unless otherwise indicated on the drawings, one variable frequency drive, complete with all required control components, shall be furnished for each motor.

##### **205-1.02 GOVERNING STANDARDS**

- A. Each Variable Frequency Drive shall be designed, constructed, and tested in accordance with the applicable standards of NEMA, ANSI, UL, and IEEE, and shall be designed for installation in accordance with the NEC. The drives shall be UL or ETL listed.
- B. Nameplates. All devices mounted on the face of each drive shall be provided with suitable nameplates. Push buttons, selector switches, and pilot lights shall have the device manufacturer's standard legend plate. All other devices shall have an engraved, laminated plate, with at least 3/16-inch high, black lettering on a white background.

##### **205-1.03 DESCRIPTION**

- A. The VFD Controller shall be a solid-state AC-to-DC-to-AC utilizing a pulse width modulated (PWM) inverter-controlled output with the latest insulated gate bipolar transistor (IGBT) technology.
- B. The VFD shall be of the Low Harmonic type consisting of 3-Level Active Front End (AFE) technology with neutral point clamping (NPC) using IGBTs to convert incoming voltage to DC voltage. VFDs that use only 2-Level AFE technology without NPC shall not be allowed.
- C. The VFD shall provide Common Mode Voltage (CMV) noise rejection to prevent any additional CMV noise caused by the AFE switching to be passed thru to the motor. VFDs without CMV noise rejection shall not be allowed.
- D. The VFD shall have an active line supply filter unit which actively dampens to prevent any resonance from occurring with the input supply and controls the waveform of the input current to reduce the low order harmonic current drawn from the input power line. Line currents and voltages shall be nearly sinusoidal. VFDs that do not have the ability to prevent resonance from occurring shall not be allowed.

#### **205-1.04 COORDINATION**

- A. The manufacturer of the VFD Controller shall be responsible for furnishing the entire AC drive package in coordination with the driven equipment, including matching the VFD current rating to the motor, limiting the harmonic contribution to the levels specified, and ensuring that the outer enclosure does not exceed the allowable physical dimensions as identified in this Section.

#### **205-1.05 SUBMITTALS**

A. Shop Drawings:

1. Variable Frequency Drive front panel elevation, side views and plan view showing overall dimensions; conduit entrance locations; circuit breaker, and enclosure details including support point.
2. Schematic Diagrams: Show circuits and device elements for each replaceable module. Schematic diagrams of printed circuit boards are permitted to group functional assemblies as devices, provided that sufficient information is provided for maintenance personnel to verify proper operation of the functional assemblies.
3. Interconnection Diagrams: Show interconnections between equipment assemblies (enclosure) and external interfaces (devices), including power and signal conductors.
4. Installation Drawings: Indicate enclosure ventilation details - cooling fan data, arrangement, clearances, etc) and power cable routing.
5. Harmonic calculations at the point of common coupling, performed by the VFD manufacturer and in conformance with IEEE 519 requirements. Provide detailed drawings and information showing how harmonic protection is applied to conform to harmonic limits.
6. Calculations and enclosure anchoring method (anchor bolt size, embedment and assembly details) to meet California seismic Zone 4 requirements. Calculations shall be signed by a structural engineer licensed in the State of California.

B. Product Data

1. Manufacturer's standard data sheets including the following information:
  - a. Name of manufacturer.
  - b. Type and model numbers.
  - c. Rated drive input kVA and output kVA
  - d. Total weight and lifting instructions, height, mounting, and floor space required.
2. List of manufacturer's standard features and options
  - a. Percent efficiency at 60 percent and 100 percent speeds.
  - b. Maximum BTU heat released and verification of VFD cooling requirements.
  - c. List of fault and failure conditions that the VFD can recognize and indicate for simultaneous occurrence.
  - d. List of diagnostic indicators.
3. Recommended spare parts listing for each assembly or component.

## **205-2 PRODUCTS**

### **205-2.01 ACCEPTABLE MANUFACTURERS**

- A. Schneider Electric ATV680
- B. Toshiba AS3
- C. Or Approved Equal.

### **205-2.02 PERFORMANCE AND DESIGN REQUIREMENTS**

- A. Each variable frequency drive controller shall be of sufficient capacity and shall produce a quality output waveform for stepless motor control from 10 to 100 percent of base speed.
- B. Each variable frequency drive shall be Normal Duty rated with 110% OL for 60s and suitable for variable torque (VT) loads.
- C. Each variable frequency drive shall meet the following ratings and parameters:
  - 1. Input voltage and frequency: 480 volts ( $\pm 10$  percent); 3 phase, 60 Hz ( $\pm 52$  Hz); imbalance, 2 percent maximum.
  - 2. Output current: Capable of driving a 250 hp NEMA Design B induction motor.
  - 3. Stop and Go function in order to further reduce energy consumption of VFD when pump is not running.
  - 4. Fundamental Power Factor: 98 percent or higher down to 20% of the full rated load current and speed, as measured at drive input terminals.
  - 5. Continued operation with momentary 25 percent voltage dip of 0.5-second duration from nominal input voltage level.
  - 6. Combination AIC Rating of 100,000 amperes
  - 7. Minimum VFD efficiency (including all components required for adequate harmonic mitigation) 96 percent at 100 percent speed.
  - 8. Ambient temperature: 10 to 40 degree Celsius.
  - 9. Relative Humidity: 0 to 95 percent non-condensing.
  - 10. Corrosion Protection Level: Class 3C3 according to IEC 60721-3-3 for cooling air and chemical gases.
  - 11. Over-current capability: 110 percent for 1 minute - variable torque
  - 12. Volts/Hz ratio: Constant over the entire range of the unit, except under voltage boost condition and at frequencies higher than 60 Hz.



13. Acceleration/deceleration time: Variable over a range that meets the requirements of the driven equipment.
  14. Output speed regulation: 0.5 percent
  15. Output frequency stability: 0.5 percent of nominal
- D. The following VFD adjustments shall be provided:
1. Maximum and minimum speeds
  2. Linear acceleration and deceleration times
  3. Selectable motor output waveform (Volts/Hz ratio)
  4. Voltage boost
  5. Process follower gain, offset, and bias
  6. Torque limit.
  7. Critical frequency avoidance with variable bandwidth.
- E. The design of the power circuit shall include provisions for protection against fault conditions as follows:
1. Input Protection
  2. Door interlocked input 480-volt circuit breaker, externally operable and capable of being locked in the open position
  3. Solid state instantaneous over-current trip set per manufacturer's standard.
  4. Variable over-voltage and under-voltage protection with automatic restart.
  5. Phase loss and reverse phase trip with manual restart.
- F. Internal Protection:
1. The VFD shall meet the requirements of IEEE 587 AC line, phase-to-phase transient voltage surge suppression.
  2. The VFD shall provide thermal protection
    - a. VFD over temperature protection
    - b. Fan management
    - c. Switching frequency management
  3. The VFD shall provide the following IGBT protection circuits:

- a. IGBT overcurrent protection
- b. IGBT check up sequence
- c. IGBT check up sequence before PWM enable sequence
- d. IGBT overheat protection
4. Instantaneous over-current
5. Static over-speed (over-frequency) protection
6. DC bus over-voltage trip
7. De-saturation circuit to drive inverter section transistor base current to zero during a controller fault
8. DC bus discharge circuit with an indicator lamp, for protection of personnel
9. Individual transistor over-temperature and over-current protection
10. Control logic circuit malfunction indication.

**G. Output Protection**

1. The VFD shall have solid-state thermal protection that is UL Listed and meets UL 508A as a Class 10 overload protection and meets IEC 947.
2. The VFD shall be protected against short circuits between output phases and ground and the logic and analog outputs.
3. The VFD shall be able to limit the motor surge limitation to a value of twice the DC bus voltage. This must be accomplished by use of internal software.
4. The VFD shall provide motor protection functions:
  - a. Motor output phase detection
  - b. Motor surge voltage
  - c. Motor overload detection
  - d. Motor stall protection
5. The VFD shall provide VFD current protection:
  - a. Phase short circuit protection
  - b. Ground protection
  - c. Overcurrent protection

6. The VFD shall provide VFD voltage error protection:
  - a. Mains overvoltage protection
  - b. Mains undervoltage protection
  - c. DC Bus overvoltage protection
  - d. DC Bus pre-charge protection
7. Over-frequency protection
8. Static over-speed protection
9. Stall protection on overload with inverse time over-current trip, Variable current limit from 10 percent to 120 percent. Harmonic Distortion Protection
10. The AFE low harmonic construction of the VFD shall not contribute more than 5% THDi at the input terminals.
11. All harmonic management must be internal to the VFD package and supplied as a complete solution
12. The input current to the VFD shall have a total harmonic content less than 5% of full rated capability as measured at the input terminals of the VFD at line voltage unbalance up to 2%, and under all motor load conditions.
13. Each variable frequency drive shall be provided with the necessary equipment to protect the drive and the power system ahead of the drive from harmonic distortion, as recommended in IEEE 519 2014.
14. The VFD shall operate satisfactorily when connected to a grid supplying other solid-state power conversion equipment which may be causing up to 10 percent total harmonic voltage distortion and commutation notches up to 36,500 volt-microseconds.
15. The VFD shall operate satisfactorily when connected to a generator supply and within allowable total and individual harmonic current distortion limits set forth in IEEE519-2014.

#### H. Accessory Power

1. Provide control power transformer capable of powering standard internal drive control components, as well as the following existing external items:
  - a. Motor heater (384 watt)
  - b. MotoGard overtemperature protection relay, Series 115

#### I. Control and Status I/O

1. Provide the following control inputs:

- a. Speed (4-20mA)
  - b. Low level shutdown
  - c. Motor overtemp
2. Provide the following status outputs:
- a. Speed (4-20mA)
  - b. Drive ready (power on)
  - c. Drive in auto
  - d. Drive running
  - e. Drive fault

### **205-2.03 CONSTRUCTION**

#### **A. Fabrication and Assembly**

1. Each variable frequency drive system shall be shop assembled in a single enclosure to fit into the available floor space and to maintain clearances to other adjacent equipment.
2. Maximum allowable drive system enclosure dimensions:
  - a. Depth: 28 inches
  - b. Width: 42 inches
3. Input fuses, circuit breakers are required. Any other devices, where required based on the harmonic calculations, shall be mounted within the drive enclosure.

#### **B. Wiring**

1. Internal cabinet wiring shall be neatly installed in wire way or with wire ties where wire ways are not practical. If wire ties are used, the wire bundles shall be held at the back panel with a screw-mounted mounting base. Wire ties with a self-sticking back are not acceptable
2. Terminal blocks shall be non-brittle, interlocking, track-mounted type, complete with a marking strip, covers, and pressure connectors. Screw terminals will not be acceptable. A terminal shall be provided for each conductor of external circuits, plus one ground for each shielded cable. In freestanding panels, 8 inches of clearance shall be provided between terminals and the panel base for conduit and wiring space. Not less than 25 percent spare terminals shall be provided. Terminals shall be labeled to agree with the identification on the submittal drawings. Each control loop or system shall be individually fused, clearly labeled, and located for ease of maintenance

3. All grounding wires shall be attached to the sheet metal enclosure with a ring tongue terminal. The surface of the sheet metal shall be prepared to ensure good conductivity and corrosion protection
4. Wires shall not be kinked or spliced and shall be color-coded or marked on both ends. The markings or color coding shall agree with the submittal drawings
5. With the exception of electronic circuits, all interconnecting wiring and wiring to terminals for external connection shall be stranded copper, insulated for at least 600-volts, with a moisture-resistant and flame-retardant covering rated for at least 90 degrees C.
6. Relays, terminals, and special devices inside the control enclosure shall have permanent markings to match the identification on the manufacturer's wiring diagrams.

#### C. Shop Painting

1. All steel surfaces, except machined surfaces and stainless steel, shall be shop cleaned in accordance with the coating manufacturer's recommendations, and finished with the drive manufacturer's standard coating

### **205-2.04 ACCESSORIES**

- A. Each VFD shall be supplied with all necessary accessories as required by the scope listed on the equipment schedule and drawings.

### **205-2.05 CONTROLS**

- A. Features: Each variable frequency drive shall include the following features in addition to those indicated on the drawings:
  1. A door mounted detachable UL Type 12/IP65 rated LCD bi-color backlit membrane graphical user interface keypad with capacitive wheel shall be provided for local monitoring, annunciation, and configuration.
    - a. Graphical display shall change to a red backlit color when alarm occurs.
    - b. The keypad module shall be programmed with factory set drive parameters in nonvolatile EEPROM or FLASH memory.
    - c. The keypad module shall contain a real time clock for time stamping detected errors.
    - d. The keypad module shall be capable of displaying detected errors with QR codes to allow the user with immediate access to troubleshooting resources.
  2. Manual speed adjustment with elapsed time metering.
  3. Additional LED lights to immediately indicate status such as Power On, Run, Error/Warning condition, Network communications activity.

- B. The VFD Supplier shall have Windows-based PC software for configuring and diagnosing the VFD. It shall be possible to set and modify parameters, control the VFD, read actual values, and make trend analysis using the software.
- C. The VFD shall provide an embedded secure web server for enhanced diagnostic, configuration, parameter access, and energy management.
  - 1. Capability to create individualized user-defined custom dashboards for viewing drive and process status through tables, charts, and graphical views.
  - 2. Possible to export data in standard table formats using the webserver, for information around energy consumption as well as error and warning history.
  - 3. Compliant with the Cyber Security Management Achilles Level 2.
- D. VFD Ethernet ports shall be IPv6 compliant, allow for web server access and provide network management via SNMP and clock synchronization.
- E. VFD shall have Application programming dedicated to pumps
  - 1. Allow for the entry of centrifugal pump characteristic curve
  - 2. Pump monitoring functions that define data relevant for pump.
  - 3. Application Units to define units used in pumping applications.
  - 4. A best efficiency point (BEP) function in order to run in optimum conditions and detect deviation from this point.
  - 5. Inlet and Cavitation Pump Protections
- F. VFD shall have dedicated Energy Management data logging functions that are readily available through Web Server, Keypad, SCADA or Network Communications.
  - 1. All power measurement precision must have less than 5 % deviation
  - 2. Able to display charts and graphs relative to various energy efficiency and energy management data.
  - 3. Able to display the "Efficiency board" including energy usage costs, energy savings, and CO2 footprint.
  - 4. Able to display the application efficiency over time for predictive maintenance analysis
- G. A door interlocked Input thermal-magnetic molded-case circuit breaker disconnect rated 100,000 amperes RMS symmetrical interrupting capacity at 480 volts and shall be labeled in accordance with UL standard 489. The circuit breaker disconnect shall be mounted inside the controller enclosure and shall have door interlocks and a handle with provisions for padlocking in the "Off" position.

- H. Control circuits of not more than 115 volts supplied by internal control power transformers. Control power transformers shall have additional capacity as required by external devices indicated on the drawings. Control power transformers shall be equipped with two primary leads fused, one secondary lead fused, and one secondary lead grounded.
- I. Automatic controller shutdown on over-current, over-voltage, under-voltage, motor over-temperature and other drive fault conditions. Controller shutdown shall be manually reset type. Incoming terminals shall accept wiring from a temperature switch located in the motor.
- J. Diagnostic indicators that pinpoint failure and fault conditions. Indicators shall be manually reset to restore operation after abnormal shutdown.
- K. Isolated process control input and output with offset, gain, and span adjustment for accepting a remote 4-20 mA speed control signal rated 0 to 100 percent speed.
- L. Spare run interlock contacts rated 5 amperes at 120 volts AC, wired separately to the unit terminal board. One NO and one NC isolated spare interlock shall be furnished with each drive. Additional interlock contacts shall be provided as indicated on the drawings.
- M. Drive fault, auto selected at the VFD and run status isolated contacts for remote indication, rated 5 amperes at 120 volts AC. Provide additional relays in the VFD if required to provide these contacts.
- N. Individual variable speed profile settings for start, stop, entry, slope, and minimum and maximum speed points, coast stop, controlled ramp, or dc injection selectable modes of stopping.
- O. Diagnostic indicators on the face of the drive shall display the type of fault responsible for drive shutdown, warning, or failure. If two or more faults occur simultaneously, the diagnostic segment shall record or indicate each condition. The drive shall be capable of storing events with a time and date stamp for each event.

#### **205-2.06 TESTING**

- A. The complete drive system, including all peripherals, shall be factory tested under simulated operating conditions, including normal operating sequences and fault conditions.
- B. A test report summary indicating satisfactory final test results shall be submitted to the Owner and/or Engineer before shipment of the equipment.
- C. Provide a configuration worksheet in the O&M manual with I/O verification check sheets.

#### **205-3 EXECUTION**

##### **205-3.01 INSTALLATION**

- A. Equipment shall be installed in accordance with the equipment manufacturer's recommendations.

### **205-3.02 FIELD ACCEPTANCE TESTING**

- A. After installation of the system at the site of the work and checkout by the drive manufacturer, a field acceptance test shall be conducted by the drive manufacturer.
- B. The field acceptance test shall consist of repeating the factory acceptance testing procedure and an additional 5 days of similar testing, during which the system shall run continuously without loss of basic functions. Functional tests shall demonstrate satisfactory operation of all interlocks, alarms, and normal operating sequences. Failure of redundant equipment will not be considered as downtime, provided that automatic failure occurs as specified herein and, that in the opinion of the Owner and/or Engineer, the failure was not caused by deficiency in design or installation. Repeated failure of any component shall be cause for the acceptance test to be terminated and restarted.
- C. Provide temporary four-channel power line monitoring equipment at the site to graph and record the harmonic line distortion for ac voltage and current, and to compute individual harmonic values up to the 50th harmonic as well as total harmonic distortion (THD) and total demand distortion (TDD). Measurements shall include phase-to-phase, phase-to-neutral, and neutral-to-ground. The harmonic distortion shall be monitored at the primary and secondary points of common coupling. The test shall be run for the full range of drive operation to the extent practicable.
- D. Graphs of harmonic spectra and of current wave forms shall be submitted for the following running conditions of the equipment:
  - 1. Test each pump station separately (i.e., North Pump Station and South Pump Station, each consisting of three (3) pumps).
  - 2. All three (3) VFDs running at 100 percent or as close to 100 percent as hydraulically possible. All other systems with VFDs operating at normal anticipated process conditions.
  - 3. All VFDs running at 80 percent.
  - 4. All VFDs running at 60 percent.
  - 5. No VFDs running
  - 6. The test shall be conducted by qualified personnel acceptable to the City and/or Engineer.

### **205-3.03 TRAINING OF PERSONNEL**

- A. Following completion of the installation and field-testing work, two or more employees of the Owner shall be trained in the proper operation, troubleshooting, and maintenance of the equipment. Training shall be conducted by a qualified representative of the drive manufacturer and shall consist of at least 8 hours of combined classroom and hands-on instruction. Training shall be conducted at the Laguna Treatment Plant at a time mutually agreeable to the Owner and the drive manufacturer.



#### **205-3.04 PAYMENT**

**Variable Frequency Drive Work** shall be paid for at the contract **lump sum** price, which price shall include full compensation for furnishing all labor, material, tools, equipment, and incidentals, and doing all the work involved in installing six (6) complete and working variable frequency drives and furnish a spare variable frequency drive, including, but not limited to, removal and disposal of existing VFDs, installation, connection, and testing of new VFDs, new HVAC panel supports, and all other miscellaneous work, complete and in place as specified herein and in accordance with the Project Plans and as specified in these Special Provisions, and no additional compensation will be made therefor.

**Spare VFD in Nema 1 Enclosure** shall be paid for at the contract unit price per **each**, which price shall include full compensation for furnishing one (1) spare variable frequency drive as specified in these special provisions, and no additional compensation will be made therefor.

**\*\* END OF SECTION 205 \*\***

## **SECTION A FEES AND PERMITS**

The Contractor shall obtain all necessary and required permits for the project.

The City has determined that a Building permit is not required.

Full compensation for securing and complying with all permits shall be considered as included in the contract prices paid for the various items of work and no additional allowance will be made therefor.

[Version: 4/14/09]

## **SECTION B**

### **SHOP DRAWINGS**

The Contractor shall submit shop drawings and/or manufacturer's specifications for all mechanical and electrical equipment.

The Contractor shall prepare or secure and submit five copies of each submittal for review by the Engineer. All submittals shall be approved by the Engineer prior to manufacture, fabrication, or shipment.

After approval of the drawings by the Engineer, the Contractor shall submit copies of purchase orders for items of equipment and material to the Engineer as proof of placing the order. Each copy of a purchase order shall be submitted immediately after the order has been placed and will clearly indicate the date the order was placed. Copies of purchase orders shall be submitted on the following items:

- A. All Electrical, Control and Telemetry Equipment (See Section 201)
- B. Variable Frequency Drives (See Section 205)

Full compensation for preparing, submitting and obtaining approval for shop drawings and other submittals shall be considered as included in the contract prices paid for the various items of work and no additional allowance will be made therefor.

## **SECTION C**

### **DESCRIPTION OF WORK**

The work to be done consists, in general, of electrical, controls, and miscellaneous improvements as shown on the plans and indicated herein.

The work to be done consists of supplying all labor, methods, processes, implements, tools, machinery, equipment, and materials to construct the improvements shown on the plans and indicated herein, including all incidentals and other work not mentioned herein which, required by the Special Provisions or special instructions, are to be furnished and installed, all as specified herein or as directed by the Engineer to supply complete and working systems to the satisfaction of the City.

Contractor to provide one additional variable frequency drive complete with all control components and enclosure, as a spare to be stored by the City. This makes the total number of variable frequency drives provided to be seven (7).

[Version: 4/14/09]

## **SECTION D**

### **TESTS AND INSPECTIONS**

All materials, equipment, installation, and workmanship included in this contract, if so required by the Engineer, shall be tested and inspected to prove compliance with the contract requirements.

All mechanical and electrical equipment shall be tested by the Contractor to the satisfaction of the Engineer before any facility is put into operation. Tests shall be as specified herein and shall be made to determine whether the equipment has been properly assembled, aligned, adjusted, and connected. Any changes, adjustments, or replacements required to make the equipment operate as specified shall be carried out by the Contractor as part of the work.

A summary of the warranties required for the project are as follows:

1. Paint and Coating Warranty
2. General Electrical Equipment 1 Year Warranty

At least 60 days before the time allowed in the construction schedule for commencing testing and start-up procedures, the Contractor shall submit to the Engineer, in duplicate, details of the procedures he proposes to adopt for testing and start-up of all mechanical and electrical equipment to be operated singly and together, excepting when such procedures have been covered in the specifications.

During the testing of mechanical, instrumentation, and electrical equipment, the Contractor shall make available experienced factory trained representatives of the manufacturers of all the various pieces of equipment, or other qualified persons, who shall instruct the City's personnel in the operation and care thereof. Instruction shall include step-by-step troubleshooting procedures with all necessary test equipment.

If, under test, any portion of the work shall fail to fulfill the contract requirements and is altered, renewed, or replaced, tests on that portion when so altered, removed, or replaced, together with all other portions of the work as are affected thereby, shall, if so required by the Engineer, be repeated within reasonable time and in accordance with the specified conditions, and the Contractor shall pay to the City all reasonable expenses incurred by the City as a result of the carrying out of such tests.

Where, in the case of an otherwise satisfactorily installed test, any doubt, dispute, or difference should arise between the Engineer and the Contractor regarding the test results or the methods or equipment used in the carrying out of the test by the Contractor, then the Engineer may order the test to be repeated. If the repeat test, using such modified methods or equipment as the Engineer may require, substantially confirms the previous test, then all costs in connection with the repeat test will be paid by the City; otherwise the costs shall be borne by the Contractor. Where the results of any installed test fail to comply with the contract requirements for such test, then such repeat tests as may be necessary to achieve the contract requirements shall be made by the Contractor at his own expense.

As soon as possible after each Contractor's submittal for equipment defined herein has been approved by the Engineer, and no later than the time of delivery of that equipment to the job site, a single copy of operating and maintenance instructions and procedures shall be presented to

the Engineer for review and acceptance. Since such instructions are considered to be an integral part of the equipment provided, ten percent of the materials and labor costs for each such item of equipment will be withheld from payment to the Contractor until the instructions have been accepted by the Engineer.

Items or assemblies requiring operating and maintenance instructions shall include all mechanical equipment, electrical, and instrumentation equipment, and, in addition, any other items specifically noted in the specifications.

The operating and maintenance instructions shall include, as a minimum, the following data for each item of equipment.

- A. An itemized list of all data provided.
- B. Name and location of the manufacturer, the manufacturer's local representative, the nearest supplier, and spare parts warehouse.
- C. Approved submittal information applicable to operation and maintenance.
- D. Recommended installation, adjustment, start-up, calibration, and troubleshooting procedures.
- E. Recommended lubrication and an estimate of yearly quantity needed.
- F. Recommended step-by-step procedures for all modes of operation.
- G. Complete internal and connection wiring diagrams.
- H. Recommended preventive maintenance procedures and schedule.
- I. Complete parts lists, by generic title and identification number, with exploded views of each assembly.
- J. Recommended spare parts.
- K. Disassembly, overhaul, and reassembly instructions.

Following completion of installation of an item of equipment, operating and maintenance instructions and procedures shall be modified by the Contractor to reflect field changes and corrections made by the Engineer. After corrections have been made, four complete copies shall be submitted.

[Version: 4/14/09]

## APPENDIX "A"

### “Shutdown Request Procedure” (SRP) Instructions and Forms

#### Definition and Purpose

“Shutdown Request Procedure (SRP)” is a detailed document submitted by the Contractor to request process shutdown(s), utility tie-in(s), work in areas that may risk unanticipated outages, or flow diversions to accommodate site construction activities during a project. Such activities may include (but are not limited to) new tie-ins to utilities or structures, mechanical modifications to process piping or equipment, demolition, bulkhead installation, and cleaning processes.

The SRP provides a detailed plan to the Engineer and Engineer that describes specific aspects of the work including purpose, time of execution, and anticipated impacts on treatment processes. The SRP also includes contingency measures and provisions for rapid closure in the event that shutdown or work progress difficulties are encountered. Information from relevant trades associated with the requested shutdown, diversion, or tie-in is also included.

The Engineer should use the information within the SRP to define operational procedures and methods to safely and successfully assist the Contractor.

#### SRP Process Summary

WHO	STEP	TIMING
Contractor	1. Identify SRPs needed on SRP Log and Baseline Schedule.	7 days prior to Preconstruction Scheduling Meeting.
Contractor, Engineer, Engineer	2. Pre-SRP Meeting.	More than 28 days prior to work.
Contractor	3. Submits SRP.	No later than 28 days prior to work.
Engineer	4. Reviews SRP.	
Engineer	5. SRP finalized.	7 days prior to work.
Contractor	6. Complete Readiness Checklist.	5 days prior to work.
Contractor	7. Complete Safety Checklist.	Just prior to commencing work.
Contractor	8. Complete Work.	
Contractor	9. Update SRP Log and Progress Schedules.	Monthly.

## **SRP Process Detail**

### STEP 1. Identifies SRPs needed on SRP Log and Baseline Schedule.

Contractor submits a preliminary list of anticipated project SRPs on SRP Log. SRPs identified but not limited to those shutdowns, diversions, or tie-ins described in the Contract Documents. Incorporate SRPs as tasks in Baseline Schedule. Date scheduled SRPs to coincide with the appropriate construction activities.

### STEP 2. Pre-SRP Meeting.

Contractor requests a Pre-SRP Meeting with the Engineer and Engineer to discuss the nature of the shutdown, diversion, or tie-in, and to gather the information necessary to complete the SRP Form. The pre-SRP meeting may be waived by the Engineer or Engineer if the work is deemed to be minor.

### STEP 3. Submits SRP.

Contractor completes the SRP Form and submit 3 copies for approval to the Engineer's Project Manager (OPM).

### STEP 4. Reviews SRP.

OPM distributes SRP Form for review by the Engineer's Construction Coordinator, O&M Representative, and Engineer's Project Representative. Review SRP Form for completeness, accuracy, compliance with both the construction schedule, constraints defined in contract documents, and to ensure that the requested work does not negatively impact plant operations or other concurrent project activities. Additional information may be requested to better understand the nature of and method for completing the Work.

### STEP 5. SRP finalized.

Once the SRP is agreed to by all parties, the SRP will be finalized by signature. Copies are distributed to the Engineer, and Contractor.

### STEP 6. Complete Readiness Checklist.

Contractor verifies everything is ready for the work.

### STEP 7. Complete Safety Checklist.

Contractor ensures safety.

### STEP 8. Complete work.

Contractor complete work.

### STEP 9. Update SRP Log and Progress Schedules.

Contractor updates SRP Log weekly and distributes at the regularly scheduled construction progress meetings.



# SHUTDOWN REQUEST PROCEDURE (SRP) FORM

Engineer:	City of Santa Rosa, LTP	Date:	
Contractor:		Project No.:	
Project Name:		Submittal No.:	
Submittal Title:		Spec/Dwg. Reference:	

SRP #	Task Title (Provide <10 word title):	Submittal Date: (No later than 28 days prior to work)			
SCHEDULE OF WORK ACTIVITY START: (Date/Time)		END: (Date/Time)			
REQUESTOR:					
PRIMARY POINT OF CONTACT:			PHONE/PAGER:		
SECONDARY POINT OF CONTACT:			PHONE/PAGER:		
NOTIFY	<input type="checkbox"/>	Control Room, Phone	<input type="checkbox"/>	Security, Phone	
BUILDING:			LOCATION OF WORK FLOOR/LEVEL:		
DESCRIPTION OF WORK: (Provide sufficient details on process isolation, work sequencing, and safety (i.e., control of significant hazards unique to the work) to demonstrate an understanding of the work and how it will be completed within the constraints, and its impact on the processes and facility.)					
Task Summary: _____					
Processes Affected: _____					
Trades Affected: _____					
WORK PLAN:					
Work Sequencing: _____					
Process Isolation: _____					
Spill Prevention Plan: _____					
Contingency Plans: _____					
CRITICAL EQUIPMENT/TOOLS: (pumps and discharge hoses with correct fittings, blind flanges and pipe plugs, no-hub fittings, properly sized electrical service components, generators, portable lighting, chlorine for potable water pipe breaks, etc.)					
<input type="checkbox"/>	Acoustic Ceiling/or Walls Access	<input type="checkbox"/>	Excavation Permit	<input type="checkbox"/>	Lock Out/Tag Out
<input type="checkbox"/>	Chemical Use Approval	<input type="checkbox"/>	Fire Sprinkler Impairment	<input type="checkbox"/>	Life Safety Systems
<input type="checkbox"/>	Confined Space Permit	<input type="checkbox"/>	Flammable Materials	<input type="checkbox"/>	Roof Protocol
<input type="checkbox"/>	Critical Lift Plan	<input type="checkbox"/>	Flush / Discharge	<input type="checkbox"/>	Work After Dark
<input type="checkbox"/>	Energized Electrical Work	<input type="checkbox"/>	High Pressure Test	<input type="checkbox"/>	
<input type="checkbox"/>	Elect. Panel Schedules	<input type="checkbox"/>	Hot Work/Open Flame	<input type="checkbox"/>	
EXISTING SERVICE(S) AT RISK:					
<input type="checkbox"/>	Breathing Air	<input type="checkbox"/>	Elect Normal	<input type="checkbox"/>	Process Access
<input type="checkbox"/>	Chemical Distribution	<input type="checkbox"/>	Fire Protection	<input type="checkbox"/>	Safety Showers
<input type="checkbox"/>	City Water	<input type="checkbox"/>	HVAC	<input type="checkbox"/>	SCADA
<input type="checkbox"/>	Communication	<input type="checkbox"/>	Inert Gas	<input type="checkbox"/>	Security
<input type="checkbox"/>	Domestic Drain	<input type="checkbox"/>	Instrument - Air	<input type="checkbox"/>	Solvent Drain
<input type="checkbox"/>	Elect-Bus Duct	<input type="checkbox"/>	Life Safety System	<input type="checkbox"/>	Specialty Gases
<input type="checkbox"/>	Elect Emergency	<input type="checkbox"/>	Natural Gas	<input type="checkbox"/>	Storm Drain
REVIEWER'S INSTRUCTIONS / COMMENTS: _____					
<input type="checkbox"/> PREJOB BRIEFING MUST BE COMPLETED PRIOR TO COMMENCING WORK:					
	Full Name (printed)	Signature		Phone	Date
Submitted By					
System Engineer					
Reviewer (if needed)					
Reviewer (if needed)					
Reviewer (if needed)					
Reviewer (if needed)					

**READINESS CHECKLIST**  
**(5 days prior to work)**

Checklist provided as a guide but is not all inclusive.

1. Confirm all parts and materials are on site: \_\_\_\_\_
2. Review work plan: \_\_\_\_\_
3. Review contingency plan: \_\_\_\_\_

**SAFETY CHECKLIST**  
**(Just prior to commencing work)**

Checklist provided as a guide but is not all inclusive.

1. Location awareness:
  - a. Emergency exits: \_\_\_\_\_
  - b. Emergency shower and eyewash: \_\_\_\_\_
  - c. Telephones and phone numbers: \_\_\_\_\_
  - d. Shut-off valve: \_\_\_\_\_
  - e. Electrical disconnects: \_\_\_\_\_
2. Inspect work area:
  - a. Take time to survey the area you are working in. Ensure that what you want to do will work. Do you have enough clearance? Is your footing secure? Do you have adequate lighting and ventilation? Are surrounding utilities out of the way for you to perform your work?
3. MSDS (Material Safety Data Sheets):
  - a. Understand the chemicals and substances in the area you are working in by reading the MSDS.
4. Lockout/Tagout Procedure:
  - a. Lockout/tagout energy sources before beginning work.
  - b. Make sure all valves associated with the work are locked out and tagged out on each side of the penetration.
  - c. Make sure the lines are depressurized.
5. Overhead work:
  - a. Use appropriate personal protective equipment; i.e., safety harness, lifeline, etc.
  - b. Select appropriate tie-off points; i.e., structurally adequate, not a pipe or conduit, etc.
  - c. Spotter assigned and in position.
  - d. Pipe rack access; i.e., check design capacity, protective decking or scaffolding in place, exposed valves or electrical switches identified and protected.
6. Safety equipment:
  - a. Shepherd's hook.
  - b. ARC flash protection.
  - c. Fire extinguisher.
  - d. Other: \_\_\_\_\_.
7. Accidents:
  - a. Should accidents occur, do not shut off and do not attempt to correct the situation, unless you are absolutely positive that your action will correct the problem and not adversely affect other people or equipment.
8. Review process start-up documents:
  - a. In the event the system is shutdown, the Control Center should have a working knowledge of the process start-up procedures in order to deal effectively with unforeseen events.
9. Evacuation procedures:
  - a. Do not obstruct evacuation routes.
  - b. Take time to survey the area for evacuation routes.

**Shutdown Request Procedure (SRP) Log**  
***Sample***

<b>SRP Number</b>	<b>Task Title</b>	<b>Date Requested</b>	<b>Date Approved</b>	<b>Date Work Planned</b>	<b>Work Completed (yes/no)</b>
001					
002					
003					

## APPENDIX “B” FORMS

### REFERENCED IN SECTION 201

Index of Forms:

<u>Page</u>	<u>Form Name</u>	<u>Description</u>
Appendix “B”-2	Bill of Material	Example
Appendix “B”-3	Schedule Test Request Form	
Appendix “B”-4	TF1	Power and Control Conductor Test Form
Appendix “B”-5	TF2	Instrumentation Conductor Test Form
Appendix “B”-6	TF3	Grounding System Test Form
Appendix “B”-7	TF4	Visual and Mechanical Inspection Form
Appendix “B”-8	TF5	<i>Panelboard Test Form</i>
Appendix “B”-9	TF6	Operational Device Checks and Tests Form
Appendix “B”-10	TF7	Phase Rotation Test Form
Appendix “B”-11	TF8	<i>MCC Device Test Form</i>
Appendix “B”-12	TF9	Breaker Device Test Form
Appendix “B”-13	TF10	Motor Test Form
Appendix “B”-14	TF11	Factory Test Checkout Form
Appendix “B”-15	TF13	<i>I/O Point Checkout Test Sheet</i>
Appendix “B”-16	TF14	<i>Instrument Data Sheet and Calibration Record</i>

PROJECT: \_\_\_\_\_  
LOCATION: \_\_\_\_\_

C02051

## SCHEDULED TEST REQUEST FORM

COMPANY PERFORMING TEST: \_\_\_\_\_  
 TESTING PERSONNEL : \_\_\_\_\_  
 PHONE NUMBER OF COMPANY: \_\_\_\_\_  
 TEST PROCEDURE SUBMITTAL: \_\_\_\_\_ APPROVED : \_\_\_\_/\_\_\_\_/\_\_\_\_  
 SCHEDULED TEST DATE : \_\_\_\_\_ DATE : \_\_\_\_/\_\_\_\_/\_\_\_\_

TIME	DESCRIPTION OF TEST
8:00	
9:00	
10:00	
11:00	
12:00	
13:00	
14:00	
15:00	
16:00	

NOTES:

TESTED BY : \_\_\_\_\_ DATE : \_\_\_\_/\_\_\_\_/\_\_\_\_  
 WITNESSED BY: \_\_\_\_\_

<b>POWER AND CONTROL CONDUCTOR TEST FORM</b> <b>TEST FORM (TF1)</b>						
EQUIPMENT NAME : _____ LOCATION : _____						
CONDUCTOR NUMBER	INSULATION TESTS					
	PHASE TO GROUND			PHASE TO PHASE		
	A	B	C	AB	BC	CA
NOTES: Record insulation test values in meg-ohms.   						
TESTED BY : _____ DATE : ____/____/____ WITNESSED BY: _____						



## INSTRUMENTATION CONDUCTOR TEST FORM

### TEST FORM (TF2)

EQUIPMENT

NAME : \_\_\_\_\_ LOCATION : \_\_\_\_\_

CONDUCTOR PAIR NUMBER	CONTINUITY TESTS		INSULATION TESTS		
	CONDUCTOR TO CONDUCTOR	CONDUCTOR TO SHIELD	CONDUCTOR TO CONDUCTOR	CONDUCTORS TO GROUND*	SHIELD TO GROUND

NOTES: \_\_\_\_\_ \* With both conductors tied together  
 Record continuity test values in ohms.  
 record insulation test values in meg-ohms.

TESTED BY : \_\_\_\_\_ DATE : \_\_\_\_/\_\_\_\_/\_\_\_\_  
 WITNESSED BY: \_\_\_\_\_

## GROUNDING SYSTEM TEST FORM

### TEST FORM (TF3)

#### FALL IN POTENTIAL TEST

MAIN GROUND LOCATION	APPLIED VOLTAGE V	MEASURED POINT 1 VOLTAGE	MEASURED POINT 2 VOLTAGE	MEASURED POINT 3 VOLTAGE	CALCULATED RESISTANCE OHMS

#### TWO POINTS TESTS

EQUIPMENT NAME	EQUIPMENT #	CIRCUIT #	APPLIED CURRENT	MEASURED VOLTAGE	CALCULATED RESISTANCE OHMS

NOTES:

TESTED BY : \_\_\_\_\_  
 WITNESSED BY: \_\_\_\_\_

DATE : \_\_\_\_/\_\_\_\_/\_\_\_\_

# VISUAL AND MECHANICAL INSPECTION FORM

## TEST FORM (TF4)

### EQUIPMENT

NAME : \_\_\_\_\_ LOCATION : \_\_\_\_\_

### NAMEPLATE DATA

MFGR. :	_____	SERIES # :	_____
MODEL # :	_____	U.L. # :	_____
VOLTAGE :	_____	PHASE :	_____
AMPERAGE :	_____	SERVICE :	_____
BUS TYPE :	_____	BUS BRACING:	_____
VERT. BUS :	_____	HORZ. BUS :	_____
GND. BUS :	_____	NEU. BUS :	_____
ENCLOSURE :	_____		_____
	_____		_____

### INSPECTION CHECK LIST

ENTER: A-ACCEPTABLE R-NEEDS REPAIR OR REPLACEMENT NA-NOT APPLICABLE

TIGHTEN ALL BOLTS AND SCREWS	_____
TIGHTEN ALL WIRING AND BUS CONNECTIONS	_____
VERIFY ALL BREAKERS AND FUSES HAVE PROPER RATING	_____
CHECK BUS BRACING AND CLEARANCE	_____
CHECK MAIN GROUNDING CONNECTION AND SIZE	_____
INSPECT GROUND BUS BONDING	_____
CHECK EQUIPMENT GROUNDS	_____
CHECK CONDUIT GROUNDS AND BUSHINGS	_____
INSPECT NEUTRAL BUS AND CONNECTIONS	_____
CHECK HEATERS AND THERMOSTATS	_____
CHECK VENTILATION AND FILTERS	_____
CHECK FOR BROKEN OR DAMAGED DEVICES	_____
CHECK DOOR AND PANEL ALIGNMENT	_____
INSPECT ANCHORAGE	_____
CHECK FOR PROPER CLEARANCES AND WORKING SPACE	_____
REMOVE ALL DIRT AND DUST ACCUMULATION	_____
INSPECT ALL PAINT SURFACES	_____
CHECK FOR PROPER WIRE COLOR CODES	_____
INSPECT ALL WIRING FOR WIRE LABELS	_____
CHECK FOR PROPER WIRE TERMINATIONS	_____
CHECK FOR PROPER WIRE SIZES	_____
INSPECT ALL DEVICES FOR NAMEPLATES	_____
CHECK IF DRAWINGS MATCH EQUIPMENT	_____
CHECK ACCURACY OF OPERATION & MAINTENANCE	_____
	_____

TESTED BY : \_\_\_\_\_

DATE : \_\_\_\_/\_\_\_\_/\_\_\_\_

WITNESSED BY: \_\_\_\_\_

## PANEL-BOARD TEST FORM

### TEST FORM (TF5)

PANEL NAME: \_\_\_\_\_ LOCATION : \_\_\_\_\_

#### NAMEPLATE DATA

MFGR. : _____	SERIES # : _____
MODEL # : _____	U.L. # : _____
VOLTAGE : _____	PHASE : _____
AMPERAGE : _____	SERVICE : _____
BUS TYPE : _____	BUS BRACING: _____
VERT. BUS : _____	HORZ. BUS : _____
GND. BUS : _____	NEU. BUS : _____
ENCLOSURE : _____	MAIN BKR : _____

#### INSULATION RESISTANCE TESTS - MEGOHMS

A-GND	B-GND	C-GND			

#### INSPECTION CHECK LIST

ENTER: A-ACCEPTABLE R-NEEDS REPAIR OR REPLACEMENT NA-NOT APPLICABLE

TIGHTEN ALL BOLTS AND SCREWS	_____
TIGHTEN ALL WIRING AND BUS CONNECTIONS	_____
VERIFY ALL BREAKERS AND FUSES HAVE PROPER RATING	_____
CHECK BUS BRACING AND CLEARANCE	_____
CHECK MAIN GROUNDING CONNECTION AND SIZE	_____
INSPECT GROUND BUS BONDING	_____
CHECK EQUIPMENT GROUNDS	_____
CHECK CONDUIT GROUNDS AND BUSHINGS	_____
INSPECT NEUTRAL BUS AND CONNECTIONS	_____
CHECK FOR BROKEN OR DAMAGED DEVICES	_____
CHECK DOOR AND PANEL ALIGNMENT	_____
INSPECT ANCHORAGE	_____
CHECK FOR PROPER CLEARANCES AND WORKING SPACE	_____
REMOVE ALL DIRT AND DUST ACCUMULATION	_____
INSPECT ALL PAINT SURFACES	_____
CHECK FOR PROPER WIRE COLOR CODES	_____
INSPECT ALL WIRING FOR WIRE LABELS	_____
CHECK FOR PROPER WIRE TERMINATIONS	_____
CHECK FOR PROPER WIRE SIZES	_____
INSPECT ALL DEVICES FOR PROPER LEGEND NAMEPLATES	_____
	_____

TESTED BY : \_\_\_\_\_  
 WITNESSED BY: \_\_\_\_\_

DATE : \_\_\_\_/\_\_\_\_/\_\_\_\_

# TEST FORM (TF6)

NAME : \_\_\_\_\_

LOCATION : \_\_\_\_\_

[illegible]

NOTES:

TESTED BY : \_\_\_\_\_  
WITNESSED BY : \_\_\_\_\_  
DATE : \_\_\_\_/\_\_\_\_/\_\_\_\_

# PHASE ROTATION TEST FORM

## TEST FORM (TF7)

			PHYSICAL	PHASE	MEASURED
--	--	--	----------	-------	----------

[illegible]

NOTES:

Use phase tester to verify all circuits and equipment have a clockwise A-B-C phase rotation.

Physical phase locations: Left to Right - LR or Top to Bottom - TB

Phase color codes: Brown, Orange, & Yellow -BOY  
Black, Red, & Blue -BkBBs

Black, Red, &amp; Blue -BKRBe

TESTED BY : \_\_\_\_\_ DATE : \_\_\_\_/\_\_\_\_/\_\_\_\_

DATE : \_\_\_\_/\_\_\_\_/\_\_\_\_

WITNESSED BY: \_\_\_\_\_

## MCC DEVICE TEST FORM

### TEST FORM (TF8)

MCC # : \_\_\_\_\_ CUBICLE : \_\_\_\_\_  
 EQUIP NAME: \_\_\_\_\_ EQUIP # : \_\_\_\_\_

#### MOTOR DATA

#### CONTACTOR DATA

H.P. : \_\_\_\_\_ MFGR. : \_\_\_\_\_ PART # : \_\_\_\_\_  
 F.L.A. : \_\_\_\_\_ NEMA SIZE : \_\_\_\_\_ COIL VOLT : \_\_\_\_\_

#### OVERLOAD TESTS

MFGR. : \_\_\_\_\_ HEATER # : \_\_\_\_\_ RANGE : \_\_\_\_\_  
 PART # : \_\_\_\_\_ FINAL OVERLOAD SETTING: \_\_\_\_\_

TEST  
AMPS

#### MEASURE TRIP TIME @ TEST AMPS

MFGR LISTED  
TRIP TIME

AMBIENT  
COMPENSATION

PHASE A

PHASE B

PHASE C


#### BREAKER TESTS

MRGR. : \_\_\_\_\_ PART # : \_\_\_\_\_ FRAME # : \_\_\_\_\_

#### CONTACT RESISTANCE TESTS - OHMS

#### INSULATION RESISTANCE TESTS-MEGOHMS

PHASE A

PHASE B

PHASE C

A-GND

B-GND

C-GND


MFGR TRIP TIME @300% MIN: \_\_\_\_\_  
 MFGR TRIP TIME @300% MAX: \_\_\_\_\_

BREAKER RATING / RANGE: \_\_\_\_\_  
 FINAL BREAKER SETTING: \_\_\_\_\_  
 MFGR INST. PICKUP AMPS: \_\_\_\_\_

#### TIME-CURRENT TEST

#### TRIP TIME IN SECONDS @ 300% AMPS

#### INSTANTANEOUS TRIP TEST - AMPS

PHASE A

PHASE B

PHASE C

PHASE A

PHASE B

PHASE C


NOTES:

TESTED BY : \_\_\_\_\_  
 WITNESSED BY: \_\_\_\_\_

DATE : \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## BREAKER DEVICE TEST FORM

### TEST FORM (TF9)

FEEDER : _____	LOCATION : _____
EQUIP NAME: _____	EQUIP # : _____
EQUIP H.P. : _____	EQUIP KVA : _____
MFGR. : _____	PART # : _____
VOLTAGE : _____	FRAME # : _____
	INTERRUPT : _____
	CHARACTER: _____
	RATING CURVE

#### CONTACT RESISTANCE TESTS - OHMS    INSULATION RESISTANCE TESTS - MEGOHMS

PHASE A	PHASE B	PHASE C	A-GND	B-GND	C-GND

MFGR TRIP TIME @300% MIN : _____	BREAKER RATING / RANGE: _____
MFGR TRIP TIME @300% MAX: _____	FINAL BREAKER SETTING : _____
	MFGR INST. PICKUP AMPS: _____

TEST-CURRENT TESTS			INSTANTANEOUS TRIP TEST - AMPS		
TRIP TIME IN SECONDS @ 300% AMPS			INSTANTANEOUS TRIP TEST - AMPS		
PHASE A	PHASE B	PHASE C	PHASE A	PHASE B	PHASE C

#### ADDITIONAL TESTS AND SETTING AS APPLICABLE

FUNCTION	PICKUP		DELAY-TIME		
	RANGE	SETTING	RANGE	SETTING	
LONG TIME					
SHORT TIME					
GROUND FLT.					

NOTES:

TESTED BY : _____	DATE : ____/____/____
WITNESSED BY: _____	



# MOTOR TEST FORM

## TEST FORM (TF10)

EQUIPMENT

NUMBER : \_\_\_\_\_ NAME : \_\_\_\_\_

### NAMEPLATE DATA - FIELD RECORDED

MANUFACTURER		MODEL #		SERIAL #		FRAME #	
H.P.	R.P.M	F.L.A	VOLTS	PHASE	FREQ.	P.F.	S.F.
CODE	N.E.M.A.	INSUL.	ENCLOS.R.	DUTY	DESIGN		

INSULATION TESTS PHASE TO GROUND MEG-OHMS			MOTOR FRAME GROUNDING SYSTEM TEST			MOTOR HEATER	MOTOR THERMAL
			APPLIED	MEAS.	CALC.	MEAS.	TRIP
A	B	C	VOLTS	AMPS	OHMS	AMPS	TEST

### MOTOR TESTS - MEASURED VALUES

AMPERAGE			VOLTAGE			POWER	
A	B	C	AB	BC	CA	FACTOR	WATTAGE

NOTES:

VOLTAGE, AMPERAGE, POWER FACTOR, & WATTAGE SHALL BE RECORDED WITH A TRUE RMS METER.

TESTED BY : \_\_\_\_\_

DATE : \_\_\_\_/\_\_\_\_/\_\_\_\_

WITNESSED BY: \_\_\_\_\_

**FACTORY TEST**  
**MCC/CONTROL PANEL CHECKOUT FORM (TF11)**

**Manufacturer:** \_\_\_\_\_ **Location:** \_\_\_\_\_  
**Job No.:** \_\_\_\_\_  
**Tel:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**MCC / Control Panel:** \_\_\_\_\_ **TEST RESULT**

**OVERALL PANEL INSPECTION**

	<b><u>Pass</u></b>	<b><u>Fail</u></b>
1. All front panel and back panel components mounted securely.....	<input type="checkbox"/>	<input type="checkbox"/>
2. All wiring terminated and labeled correctly.....	<input type="checkbox"/>	<input type="checkbox"/>
3. All components, wiring, and labeling accurately reflected on the drawings..	<input type="checkbox"/>	<input type="checkbox"/>

**POWER-UP INSPECTION**

1. Voltage levels on load side of circuit breakers.....	<input type="checkbox"/>	<input type="checkbox"/>
2. Voltage levels at the DC terminals of the power supply.....	<input type="checkbox"/>	<input type="checkbox"/>
3. Voltage levels at the DC power distribution terminals.....	<input type="checkbox"/>	<input type="checkbox"/>

**POWER DISTRIBUTION AND GENERAL COMPONENT TESTING**

1. Power distribution to the appropriate components.....	<input type="checkbox"/>	<input type="checkbox"/>
2. Operation of the ancillary components such as receptacles, work lights, etc.	<input type="checkbox"/>	<input type="checkbox"/>

**CONTROL COMPONENTS CHECKS**

1. Operators (push buttons, selector switches, pilot lights).....	<input type="checkbox"/>	<input type="checkbox"/>
2. Inputs from External Sources.....	<input type="checkbox"/>	<input type="checkbox"/>
3. Outputs to External Sources.....	<input type="checkbox"/>	<input type="checkbox"/>
4. Relay Logic.....	<input type="checkbox"/>	<input type="checkbox"/>
5. PLC I/O and Program Verification.....	<input type="checkbox"/>	<input type="checkbox"/>
6. O/I Display Verification.....	<input type="checkbox"/>	<input type="checkbox"/>

**Notes:**

1. For relay logic checks, each rung of the elementary or loop diagram is to be highlighted in yellow as they are verified for correct control functions.
2. For PLC I/O and program verification, the control strategies shall be highlighted in yellow as each logic function is tested.

**Tested by:** \_\_\_\_\_ **Witnessed by:** \_\_\_\_\_

**Date:** \_\_\_\_\_

# I/O POINT CHECKOUT TEST FORM

**TEST FORM (TF13)**

I/O TYPE : \_\_\_\_\_

LOCATION : \_\_\_\_\_

[illegible]

**NOTES:**

TESTED BY : \_\_\_\_\_  
WITNESSED BY: \_\_\_\_\_

DATE : \_\_\_\_/\_\_\_\_/\_\_\_\_



BID FORMS

**CITY OF SANTA ROSA**

**STATE OF CALIFORNIA**

LAGUNA TREATMENT PLANT PRIMARY INFLUENT PUMP DRIVE REPLACEMENT

The work to be performed and referred to herein is in the City of Santa Rosa, California and consists of improvements to be constructed in accordance with the provisions of the Invitation for Bids, containing the Notice to Bidders, the Special Provisions, the Project Plan(s), the Bid Forms and the Contract, all of which are by reference incorporated herein, and each Addendum, if any is issued, to any of the above which is also incorporated by reference herein.

TO THE AWARD AUTHORITY OF THE CITY OF SANTA ROSA

The undersigned, as bidder, declares that the only person or parties interested in this bid as principals are those named herein; that this bid is made without collusion with any other person, firm, or corporation; that Contractor has carefully examined the Project Plans, Invitation for Bids and conditions therefor, and is familiar with all bid requirements, that Contractor has examined this Contract and the provisions incorporated by reference herein, and Contractor hereby proposes, and agrees that if its bid is accepted by the City, Contractor will provide all necessary machinery, tools, apparatuses, and other means of construction, and to do all the work and furnish all the materials and services required to complete the construction in accordance with the Contract, the Special Provisions, the Project Plan(s), and Addenda to any of the above as incorporated by reference, in the time stated herein, for the unit prices and/or lump sum prices as follows:

**NAME OF BIDDER:**

---

**CITY OF SANTA ROSA  
UNIT PRICE SCHEDULE  
LAGUNA TREATMENT PLANT PRIMARY INFLUENT PUMP DRIVE REPLACEMENT**

No. Item	Description	Quantity	Units	Unit Price	Total Price
1	GENERAL ELECTRICAL WORK	1	LS	\$_____	\$_____
2	VARIABLE FREQUENCY DRIVE WORK	1	LS	\$_____	\$_____
3	SPARE VFD IN NEMA 1 ENCLOSURE	1	EA	\$_____	\$_____
<b>GRAND TOTAL BID</b>					<b>\$_____</b>

In the case of any discrepancy between the unit price and the total set forth for the item, the unit price shall prevail; provided, however, that if the amount set forth as a unit price is ambiguous, unintelligible or uncertain for any reason, or is omitted, or in the case of lump sum items, is not the same amount as the entry in the "Total" column, then the amount set forth in the "Total" column for the item shall prevail in accordance with the following:

1. As to lump sum items, the amount set forth in the "Total" column shall be the unit price;
2. As to unit basis items, the amount set forth in the "Total" column shall be divided by the estimated quantity for the item and the price thus obtained shall be the unit price.

The Total Base Bid shall be the sum of the "Total" column. In case of discrepancy between the sum of the "Total" column and the amount entered as Total Base Bid, the sum of the "Total" column shall prevail. The bid comparison will be based on the sum of the "Total" column for each bidder.

If this Contract Bid is accepted by the City and the undersigned fails to execute the Contract and to give all the bonds required under the Contract, with a surety satisfactory to the Award Authority of the City of Santa Rosa, within ten calendar days after bidder has received the Notice of Award from the Engineer, then the Award Authority may, at its option, determine that the bidder has abandoned the Contract, and thereupon this bid and the acceptance thereof shall be null and void, and the forfeiture of the security accompanying this bid shall be in accordance with California Public Contract Code section 20172.

The undersigned understands and agrees that the City is not responsible for any error or omissions on the part of the undersigned in making this bid.

The bidder to whom the Contract is awarded agrees to execute the Contract in favor of the City, in the form attached, and to deliver any and all required bond(s) and insurance certificates within ten calendar days from the date of Contractor's receipt of the Notice of Award. Following the award of the Contract, Contractor shall commence work within ten calendar days from the day authorized in the Notice to Proceed and diligently prosecute the same to completion in accordance with Section 8-1.04.

## LIST OF SUBCONTRACTORS

**NAME OF BIDDER:** \_\_\_\_\_

The following is a list of each subcontractor who will perform work or labor or render services to the undersigned for the construction of the project in an amount in excess of ½ of 1% of the total amount of this bid.

The undersigned agrees that any portion of the work in excess of ½ of 1% of the total amount of this bid and for which no subcontractor is designated herein will be performed by the undersigned.

SUBCONTRACTOR NAME	SUBCONTRACTOR LICENSE NUMBER	SUBCONTRACTOR DIR REGISTRATION NUMBER	SUBCONTRACTOR BUSINESS ADDRESS	DESCRIPTION OF WORK (ITEM NO.)



### LIST OF PREVIOUS SIMILAR JOBS

**NAME OF BIDDER:** \_\_\_\_\_

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

NONCOLLUSION DECLARATION  
TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID

The undersigned declares:

I am the \_\_\_\_\_ of \_\_\_\_\_, the party making the foregoing bid. The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on \_\_\_\_\_ [date], at \_\_\_\_\_ [city], \_\_\_\_\_ [state].

NOTE:           The above Noncollusion Declaration is part of the Contract Bid. Signing this Bid on the signature portion thereof shall also constitute signature of this Noncollusion Declaration.

## BID BOND AFFIDAVIT AND BIDDER'S SIGNATURE PAGE

Accompanying this bid is a guaranty in the form of (Notice: Insert the words "cash \$," "Cashier's Check," "Certified Check," or "Bidder's Bond" as the case may be):

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in an amount equal to at least ten percent of the total of this bid.

The undersigned further agrees that if Contractor does not execute the Contract and deliver the necessary bonds to the City within the period of time specified in this Invitation for Bids, the proceeds of the security accompanying this bid shall become the property of the City of Santa Rosa, California, and this bid and the acceptance thereof may, at the option of the City, be considered null and void.

The undersigned is licensed in accordance with an act providing for the registration of Contractors, License No. \_\_\_\_\_, Class \_\_\_\_\_, expiration date \_\_\_\_\_.

The undersigned is registered with the Department of Industrial Relations, Registration No. \_\_\_\_\_.

**IMPORTANT NOTICE:** If bidder or other interested person is a corporation, state legal name of corporation, also names of the president, secretary, treasurer, and manager of the corporation; if a partnership, state true name of partnership, also the names of all partners in the partnership; if the bidder is a sole proprietor, state the business name and the proprietor's name in full.

Secretary of State Business Entity Number: \_\_\_\_\_.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Business Address

\_\_\_\_\_

Telephone Number

I declare under penalty of perjury that the foregoing is true and correct.

BIDDER'S SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

# **CONTRACT**

## **CITY OF SANTA ROSA**

### **CALIFORNIA**

#### **CONTRACT NO. C02051**

#### **LAGUNA TREATMENT PLANT PRIMARY INFLUENT PUMP DRIVE REPLACEMENT**

This Contract is made and entered into as of date to be added upon award at Santa Rosa, California, between the City of Santa Rosa ("City") and \_\_\_\_\_ of \_\_\_\_\_ ("Contractor").

ARTICLE I - For and in consideration of the payment and agreement hereinafter mentioned, to be made and performed by City, and under the conditions expressed in the required bonds hereunto annexed, Contractor agrees that for the benefit of City, at its own cost and expense, to do all the work and furnish all the materials, except such as are mentioned in the Special Provisions to be furnished by City, necessary to construct and complete the work herein described in a good, workmanlike, and substantial manner. The work embraced herein shall be done in accordance with the Standard Specifications of the State of California Department of Transportation, dated 2010, insofar as the same may apply (Standard Specifications); in accordance with the City of Santa Rosa Construction Specifications for Public Improvements (City Specifications); in accordance with the City of Santa Rosa Design and Construction Standards, (City Standards); in accordance with the State of California Department of Transportation Standard Plans, dated 2010 (Standard Plans), (collectively, "Contract Documents") and in accordance with the Special Provisions hereinabove set forth, all of which are hereby incorporated into and made part of this Contract.

The work to be performed is further shown upon a plan consisting of 9 sheets entitled, Laguna Treatment Plant Primary Influent Pump Drive Replacement, File Number 2018-0044, approved by the Deputy Director of Transportation and Public Works, hereinafter referred to as the Project Plan(s).

ARTICLE II - Contractor agrees to receive and accept the following prices as full compensation for furnishing all materials and doing all the work contemplated and embraced in this Contract; also for all loss or damages arising out of the nature of the work aforesaid, or from the acts of the elements, or from any unforeseen difficulties or obstructions which may arise or be encountered in the prosecution of the work until its acceptance by City and for all expenses incurred by or in consequence of the suspension or discontinuance of work, and for well and faithfully completing the work, and the whole thereof in the manner and according to the Project Plans and Invitation for Bids therefor, and the requirements of the Engineer under them to wit:

ITEM NUMBER	QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
			\$ _____	\$ _____
TOTAL BASE BID (SUM OF "TOTAL" COLUMN)			\$ _____	

**BID ITEMS IN THIS SECTION WILL BE INSERTED  
UPON AWARD OF THE CONTRACT AND SHALL BE  
THE SAME AS THOSE BID UPON.**

ARTICLE III - City and Contractor hereby promise and agree that Contractor shall provide the materials and do the work according to the terms and conditions herein contained and referred to, for the prices aforesaid, and City hereby agrees to pay for the same at the time, in the manner, and upon the conditions set forth; and the parties for themselves, their heirs, executors, administrators, successors, and assigns, do hereby agree to full performance of the covenants herein stated.

ARTICLE IV - By execution of this Contract, Contractor hereby represents and certifies that Contractor is aware of the provisions of Labor Code section 3700 which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and Contractor hereby agrees to comply with such provisions before commencing the performance of the work of this Contract.

ARTICLE V - It is further expressly agreed by and between the parties hereto that the Invitation for Bids, containing the Notice to Bidders including any required Bonds, the Contract Documents, and any Addenda are all essential parts of this Contract and are specially referred to and by such reference made a part hereof. In the event of any conflict in the provisions thereof, the terms of said documents shall control each over the other, in the following order:

1. Special Provisions
2. Project Plans
3. City Standards
4. City Specifications
5. Standard Specifications
6. Standard Plans

ARTICLE VI - Contractor agrees to commence work pursuant to this Contract within ten calendar days from the date authorized in the Notice to Proceed and to diligently prosecute the same to completion in accordance with Section 8-1.04C of the Special Provisions.

This Contract shall not be transferred or assigned without the prior written consent of City, which may be withheld by City in its sole and absolute discretion.

If Contractor is a corporation, two corporate officers of Contractor, one from each of the following two groups shall execute this Contract: a) the chairman of the board, president or any vice-president; b) the secretary, any assistant secretary, chief financial officer, or any assistant treasurer. The name and title of the corporate officers shall be printed under the signature.

In witness whereof, the parties hereto have executed this Contract as of the date first written above.

**City:**

City of Santa Rosa,  
a Municipal corporation

By: \_\_\_\_\_

Title: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_

Title: \_\_\_\_\_

Approved as to form:

By: \_\_\_\_\_

Office of City Attorney

**Contractor:**

Name of Contractor,  
Type of entity

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_