



MEMORANDUM

TO: Paul R. Rakosky
Director, Department of Finance and Management

FROM: Tanya Arsh, P.E.
Director, Department of Public Utilities

DATE October 7, 2011

SUBJECT: Contract Award Recommendation for Transformers

The Purchasing Office opened formal competitive bids on September 22, 2011 for the purchase of Single Phase Pole Mount Transformers, Single Phase Pad Mount Transformers, Three Phase Pad Mount Transformers, Single Phase Subway Transformers, Three Phase Subway Transformers and K-Rated Three Phase Subway Transformers. Four (4) bids were received.

In addition to a bid price, bidders were required to provide the core and copper loss for each transformer. The bid price was evaluated using the following formula:

$$\text{Total cost} = \text{bid} + (\text{core} \times 6) + (\text{copper} \times 2).$$

The bids were reviewed and evaluated by Janusz Satala, PE. He suspected the bid from Power Line Supply Company had the columns for core and copper loss transposed. This was verified through a clarification by Power Line Supply Company. Power Line Supply Company also confirmed they did not meet the bid specifications for items 16 and 17.

Wesco included in their bid terms and conditions and specifications provided by their manufacturer. They redacted from their bid the pages where these were included. Wesco was the low bidder for items 16 and 17 however they did not meet specifications for the K-factor of 20. These items will be recommended for award to the next lowest, responsive bidder, Professional Electric Products Company (PEPCO).

After reviewing the bids and obtaining clarifications, the Division of Power & Water/Power Section recommends awarding 3 contracts to the lowest, responsive, bidders for each item as follows: WESCO – Items #1, 2, 6, 13, 14 and 15.
Power Line Supply Company, Inc. - Items #3, 4, 5, 7, 8, 9, 10, 11 and 12
Professional Electric Products Company (PEPCO) – Items # 16 and 17

Thank you for your cooperation in this matter. A bid tabulation is attached for your review. Should you have any questions please contact Janusz Satala, P.E. DOPW/Power, at 645-7832.

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