

The City of Saint John

# **Request for Proposals**

for

2022-463002P – One Mile LS Sewage Pump Preselection
Saint John, New Brunswick

Request for Proposals No.: 2022-463002P

Issued: Tuesday, December 13<sup>th</sup>, 2022

Submission Deadline: Wednesday January 11<sup>th</sup>, 2023 at 4:00:00 p.m. (Saint John time)

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# PART 1 - INTRODUCTION

# 1.1 Invitation to Proponents

(1) This Request for Proposals ("RFP") is an invitation by The City of Saint John (the "City") to prospective proponents to submit proposals for the preselection of a pump for our One Mile lift station, as further described in Part 2 – The Deliverables (the "Deliverables").

#### 1.2 RFP Contact Person

(1) For the purposes of this procurement process, the "City Contact" shall be:

Monic MacVicar, CCLP, CPPB Procurement Specialist The City of Saint John

Email: <a href="mailto:supplychainmanagement@saintjohn.ca">supplychainmanagement@saintjohn.ca</a>

## 1.3 Type of Contract for Deliverables

(1) The Contractor will issue a Purchase order to the successful proponent for the scope of services and deliverables detailed in this request for proposal.

### 1.4 No Guarantee of Volume of Work or Exclusivity of Contract

(1) The City makes no guarantee as to the value or volume of the Deliverables. The contract to be entered with the selected proponent will not be an exclusive contract for the provision of the described Deliverables. The City may contract with others for same or similar to the Deliverables or may obtain the same or similar to the Deliverables internally.

# 1.5 Agreement on Internal Trade

(1) Proponents should note that procurements falling within the scope of Chapter 5 of the Agreement on Internal Trade are subject to that chapter but that the rights and obligations of the parties shall be governed by the specific terms of this RFP. For further reference, please see the Internal Trade Secretariat website at <a href="http://www.ait-aci.ca/index\_en.htm">http://www.ait-aci.ca/index\_en.htm</a>.

[End of Part 1]

# **PART 2 – THE DELIVERABLES**

# 2.1 Description of Deliverables

(1) This RFP is an invitation to submit offers for the preselection of a pump for our One Mile Lift Station, as further described in Appendix D – RFP Particulars – Section A – Deliverable & Appendix D1 – Specifications.

[End of Part 2]

# PART 3 - EVALUATION OF PROPOSALS

#### 3.1 Timetable

(1) The RFP timetable is tentative only and may be changed by the City at any time.

Issue Date of RFP	December 13, 2022
Deadline for Questions	4:00:00pm A.S.T, Tuesday January 3, 2023
Deadline for Issuing Addenda	4:00:00pm A.S.T, Thursday January 5, 2023
Submission Deadline	4:00:00pm A.S.T, Wednesday, January 11, 2023
Rectification Period	3 Business Days

#### 3.2 Submission Instructions

# (A) Proposals Should Be Submitted at Prescribed Location

(1) Proposals should be submitted at:

The City of Saint John
Supply Chain Management, 1st Floor
175 Rothesay Avenue
Saint John, New Brunswick, E2J 2B4 (the "Prescribed Location")

Attention: Monic MacVicar, CCLP, CPPB

# (B) Proposals Should Be Submitted in Prescribed Manner

- (1) Proponents should submit one signed original and three bound copies of the technical proposal and supporting information, and one signed original copy and three bound copies of the financial proposal and supporting information.
- (2) The technical proposal should be sealed in an envelope, clearly indicating the proponent's name and address and marked: "Technical Proposal: 2022-463002P One Mile LS Sewage Pump Preselection".
- (3) The financial proposal should be sealed in a separate envelope, clearly indicating the proponent's name and address and marked: "2022-463002P One Mile LS Sewage Pump Preselection".
- (4) Proposals sent by fax or email will be rejected.

# (C) Proposals Should Be Submitted on Time

- (1) Proposals shall be submitted at the Prescribed Location on or before the Submission Deadline. Proposals submitted after the Submission Deadline will be rejected.
- (2) Immediately following the Submission Deadline, proposals will be publicly opened in the office of the City Contact, at the Prescribed Location. Only the names and addresses of the proponents will be made public.

## (D) Amendment of Proposals

(1) Proponents may amend their proposals prior to the Submission Deadline by submitting the amendment in a sealed package to the Prescribed Location. The sealed package shall be prominently marked with the RFP title and number and the full legal name and return address of the proponent. Any amendment should clearly indicate which part of the proposal the amendment is intended to affect.

# (E) Withdrawal of Proposals

(1) At any time throughout the RFP process, a proponent may withdraw a submitted proposal. To effect a withdrawal, a notice of withdrawal must be sent to the City Contact and must be signed by an authorized representative. The City is under no obligation to return withdrawn proposals.

## 3.3 Stages of Proposal Evaluation

- (1) The City will conduct the evaluation of proposals and selection of the highest ranked proponent in the following three stages described in further detail below:
  - (a) Stage I Mandatory Requirements and Rectification
  - (b) Stage II Evaluation of Rated Criteria and Pricing
  - (c) Stage III –Selection and Final Negotiation

# (A) Stage I – Mandatory Requirements and Rectification

### **Submission and Rectification Period**

Stage I will consist of a review to determine which proposals comply with all of the mandatory requirements. Proposals failing to satisfy the mandatory requirements as of the Submission Deadline will be provided an opportunity to rectify any deficiencies. Proposals satisfying the mandatory requirements during the Rectification Period, as described in Part 3- Section 3.1- Timetable will proceed to Stage II. Proposals failing to satisfy the mandatory requirements within the Rectification Period will be excluded from further consideration. The Rectification Period will begin to run from the date and time that the City issues its rectification notice to the proponents.

## **Mandatory Submission Forms**

Other than inserting the information requested on the mandatory submission forms set out in this RFP, a proponent may not make any changes to any of the forms.

# Submission Form (Appendix A)

Each proponent must complete the Submission Form and include it with their technical proposal. The Submission Form must be signed by an authorized representative of the proponent.

## Pricing Form (Appendix B)

Each proponent must complete the Pricing Form and include it with their financial proposal. The Pricing Form must be completed according to the instructions contained in the form. Fees must be provided in Canadian funds, inclusive of all costs, applicable duties, overhead, and insurance costs, except for HST/GST.

# Reference Form (Appendix C)

Each proponent must complete the Reference Form and include it with its technical proposal.

## **Other Mandatory Requirements**

Each proposal must:

- (a) Be in English.
- (b) Be for the entire scope of work as described in Appendix D Section A Scope and Requirements. Incomplete proposals or proposals for only part of the Scope and Requirements described in Appendix D shall be disqualified.

# (B) Stage II – Evaluation of Rated Criteria and Pricing

Stage II will consist of a scoring by the City of each qualified proposal on the basis of the rated criteria and the pricing in accordance Appendix D – Section B – Evaluation Criteria.

### (C) Stage III – Selection and Final Negotiation

Once the proposals have been evaluated as per Stage II, and if the City wishes to request changes and/or improvements to the proponent's proposal, the top-ranked proponent may be selected to enter into direct negotiations.

During the negotiation, the City may provide the top-ranked proponent with any additional information and may seek further information and proposal improvements. After the negotiation, the top-ranked proponent may be invited to revise its initial proposal and submit its BAFO to the City.

### [End of Part 3]

# PART 4 – TERMS AND CONDITIONS

# 4.1 General Information and Instructions

## (A) Proponents to Follow Instructions

(1) Proponents should structure their proposals in accordance with the instructions in this RFP. Where information is requested in this RFP, any response made in a proposal should reference the applicable part, section, subsection or paragraph numbers of this RFP.

# (B) Information in RFP Only an Estimate

- (1) The City and its representatives shall not be liable for any information or advice or any discrepancies or errors or omissions that may be contained in this RFP or an Addenda, appendices, data, materials or documents (electronic or otherwise) attached or provided to the proponents pursuant to this RFP.
- (2) The City and its advisors make no representation, warranty or guarantee as to the accuracy of the information contained in this RFP or issued by way of addenda. Any quantities shown or data contained in this RFP or provided by way of addenda are estimates only and are for the sole purpose of indicating to proponents the general scale and scope of the work. It is the proponent's responsibility to obtain all the information necessary to prepare a proposal in response to this RFP.

# (C) Proponents Shall Bear Their Own Costs

(1) The proponent shall bear all costs associated with or incurred in the preparation and presentation of its proposal, including, if applicable, costs incurred for interviews, and/or presentations.

## 4.2 Communication after Issuance of RFP

# (A) Proponents to Review RFP

- (1) Proponents shall promptly examine all of the documents comprising this RFP, and
  - (a) Shall report any errors, omissions or ambiguities; and
  - (b) May direct questions or seek additional information in writing by email to the City Contact on or before the Deadline for Questions. All questions submitted by proponents by email to the City Contact shall be deemed to be received once the email has entered into the City Contact's email inbox. No such communications are to be directed to anyone other than the City Contact. The City is under no obligation to provide additional information, and the City shall not be responsible for any information provided by or obtained from any source other than the City Contact.

(2) It is the responsibility of the proponent to seek clarification from the City Contact on any matter it considers to be unclear. The City shall not be responsible for any misunderstanding on the part of the proponent concerning this RFP or its process.

## (B) All New Information to Proponents by Way of Addenda

- (1) This RFP may be amended only by an addendum in accordance with this subsection. If the City, for any reason, determines that it is necessary to provide additional information relating to this RFP, such information will be communicated to all proponents by addenda. Each addendum forms an integral part of this RFP.
- (2) Such addenda may contain important information, including significant changes to this RFP. Proponents are responsible for obtaining all addenda issued by the City. Addenda may be obtained from the City's website (<a href="www.saintjohn.ca">www.saintjohn.ca</a>) under the menu option "Tender and Proposals". In Appendix A, proponents should confirm their receipt of all addenda by setting out the number of each addendum in the space provided.

# (C) Post-Deadline Addenda and Extension of Submission Deadline

(1) If any addendum is issued after the Deadline for Issuing Addenda, the City may at its discretion extend the Submission Deadline for a reasonable period of time.

# (D) Verify, Clarify and Supplement

(1) When evaluating responses, the City may request further information from the proponent or third parties in order to verify, clarify, or supplement the information provided in the proponent's proposal. The City may revisit and re-evaluate the proponent's response or ranking on the basis of any such information.

## (E) No Incorporation by Reference

(1) The entire content of the proponent's proposal should be submitted in a fixed form, and the content of websites or other external documents referred to in the proponent's proposal will not be considered to form part of its proposal.

# (F) Proposal to Be Retained by the City

(1) The City will not return the proposal or any accompanying documentation submitted by a proponent.

# 4.3 <u>Debriefing</u>

# (A) Debriefing

(1) Upon written request from any proponent, the City may provide a more detailed oral debriefing either by phone or in person, as required by the proponent. The written request shall be submitted to the City Contact no later than 15 calendar days after such notification.

(2) The acceptance of the successful proposal shall not be discussed during a debriefing.

## (B) Procurement Protest Procedure

- (1) The parties shall attempt to negotiate all disputes in good faith.
- (2) In the event the parties are unable through good faith negotiations to mutually resolve any dispute, controversy or claim arising out of, in connection with, or in relation to the interpretation, performance or breach of this RFP, such dispute, controversy or claim shall be referred to the dispute resolution procedure in accordance to Part 4 Section 4.8 Dispute Resolution Procedure.

## 4.4 Prohibited Conduct

# (A) Proponent Not to Communicate with Media

(1) A proponent may not at any time directly or indirectly communicate with the media in relation to this RFP or any agreement entered into pursuant to this RFP without first obtaining the written permission of the City Contact.

# (B) No Lobbying

(1) A proponent may not, in relation to this RFP or the evaluation and selection process, engage directly or indirectly in any form of political or other lobbying whatsoever to influence the selection of the successful proponent.

## (C) Illegal or Unethical Conduct

(1) Proponents shall not engage in any illegal business practices, including activities such as bidrigging, price-fixing, bribery, fraud or collusion. Proponents shall not engage in any unethical conduct, including other inappropriate communications, offering gifts to members of Common Council, employees, officers or other representatives of the City, deceitfulness, submitting proposals containing misrepresentations or other misleading or inaccurate information, or any other conduct that compromises or may be seen to compromise the competitive process provided for in this RFP.

### (F) Past Performance or Inappropriate Conduct

- (1) The City may prohibit a proponent from participating in the procurement process based on past performance or based on inappropriate conduct in a prior procurement process.
- (2) Such inappropriate conduct shall include, but not be limited to the following:
  - (a) All the conducts as described in Part 4 Section 4.4;
  - (b) The refusal of the proponent to honour its pricing or other commitments made in its proposal; or

(c) Any other conduct, situation or circumstance determined by the City, in its sole and absolute discretion, to constitute a Conflict of Interest.

# 4.5 <u>Confidential Information</u>

# (A) Confidential Information of City

- (1) All information provided by or obtained from the City in any form in connection with this RFP either before or after the issuance of this RFP:
  - (a) Is the sole property of the City and must be treated as confidential;
  - (b) Is not to be used for any purpose other than replying to this RFP and the performance of any subsequent Contract;
  - (c) Must not be disclosed by the proponent to any person, other than persons involved in the preparation of the proponent's proposal or the performance of any subsequent contract, without prior written authorization from the City; and
  - (d) Shall be returned by the proponents to the City immediately upon the request of the City.

# (B) Confidential Information of Proponent

(1) A proponent should identify any information in its proposal or any accompanying documentation supplied in confidence for which confidentiality is to be maintained by the City. The confidentiality of such information will be maintained by the City, except as otherwise required by law or by order of a court or tribunal. Proponents are advised that their proposals will, as necessary, be disclosed, on a confidential basis, to the City's advisors retained for the purpose of evaluating or participating in the evaluation of their proposals. If a proponent has any questions about the collection and use of personal information pursuant to this RFP, questions are to be submitted to the City Contact.

# 4.6 Procurement Process Non-Binding

# (A) No Contract A and No Claims

- (1) The procurement process is not intended to create and shall not create a formal legally binding bidding process and shall instead be governed by the law applicable to direct commercial negotiations.
- (2) For greater certainty and without limitation:
  - (a) This RFP shall not give rise to any Contract A based tendering law duties or any other legal obligations arising out of any process contract or collateral contract; and
  - (b) Neither the proponent nor the City shall have the right to make any claims (in contract, tort, equity or otherwise) against the other with respect to the award of a contract, failure to award a contract or failure to honour a response to this RFP.

## (B) No Contract until Execution of Written Contract

(1) The RFP process is intended to identify the highest ranked proponent for the purposes of entering into a contract. No legal relationship or obligation regarding the procurement of any good or service shall be created between the proponent and the City by the RFP process until the issuance of a purchase order for the acquisition of such goods and/or services.

# (C) Non-Binding Price Estimates

(1) While the pricing information provided in responses will be non-binding prior to the issuance of a purchase order, such information will be assessed during the evaluation of the responses and the ranking of the proponents. Any inaccurate, misleading or incomplete information, including withdrawn or altered pricing, could adversely impact any such evaluation, ranking or contract award.

# (D) Disqualification for Misrepresentation

(1) The City may disqualify the proponent or rescind a contract subsequently entered into if the proponent's response contains misrepresentations, omissions, or any other inaccurate, misleading or incomplete information.

# (E) Cancellation

(1) The City may cancel or amend the RFP process without liability at any time.

## 4.7 **Governing Law and Interpretation**

#### A. Governing Law

- (1) The terms and conditions in this Part 4:
  - (a) Are included for greater certainty and are intended to be interpreted broadly and separately (with no particular provision intended to limit the scope of any other provision);
  - (b) Are non-exhaustive (and shall not be construed as intending to limit the pre-existing rights of the parties to engage in pre-contractual discussions in accordance with the common law governing direct commercial negotiations); and
  - (c) Are to be governed by and construed in accordance with the laws of the province of New Brunswick and the federal laws of Canada applicable therein.
  - (d) This procurement is also subject to the following Policies, Legislation and Internal Trade Agreement(s) including:
    - a. Atlantic Trade and Procurement Partnership
    - b. Canadian Free Trade Agreement
    - c. City of Saint John Policy for the Procurement of Goods, Services and Construction

d. New Brunswick Procurement Act and Regulation 2014-93

## (e) Reserved Rights

- a. The City reserves the right to:
  - Reject an unbalanced Proposal. For the purpose of this section, an unbalanced Proposal is a Proposal containing a unit price which deviates substantially from, or does not fairly represent, reasonable and proper compensation for the unit of work bid or one that contains prices which appear to be so unbalanced as to adversely affect the interests of the City. The City reserves the right to use Proposals submitted in response to other like or similar Requests for Proposals as a guideline in determining if a proposal is unbalanced.
  - b) Amend or modify the scope of a project, and/or cancel or suspend the Proposal Solicitation at any time for any reason.
  - c) Require proponents to provide additional information after the Closing Date for the Proposal Solicitation to support or clarify their proposals.
  - d) Not accept any or all proposals.
  - e) Not accept a proposal from a proponent who is involved in litigation, arbitration or any other similar proceeding against the City.
  - f) Reject any or all proposals without any obligation, compensation or reimbursement to any proponent or any of its team members.
  - g) Withdraw a Proposal Solicitation and cancel or suspend the Proposal Solicitation process.
  - h) Extend, from time to time, any date, any time period or deadline provided in a Proposal Solicitation (including, without limitation, the Proposal Solicitation Closing Date), upon written notice to all proponents.
  - i) Assess and reject a proposal on the basis of
    - i. Information provided by references;
    - ii. The proponent's past performance on previous contracts;
    - iii. Information provided by a proponent pursuant to the City exercising its clarification rights under the Proposal Solicitation process;
    - iv. The proponent's experience with performing the type and scope of work specified including the proponent's experience;
    - v. Other relevant information that arises during a Proposal Solicitation process.
  - j) Waive formalities and accept proposals which substantially comply with the requirements of the Proposal Solicitation.
  - k) Verify with any proponent or with a third party any information set out in a proposal.
  - I) Disqualify any proponent whose proposal contains misrepresentations or any other inaccurate or misleading information.
  - m) Disqualify any proponent who has engaged in conduct prohibited by the Proposal Solicitation documents.
  - n) Make changes including substantial changes to the proposal documents provided that those changes are issued by way of an addendum in the manner set out in the Proposal Solicitation documents.
  - o) Select any proponent other than the proponent whose proposal reflects the lowest cost to the City.
  - p) Cancel a Proposal Solicitation process at any stage.

- q) Cancel a Proposal Solicitation process at any stage and issue a new Proposal Solicitation for the same or similar deliverable.
- r) Accept any proposal in whole or in part.

And these reserved rights are in addition to any other express rights or any other rights which may be implied in the circumstances and the City shall not be liable for any expenses, costs, losses or any direct or indirect damages incurred or suffered by any proponent or any third party resulting from the City exercising any of its express or implied rights under a Proposal Solicitation.

# (f) Limitation Of Liability And Waiver

In every Proposal Solicitation, the City shall draft the documents such that each proponent, by submitting a proposal, agrees that:

- a) Neither the City nor any of its employees, agents, advisers or representatives will be liable, under any circumstances, for any claims arising out of a Proposal Solicitation process including but not limited to costs of preparation of the proposal, loss of profits, loss of opportunity or any other claim.
- b) The proponent waives any claim for any compensation of any kind whatsoever including claims for costs of preparation of the proposal, loss of profit or loss of opportunity by reason of the City's decision to not accept the proposal submitted by the proponent, to award a contract to any other proponent or to cancel the Proposal Solicitation process, and the proponent shall be deemed to have agreed to waive such right or claim.

[End of Part 4]

# APPENDIX A- SUBMISSION FORM

# (A) Proponent Information

Please fill out the following form, and name one person to be the contact for your response to this RFP response and for any clarifications or amendments that might be necessary.			
Full Legal Name of Proponent:			
Any Other Relevant Name under Which the Proponent Carries on Business:			
Street Address:			
City, Province/State:			
Postal Code:			
Phone Number:			
Fax Number:			
Company Website (If Any):			
RFP Contact Person and Title:			
RFP Contact Phone:			
RFP Contact Facsimile:			
RFP Contact E-mail:			

# (B) Acknowledgment of Non-Binding Procurement Process

The proponent acknowledges that the RFP process will be governed by the terms and conditions of this RFP, and that, among other things, such terms and conditions confirm that this procurement process does not constitute a formal legally binding bidding process, and that there will be no legal relationship or obligations created until the City and the selected proponent have executed issued a purchase order.

# (C) Ability to Provide Deliverables

The proponent has carefully examined this RFP documents and has a clear and comprehensive knowledge of the Deliverables required under this RFP. The proponent represents and warrants its ability to provide the Deliverables required under this RFP in accordance with the requirements of this RFP for the fees set out in the Pricing Form and has provided a list of any subcontractors to be used to complete the proposed contract.

# (D) Mandatory Forms

The proponent encloses as part of the proposal the mandatory forms set out below:

FORM	INITIAL TO ACKNOWLEDGE
Submission Form	
Pricing Form	
Reference Form	

**Notice to proponents:** There may be forms required in this RFP other than those set out above. See the Mandatory Requirements section of this RFP for a complete listing of mandatory forms.

## (E) Non-Binding Price Estimates

The proponent has submitted its fees in accordance with the instructions in this RFP and in the Pricing Form set out in Appendix B. The proponent confirms that the pricing information provided is accurate. The proponent acknowledges that any inaccurate, misleading or incomplete information, including withdrawn or altered pricing, could adversely impact the acceptance of its quotation or its eligibility for future work.

# (F) Addenda

The proponent is deemed to have read and accepted all addenda issued by the City prior to the Deadline for Issuing Addenda. The onus remains on proponents to make any necessary amendments to their proposal based on the addenda. The proponent confirms that it has received all addenda by listing the addenda numbers or, if no addenda were issued, by writing the word "None" on the following line: \_\_\_\_\_\_\_\_\_. Proponents who fail to complete this section will be deemed to have received all posted addenda.

#### (G) No Prohibited Conduct

The proponent declares that it has not engaged in any conduct prohibited by this RFP.

# (H) Disclosure of Information

The proponent hereby agrees that any information provided in this proposal, even if it is identified as being supplied in confidence, may be disclosed where required by law or if required by order of a court or tribunal. The proponent hereby consents to the disclosure, on a confidential basis, of this proposal by the City to the City's advisers retained for the purpose of evaluating or participating in the evaluation of this proposal.

Signature of Witness	Signature of Proponent Representative	
Name of Witness	Name	
	Title	
	 Date	
	I have the authority to bind the proponent.	

# **APPENDIX B - PRICING FORM**

# (A) Pricing Form

(1) Complete the following table to provide pricing based on the specifications, terms and conditions of this RFP.

# **SCHEDULE OF PRICES**

Item	Description	One Mile Lift Station (4 Pumps)
1.0	Submersible Pumps/Motors	
2.0	Pump accessories including but not limited to pump bases, discharge elbows, guide support brackets, lifting chains, power cables, alarm relays, and anchor bolts.	
3.0	Shipping all materials to Saint John, NB including loading, unloading, storage, packaging, securing and coordination, fees and duties.	
4.0	Supervision of installation and commissioning services at site including all expenses as specified.	
5.0	Replacement Impeller (1x per pump)	
6.0	Replacement wear plate or wear rings (1x per pump)	
Α	Sub-total (Items 1-6) excluding taxes.	
В	HST (15%)	
	Total Price (A+B)	
The a	mount of the price (as per (A)) (\$) (exc	luding HST) that is subject to
_	n exchange rate applicable at closing, the applicable currency ( nge rate () use in calculating the price above.	to CAD) and the
(a)	Per diem rate including travel and accommodation costs for additional visits if required	\$
(b)	Submittal of shop drawings upon receipt of Purchase Order	weeks
(c)	Delivery of equipment (in full) upon receipt of approved shop drawings	weeks
(d)	Final shop drawings and data upon receipt of approved shop drawings	weeks

# **APPENDIX C - REFERENCE FORM**

Each proponent is requested to provide three references from clients who have obtained similar goods or services to those requested in this RFP from the proponent in the last two years.

# Reference #1

Company Name:	
Company Address:	
Contact Name:	
<b>Contact Telephone Number:</b>	
Date Work Undertaken:	
Nature of Assignment:	
Reference #2	
Neierence #2	
Company Name:	
Company Address:	
Contact Name:	
<b>Contact Telephone Number:</b>	
Date Work Undertaken:	
Nature of Assignment:	
Reference #3	
Company Name:	
Company Address:	
Contact Name:	
<b>Contact Telephone Number:</b>	
Date Work Undertaken:	
Nature of Assignment:	

#### APPENDIX D – RFP PARTICULARS

# (A) DELIVERABLE

See attached specifications:

Section 00 21 14 Information to Equipment Suppliers

Section 46 05 01 Pumping Equipment

## (B) EVALUATION CRITERIA

- (1) It is not the intent of the City to select the equipment and the Supplier solely on the basis of the capital cost of the equipment, but to consider all the factors related to the use of the equipment. The City will evaluate the proposals with input from the Consultant.
- (2) A value matrix approach will be used to assess various elements of the proposals with weighting factors applied to give an overall weighted value to each bid. The matrix will consist of a technical and a cost evaluation as detailed below:

### Technical merit (25):

Compliance with the technical specifications, equipment performance, and general quality of proposed equipment. Potential installation cost advantages/disadvantages will also be considered here.

#### Demonstrated delivery and past experience (20):

The Equipment Suppliers history of supplying, commissioning systems similar to those specified, similarity of references to this project, possible comments received from references, if contacted, and any previous City experience with the Equipment Supplier or the offered equipment for similar assignments. Quoted delivery times will be scored in this section of the evaluation.

### **Equipment Supplier's servicing capabilities (20):**

The Equipment Suppliers in-house technical and service resources, related to the proposed equipment, warranty duration and terms, service facilities including proximity to the City of Saint John, and general capabilities in commissioning of the equipment.

#### Lifecycle cost (20):

Life cycle costs analysis of the purchase cost of the equipment, operational costs, and energy cost based on the rated duty and additional information provided in Part A of Appendix D.

# Value Added (10):

What additional information (references), technology, process or options (additional spares) has the supplier included in the proposal? Is there value added to the supplier's response for this additional information? Any identified enhancements (ruggedness, superior materials, heavier components or other advantages of the proposed equipment) will be considered here.

# Cost (30):

Total purchase price.

# **APPENDIX D1 - SPECIFICATIONS**

Section 00 21 14 Information to Equipment Suppliers Section 46 05 01 Pumping Equipment

City of Saint John	Information to Equipment	Section 00 21 14
Sewage Pump Preselection	Suppliers	Page 1
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# 1.0 PURPOSE AND PROCEDURE

- 1.1 The purpose of receiving proposals in accordance with these documents is to permit examination of a variety of equipment on a comparable basis in order to select the equipment best fulfilling the City's requirements and to ensure that it is delivered on site at the appropriate time.
- 1.2 Where named products, trade names, technologies, or characteristics particular to a specific manufacturer are mentioned, they are so mentioned to clarify the anticipated quality, operating requirements, and general physical arrangement of the equipment.
- 1.3 The procedure, in general, will be as follows:
  - .1 Receive and assess proposals for equipment. Request and receive additional information as necessary.
  - .2 Select equipment.
  - .3 Notify Supplier of intent to specify his equipment manufacturer as a sole source.
  - .4 The Supplier and Consultant exchange information and advance the design.
  - .5 The Consultant completes the design and contract documents, and prepares Tenders for the General Contract.
  - Award a General Contract in which the Contractor becomes the Purchaser of the preselected equipment, and who then becomes responsible for payment for the equipment per the Payment schedule in the Proposal Form. The Supplier is responsible for the supply, delivery and guarantee of the shop drawings and equipment in accordance with the requirements of this RFP, subsequent correspondence and the General Contract.
  - .7 Contractor places Purchase Order for equipment and shop drawings.
  - .8 The Supplier provides shop drawings to the Contractor who submits them to the Consultant for review and approval.
  - .9 The Supplier arranges for the fabrication and delivery of the equipment.
  - .10 The Contractor will carry out or arrange for the installation of the equipment under the terms of the General Contract.

# 2.0 INFORMATION WITH PROPOSAL

- 2.1 Each technical proposal copy shall include the following information:
  - .1 Descriptive literature, specifications, engineering and operating requirements and data on every item of equipment quoted.
  - .2 Delivery schedule and methodology.
  - .3 Dimensional drawings, plans, details of every item of equipment quoted showing general construction and assembly, principal dimensions, materials of construction, material thickness, and finishes.
  - .4 Performance curves or data on the full range of operation conditions in accordance with Hydraulic Institute Standards.
  - .5 Equipment model, manufacturer's name, serial number, voltage cycle, phase, and power motor.
  - .6 Complete materials and parts list included with the equipment quoted. Provide manufacturer's name and model number for equipment components and materials.
  - .7 Location of nearest qualified manufacturer's service facility and parts stock to Saint John, NB.
  - .8 Contact names for parts, warranty, and service.

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- .9 Scope to be provided for commissioning.
- .10 Size, number, and weight of the shipped packages containing the equipment, and method of shipment.
- .11 Dimensioned information concerning clear space required around equipment for regular servicing and maintenance.
- .12 Warranty Terms.
- 2.2 In a separate sealed envelope marked "2022-463002P One Mile LS Sewage Pump Preselection", provide the completed proposal Form which will include price and delivery information as requested. Do not provide any price or cost information in the "technical" portion of the proposal. Failure to do so may result in rejection of the proposal.
- 2.3 The Equipment Supplier agrees that submission of the foregoing data constitutes a guarantee that the units proposed conform thereto, and are in accordance with, these specifications.

## 3.0 PRICES

- 3.1 Quoted prices to include delivery to the Site and unloading at the Site.
- 3.2 The fixed quoted prices shall be in Canadian dollars, and shall cover all contingencies and provisional sums; all patents and licensing fees, duties, and handling charges, transportation and all other charges.
- 3.3 Submit the proposal on the RFP forms without any connection, comparison of figures with, or knowledge of any other corporation, firm or person making a proposal for similar equipment for this project and the proposal shall be in all respects fair and without collusion or fraud.
- 3.4 Quoted prices shall allow for any supply, transport and onsite activities associated with lubricants, etc. that are required for the operation of the equipment but are shipped separately to the site of the work.
- 3.5 The prices contained in quotations shall be fixed and open for acceptance for a period of six (6) months after the Submission Deadline for receipt of proposals. It is anticipated that the project timeline will result in a Purchase Order placed prior to April 2023 and delivery of equipment not later than October 2023 and start-up, commissioning and final acceptance of equipment approximately two (2) months following delivery of equipment. Provided that a written Purchase Order for the equipment is placed by the Contractor within the above-mentioned period of validity of the proposal, there shall be no increase in the quoted price of the equipment.
- 3.6 If foreign exchange is applicable to a significant portion of the price equipment supply, indicate the applicable foreign currency, the dollar amount of the price which is applicable to that foreign exchange as well as the foreign exchange rate that was applicable at the Submission Deadline for receipt of proposals. Provide this information on the Proposal Form. Any increase or decrease in the foreign exchange applicable to the said equipment between the Submission Deadline of the Equipment Proposal and date of Purchase Order shall result in a corresponding increase or decrease in the price charged by the Supplier. However, no change in price shall be made if the net amount of increase or decrease is less than \$1000. Any increase or decrease in price shall be claimed by the Supplier through the Contractor as the case may be and debited or credited.

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- 3.7 The Supplier shall notify the Purchaser and the Consultant promptly of relevant changes in rate of foreign exchange.
- 3.8 Payment to the Supplier shall be by the Contractor in accordance with the payment terms defined in Section 12 Payment Schedule and in the General Contract. Also note that payments to the Contractor are subject to the Construction Remedies Act in New Brunswick.

### 4.0 SHOP DRAWINGS AND PRODUCT INFORMATION MATERIAL

- 4.1 The Supplier shall submit to the Consultant product information, dimensions, ancillary equipment information, operating characteristics necessary to complete contract documents and detailed design activities around the Pre-Selected equipment Supplier's Product(s).
- 4.2 The Supplier shall submit to the Consultant for review, detailed shop drawings and product information for the equipment to be supplied as noted in the technical specifications. All documents to be supplied with metric units. Submit shop drawings three (3) weeks from the date the Contractor's Purchase Order is placed. The supply of shop drawings shall be included in the price quoted in the Proposal Form for preselection of equipment.
- 4.3 Submit one (1) electronic file of the material in its entirety for all items of Equipment being supplied. Information must be complete in every detail and show clear compliance with the specifications. Submit electronic copies of shop drawings in PDF file format with file sizes limited to under 10 Mb. Send multiple files if the size exceeds this size. Electronic copies must be high quality and suitable for reproduction at 8.5" x 11" or 11" x 17" paper size. Illegible or low-quality shop drawings will be rejected. The Consultant will return a scanned copy of mark-ups with shop drawing stamp.
- The Consultant will review and mark comments as required on a single scanned electronic copy of the material and return them to the Supplier indicating "no apparent errors", "apparent error noted", "rejected see remarks", "revise and resubmit", and the Consultant will retain a copy. Review of Supplier's shop drawings by the Consultant shall not relieve the Supplier of the responsibility for the correctness thereof nor for the results arising from any error or omission in details of the design. Resubmit all drawings marked "rejected see remarks" or "revise and resubmit".
- 4.5 Review of shop drawings and acceptance of the equipment shall in any case be subject to final approval of the equipment and materials after they have been commissioned, all guarantees being fulfilled and the general operation of the equipment and materials having been found satisfactory by the Consultant.
- 4.6 After the drawings, information and material have been reviewed by the Consultant, no change shall be made in them without the Consultant's written permission. In the event of any alterations or changes being authorized, a single electronic file of each of the final drawings and specifications indicating these changes shall be immediately furnished at the Supplier's expense.
- 4.7 The Owner will not accept responsibility for cost of changes necessary if any equipment is fabricated without prior review of shop drawings. Review of shop drawings does not relieve the Supplier of responsibility to meet the requirements of the specifications.
- 4.8 The Supplier shall not ship for delivery any equipment to the job site until approved shop drawings have been released by the Consultant and until required factory testing is completed.

- 4.9 The material and drawing information shall include:
  - .1 Dimensional outlines, sections and detail of all equipment, with anchor bolt location plan and required clearances.
  - .2 General assembly drawing with weights, service requirements, points of connection, recommended clearances, and complete parts list.
  - .3 Information concerning any proprietary components outsourced and fitted, such as electric motors and other electrical devices, drive mechanisms, valves, controls and the like.
  - .4 A standard ladder logic control diagram or flow diagram with supporting written description of operation.
  - .5 Detailed instruction for the erection of equipment.
  - .6 Recommended spare parts.
  - .7 Detailed information on equipment lubricants.
- 4.10 The Supplier shall provide recommended spare parts and cost of these parts for their equipment. Do not include costs to provide said spare parts in the price quoted. The Owner may elect to purchase these spare parts and increase the purchase price accordingly.
- 4.11 The Supplier shall confirm what type and quantity of lubricants are required for the installation, startup and permanent operation of the pre-purchased equipment. The installing Contractor will be responsible for supplying and installing such lubricants.

# 5.0 OPERATIONS AND MAINTENANCE MANUALS

- 5.1 The Supplier shall furnish operations and maintenance manuals specifying instructions for the following:
  - .1 Reviewed shop drawings.
  - .2 Receiving, handling, storage.
  - .3 Installation, alignment checks.
  - .4 Electrical connections.
  - .5 Instrumentation requirements.
  - .6 Operations.
  - .7 Servicing and maintenance procedures.
  - .8 Relevant drawings.
  - .9 Detailed spare parts list complete with current price list.
  - .10 Safety instructions.
  - .11 Tests and Supplier inspection procedures.
  - .12 Maintenance training videos.
- 5.2 Provide material not later than date when installation of equipment will commence. Include cost of providing this material in quoted price for supply of equipment.
- 5.3 Provide one (1) hard-copy set and one (1) digital copy in PDF format of operation and maintenance manuals to the Contractor.

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### 6.0 INSPECTION AT FACTORY

- 6.1 The Consultant and/or City may, after the Purchase Order has been placed, inspect the manufacturing, assembling and testing facilities at the Supplier's factory or at the factory of a proposed sub-supplier of the Supplier, and be satisfied of the capability and facilities to manufacture and test the required equipment.
- 6.2 The Consultant and/or City may inspect the equipment or the process of manufacture or testing of the equipment at the Supplier's factory or at the factory of a sub-supplier of the Supplier at any reasonable time. The City may notify the Supplier at any time of unsatisfactory materials, workmanship or processes.
- 6.3 Provide, upon reasonable request, access and co-operation to assist the City in carrying out inspection or testing at the factory or plant.
- 6.4 Shop tests shall not constitute a waiver of requirements to meet actual field operating conditions or relieve the Supplier of their responsibility.

# 7.0 TESTING

- 7.1 Where witnessed testing at the factory is specified, the Supplier shall give the City reasonable written notice, with copies to the City of the date when the equipment will be ready for such testing. Equipment is not to be delivered to the Site until such testing has been completed satisfactory, as specified.
- 7.2 Where certified factory testing of the equipment or any component part thereof is specified, the Supplier shall furnish copies of the required certified test reports, showing that the equipment complies with the specifications, to the Consultant and the City before the equipment is delivered to Site.

# 8.0 DELIVERY, STORAGE AND HANDLING

- 8.1 Ship all equipment completely assembled where possible. Ship large, fabricated assemblies in subassemblies as large as practical from the point of view of moving them into and about the structures, and piece-mark to facilitate field erection.
- 8.2 The Supplier shall cooperate with the Contractor in the matter of packaging, time of delivery and shipping.
- 8.3 The Supplier shall quote a guaranteed delivery period from the date of the purchase order for each item of equipment for which a quotation is submitted.
- 8.4 The quoted delivery period shall allow for:
  - .1 The time required by the Purchaser's official order to reach the Supplier by mail.
  - .2 A three (3) week period for the Supplier to submit shop drawings.
  - .3 A three (3) week period for the Consultant to review and comment on the Supplier's shop drawings for the equipment to be supplied.

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- .4 The Supplier will be entitled to an extension of the quoted delivery period on account of the following:
  - .1 The Consultant taking more than three (3) weeks to review and return to the Supplier the Supplier's shop drawings, provided that the excess time involved was not due to the shop drawings containing errors or omissions or not complying with the requirements of the specifications.
  - .2 Delay attributable to acts of God or other matters which were not the fault of the Supplier and over which the Supplier had no control provided that the Supplier or manufacturer took all possible action to reduce delays and notified the Owner promptly of the occurrence of such delays.
- .5 Delivery of anchor bolts and parts to be embedded which are required in advance of taking delivery of equipment shall be made when required by the Purchaser.
- 8.5 Deliver the equipment and appurtenances to the Site of the work in a condition satisfactory to the Consultant and the Owner and make good any omissions, discrepancies or damage evident on delivery.
- The Contractor at the Site shall sign the carrier's pro bill to indicate receipt of the required number of crates, packages, and shall note any apparent shortages of or visible damage to such crates and packages. The Supplier shall furnish to the Contractor lists showing the contents of the crates and packages available at the job site when delivery of the equipment and appurtenances is made. Within seven (7) days after the date of delivery to the job site, the Contractor will notify the Supplier in writing of shortages or damage in the equipment delivered.

## 9.0 SERVICES REQUIRED AT SITE

- 9.1 Supply the services of a competent, factory-trained technical representative to inspect the completed installation work (completed by others) and provide start-up and commissioning services at no additional cost to the contract.
- 9.2 The technical representative shall provide the services stated in the relevant technical sections and shall operate and demonstrate the equipment to the satisfaction of City's operating staff.
- 9.3 Provide to the City, a letter or certificate stating that the technical representative has found the installation to be in accordance with all Supplier requirements.

### 10.0 WARRANTY

10.1 A minimum warranty period of one (1) year from the date that all supplied equipment has been placed into service. The date that the equipment has been placed into service shall be determined by the City following the satisfactory installation, the commissioning and successful completion of all required testing and receipt of a report signed by the Equipment Supplier's qualified, technical representative stating that the equipment is ready for permanent operation.

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- 10.2 The Supplier shall be responsible for the proper performance of the equipment during the warranty period. The Supplier shall correct promptly, at the Supplier's expense, any deficiencies in the equipment or operation of the equipment which appear prior to and during the warranty period.
- 10.3 The City shall promptly give the Supplier notification of observed defects and deficiencies which appear during the warranty period. Such defects and deficiencies shall not be the result of improper operation or maintenance, which are the responsibility of the City.
- 10.4 Any warranty offered over the stated minimum of one (1) year will be evaluated under Evaluation Criteria Equipment Supplier's servicing capabilities.

### 11.0 GENERAL CONDITIONS OF THE CONSTRUCTION CONTRACT

The General Conditions of the Construction Contract will be based on City of Saint John General Specifications (May 17, 2022) which can be obtained from the City's website (<a href="www.saintjohn.ca">www.saintjohn.ca</a>) under the menu option "Tender and Proposals". The Supplier should review this document prior to closing. This document will govern the relationship between the Owner and the installing Contractor.

### 12.0 PAYMENT SCHEDULE

- 12.1 Equipment payment will be allowed for at the following milestones during the execution of the General Contract:
  - .1 70% due upon delivery of all equipment to the Site.
  - .2 20% due upon installation of equipment into the works of the One Mile Lift Station.
  - .3 10% due upon successful completion of trial testing, commissioning and operator training.
  - .4 The City shall retain money as a holdback in accordance with the New Brunswick Construction Remedies Act.

**END OF SECTION** 

# PART 1 GENERAL

### 1.1 WORK INCLUDED

.1 This Section specifies requirements for design, fabrication, delivery, field testing and commissioning of submersible pumps.

### 1.2 INTENT

.1 The intent of this specification is to provide the equipment fully complete in every detail for the purpose designated. Provide any apparatus, appliance material or labour not specifically mentioned or included, but requisite to the operation of the apparatus and equipment specified without additional expense to the Owner.

# 1.3 REFERENCE STANDARDS

- .1 The work under this section must conform to the applicable requirements and referenced standards of the American Society for Testing and Materials (ASTM), American National Standards Institute (ANSI), American Iron and Steel Institute (AISI), American Gear Manufacturer's Association (AGMA), American Welding Society Code, Canadian Standards Association (CSA), Hydraulic Institute Standards, National Electrical Manufacturer's Association (NEMA), Canadian Electrical Manufacturers Association (CEMA), Institute of Electrical and Electronic Engineers(IEEE), Electrical Equipment Manufacturer's Association of Canada (EEMAC), and Canadian Electrical Code.
- .2 ANSI/ASME B16.1-2015, Gray Iron Pipe Flanges and Flanged Fittings: Classes 25, 125, and 250
- .3 IEEE-112-2004, Test Procedure for Polyphase Induction Motors and Generators.

# 1.4 CSA APPROVAL

.1 All equipment specified herein shall be CSA approved.

### 1.5 QUALIFICATIONS

.1 All items of equipment supplied must be produced by companies regularly engaged in manufacturing this type of equipment and who maintain service and parts departments from which service, repairs and replacements may be obtained at all times. Mechanical details of the equipment offered shall have been tried and tested by the actual construction and operation of mechanisms of the exact type and of comparable size and operating in similar service.

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# 1.6 EQUIPMENT IDENTIFICATION

.1 Fit equipment with the manufacturer's identification nameplates indicating size, equipment model, manufacturer's name, serial number, voltage, cycle, phase and power motors, all factory supplied.

### 1.7 SHOP DRAWINGS

- .1 Provide shop drawings as specified in Section 00 21 14 Information to Equipment Suppliers.
- .2 Provide detailed dimensional data and operating curves in accordance with Hydraulic Institute Standards.

## 1.8 OPERATION AND MAINTENANCE MANUALS

.1 Provide operation and maintenance data for incorporation into Operation and Maintenance Manuals as specified in Section 00 21 14.

## 1.9 WARRANTY

.1 Provide a warranty for all materials for a minimum period of one (1) year as described in Section 00 21 14.

# 1.10 ALTERNATES

.1 The Owner is interested in receiving and accessing quotations for alternative equipment. Where named products, trade names, technologies, or characteristics particular to a specific manufacturer are mentioned, they are so mentioned to clarify the anticipated quality, operating requirements, and general physical arrangements of the system.

#### PART 2 PRODUCTS

## 2.1 SUBMERSIBLE PUMP

.1 Pumps shall be of the submersible type, specifically designed for the handling of raw, unscreened, combined storm and sanitary domestic sewage.

Motor shall be mounted above pump on a common frame which can be lifted into place as a complete unit without on-site assembly. Discharge connection should be 250mm or larger, each with 150 lb flange connections to ANSI B16.1. Pump shall be designed to pump solids and material normally found in raw, combined sewage.

- .2 Performance/operating parameters:
  - .1 Service: untreated sanitary wastewater (sewage) and stormwater (combined overflows).

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- .2 Pump rated duty: 93.3 L/s at 93.3 m head (TDH).
- .3 Maximum motor horsepower: 170HP.
- .4 Electrical characteristics: 600 V, 3ph, 60 Hz.
- .5 Pump Type: Non-clog Submersible.
- .6 The pumps are part of a four-pump system (3 duty and 1 stand-by) operating at this station. This station pumps into a common forcemain with five other pump stations.
- .3 The pump shall be cast iron with hermetically sealed submersible type motor, as a complete unit. The four pumping units shall be mounted on shall be mounted on approved guide rail systems. that permits the removal of any pump independently through the hatch in the wet well covers. This system shall come as part of the pump supply package and approved by the pump manufacturer. The system shall be sufficiently designed to operate smoothly through the depth of the wet well. The wet well cover is at 4.20m elevation, and the bottom of the wet well is 3.43m elevation. The operating range for the pumps is to be between -0.55m (pump start) and 2.83m (pump stop).
- .4 Impeller: Higher Rockwell C hardness number and corrosion resistance will be considered beneficial in the evaluation of the equipment. Impeller shall be dynamically balanced prior to assembly. Impeller design shall be non-clogging and either double shrouded full-vaned or semi-opened multi-vaned, having a long throughlet without acute turns.
- .5 Wear Plate: material to be hardened to a high Rockwell C hardness.
- .6 Wearing rings: removable and designed to compensate for normal wear encountered for this application. Wearing rings to be furnished on the impeller and casing. Materials will be evaluated for the suitability for the application.
- .7 Pump shaft: pump and motor shaft shall be the same unit. The pump shaft shall be an extension of the motor shaft. Material to be stainless steel. Shaft shall be sized to transmit the rated loads encountered with a liberal safety factor. Shaft shall be accurately machined with polished finish to accommodate mechanical seals and bearings. Shaft shall be completely isolated from the pumped liquid.
- .8 Bearings: each rotating assembly shall rotate on a minimum of two permanently lubricated bearings. Bearings shall be of sufficient size to transfer all radial and axial loads to the housing while minimizing shaft deflection and excessive heat build-up. Lower bearings shall be roller bearings. A minimum bearing life of 50,000 hours, in accordance with AFBMA, is required. Bearing life calculations shall be supplied with shop drawing submittal documentation.
- .9 Pump mount: shall be mounted to concrete floor of the wet well structure in accordance to the pump manufacturers recommendation, and shall provide sufficient strength and rigidity to support the pump and motor.
- .10 Pump/motor assembly shall have CSA approval as one unit per CSA Standard C22.2-108. Proof of this approval shall be submitted by the pump manufacturer with the approval drawings. The pump/motor unit is to be approved by CSA for service in Class 1, Zone 1, suitable for submersible operation, with normal starting torque and low starting current characteristics, suitable for 3 phase, 60 Hertz, 600 volts, electric service. Motors shall not be overloaded at design pump operating conditions or at any head in pump operating range as specified.

- .1 The motors shall be designed for operation up to 40°C ambient and with a temperature rise not to exceed 80 °C.
- .2 Each pump shall be equipped with a minimum of 25m of submersible cable. The power cable shall be sized according to the CEC and CSA Standards and shall be of sufficient length to reach the junction box without the need of any splices. The outer jacket of the cable shall be oil resistant chloroprene rubber. The motor and cable shall be capable of continuous submergence underwater without loss of watertight integrity to a depth of 20 metres.
- .3 Each motor shall be of cast iron frame construction and shall be of current NEMA design. Rolled steel or aluminium frame motors shall not be acceptable.
- .4 Motors shall be inverter duty rated and suitable for use with VSD's.
- .11 External Hardware and Surface: Each pump shall be fitted with Type 304L stainless steel hardware or better. All metal external surfaces other than stainless steel, shall be protected by an approved sewage resistant coating. The protective coating shall be equivalent to or better than an epoxy finish. Colour to be light grey.
- .12 Moisture Detection: Each pump shall be equipped with a moisture sensor probes. The probes shall be capable of detecting moisture in the stator housing and pump oil chamber. The moisture sensor probe will be connected to the pump control system to shut down the pump and provide an alarm when moisture is detected in the oil chamber.
- .13 Thermal switches shall be embedded in each phase of the motor windings. The thermal switches will be wired in series and connected to the pump control system to shut down the pump and provide an alarm during high temperature condition. Temperature sensors to measure measurement in stator windings (3 sensors), lower and upper bearing temperatures.

## PART 3 EXECUTION

### 3.1 DELIVERY

.1 Ship equipment to the site pre-assembled where possible.

## 3.2 INSTALLATION

- .1 Installation by others.
- .2 Equipment Supplier shall provide detailed installation instructions for all mounting and rail equipment and shall clearly identify, size, length configuration and type of epoxy anchors or other approved fastening system.

# 3.3 INSPECTION, TESTING AND START-UP

.1 Provide the service of competent servicemen, mechanics, or other trained personnel of the Supplier to check the complete installation and be present for start-up of the equipment. A

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written report signed by the equipment manufacturer's representative shall be submitted to the Owner stating the following:

- .1 That a satisfactory installation of equipment has been performed and outlining any modifications that have been made as a result of the commissioning or testing of the equipment at no additional cost to the Contract.
- .2 That the equipment is now ready for permanent operation.
- .3 That the operation, lubrication and maintenance instructions for the equipment have been presented to the Consultant and Owner.
- .2 The equipment manufacturer's representative shall fully instruct the permanent operator of the equipment in the proper operation and maintenance of all equipment at no additional cost to the Contract.

# 3.4 PERFORMANCE TESTING

.1 Final acceptance of the equipment requires field tests that will be conducted with the raw, untreated wastewater entering the pump station.

**END OF SECTION**