



City of Flint

Department of Purchases & Supplies

Sheldon A. Neeley

TO: All Proposers
FROM: Lauren Rowley, Purchasing Manager
DATE: **July 02, 2025**
SUBJECT: **Addendum #01 – P26000502: SWITCHGEAR MAINTENANCE**

This addendum has been issued to include a pdf version of the center's drawings, as well as address the following Q&A:

Q1.) is an electronic and hard copy version of the submission required?

A1.) Yes, per the RFP submission requirements, the HARD copies can either be postal mailed or hand delivered to the physical address provided. The Electronic submission is ALSO required, and can be submitted via bidnet.com or the email address provided.

Q2.) Could you please confirm the exact project locations?

A2.) City of Flint Water Pollution Control is located at G4652 Beecher Road, Flint, MI 48532. City of Flint Third Avenue Pumping Station is located at 2305 University Drive, Flint, MI 48504.

Q3.) Could you please advise on the working hours?

A3.) WPC Maintenance shift hours are 0700-1500, Monday-Friday, except for City of Flint Holidays. If additional time is needed for work, considerations may be available.

Q4.) According to Appendix A – Equipment List, there are two items “Sludge Thickening Tanks Building Motor Control Center - XP5 & P13” and “Pre-Aeration Building Motor Control Center - XP8,” that are not mentioned in the Bid Form. Could you please advise whether these items are excluded from the scope of work?

A4.) They are NOT excluded from the Scope of Work.

Q5.) According to Appendix A – Equipment List, the item “Third Avenue Pumping Station Switchgear” on page 34 mentions “two (2) 5 kV Transformer Primaries” Could you please confirm whether these refer to transformers themselves? If so, what type of transformers are they, dry-type or liquid-filled?

A5.) The two transformers take the two incoming 8320VAC feeds from Consumers Energy and bring them down to 4160VAC which is the operating voltage of the switchgear and pumps. They are liquid-filled.

Q6.) Our technicians are NETA-certified but not factory-certified. Will this disqualify us from consideration for the equipment testing scope of work?

A6.) It is suggested that a proposal be submitted with supporting documentation. While this City prefers factory-certified technicians, it is not necessarily an immediate disqualification.

Q7.) Is the City of Flint responsible for providing the lockout and tagout of equipment?

A7.) Both the City of Flint and the contractor shall apply lockout and tagout to the affected equipment.

Q8.) Where shall we List circuit de-energizing requirements in the bid?

A8.) Please provide your de-energizing requirements on a separate sheet of paper as a supporting document.



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Q9.) Our techs are not OEM Factory Certified. Will this affect our eligibility for the equipment testing scope of work?

A9.) The question as written is not applicable. If training is requested, the contractor shall provide OEM Factory Certified instructors either as contractor employees or as a subcontractor.

Q10.) Would a 30-day turnaround for invoicing and rest report submission be acceptable?

A10.) The City operates under a NET30 invoice and payment structure, so that is acceptable.

Q11.) Are bid/performance bonds required for this proposal?

A11.) No.

Q12.) Are there electrical drawings available that show the grounding points and systems for the substations and equipment listed in Appendix A?

A12.) For the existing medium voltage equipment, no, with the exception of Third Avenue Pumping Station switchgear. As the existing equipment is replaced, there will be drawings made available. The City has drawings for the low voltage switchgear and the motor control centers.

Q13.) Our firm and technicians are familiar with Eaton equipment, but we are not licensed with Eaton. Will this disqualify us for consideration for the equipment testing scope of work?

A13.) It is suggested that a proposal be submitted with supporting documentation. While this City prefers Eaton-certified technicians, it is not necessarily an immediate disqualification.

All other bidding terms, requirements, and conditions continue as indicated in the remaining original bid documents.

The Purchasing Manager, Lauren Rowley, is an officer for the City of Flint with respect to this RFP.

In the submission of their proposal, Proposer must acknowledge receipt of this addendum. Proposer shall acknowledge this addendum by signing and returning one copy of this notice with their submission.

Company Name: _____

Address: _____

City / State / Zip: _____

Telephone: _____ Fax: _____ Email: _____

Print Name: _____ Title: _____

Signature: _____ Date: _____

Thank you,

Lauren Rowley, Purchasing Manager
