



THE STATE  
of **ALASKA**  
GOVERNOR BILL WALKER

**Department of Corrections**

DIVISION OF ADMINISTRATIVE SERVICES  
Anchorage Procurement Section

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April 18, 2018

ATTN: Vendors

**RE: Project Name:** Electrical Safety Program  
**Project Location:** Statewide  
**Project Number:** 170011736  
**RFP Deadline:** 4/24/2018 @ 2PM

**AMENDMENT # 1**

The Department of Corrections is issuing this Addendum to the Request for Proposal for the above project.

The following question/s have been received and answered below.

1. Specification 01010.1.02.7.e calls for Exercising all active components.
  - a. Does this include all over current protection devices, disconnects, motors, and other electrically powered devices.  
**Yes, all active components that are shown on the one-line drawing for each facility.**
  - b. Does Exercising over current devices mean turning them on and off manually or does it mean tripping the breakers with an over current testing instrument and verifying the trip points?  
**Exercising over current devices means turning them on and off manually.**

2. All devices referenced above requires scheduling with prior notification of these power outages.
  - a. Can this be scheduled so as to provide for a uniform flow of the work progress?

**YES**

Specification 01010.1.02.7.d calls for verifying required clearances.

- a. Does this reference clearances external to the referenced equipment?

**Yes, the intent is to note NEC 110 clearance violations if observed.**

- b. Does this reference clearances internal to the equipment enclosure?

**Only if noticeable on visual inspection, mostly intended for working clearances.**

4. I can find no reference to an anticipated contract award date. Do you have a schedule for award of contract?

**Not at this time.**

5. 01041.1.4.C: Who will the resident engineer be? One for each facility or one for the entire project?

**Resident Engineer will be Jeremy Maxie, RSA Engineering. One RE for the entire project.**

6. 01200: Project Meeting? Please clarify what meeting schedule(s) are applicable?

**Weekly project meetings are anticipated for the duration.**

7. 01720: Is this section applicable to this RFP and if so what portions are applicable?

**Yes, section 01720 is applicable to this RFP.**

8. 01730: What if any O&M manuals will be required?

**O&M Manuals are not required, though there is documentation requirements as noted in Specification Section 260573.**

9. 01730.1.6: Are manuals required? The entire section does not seem relevant to this project.

**Correct, O&M Manuals are not required.**

- 10.01730.1.7: What instruction of owner personnel will the contractor be expected to furnish and where will this instruction take place

**Owner personnel training is not a contract requirement.**

- 11.01740: What warranties are expected or anticipated?

**None. Remove warranty requirements from this RFP.**

12.260573.2.2.C: I interpret this as saying we have to label unlabeled equipment subject to arc flash labeling. Note the specs say "marked" and do not use the term label. Please clarify this section.

**Contractor shall label all unlabeled equipment subject to arc flash labeling. "When un-named (not listed on one-line diagram) equipment is discovered during the course of field investigation, it shall be given a logical identifying name for creation of the one-line diagram and labels. The equipment shall be legibly marked with its new identifying name during field investigations for later reference prior to final labeling." The intent is to include equipment similar to that shown on the one-line diagrams (down to branch panelboards) if discovered on-site. This is not intended to put naming/labeling requirements on the Contractor for all electrical equipment in the building.**

13.260572.2.4.C & D: References a spreadsheet. Where is this spreadsheet to be found?

**The spreadsheet is included near the end of the RFP and shall be known as the preliminary deficiency log. This spreadsheet contains a sheet for each DOC facility and has existing known code and safety deficiencies listed.**

14. Does the scope of work include transformers?

**Yes, the scope of work includes transformers.**

15. Does the scope of work include motors under 100 Horsepower? Under 50 Horsepower?

**Please see exhibit A, question and answer #3.**

16.01010.1.02.A: Has one sentence describing the scope of work of the Preventative Maintenance Program. 01010.1.02.A.7 is the only other specification as to the scope of work of the PM program. Are there any further guidelines as to this scope of work?

**Correct, the eight preventive maintenance work requirements are described in detail in the Summary of Work, section 01010.1.02.A.7.**

17.01010.1.02.A.7.c says to torque all connections and terminations to applicable specifications. Is the standard of performance to be NFPA 70B as referenced in 7.a? Does connections reference all structural connections for the equipment and the electrical components as well as electrical terminations?

**Electrical terminations are the intent. Structural connections and electrical components are not part of this work.**

18. Motor terminations are frequently bolted and taped. Are taped terminations to be stripped, torqued, and re-taped?

**No.**

19. At the end of the last RFP the information provided stated a Professional Service Agreement will be forthcoming. This RFP is identical to the original with more services content included. Why was the decision made to include contractor work with this scope?

**The DOC wanted to include Preventive Maintenance work in the project scope of work.**

20. One of the new scopes added shows IR scanning. When a person removes a cover and is exposed to energized equipment they must be wearing PPE that protects them from that hazard. How are contractors supposed to know what PPE levels they need to wear if no arc flash study has been done yet?

**Options may include preliminary calculations by the personnel performing the study to assign a PPE level prior to this work, or removal of covers for any energized work during the return site visit once the full study has been performed. The sequencing of this work should be detailed in the proposal.**

21. This RFP also shows cleaning and torqueing of electrical equipment. This requires an outage of equipment. How will scheduling outages be handled?

**Outages will be coordinated with each facility when the Contractor is scheduling site visits.**

22. Check Tightness: Torque all connections and terminations to applicable specifications.

a. Does this include all Neutral and Ground connections?

**Yes.**

b. Are we to assume to include all equipment referenced in the provided plans for this activity? This will require every piece of equipment to be de-energized to complete this task.

**Cleaning can be completed at the same time as torque check.**

c. Utility equipment is not accessible to "other than utility personnel." Do we need to coordinate this effort with local utilities?

**If utility equipment needs to be opened for visual inspections, coordination with the utility will need to be performed. It is**

**assumed utility coordination will be required for obtaining data at each site anyway.**

23. Exercising: Exercise all active components during the inspection process.

**Please define exercising. Is the intent to open and close switches and breakers, operate all motor starters, and operate all backup generators? Including critical power circuits. The intent is to manually operate all switches and breakers. Motor starters and generators are assumed to be functional due to normal operations of the facilities.**

24. Mechanical Indicators: Verify all mechanical indicators are serviceable and functioning.

**Please define mechanical indicators and extent of verification.**

**Visual verification if there are any mechanical indicators for status of a switch/breaker, etc. This is assumed to be fairly limited.**

25. Minor Repairs: Provide minor repairs where possible.

- a. Can this be completed on second trip back to facilities when we are applying Arc Flash labels?

**Yes.**

26. Can we get further clarification whether or not the bidder is to have an Alaska Contractor's Certificate of Registration to successfully bid on this project even though the primary function of this project is to provide an engineering study?

**Yes. Please see Section 01010, sub-section 1.02 for the work details on this project. The Arc Flash Study per Section 01010 subsection 1.02, A., #6, is an integral part of the required work on this project, however, the department estimates the ARC flash study will only be 10-15% of the work under the resulting contract. Per Section 01010 1.02 A., 1-5, the contractor will perform field investigation services. Per Section 01010 subsection 1.02, A., #7, preventive maintenance has been included in the scope which was not included in prior solicitation and will require the Contractor's Certificate of Registration.**

This amendment is considered part of the Request for Proposal (RFP) and is to be acknowledged below and submitted prior to the closing date or with your proposal packet.

**Business Name:** \_\_\_\_\_ **Print Name:** \_\_\_\_\_

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

Sincerely,

Gary Bailey  
Procurement Specialist II