



MANAGEMENT SERVICES DEPARTMENT  
PURCHASING DIVISION

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ADDENDUM #1  
November 4, 2025

TO: All Prospective Bidders  
PROJECT NAME: Transformer T3A Replacement  
BID REFERENCE #: 91082-034.0  
BID DUE/OPENING DATE: November 13, 2025, by end of business day (4:30 p.m. Local Time ET)

The purpose of this addendum is to clarify and/or modify Specifications for this project. All work affected is subject to all applicable terms and conditions of the Bidding and Contract Documents.

**1. REVISED: QUOTE FORM - Changes in RED - PLEASE USE THE ATTACHED REVISED QUOTE FORM PAGE 3 – WHEN SUBMITTING BIDS FOR THIS PROJECT – See Attachment A**

**2. QUESTION 1:** What is the address where the replacement will take place?

**ANSWER 1:** City of Kalamazoo Wastewater Plant 1415 N. Harrison St., Kalamazoo, MI 49007

**3. QUESTION 2:** Is there a pre-bid meeting scheduled? If not, can we visit the site?

**ANSWER 2:** No there is not a bid meeting, however Stephen Meints will make himself available **Friday November 7, 2025 between 8:00 am to 3:00 pm** for site visits at 1415 N. Harrison St., Kalamazoo, MI 49007. Stephen can be contacted at 269-337-8315 or [meintss@kalamazoocity.org](mailto:meintss@kalamazoocity.org).

**4. REVISED: SPECIFICATIONS AND REQUIREMENTS – SCOPE OF WORK/ SPECIFICATIONS - Changes in RED - See Attachment B**

Questions related to this addendum may be addressed to: Stephen Meints, Public Services at [meintss@kalamazoocity.org](mailto:meintss@kalamazoocity.org).

The Addendum can be viewed and downloaded from the City's website at <https://www.kalamazoocity.org/bidopportunities>.

**In order for a bid to be responsive, this signed and dated addendum must be returned with your bid.** If you have already submitted your bid, acknowledge receipt and acceptance of this addendum by signing in the place provided and returning it to the undersigned and it shall be incorporated in your bid. Please identify your return envelope with the bid reference number and project description.

Sincerely,

**Michelle Emig**  
Purchasing Division Manager

c: Stephen Meints, Public Services

FIRM: \_\_\_\_\_

SIGNED: \_\_\_\_\_

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

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

(Type or Print)



**ADDENDUM #1**  
***Attachment A***  
***Revised Quote Form (Page 3)***

***Bid Ref#91082-034.0***  
**Transformer T3A Replacement**

**REVISED**  
**QUOTE FORM**

The undersigned having become thoroughly familiar with all of the bid/contract documents incorporated herein, the project site and the location conditions affecting the work, hereby proposes to perform everything required to be performed in strict conformity with the requirements of these documents, and to provide and furnish all the equipment, labor and materials necessary to complete in a professional manner the Transformer T3A Replacement described in the specifications as set forth herein for the price as stated below.

**Transformer T3A Replacement per scope of work/specifications:**

Item	Description	QTY	Unit	Price
1	Transformer 3A Replacement (See Attachment A: transformer specifications)	1	LS	\$
2	<del>Temp. Power, Temp. Lighting, Temp. Heating connections and (1) 30A 240V Site Trailer (Utility Charges NOT Included)</del>	<del>1</del>	<del>LS</del>	
TOTAL LUMP SUM				\$

Work shall start within **10 working days** after receipt of notification by Contractor of Notice to Proceed. Installation must be completed within **30 days** of notification by Contractor of Notice to Proceed. The City encourages the use of local labor in fulfilling the requirements of this contract.

If your quotation is not returned and completed on this form, it may be rejected.

Bidder shall provide all of the information as requested herein with their quote. **Failure to do so and/or failure to provide post-bid requested information may be cause for rejecting the quote as non-responsive.**

Bidder/Contractor has examined and carefully studied the bidding documents and attachments, and acknowledges receipt of the following addenda:

Addendum No: \_\_\_\_\_

Dated: \_\_\_\_\_

By my signature below, I certify that the firm bidding on this contract, when making hiring decisions, does not use a past criminal conviction as a bar to or preclude a person with a criminal conviction from being considered for employment with the bidding firm unless otherwise precluded by federal or state law. I further certify that I have read and agree to be bound by the provisions of the City's Non-Discrimination Clause found in Appendix A as updated by City Ordinance 1856.

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

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



## **ADDENDUM #1**

### ***Attachment B***

### ***Revised Specifications and Requirements – Scope of Work/ Specifications (Page 8)***

***Bid Ref#91082-034.0***

**Transformer T3A Replacement**

**REVISED**  
**SPECIFICATIONS AND REQUIREMENTS**

**2. SCOPE OF WORK/ SPECIFICATIONS**

- 2.1. Temporarily disconnect the primary cable, secondary cable, and system ground conductors.
- 2.2. Remove the existing transformer from the existing concrete pad.
- 2.3. ~~Provide and install a replacement 750kVA Delta / Wye transformer.~~  
**Provide and install a new or remanufactured replacement 750 KVA Delta / Wye transformer.**
- 2.4. The replacement transformer will include (3) 6kV lightning / surge arresters.
- 2.5. ~~Pull a fluid sample from the replacement transformer and provide baseline dissolved gas analysis.~~  
~~Perform acceptance testing of the replacement transformer and provide test results.~~  
**Provide a copy of the Manufacturer's Factory Acceptance Testing Report**
- 2.6. Connect the existing primary cable, secondary cable, and system ground conductors to the replacement transformer and properly torque all connections. Center Tap will be bonded to existing equipment ground wire (no neutral will be pulled from the transformer to the equipment).
- 2.7. Confirm proper voltage and rotation at the secondary side of the replacement transformer.
- 2.8. Primary de-energization and re-energization to be provided by City of Kalamazoo Staff.
- 2.9. Provide a detailed follow-up report along with any further recommendations.
- ~~2.11. We anticipate an (4) hour outage to replace the transformer.~~
- 2.10. The quoted transformer to carry a 3-year manufacturer's warranty.
- ~~2.13. The transformer to be "in stock" per the manufacturer at the time of this proposal and is ready to ship upon receipt of a purchase order.~~
- 2.11. Removal and disposal of the existing Delta 750KVA Transformer LC-3A.
- 2.12. Verifying WYE transformer compatibility with this system and modifying the fault current analysis, arc flash study, or other record drawings are not included and shall be the responsibility of the owner.
- 2.13. As Needed Inspections
- 2.14. All work to be performed during normal working hours (Monday-Friday, 7:00 am-5:00 pm)
- 2.15. ~~Perform a visual inspection of transformer for shipping damage and fluid leaks.~~

~~These items apply unless specifically mentioned otherwise in this proposal.~~

- ~~2.18. Utility Co. Charges NOT Included~~
- ~~2.19. Engineered Stamped Drawings NOT Included~~
- ~~2.20. Cutting and Patching NOT Included~~
- ~~2.21. Painting NOT Included~~
- ~~2.22. Dumpsters NOT Included~~
  - ~~2.22.1 Assume to be able to use the Owners Dumpsters.~~
- ~~2.23. Does NOT Include any work Not Shown on Plans, Mentioned in Specs, or Mentioned Elsewhere in this proposal.~~
- ~~2.24. Price based on frost free conditions.~~