

M.G.L.c. 30B BIDS  
BOARD REFERENCE TAB F





230 Ash Street  
P.O. Box 150  
Reading, MA 01867-0250

Tel: (781) 944-1340  
Fax: (781) 942-2409  
Web: [www.rmld.com](http://www.rmld.com)

September 23, 2009

Town of Reading Municipal Light Board

Subject: 15KV Metalclad Switchgear

On July 15, 2009 a bid invitation was placed as a legal notice in the Reading Chronicle requesting proposals for 15KV Metalclad Switchgear for the Reading Municipal Light Department.

An invitation to bid was emailed to the following:

National Switchgear	Diversified Electric Services, Inc
BCS Switchgear, Inc.	Circuit Breaker Sales Co. Inc.
Electric Control Equipment	Electrical Surplus LLC
Eaton Corporation- Electrical Group	First Line Associates
New England Power Technologies, Inc.	Satin American Corp.

Bids were received from Diversified Electric Services, Inc., National Breaker Services and Eaton Electrical Services and Systems.

The bids were publicly opened and read aloud at 11:00 a.m. September 9, 2009 in the Town of Reading Municipal Light Department's Board Room, 230 Ash Street, Reading, Massachusetts.

The bids were reviewed, analyzed and evaluated by the General Manager, staff and RMLD's consultant PLM Engineering.



Move that bid 2010-01 for 15KV Metalclad Switchgear be awarded to:

**Diversified Electrical Services, Inc. for a total cost of \$102,250.00**

<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Total Net Cost</u>
1 Option A	Furnish and install one (1) lot of switchgear, Option A modifications, complete as specified in Sections 01011 and 16347R	1	102,250.00

as the lowest qualified bidder on the recommendation of the General Manager.

The total 2010 Capital Budget allocation for "Transformer Replacement - Station 4 - Part 1 - Outside services for switchgear modifications" is \$150,000 and Part 2 - 15kV roll-in replacement breakers 2000 amps, 2 units" is \$70,000.

Handwritten signature of Vincent F. Cameron, Jr. in cursive script.  
\_\_\_\_\_  
Vincent F. Cameron, Jr.

Handwritten signature of Kevin Sullivan in cursive script.  
\_\_\_\_\_  
Kevin Sullivan

Handwritten signature of Peter Price in cursive script.  
\_\_\_\_\_  
Peter Price

15KV Metalcad Switchgear  
Bid 2010-01

Bidder	Bid Item Option A or B	Delivery Times	Total Net		Firm Price	All forms filled out	Certified Check or Bid Bond	Exceptions to stated bid requirements	Authorized signature
			Cost						
Diversified Electrical Services, Inc.	Option A - Upgrade existing cubicles in place General Arrangement Drawing, Bill of Material and Cut Sheets Equipment Delivery to Site Installation Complete Length of outage required per bus section	3 weeks ARO 6 - 7 weeks ARO 6 - 7 weeks ARO 3 days ARO	\$102,250.00		yes	yes	yes	no	yes
National Breaker Services	Option A - Upgrade existing cubicles in place General Arrangement Drawing, Bill of Material and Cut Sheets Equipment Delivery to Site Installation Complete Length of outage required per bus section	4 weeks ARO 12 weeks ARO 16 weeks ARO 3 - 5 days ARO	\$187,680.00		yes	yes	yes	yes	yes
Eaton Electrical Services & Systems	Option B - Replace existing cubicles with new cubicles General Arrangement Drawing, Bill of Material and Cut Sheets Equipment Delivery to Site Installation Complete Length of outage required per bus section	6 weeks ARO 26 weeks ARO 30 weeks ARO 5 days ARO	\$365,925.00		no*	yes	yes	yes	yes

**Exceptions:**

**National Breaker Services**

- 1) NBS takes exception to the Massachusetts prevailing wage requirements. NBS is a non-union company, any union personnel must work in harmony with NBS's non-union
- 2) NBS takes an exception to the requirement for the "Errors and Omissions" portion of the insurance requirements. This is a coverage that NBS does not normally carry and is not willing to add for this one project due to its extraordinary expense.

**Eaton Electrical Services and Systems**

- 1) Proposal is submitted per Eaton Corporation Selling Policy 25-000, copy attached. Eaton is confident that mutually agreeable terms can be reached in a timely should Eaton be the successful bidder. [sic]
- 2) Eaton Corporation takes exception to requirement of a Corporate Officer signature on proposal. Bid form has been signed by Manager of Contracts and a certification form is attached.
- 3) Memorandum of insurance coverage is attached with Eaton Corporation standard limits coverage.
- 4) Eaton is not offering extended warranty coverage per 1.06B. Our standard warranty shall be in affect as outlined in Selling Policy 25-000.
- 5) Cost for (1) owners representative to visit the factory for witness testing is included in the base cost. Additional owner's representatives and additional visits shall be per the following rates:
  - a. additional representatives - \$1,000.00 each per visit
  - b. additional visits to factory - \$2,500.00 per visit for (1) representative
- 6) Replacement circuit breakers are new Cutter-Hammer roll-in replacement breakers and shall conform to ANSI C37.09. The replacement switchgear cells shall not conform to ANSI C37.29 or NEMA SG5.
- 7) Quality assurance checks in specification section 1.05 shall be made in the field prior to installation.

\* **RMLD note: Quote is only good for 30 days.**



Project 9114-22

September 23, 2009

Mr. Kevin Sullivan  
Reading Municipal Light Department  
230 Ash Street  
Reading, MA 01867

Dear Kevin:

SUBJECT: Gaw Substation Transformer Replacement  
Switchgear Upgrades - IFB No. 2010-01  
Bid Review

Sealed bids for the above contract were opened on Wednesday, September 9, 2009 at the Reading Municipal Light Department. We have conducted a review of these bids. This letter contains a summary of our review.

This bid is for procurement and installation of two new bus tie circuit breakers to be installed in the existing "Bus C" metalclad switchgear lineup at Gaw Substation. A total of three bids were received, ranging from a low bid of \$102,250.00 to a high bid of \$365,925.00. Following is a review of the bids received:

**Diversified Electric Services, Inc. - \$102,250.00** – DES offered a bid for remanufactured Allis Chalmers Air Magnetic FC-500A circuit breakers, including all required cubical materials and installation labor. These circuit breakers would match the existing main and bus tie circuit breakers in the Gaw Substation switchgear and be fully interchangeable. DES would completely strip and remanufacture the circuit breakers to similar to new condition, fully test the circuit breakers in accordance with the original requirements, and furnish certified test reports with each breaker. DES personnel would furnish and install all required cell equipment to support the new breaker installation in each of the two existing cubicles. They estimate a lead time of 3 weeks for drawing submission, and 7 weeks after drawing return for the installation. They estimate 3 days of outage time per circuit breaker for the installation work.

DES also provided an option adder cost of \$8,420 each for vacuum retrofit circuit breakers rather than the air-magnetic circuit breakers. In discussions with DES, it is apparent that they would not be able to certify the 2,500A rating under this option. We are not comfortable with the use of this type of vacuum element with a forced cooling rating, and do not recommend that you accept this option.

**National Breaker Services - \$187,680.00** – NBS submitted a bid for replacement 2,500A circuit breakers utilizing vacuum technology. These circuit breakers would NOT be interchangeable with the existing RMLD circuit breakers, nor with the existing test/ground cart. NBS took exception to several items, including rejection of the prevailing wage requirement.

The NBS bid is deemed non-responsive based on the exceptions noted, and is not considered further.

**Eaton Electrical Services and Systems – \$365,925.00** – Eaton submitted a bid including full replacement of the existing cubicles. They are offering new vacuum circuit breakers that appear to be fully compatible with similarly rated Allis Chalmers type FC circuit breakers, however they are offering a 3,000 Ampere circuit breaker to comply with the minimum 2,500 ampere rating required. It is not clear to us that this circuit breaker will be compatible with the existing forced cooled 2,000 ampere circuit breakers at RMLD, due to a different primary contact arrangement. They estimate a lead time of 6 weeks for drawing submission, and 30 weeks for completion of the installation. They estimate 5 days of outage time per circuit breaker for the installation work.

#### **Summary/Recommendation:**

This project involves the installation of two new bus tie circuit breakers to separate the existing two-bus electrical arrangement at Gaw Substation into a total of four bus sections. This will allow the new transformers to operate with relatively even loading without requiring parallel operation.

One complication with this application is the use of a forced air cooled rating for the existing main and bus tie circuit breakers, coupled with the desire to make the new circuit breakers interchangeable with the existing units if possible. It is also desired to utilize a vacuum interrupter if possible.

The two valid bidders approached this project in different manners. DES proposes a remanufactured air-magnetic circuit breaker that is essentially identical to the existing RMLD circuit breakers. DES would modify the existing cubicles in place. Eaton proposes a new vacuum circuit breaker in a new cubicle (which would replace the existing cubicle), however in order to attain the required minimum ampacity of 2,500 amperes, they are proposing a 3,000 ampere circuit breaker. It appears this option is not fully compatible with the existing 2,000/2,500 ampere RMLD circuit breakers.

We recommend that the IFB 2010-01, for 15 kV Metalclad Switchgear Upgrade, be awarded to Diversified Electric Services in the amount of \$102,250.00. DES submitted what we consider the most responsive bid, based on a combination of price, lead time and interchangeability with the existing equipment.

We recognize that this does not provide a vacuum interrupter for these circuit breakers, and that there is a desire to upgrade this switchgear lineup over time at least to vacuum technology. We see two options going forward to address the existing switchgear. One is to completely replace both switchgear lineups at some point in the future. A second option would be to purchase 1,200 ampere rated replacement circuit breakers similar to the Eaton product to replace the feeder circuit breakers over time. This could be an attractive option for future

upgrade, as it would allow replacement of the circuit breakers that are subject to the greatest number of operations. The mains and bus ties would remain air-magnetic technology due to the forced cooling requirement, however we expect these circuit breakers to see far less operations than the feeders.

If you have any questions or comments concerning this correspondence, please do not hesitate to contact me.

Sincerely,

*Michael C. Barrett*

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Michael C. Barrett  
Principal Engineer









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September 23, 2009

Town of Reading Municipal Light Board

Subject: Sale of Surplus 40 MVA Substation Transformers

On August 4, 2009 a bid invitation was placed as a legal notice in the Reading Chronicle requesting proposals for Sale of Surplus 40 MVA Substation Transformers for the Reading Municipal Light Department.

An invitation to bid was emailed to the following:

Global Power Supply	Nstar	Jordan Transformer
Sunbelt USA	Magnaelectric	Power Asset Recovery Corporation
G&S Technologies	TCI of NY, LLC	Diversified Electric Services, Inc.
Transformer Exchange		

A bid was received from Transformer Exchange.

The bids were publicly opened and read aloud at 11:00 a.m. September 9, 2009 in the Town of Reading Municipal Light Department's Board Room, 230 Ash Street, Reading, Massachusetts.

The bids were reviewed, analyzed and evaluated by the General Manager and the staff.

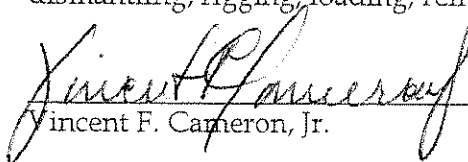
Move that bid 2009-31 for Sale of Surplus 40 MVA Substation Transformers be awarded to:

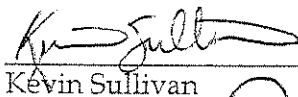
**Transformer Exchange for a purchase price of \$300,200.00**

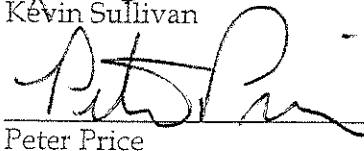
<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Total Net Cost</u>
1	24MVA, 32MVA, 40MVA Load Tap changing transformers	2	\$300,200.00

as the only qualified bidder on the recommendation of the General Manager.

Surplus transformers will be removed from service prior to 12/2/09. Buyer is responsible for dismantling, rigging, loading, removal and transportation from 45 Causeway Road, Reading.

  
\_\_\_\_\_  
Vincent F. Cameron, Jr.

  
\_\_\_\_\_  
Kevin Sullivan

  
\_\_\_\_\_  
Peter Price

**Two (2) Surplus 40 MVA Substation Transformers  
Bid 2009-31**

<b>Bidder</b> Transformer Exchange	<u>Description</u>	<u>Total Net Cost</u>	<u>Firm Price</u>	<u>All forms filled out</u>	<u>Certified Check or Bid Bond</u>	<u>Exceptions to stated bid requirements</u>	<u>Authorized signature</u>
Item 1	Quantity Two (2) 24MVA, 32MVA, 40MVA Load Tap changing Transformers	\$300,200.00	yes	yes	yes	no	yes







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September 23, 2009

Board of Commissioners  
Town of Reading Municipal Light Department

On June 23, 2009, an E-mail request for response (copy of specifications and inquiry as to interest in bidding) was sent to 90 members of The Massachusetts Society of Licensed Insurance Advisors. Since zero responses were received, a Request for Qualifications (RFQ) was developed and mailed to 534 Licensed Insurance Advisors on July 15, 2009. The list of advisors was obtained from the Massachusetts Division of Insurance website.

Submittals were received from the following three companies, reviewed, and found acceptable as prospective bidders:

Academic Risk Resources & Insurance, LLC  
Kevin F. Donoghue & Associates  
Romarke Insurance Brokerage, LLC

An Invitation for Bid (IFB) was published in the Daily Times Chronicle on August 20, 2009. IFBs were E-mailed to the three acceptable bidders.

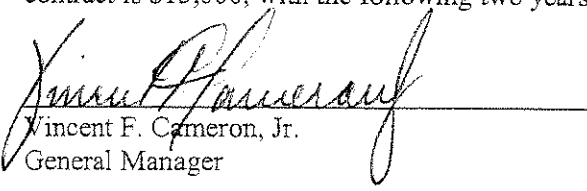
Bids were received from the above-named companies, and were publicly opened at 11:00 a.m. on Tuesday, September 8, 2009 in the Town of Reading Municipal Light Department's Purchasing Office, 230 Ash Street, Reading, Massachusetts.

Attached is a summary of bids received.

The bids were reviewed, analyzed and evaluated by the General Manager and the staff.

MOVE that IFB 2009-43 for INSURANCE CONSULTING SERVICES be awarded to Romarke Insurance Brokerage, LLC at a total contract cost of \$25,000 as the best-priced responsible and responsive bidder on the recommendation of the General Manager.

The FY10 Operating Budget amount for this item is \$20,000. The cost for the first year of the contract is \$15,000, with the following two years at \$5,000 each.

  
Vincent F. Cameron, Jr.  
General Manager

pmo

Attachment

INVITATION FOR BID - IFB 2009-43  
INSURANCE CONSULTING SERVICES

Company Name	Academic Risk Resources & Insurance, LLC	Kevin F. Donoghue & Associates	Romarke Insurance Brokerage, LLC
Year One - 2009-2010	\$9,000	\$28,500	\$15,000
Year Two - 2010-2011	\$9,450	\$12,500	\$5,000
Year Three - 2011-2012	\$9,828	\$12,500	\$5,000
<b>3-Year Contract Total</b>	<b>\$28,278</b>	<b>\$53,500</b>	<b>\$25,000</b>



BOARD MATERIALS AVAILABLE  
BUT NOT DISCUSSED



TOWN OF READING MUNICIPAL LIGHT DEPARTMENT  
RATE COMPARISONS READING & SURROUNDING TOWNS

September-09

	RESIDENTIAL 750 KWH's	RESIDENTIAL-TOU 1500 KWH's 60/40 Split	RES. HOT WATER 1000 KWH's	COMMERCIAL 7,300 KWH's 25,000 kW Demand	SMALL COMMERCIAL 1,080 KWH's 10,000 kW Demand	SCHOOL RATE 35000 KWH's 130.5 kW Demand	INDUSTRIAL - TOU 109,500 KWH's 250,000 kW Demand 60/40 Split
READING MUNICIPAL LIGHT DEPT.							
TOTAL BILL	\$105.50	\$195.26	\$124.05	\$947.25	\$178.51	\$4,504.28	\$12,904.65
PER KWH CHARGE	\$0.14066	\$0.13018	\$0.12405	\$0.12976	\$0.16528	\$0.12869	\$0.11785
NATIONAL GRID							
TOTAL BILL	\$113.42	\$231.16	\$149.13	\$1,154.91	\$178.56	\$4,314.92	\$12,289.91
PER KWH CHARGE	\$0.15123	\$0.15411	\$0.14913	\$0.15821	\$0.16533	\$0.12328	\$0.11224
% DIFFERENCE	7.51%	18.38%	20.22%	21.92%	0.03%	-4.20%	-4.76%
NSTAR COMPANY							
TOTAL BILL	\$129.62	\$259.51	\$170.68	\$1,216.34	\$184.06	\$6,609.41	\$14,855.35
PER KWH CHARGE	\$0.17282	\$0.17300	\$0.17068	\$0.16662	\$0.17043	\$0.18884	\$0.13667
% DIFFERENCE	22.87%	32.90%	37.59%	28.41%	3.11%	46.74%	15.12%
PEABODY MUNICIPAL LIGHT PLANT							
TOTAL BILL	\$71.57	\$143.66	\$95.33	\$821.66	\$134.12	\$4,294.24	\$11,243.93
PER KWH CHARGE	\$0.09543	\$0.09577	\$0.09533	\$0.11256	\$0.12418	\$0.12269	\$0.10268
% DIFFERENCE	-32.15%	-26.43%	-23.15%	-13.28%	-24.87%	-4.66%	-12.87%
MIDDLETON MUNICIPAL LIGHT DEPT.							
TOTAL BILL	\$99.77	\$198.39	\$132.64	\$859.51	\$168.44	\$4,762.93	\$13,330.75
PER KWH CHARGE	\$0.13303	\$0.13226	\$0.13264	\$0.13144	\$0.15596	\$0.13608	\$0.12174
% DIFFERENCE	-5.43%	1.60%	6.92%	1.29%	-5.64%	5.74%	3.30%
WAKEFIELD MUNICIPAL LIGHT DEPT.							
TOTAL BILL	\$107.99	\$209.67	\$141.88	\$1,075.04	\$172.78	\$5,035.58	\$13,957.62
PER KWH CHARGE	\$0.14398	\$0.13978	\$0.14188	\$0.14727	\$0.15999	\$0.14387	\$0.12747
% DIFFERENCE	2.36%	7.38%	14.37%	13.49%	-3.21%	11.80%	8.16%







## Jeanne Foti

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**From:** Vincent Cameron

**Sent:** Tuesday, August 25, 2009 1:56 PM

**To:** Mary Ellen O'Neill; Richard Hahn; Phil Pacino; Kearns, Ellen; Bob Soli

**Cc:** Bob Fournier; Lee Ann Fratoni; Jeanne Foti

**Subject:** Answer to Payables 8-24-09

### Hahn

1. OFSI - Should we be paying \$1,275.00 instead of \$1,293.23?

No. We had to pay a late charge because we processed the bill late last month.

2. Show of the Month - What do we use this for?

This is for the employees of the RMLD. They can take advantage of discount prices on movies, shows, etc.

### Soli

1. Town of Reading - Isn't this Medicare & not "FICA"?

It is for Medicare On the invoice is written "RMLD cost of Town's Medicare expense."

2. Vialect - What's "Noodle Software"?

Noodle is a trial (10 users) Web-based internal site that has the capability to:

- keep all employees informed
- Manage company forms
- Update project calendars
- Share office documents
- Micro Blog your status
- Task Management
- Monitor employee wisdom
- Instant message (internal)

In a nutshell, it keeps all employees up-to-date. It is a "place" to acquire and share knowledge.

## Jeanne Foti

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**From:** Vincent Cameron  
**Sent:** Wednesday, September 09, 2009 9:48 AM  
**To:** Mary Ellen O'Neill; Richard Hahn; Phil Pacino; Kearns, Ellen; Bob Soli  
**Cc:** Bob Fournier; Lee Ann Fratoni; Jeanne Foti  
**Subject:** Accounts Payable Answers - 8/31/09 nad 9/7/09

**August 31, 2009**

### Hahn

1. Premiere - What is the \$9.95 portion of this bill for?

This is for a cost of providing a paper invoice for a billing. We are looking into getting this cost rescinded. We are trying to set up some other mechanism to circumvent this in the future where the RMLD does not have a company credit card. If this is not possible, I will use my credit card and put in for reimbursement.

### Kearns

1. Emerging Soft - Why do we need meeting planner software?

We have software that we use to schedule meetings, which includes contacting necessary personnel and reserving meeting rooms.

2. Energy Federation - Last year at this time I questioned why we were spending \$2,000 on Christmas lights and I was told because the new Christmas lights were more energy efficient. NOW ONCE AGAIN, RMLD is spending \$2,000 on Christmas lights! What happened to last year's lights??

For \$2,000 we buying forty strings of energy efficient lights four each town, annually. Forty strings of lights will cover about one average size tree. We are planning on buying lights in the future until we have enough light to cover several trees. The energy efficient lights save the towns money on their xmas tree lighting bill.

3. JFL Mktg - I am very glad you added the Addn. Lang to the Ad. Otherwise, price is pretty outrageous.

More info is better bang for the buck.

4. Starkweather + Shepley - How often do we have to make payments for these kinds of claims?

I believe we had four last year.

5. Reading - No. Reading C of C - Did we sponsor this last year?

Yes.

**September 7, 2009**

### Kearns

1. Alpha Mechanical - Purchase Order says not to exceed \$2,400, bill is for \$2,465. I thought NOT TO EXCEED MEANS NOT TO EXCEED.

It states on the Purchase Order that there was an unforeseen part and work necessary to complete the

9/9/2009



job. The additional \$65 was okayed by the RMLD.

2. Coastal Truck & Auto Body - How many trucks were repaired for \$6,069.95?

The Purchase Order states that Vehicle 21 had extensive body work to its cabinets and truck body.

3. Kraft Power Corp - Mileage charge seems high for a local 10 - \$19.50!!

This is for the cost of the truck, including operation, maintenance, and fuel. The RMLD charges \$15 per hour for our line trucks.

4. Rubin & Rudman - What does "Memo" mean on the bill?

This is a memo from Rubin Rudman on a letter I was composing to MMWEC concerning charges for data and info that MMWEC should have given to the RMLD free of charge.

5. Zoho - What is this for? Who uses it?

Zoho is a comprehensive suite of on-line business computer applications. The RMLD uses zoho.com to run business processes, manage information at the office or remotely. The RMLD employees use this.

**Jeanne Foti**

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**From:** Vincent Cameron  
**Sent:** Friday, September 25, 2009 12:28 PM  
**To:** Mary Ellen O'Neill; Richard Hahn; Phil Pacino; Kearns, Ellen; Bob Soli  
**Cc:** Bob Fournier; Lee Ann Fratoni; Jeanne Foti  
**Subject:** Ansert to Payables - September 18, 2009  
 September 18, 2009

**O'Neill**

1. Town of Reading Police Department - This is not run by the police department. I don't think. Rather this is an association which hires professional fund raising staff. I am opposed to in-town fundraising by the local police. Please verify to whom this check is being made out to.

This is run by the RMLP Superior Officers Association and will benefit youth sports in Reading, Heat Program and the COPS Program.

2. Town of Reading Treasurer - Do we have an in house water conservation program and are we tracking our usage and informing employees of how the department is doing?

Presently, we do not track water usage.

3. Rubin & Rudman - Please discuss ISDA in next executive session. I thought contract was all signed with McQuarrie. Please discuss Middleton bill also in exec. session.

Yes.

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**Kearns**

1. Action Collection Agency - How does the arrangement between Action & RMLD work?

The RMLD gives ACA uncollectible accounts. If a customer pays the RMLD for an account ACA been given to collect, then the RMLD gives a portion of the payment to ACA.

2. Choate Hall & Stewart - What is the unfair labor practice referenced in the bill?

This has been discussed in the last Executive Session. I could go over it again in the next Executive Session.

3. Health Resources - What is a NIDA LOOK-A-LIKE Pp (local)?

This is a medical exam for a new employee.

4. Reading Car Care Center - On the 2 trucks that had no brakes, how old are trucks; when was last break job?

Both 1999 vintage. Trucks 16 and 29 had different brakes problems fixed over the last year. Both trucks are scheduled for replacement FY 2011.

5. Town of Reading - I noticed that RMLD adopted an island on Ash/Bolton St. Did we site that on our

9/25/2009

web site?

We can.

6. Rubin & Rudman - 1. Why would we spend \$7,960 for legal services relating to a peaking project when the Board has not voted its approval yet??
  2. What is ISDA, and why did we spend \$9,500 in legal services?

This Board has been presented this project and the RMLD has to do its due diligence to analyze the project including legal issues.project. Board approval would be for entering into contracts.

**Hahn**

1. Hall Safety - Does \$66.90 invoice need GM signature?

Yes.

