



RESOLUTION NO. U-11091

1 A RESOLUTION related to the purchase of materials, supplies, equipment
2 and the furnishing of services; authorizing the City officials to enter into
3 contracts and, where specified, waive competitive bidding requirements,
4 authorize sale of surplus property, or increase or extend existing
agreements.

5 WHEREAS the City of Tacoma, Department of Public Utilities, requested
6 bids/proposals for the purchase of certain materials, supplies, equipment and/or
7 the furnishing of certain services, or proposes to purchase off an agreement
8 previously competitively bid and entered into by another governmental entity, or
9 for the sales of surplus, or desires to increase and/or extend an existing
10 agreement, all as explained by the attached Exhibit "A," which by this reference
11 is incorporated herein, and
12

13 WHEREAS in response thereto, bids/proposals (or prices from another
14 governmental agreement) were received, all as evidenced by Exhibit "A," and
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16 WHEREAS the Board of Contracts and Awards and/or the requesting
17 division have heretofore made their recommendations, which may include
18 waiver of the formal competitive bid process because it was not practicable to
19 follow said process, or because the purchase is from a single source, or there is
20 an emergency that requires such waiver, and/or waiver of minor deviations, and
21 in the case of sale of surplus, a declaration of surplus has been made certifying
22 that said items are no longer essential for continued effective utility service, as
23 explained in Exhibit "A," and
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WHEREAS the Director requests authorization, pursuant to
TMC 1.06.269 A, to amend contract amounts up to \$200,000 and to approve
term extensions and renewals for all items contained in Exhibit "A;" Now,
therefore,

BE IT RESOLVED BY THE PUBLIC UTILITY BOARD OF THE CITY OF TACOMA:

That the Public Utility Board of the City of Tacoma hereby concurs and
approves the recommendations of the Board of Contracts and Awards and/or
the requesting division, and approves, as appropriate: (1) the purchase and/or
furnishing of those materials, supplies, equipment or services recommended for
acceptance; (2) the sale of surplus materials, supplies or equipment
recommended for acceptance; (3) the Interlocal agreement that authorizes
purchase off another governmental entity's contract; (4) the increase and/or
extension of an existing agreement, and said matters may include waiver of the
formal competitive bid process and/or waiver of minor deviations, all as set forth
on Exhibit "A," and authorizes the execution, delivery and implementation of
appropriate notices, contracts and documents by the proper officers of the City
for said transactions, and (5) the administrative authority of the Director, per
TMC 1.06.269 A., to amend contract amounts up to \$200,000 and to approve
term extensions and contract renewals for all items in Exhibit "A."

Approved as to form:



Chief Deputy City Attorney

Chair

Secretary

Clerk

Adopted _____

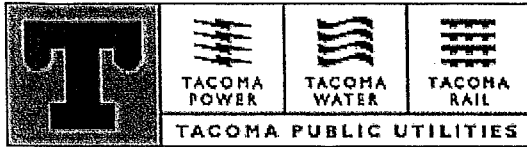


EXHIBIT "A"

RESOLUTION NO.: U-11091

ITEM NO.: #1

MEETING DATE: JULY 24, 2019

TO: Board of Contracts and Awards
FROM: Tony Lindgren, P.E., Division Manager, Tacoma Water Distribution Engineering
Ryan M. Flynn, P.E., Assistant Division Manager, Tacoma Water Distribution Engineering
COPY: Public Utility Board, Director of Utilities, Board Clerk, SBE Coordinator, LEAP Coordinator, and Alex Clark, Finance/Purchasing
SUBJECT: Water Main Replacement Project No. MRP2018-16
Curran Road – 152nd Street East & 50th Avenue East
Request for Bids Specification No. WD18-0259F, July 24, 2019
DATE: July 9, 2019

RECOMMENDATION SUMMARY:

Tacoma Water Distribution Engineering recommends a contract be awarded to Northwest Cascade Inc., Puyallup, WA, for the replacement of acquired asbestos cement water main in 152nd Street East, Bingham Avenue East to 50th Avenue East in Pierce County, in the amount of \$287,969.00, plus applicable taxes.

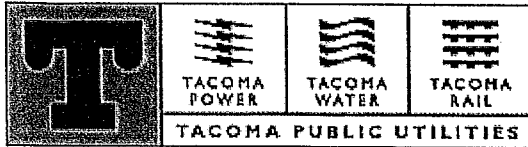
BACKGROUND:

This project consists of furnishing all labor, tools and materials for replacing asbestos cement water main acquired from the Curran Road Mutual Water Association (Curran Road) in 152nd Street East, Bingham Avenue East to 50th Avenue East in Pierce County. The project will construct approximately 1,600 linear feet of 8-inch, 6-inch and 4-inch ductile iron water main.

In 2017, the Public Utility Board and City Council authorized the acquisition of the Curran Road water system. The proposed water main work was identified for replacement as part of the acquisition process. Water system improvements within the former Curran Road service area will ultimately be paid for through a surcharge on those customers receiving service within the former Curran Road service area. The customer surcharge is anticipated to have an approximate duration of 30-years.

ISSUE: The project is proposed at this time so as to coordinate construction activities and right of way restoration with a Lakewood Water District pipeline construction project. Through coordinating construction activities of the two water companies we intend to consolidate impacts to our customers and reduce project costs. Following completion of the Lakewood Water District project and subsequent paving of 152nd Street East, Pierce County will place 152nd Street East under a 5-year moratorium in which cutting of the pavement will be prohibited.

ALTERNATIVES: Replacement of the acquired asbestos cement water main in 152nd Street East was identified in the Curran Road Water System Acquisition Agreement. Electing to forego replacement at this time will result in increased right of way restoration costs, as restoration costs will be fully borne by Tacoma Water.



COMPETITIVE SOLICITATION:

Request for Bids Specification No. WD18-0259F was opened June 25, 2019. Thirty-one companies were invited to bid in addition to normal advertising of the project. Two submittals were received.

Northwest Cascade, Inc. submitted a bid that resulted in the lowest evaluated submittal after consideration of SBE participation goals. The table below reflects the amount of the base award.

<u>Respondent</u>	<u>Location</u> (city and state)	<u>Submittal</u> <u>Amount</u>	<u>Evaluated</u> <u>Submittal</u>
Northwest Cascade, Inc.	Puyallup, WA	\$ 287,969.00	\$ 270,969.00
Pape & Sons Construction Inc.	Gig Harbor, WA	\$ 289,673.50	\$ 272,673.50

Pre-bid Estimate: \$ 293,143.00

The recommended award is 1.8 percent below the pre-bid estimate.

COMPETITIVE ANALYSIS:

CONTRACT HISTORY: New contract.

SUSTAINABILITY: Not applicable.

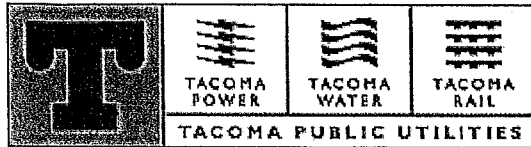
SBE/LEAP COMPLIANCE: The recommended contractor is in compliance with the Small Business Enterprise (SBE) Regulation requirements per memorandum dated June 27, 2019. Northwest Cascade, Inc. submitted the lowest evaluated bid per the SBE Regulation requirements. The Local Employment and Apprenticeship Training Program (LEAP) goal is 15 percent of the total labor hours.

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Tacoma Water Bond Fund*	WTR-00560-06-03	5330100	\$ 287,969.00
TOTAL			\$ 287,969.00

* Excluding Applicable Sales Tax



REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
4600-10WC Water 2010 Construction Bond Fund*	586306	6311156	\$ 287,969.00
TOTAL			\$ 287,969.00

* Excluding Applicable Sales Tax

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$ 287,969.00

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes

IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED. Not applicable.

Scott Dewhirst, Water Superintendent

APPROVED:

Jackie Flowers, Director of Utilities

July 24, 2019

MOTION

I hereby move that the following motion be approved:

19-05. That in accordance with the Tacoma City Charter Article IV Section 4.18, the Board has completed an annual performance review of Jackie Flowers, the Director of Utilities, and approves the annual performance review of the Director, and approves an increase in compensation to Step 2D (\$360,152.00 annually) and an award of 12 additional days of Administrative Leave.



RESOLUTION NO. U-11092

A RESOLUTION concerning surplus utility equipment; declaring utility equipment surplus to the needs of Tacoma Power; conducting a public hearing on the proposed sale of the surplus utility equipment; and authorizing Tacoma Power to sell the surplus utility equipment to the highest responsive bidder(s) at bid sale(s) up to \$200,000.

WHEREAS the City of Tacoma, Department of Public Utilities, Light Division (d.b.a. "Tacoma Power"), originally acquired for public utility purposes, the Southwest Sub 10-124-115kV Oil Circuit Breaker, listed on the Declaration of Surplus Property in the background materials on file with the Clerk of the Board, and

WHEREAS Tacoma Power has determined that the equipment listed on the Declaration of Surplus Property is no longer necessary for providing continued public utility service and is deemed surplus to Tacoma Power's needs pursuant to RCW 35.94.040 and TMC 1.06.272-278, and

WHEREAS the equipment's estimated value is \$1,000, and

WHEREAS a public hearing was conducted on July 24, 2019, as required by RCW 35.94.040, and

WHEREAS Tacoma Power requests that the Utility Board, pursuant to the requirements of RCW 35.94.040 and TMC 1.06.272-278, declare the Southwest Sub 10-124-115kV Oil Circuit Breaker, identified on the attached Declaration of Surplus Property, surplus to Tacoma Power's needs and authorize Tacoma Power to sell the equipment to the highest responsive bidder(s); Now, Therefore,



1 BE IT RESOLVED BY THE PUBLIC UTILITY BOARD OF THE CITY OF TACOMA:

2
3 Sec. 1. The Southwest Sub 10-124-115kV Oil Circuit Breaker identified
4 on the Declaration of Surplus Property is no longer necessary for providing
5 continued public utility service, and is hereby declared surplus to Tacoma
6 Power's needs.

7 Sec. 2. Tacoma Power is hereby authorized to sell the Southwest Sub
8 10-124-115kV Oil Circuit Breaker on the attached inventory at a bid sale(s) to
9 the highest responsive bidder(s), and should the Oil Circuit Breaker not be
10 acquired at sale(s), Tacoma Power is authorized to otherwise dispose of the Oil
11 Circuit Breaker in Tacoma Power's best interests.
12

13 Sec. 3. If a bid for the Southwest Sub 10-124-115kV Oil Circuit Breaker
14 identified on the attached inventory is higher than \$200,000, then the highest
15 bid over \$200,000 for that lot will be brought by Tacoma Power to the Board for
16 formal approval of the sale.
17

18 Approved as to form and legality:

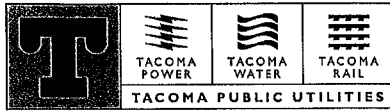
Chair

19 *Z C Morris*
20 Chief Deputy City Attorney

Secretary

21
22 Clerk

Adopted



Board Action Memorandum

TO: Jackie Flowers, Director of Utilities
COPY: Charleen Jacobs, Director and Board Offices
FROM: Chris Robinson, Tacoma Power Superintendent
Joseph A. Wilson, PE, Transmission & Distribution Manager *JA*
MEETING DATE: July 24, 2019
DATE: July 9, 2019

SUMMARY: Tacoma Power is requesting the Public Utility Board declare the attached 115kV oil circuit breaker, as surplus to the utility's needs, conduct a public hearing on the proposed sale of the equipment and authorize the utility to sell to the highest responsive bidders.

BACKGROUND: Tacoma Power has determined the existing 115kV oil circuit breaker on the attached documentation is no longer needed or necessary for continued normal operations due to age, reliability, or damage. Washington State law requires the Public Utility Board to declare the equipment as surplus, conduct a public hearing to collect testimony on the sale of the equipment, and authorize the sale of the equipment.

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Not applicable – This action will result in a net income to the Utility.

IF THE EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED.
Not applicable.

IF THE ACTION REQUESTED IS APPROVAL OF A CONTRACT, INCLUDE LANGUAGE IN RESOLUTION AUTHORIZING \$200,000 INCREASE IN ADMINISTRATIVE AUTHORITY TO DIRECTOR? Not applicable.

ATTACHMENTS:
Tacoma Power Substation Surplus Equipment write-up, to include photo representation of equipment

CONTACT:
Sean Veley, Power Supervisor III, 253-502-8713
Christine Lewis



☒ Declaration of Surplus Personal Property
☐ Declaration of Surplus Real Property
☒ Declaration of Unusable Personal Property¹

Description of Surplus Property

General Ledger Acct: 6421400

Date _____

DISPOSAL REQUEST

(to be completed by department)

Requested Disposal Method(s):

- ☐ Intra City Transfer
Name of Department _____
- ☒ Bid Solicitation (Formal / Informal)
- ☐ Vehicle Auction (attach vehicle surplus form)
Specify Contract _____
- ☐ Online Auction Service
(attach online auction surplus form)
- ☐ Special Advertisement (attach advertisement)
Specify Newspaper _____
- ☐ Supplemental Mailing List (attach)
- ☐ Website Posting
- ☐ Special Disposal Requirements (e.g., environmental, regulatory)
- ☐ Salvage Services
Specify Contract _____
- ☐ Donation
- ☐ 2-Good-2 Toss
- ☐ Other: _____
- ☐ Okay for Disposal: _____

DISPOSAL ACTION

Internal Use Only – Purchasing Division

- ☐ Formal Bid No. _____
Resolution/Ordinance No. _____
- ☐ Informal Bid No. _____
- | | |
|--|--|
| <input type="checkbox"/> Online Auction | <input type="checkbox"/> Website Posting |
| <input type="checkbox"/> Special Advertisement | <input type="checkbox"/> Supplemental Mailings |
| <input type="checkbox"/> Contract Services | <input type="checkbox"/> Intra-City Transfer |
| <input type="checkbox"/> Salvage Services | <input type="checkbox"/> Donation |
| <input type="checkbox"/> Okay for Disposal | <input type="checkbox"/> 2-Good-2 Toss |

Date Advertised/Posted:

Sale Amount: \$

Sold To: Name _____

Address _____

Donated To: Name _____

Address _____

- ☐ Hold Harmless Release Received
 Recipient is: ☐ Public Agency ☐ Non-Profit serving
 ☐ General Public ☐ Employee

Accounting, if different from above:

APPROVED:

Procurement and Payables Manager	Date
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TACOMA POWER

SUBSTATION SURPLUS EQUIPMENT

Southwest Sub 115KV Oil Circuit Breaker

The circuit breaker is available as is, where is. All equipment will be drained of insulating oil; however, residual oil will be present and should be anticipated by the bidder. The currently available equipment is located at our Southwest Substation.

It is a three phase 115KV Circuit Breaker that weighs approximately 16,500 pounds, without oil. The Insulating oil has been removed.

Below are photos, drawings, and oil test data of the Circuit Breaker.

All equipment may be examined prior to the bid deadline on a limited, escorted basis. Contact Sean Veley at (253) 502-8713 or Sean Forslund at (253) 502-8235 to arrange a visit or for any other questions regarding this offering.

On-site demolition will not be allowed, but it is anticipated that the equipment will need to be partially dismantled to allow for safe shipment, such as removal of High Voltage Bushings. Dismantling should only consist of that which is necessary to safely transport the equipment. Any further disassembly and demolition, such as for salvage/recycling separation, will take place off-site at bidder's location. Bidder is to provide and assume responsibilities and costs for ALL dismantling, demolition and transportation requirements, such as, but not limited to: tools, equipment, supplies, vehicles, permits and/or fees. All work must be completed within the allowed time frames. The bidder MUST indicate in their bid, their intent and method of equipment dismantle. Bidder must clearly identify the type of work to be performed and include plans and safety measures to perform the work and prevent any loss of oil or other contaminants to the substation soils. Any failure to supply the requested information may result in bid disqualification.

It is assumed that all equipment will be scrapped for metals recovery/recycling.

The successful bidder will remove all oil-filled bushings from all equipment that is scheduled to be scrapped and transport the bushings in leak proof containers to the Tacoma Power Transformer Shop located at 3628 S. 35th St., Tacoma, WA 98409.

The Transformer Shop will require 24-hour's notice at (253) 502-8495 to ensure that personnel and equipment will be available. The bushings will be off-loaded by Tacoma Power, tested for PCB level, and drained of all fluids. Bushings with PCB levels greater than 45 ppm will be retained by Tacoma Power for proper PCB disposal. Bushings containing 45 ppm PCB or less will be picked up by the bidder following draining, within two weeks of notification of availability.

The PCB content of all equipment, except for fluid filled bushings, is known to be; Tank 1, 10 part per million (ppm), Tank 2, 10 ppm, Tank 3, 11 ppm and is listed with certifications below.

The Oil Circuit Breaker is located at the following location:

Southwest Sub
4102 74th St.
Tacoma, WA 98409

Drawings showing the circuit breaker dimensions and locations in the substation, and nameplate of the equipment are attached to this document below. Please contact Sean Veley at (253) 502-8713 or Sean Forslund at (253) 502-8235 if any additional information is needed.

All equipment must be removed from the substation according to the schedule described below.

Schedule:

The contractor will be provided two weeks' notice of the availability of the site. Tacoma Power will make sure that the Oil Circuit Breaker is drained of oil and available for removal. The contractor will be allowed no more than **1 working day** to remove all listed equipment from the substation. If the availability of the substation is delayed, 1 full day will still be available for removal.

All work in the substations or on Tacoma Power property will be attended by a qualified Tacoma Power electrician as required by state electrical safety regulations. Tacoma Power will supply a qualified electrician between the hours of 8 am to 12 pm and 12:30 pm to 4:30 pm for the duration of the 1-day period, at no charge to the contractor. The contractor may arrange for additional hours at their own expense according to the cost schedule listed below. The contractor must provide at least 24-hour's notice of any schedule extension beyond the times listed above. All additional work, including normal lunch periods, extended work days, and weekends, will be the responsibility of the contractor at the following rates:

Cost for on-site supervision:

\$111.53 per hour for weekdays between 8 am to 12 pm and 12:30 pm to 4:30 pm, not including ½ hour for lunch between noon and 12:30 pm.

\$156.59 per hour for all additional overtime and lunch periods worked by the on-site supervising electrician.

If the contractor fails to complete equipment removal from the station by the end of the allowed time, they will not be allowed into the substation and all remaining electrical equipment will be forfeited in the interest of preparing the site for necessary construction. There will be no refunds for failure to meet this schedule.

Oil Spill Prevention:

Washington state environmental regulations require the reporting and cleanup of all oil spills, even very small spills. The contractor will not be allowed to spill any oil during removal of the transformer. This includes oil from the transformer and equipment used during the removal process, including hydraulic systems. Oil contaminated materials will not be allowed to be placed on unprotected soils and the contractor must be prepared for all weather conditions. Work practices that are considered unsafe or likely to result in oil contamination will be stopped by the Tacoma Power supervisor until deficiencies are corrected. No additional removal time will be allowed for work stopped due to improper practices. All oil spilled will be remediated to state and Tacoma Power standards at the contractor's cost.

Work Plan:

The contractor must supply a brief work plan with their bid that includes general information about their process for removing the equipment including bushing pick up from the transformer shop, general process for dismantling the equipment, expected schedule (including weekend and overtime work) for Tacoma Power planning needs, and the general process for preventing oil spills.

The bidder with the highest acceptable bid will be notified and must supply a detailed work plan within 10 days. The specific requirements for the work plan will be detailed by Tacoma Power when the notification is made. A detailed work plan may not be necessary depending on the plan submitted with the bid. Failure to supply an acceptable work plan within 10 days may be grounds to reject the bid.

Safety:

The contractor must abide by all safety regulations while working on Tacoma Power property. Special attention includes, but is not limited to, fall protection, confined space entry, and lead exposure for work on the equipment. All high voltage power lines located near the equipment will be de-energized and there should be enough clearance to place a crane to lift the equipment for loading/size reduction purposes. The contractor must maintain proper clearance, as directed by the on-site safety watch, from all energized lines.

Every Tacoma Power employee is acutely aware of safe operating practices and is authorized to stop any work they consider to be unsafe. The contractor will abide by any direction to stop work for safety reasons upon notice by any Tacoma Power employee. The contractor will immediately correct any condition or practice determined to be unsafe. No time extension will be allowed for work stoppage due to unsafe work practices





RESOLUTION NO. U-11093

1
2 A RESOLUTION concerning surplus utility equipment; declaring utility
3 equipment surplus to the needs of Tacoma Power; conducting a public
4 hearing on the proposed sale of the surplus utility equipment; and
5 authorizing Tacoma Power to sell the surplus utility equipment to the
6 highest responsive bidder(s) at bid sale(s) up to \$200,000.

7 WHEREAS the City of Tacoma, Department of Public Utilities, Light
8 Division (d.b.a. "Tacoma Power"), originally acquired for public utility purposes,
9 the La Grande Distribution Transformer, listed on the Declaration of Surplus
10 Property in the background materials on file with the Clerk of the Board, and

11 WHEREAS Tacoma Power has determined that the equipment listed on
12 the Declaration of Surplus Property is no longer necessary for providing
13 continued public utility service and is deemed surplus to Tacoma Power's
14 needs pursuant to RCW 35.94.040 and TMC 1.06.272-278, and

15 WHEREAS the equipment's estimated value is \$5,000, and

16 WHEREAS a public hearing was conducted on July 24, 2019, as
17 required by RCW 35.94.040, and

18 WHEREAS Tacoma Power requests that the Utility Board, pursuant to
19 the requirements of RCW 35.94.040 and TMC 1.06.272-278, declare the La
20 Grande Distribution Transformer, identified on the attached Declaration of
21 Surplus Property, surplus to Tacoma Power's needs and authorize Tacoma
22 Power to sell the equipment to the highest responsive bidder(s); Now,
23 Therefore,
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BE IT RESOLVED BY THE PUBLIC UTILITY BOARD OF THE CITY OF TACOMA:

Sec. 1. The La Grande Distribution Transformer identified on the Declaration of Surplus Property is no longer necessary for providing continued public utility service, and is hereby declared surplus to Tacoma Power's needs.

Sec. 2. Tacoma Power is hereby authorized to sell the La Grande Distribution Transformer on the attached inventory at a bid sale(s) to the highest responsive bidder(s), and should the Distribution Transformer not be acquired at sale(s), Tacoma Power is authorized to otherwise dispose of the Distribution Transformer in Tacoma Power's best interests.

Sec. 3. If a bid for the La Grande Distribution Transformer identified on the attached inventory is higher than \$200,000, then the highest bid over \$200,000 for that lot will be brought by Tacoma Power to the Board for formal approval of the sale.

Approved as to form and legality:

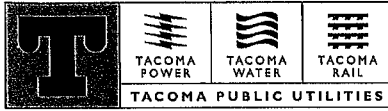
Chair


Chief Deputy City Attorney

Secretary

Clerk

Adopted



Board Action Memorandum

TO: Jackie Flowers, Director of Utilities
COPY: Charleen Jacobs, Director and Board Offices
FROM: Chris Robinson, Tacoma Power Superintendent
Joseph A. Wilson, PE, Transmission & Distribution Manager *[Signature]*
MEETING DATE: July 24, 2019
DATE: July 9, 2019

SUMMARY: Tacoma Power is requesting the Public Utility Board declare the attached distribution substation transformer equipment, as surplus to the utility's needs, conduct a public hearing on the proposed sale of the equipment and authorize the utility to sell to the highest responsive bidders.

BACKGROUND: Tacoma Power has determined the existing substation equipment on the attached documentation is no longer needed or necessary for continued normal operations due to age, reliability, or damage. Washington State law requires the Public Utility Board to declare the equipment as surplus, conduct a public hearing to collect testimony on the sale of the equipment, and authorize the sale of the equipment.

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Not applicable – This action will result in a net income to the Utility.

IF THE EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED.
Not applicable.

IF THE ACTION REQUESTED IS APPROVAL OF A CONTRACT, INCLUDE LANGUAGE IN RESOLUTION AUTHORIZING \$200,000 INCREASE IN ADMINISTRATIVE AUTHORITY TO DIRECTOR? Not applicable.

ATTACHMENTS:
Tacoma Power Substation Surplus Equipment write-up
Photo representation of equipment

CONTACT:
Sean Veley, Power Supervisor III, 253-502-8713
Christine Lewis



City of Tacoma

Declaration of Surplus Property (DSP)

To: Purchasing Division
From: T&D, C&M, Wire Shop
Contact Name: Sean Veley
Date: June 4, 2019
Phone: 253-502-8713

- ☒ Declaration of Surplus Personal Property
☐ Declaration of Surplus Real Property
☒ Declaration of Unusable Personal Property¹

¹ Items that are broken, unusable, have no commercial, salvage, or donation value, and have no special disposal requirements (e.g., hazardous metals), may be disposed by the owning department. Do not submit DSP Form to Purchasing for these items.

Description of Surplus Property

Describe Item or Attach List: La Grande Distribution Transformer Fixed Asset # _____
Address/Location of Items: 46502 Mountain HWY E Accounting (for costs/proceeds): _____
Estimated Commercial or Resale Value: \$5,000 Cost Center: 561100
Minimum Acceptable Bid: \$ N/A General Ledger Acct: 6421400

I hereby certify the asset(s) listed have no further public use or the sale thereof is in the best interests of the City and declare these items as surplus according to sections 1.06.272 through 1.06.278 of the Tacoma Municipal Code. Items may be sold, transferred, donated or otherwise disposed of in accordance with the City's surplus property policies and the Tacoma Municipal Code.

For Joe W. Bon
Department/Division Head Signature

7/10/19
Date

City Manager or Director of Utilities (if over \$200,000)

Date

DISPOSAL REQUEST

(to be completed by department)

Requested Disposal Method(s):

- ☐ Intra City Transfer
Name of Department _____
- ☒ Bid Solicitation (Formal / Informal)
- ☐ Vehicle Auction (attach vehicle surplus form)
Specify Contract _____
- ☐ Online Auction Service
(attach online auction surplus form)
- ☐ Special Advertisement (attach advertisement)
Specify Newspaper _____
- ☐ Supplemental Mailing List (attach)
- ☐ Website Posting
- ☐ Special Disposal Requirements (e.g., environmental, regulatory)
- ☐ Salvage Services
Specify Contract _____
- ☐ Donation
- ☐ 2-Good-2 Toss
- ☐ Other: _____
- ☐ Okay for Disposal: _____

DISPOSAL ACTION

Internal Use Only – Purchasing Division

- ☐ Formal Bid No. _____
Resolution/Ordinance No. _____
- ☐ Informal Bid No. _____
- ☐ Online Auction ☐ Website Posting
- ☐ Special Advertisement ☐ Supplemental Mailings
- ☐ Contract Services ☐ Intra-City Transfer
- ☐ Salvage Services ☐ Donation
- ☐ Okay for Disposal ☐ 2-Good-2 Toss
- Date Advertised/Posted: _____
- Sale Amount: \$ _____
- Sold To: Name _____
Address _____
- Donated To: Name _____
Address _____
- ☐ Hold Harmless Release Received
Recipient is: ☐ Public Agency ☐ Non-Profit serving
" " ☐ General Public ☐ Employee
- Accounting, if different from above: _____

APPROVED:

Procurement and Payables Manager

Date

TACOMA POWER

SUBSTATION SURPLUS EQUIPMENT

La Grande Power Transformer

The transformer is available as is, where is. All equipment will be drained of insulating oil by Tacoma Power; however, residual oil will be present and should be anticipated by the bidder. The currently available equipment is located at our Nisqually Project La Grande switchyard.

It is a three phase 7.5/9.3 MVA, 115KV to 13.1KV step down power transformers that weighs approximately 37,000 pounds, without oil. The Insulating oil has been removed. Below are photos, drawings, and oil test data of the transformer.

All equipment may be examined prior to the bid deadline on a limited, escorted basis. Contact Sean Velej at (253) 502-8713 or Sean Forslund at (253) 502-8235 to arrange a visit or for any other questions regarding this offering.

On-site demolition will not be allowed, but it is anticipated that the equipment will need to be partially dismantled to allow for safe shipment, such as removal of High Voltage Bushings. Dismantling should only consist of that which is necessary to safely transport the equipment. Any further disassembly and demolition, such as for salvage/recycling separation, will take place off-site at bidder's location. Bidder is to provide and assume responsibilities and costs for ALL dismantling, demolition and transportation requirements, such as, but not limited to: tools, equipment, supplies, vehicles, permits and/or fees. All work must be completed within the allowed time frames. The bidder MUST indicate in their bid, their intent and method of equipment dismantle. Bidder must clearly identify the type of work to be performed and include plans and safety measures to perform the work and prevent any loss of oil or other contaminants to the substation soils. Any failure to supply the requested information may result in bid disqualification.

It is assumed that all equipment will be salvaged for repurpose or be scrapped for metals recovery/recycling.

The PCB content of all equipment, except for fluid filled bushings, is known to be less than or equal to one (1) part per million (ppm) and is listed with certifications in below. The bidder must indicate on their proposal whether the equipment will be scrapped or if it is intended for salvage. The successful bidder will remove all oil-filled bushings from all equipment that is scheduled to be scrapped and transport the bushings in leak proof containers to the Tacoma Power Transformer Shop located at 3628 So. 35th St., Tacoma, WA 98409.

The Transformer Shop will require 24-hour's notice at (253) 502-8495 to ensure that personnel and equipment will be available. The bushings will be off-loaded by Tacoma Power, tested for PCB level, and drained of all fluids. Bushings with PCB levels greater than 45 ppm will be retained by Tacoma Power for proper PCB disposal. Bushings containing 45 ppm PCB or less will be picked up by the bidder following draining, within two weeks of notification of availability. Bushings on equipment intended for repurpose will not be tested or drained by Tacoma Power.

The La Grande surplus transformer is located at the following location:

La Grande Switchyard
46502 Mountain Hwy E,
La Grande, WA 98348

Drawings showing the transformer dimensions and locations in the substation, and nameplate of the transformer are attached to this document as Enclosure A. Please contact Sean Veley at (253) 502-8713 or Sean Forslund at (253) 502-8235 if any additional information is needed.

All equipment must be removed from the substation according to the schedule described below.

Schedule:

The contractor will be provided two weeks' notice of the availability of the site. Tacoma Power will make sure that the transformer is drained of oil and available for removal. The contractor will be allowed no more than **2 working days** to remove all listed equipment from the substation. If the availability of the substation is delayed, 2 full days will still be available for removal.

All work in the substations or on Tacoma Power property will be attended by a qualified Tacoma Power electrician as required by state electrical safety regulations. Tacoma Power will supply a qualified electrician between the hours of 8 am to 12 pm and 12:30 pm to 4:30 pm for the duration of the 2-day period, at no charge to the contractor. The contractor may arrange for additional hours at their own expense according to the cost schedule listed below. The contractor must provide at least 24-hour's notice of any schedule extension beyond the times listed above. All additional work, including normal lunch periods, extended work days, and weekends, will be the responsibility of the contractor at the following rates:

Cost for on-site supervision:

\$111.53 per hour for weekdays between 8 am to 12 pm and 12:30 pm to 4:30 pm, not including ½ hour for lunch between noon and 12:30 pm.

\$156.59 per hour for all additional overtime and lunch periods worked by the on-site supervising electrician.

If the contractor fails to complete equipment removal from the station by the end of the allowed time, they will not be allowed into the substation and all remaining electrical equipment will be forfeited in the interest of preparing the site for necessary construction. There will be no refunds for failure to meet this schedule.

Oil Spill Prevention:

Washington state environmental regulations require the reporting and cleanup of all oil spills, even very small spills. The contractor will not be allowed to spill any oil during removal of the transformer. This includes oil from the transformer and equipment used during the removal process, including hydraulic systems. Oil contaminated materials will not be allowed to be placed on unprotected soils and the contractor must be prepared for all weather conditions. Work practices that are considered unsafe or likely to result in oil contamination will be stopped by the Tacoma Power supervisor until deficiencies are corrected. No additional removal time will be allowed for work stopped due to improper practices. All oil spilled will be remediated to state and Tacoma Power standards at the contractor's cost.

Work Plan:

The contractor must supply a brief work plan with their bid that includes general information about their process for removing the equipment including bushing pick up from the transformer shop, general process for dismantling the equipment, expected schedule (including weekend and overtime work) for Tacoma Power planning needs, and the general process for preventing oil spills.

The bidder with the highest acceptable bid will be notified and must supply a detailed work plan within 10 days. The specific requirements for the work plan will be detailed by Tacoma Power when the notification is made. A detailed work plan may not be necessary depending on the plan submitted with the bid. Failure to supply an acceptable work plan within 10 days may be grounds to reject the bid.

Safety:

The contractor must abide by all safety regulations while working on Tacoma Power property. Special attention includes, but is not limited to, fall protection, confined space entry, and lead exposure for work on the equipment. All high voltage power lines located near the equipment will be de-energized and there should be enough clearance to place a crane to lift the equipment for loading/size reduction purposes. The contractor must maintain proper clearance, as directed by the on-site safety watch, from all energized lines.

Every Tacoma Power employee is acutely aware of safe operating practices and is authorized to stop any work they consider to be unsafe. The contractor will abide by any direction to stop work for safety reasons upon notice by any Tacoma Power employee. The contractor will immediately correct any condition or practice determined to be unsafe. No time extension will be allowed for work stoppage due to unsafe work practices



July 24, 2019

MOTION

I hereby move that the following motion be approved:

19-06. That upon concurrence by the City Council, the Director of Utilities is hereby authorized to approve the final settlement of the subrogation claim of Farmers Insurance Exchange, Claim No. W-03-18, in the amount of \$161,478.51, as substantially in the form on file with the Clerk and as approved by the City Attorney.