



## **SCOPE OF WORK**

**FINANCIAL PROJECT Nos.:** 431289-1-52-01 & 731289-1-93-01

**COUNTY:** POLK

**CONTRACT NO.:** E1L71

**PROJECT DESCRIPTION:** WORK INCLUDES PROVIDING AND THE INSTALLATION OF A BLUE STAR POWER SYSTEMS MODEL: CD800-01 GENERATOR OR IT'S EQUIVALENCE AT THE DISTRICT 1 OFFICE COMPLEX, BARTOW, FL 33830

**EXHIBIT "A"**  
**EMERGENCY STANDBY GENERATOR INSTALLATION**  
**POLK COUNTY**  
**Financial Project Number: 431289-1-52-01 & 431289-1-93-01**  
**Contract: E1L71**

I. OBJECTIVE:

The Florida Department of Transportation (FDOT) District One hereafter referred to as the "Department" seeks to secure competitive bids from qualified vendors who are able to provide a stand-by generator system with an optional five (5) year maintenance at the District Office Complex, 801 N. Broadway Avenue, Bartow, FL 33830

II. SERVICES TO BE PROVIDED

A. PROJECT DESCRIPTION:

The work described herein includes the installation of a new Blue Star Power Systems Model: CD800-01 or its' equivalence which includes the following:

Generator: 800 KW, 1000 KVA  
Voltage: 277/480 volt, Three-Phase  
Engine: Cummins QSK23-G7, 60 Hz Diesel, 1800 RPM

1. Control Panel: DGC-2020 Control Panel (Expanded)
2. Enclosure: Level 3 Enclosure - Maximum Sound Attenuation Aluminum Enclosure (83dba at 23 feet).
3. Circuit Breakers: 1200A Breaker - 600v Adjustable Trip, 100% rated.
4. Battery: Lead Acid Battery - 24 Volt with rack.
5. Block Heater: Standard at 20 F with isolation valves, 240v 1 phase.
6. Vibration Isolation: Vibration Pads Isolator.
7. Battery Charger: NRG 24-10-RCLS (24 VOLT, 10 AMP)
8. Sub Base Tank: Sub Base Fuel Tank Steel (with Stub Up (5000 Gallons Capacity - 72 hour run time)

9. Muffler: Critical Grade Muffler.
10. Automatic Transfer Switches: ASCO 300 Poles: 3 Service Entrance Rated Amps: 2000 amp or equal.
11. Lay a Concrete Foundation for the Generator which must meet the requirements of the manufacturer of the Generator and Tank.

Installation must also include the follow:

1. Surge Protection
2. Panel ID and Labeling To/From.
3. SHUNTRIP/ESTOP: Must be located at the Generator and one located at the back entrance of the District Office Building.
4. Remote Generator Annunciator Panel: (RDP-110) located in the office space of the Receiving Area Inside the District Office. Must meet the manufacturer's specifications in relations to the generator.

This equipment shall be delivered and off-loaded at the facility. Site tests, site start-up, site inspection after wiring has been installed, and 4-hour load bank test is required at the site. The successful bidder shall furnish only the products specified. If software is necessary for the programming or reprogramming of alarm inputs and outputs or diagnostics, it shall be provided with the Gen-set.

**B. Submittals:**

Specification sheets showing all standard and optional equipment to be supplied should be submitted with the bid. Schematic wiring diagrams, dimension drawings, fuel tank shop drawings, weather resistant enclosure drawings, and interconnection diagrams identifying, by terminal number, each required interconnection between the generator set, the transfer switch, and other remote devices, shall be supplied after the bid has been awarded. The bidder should supply, with the bid, any and all information on standard and optional equipment to be supplied, which should be highlighted, underlined, or circled to indicate exactly what the supplier intends to deliver.

**C. Testing**

To ensure that the equipment has been designed and built to the highest reliability

and quality standards, the manufacturer shall be responsible for design prototype tests as described herein. Components of the emergency system, such as the engine/generator set, and accessories shall not be subjected to prototype tests since the tests are potentially damaging. Rather, similar design prototypes, which will not be sold, shall be used for these tests. Prototype test programs shall include the requirements of NFPA-110 and the following:

1. Maximum power;
2. Maximum motor starting kva;
3. Alternator temperature rise by embedded thermocouple and by resistance method per NEMA MG1-22.40 and 16.40;
4. Governor speed regulation under steady state and transient conditions;
5. Voltage regulation and generator transient response;
6. Fuel consumption at  $\frac{1}{4}$ ,  $\frac{1}{2}$ ,  $\frac{3}{4}$  and full load;
7. Harmonic analysis voltage waveform deviation, and phone influence factor;
8. Three-phase, line-to-line, short circuit test;
9. Alternator cooling air flow;
10. Torsion analysis testing to verify that the generator set is free of harmful torsion stresses; and
11. Endurance testing.

#### D. Product

The standby generator set shall be rated continuous standby (defined as continuous for the duration of any power outage). Vibration isolators shall be provided between the engine-generator and heavy-duty steel base or between the base and the floor.

Final Production Tests: The generator set shall be tested under varying loads with guards and exhaust system in place. Tests shall include:

1. Single-step load pickup;
2. Transient and steady state governing;
3. Safety shutdown device testing;
4. Voltage regulation;
5. Rated Power; and
6. Maximum Power.

Upon request, arrangements to witness this test will be made or a certified test record will be sent prior to shipment.

#### E. Engine

The engine shall be four (4) cycle and shall be equipped with the following:

1. Engine block water heaters;
2. Fuel/Water separator;

3. 24 volt, positive engagement solenoid, shift-starting motor;
  4. 45-ampere minimum, automatic battery-charging, alternator with solid-state voltage regulation;
  5. Positive displacement, full pressure lubrication oil pump, cartridge oil filters, dipstick, and oil drain;
  6. Dry-type replaceable air cleaner elements; and
  7. The generator set shall be equipped with a factory, rail-mounted, engine driven radiator with blower fan and all accessories. The cooling system shall be sized to operate at full load conditions and with 110° F ambient air entering the room or enclosure and a glycol concentration of 50%. If an enclosure is specified, the generator set supplier is responsible for providing a properly sized cooling system based on the enclosure static pressure restriction. The radiator shall be equipped with loss of cooling sensing.
- Note: Engines requiring glow plugs will not be acceptable.  
The electric set shall be driven by a water-cooled, 4-cycle, full compression ignition and diesel fueled engine operating at 1,800 rpm on No. 2 diesel.

#### F. Generator

The alternator shall be salient-pole, reconnectable (12-lead through 300 Kw, 10-lead through 800 KW and 4 bus bar through 1500 KW except 600 volt), self ventilated, of drip-proof construction with amortisseur rotor windings and skewed for smooth voltage waveform. **The insulation material shall be Class H** per NEMA MG1-1.65 and BS2757 and be vacuum impregnated with epoxy varnish to be fungus resistant per MIL I-24092. **Temperature rise of the alternator shall be 105° C at prime power rating**, per NEMA MG1.22.40, IEEE 155, and IEC 34-1. The excitation system shall be of brushless construction controlled by a solid-state voltage regulator with adjustable Volts-per-Hertz operation capable of maintaining voltage within + or – 5% at any constant load from 0 to 100% of rating. The regulator must be sealed from the environment and isolated from the load to prevent tracking when connected to SCR loads. On application of any load, up to the rated load, the instantaneous voltage dip shall not exceed 20% and shall recover to + or – 2% of rated voltage within one(1) second. The generator, having a single maintenance-free bearing, shall be directly connected to the flywheel housing with a semi-flexible coupling between the rotor and the flywheel.

#### G. Controller

Set-mounted controller shall be vibration isolated on the generator enclosure. The microprocessor control board shall be moisture-proof and capable of operation from -40°C to 85°C. Relays will only be acceptable in high current circuits. Circuitry shall be of plug-in design for quick replacement. Controller shall be equipped to accept a

plug-in device capable of allowing maintenance personnel to test controller performance without operating the engine. The controller shall include:

1. Fused DC circuits;
2. Complete two-wire start/stop control, which shall operate on closure of a remote contact with time delay;
3. Speed sensing and a second independent starter motor disengagement system shall protect against the starter engaging with a moving flywheel. Battery charging alternator voltage will not be acceptable for this purpose;
4. The starting system shall be designed for restarting in the event of a false engine start by permitting the engine to completely stop and then re-engage the starter;
5. Cranking cyler with 15-second ON and OFF cranking periods;
6. Over-crank protection shall be designed to open the cranking circuit after 75 seconds if the engine fails to start;
7. Circuitry shall shut down the engine when signal for high coolant temperature, high engine temperature, low coolant level, low oil pressure, or over-speed are received;
8. Engine cool-down timer shall be factory set at five (5) minutes to permit unloaded running of the standby set after transfer of the load to normal;
9. Three-position (Automatic – OFF- TEST) selector switch. In the test position, the engine shall start and run regardless of the position of the remote starting contacts. In the automatic position, the engine shall start when contacts in the remote control circuit close and stop five (5) minutes after those contacts open. In the off position, the engine shall not start even though the remote start contacts close. This position shall also provide for immediate shutdown in case of an emergency. Reset of any fault lamp shall also be accomplished by putting the switch to the off position;
10. The system shall provide the following digital readouts:
  - Engine oil pressure;
  - Coolant temperature;
  - Engine rpm;
  - System DC volts;
  - Engine running hours;
  - Generator AC volts;
  - Generator AC amps;
  - Generator frequency;
  - Phase selector for volts, amps, and frequency;
11. The system shall provide the following indications for protection and diagnostics:
  - Low oil pressure;
  - High water temperature;
  - Low coolant level;
  - Over-speed;
  - Over-crank;

Emergency stop depressed;  
Approaching high coolant temperatures;  
Approaching low oil pressure;  
Low coolant temperature;  
Low DC volts;  
System not in automatic;  
Low fuel level;  
Battery charger malfunction;  
Percentage of load capacity;  
Alarm horn with silencer;  
Test button for indicating lights;  
System ready;

12. Terminals shall be provided for each signal in #10 above for connection to remote monitoring devices and;

13. An EMERGENCY STOP button shall be provided with the unit for remote mounting by others to shut down the engine. A Nema 3R horn and red flashing light, suitable for remote mounting by others, shall be provided with the unit. This horn and light shall be suitable for activation upon any and all alarm situations at the unit and shall be silenced with the horn mentioned in item #11 above.

#### H. Accessories:

The following accessories shall be provided:

1. Over-voltage protection that will shut down the unit after one (1) second of 15% or more over-voltage;
2. Battery rack, battery cables, 12-volt battery (ies) capable of delivering the minimum cold-cranking amps required at zero (0) degrees Fahrenheit per SAE Standard J-537;
3. Automatic, float-type, battery charger;
4. Gas-proof, seamless, stainless steel, flexible exhaust connector(s), ending in pipe thread or SAE flange;
5. A residential grade exhaust silencer with insulating material;
6. Flexible fuel line(s) rated 300 degrees F and 100 PSI ending in pipe thread;
7. Gen-set mounted output overload protection. This shall be provided by means of a molded case circuit breaker;
8. The entire unit shall be skid-mounted and enclosed in a weatherproof enclosure.
9. Automatic Transfer Switch (ATS) shall have the following features:
  - a. Complete, factory-assembled, transfer equipment with control designed for surge voltage isolation, permanently attached manual handles, positive electrical and mechanical interlocking and mechanically held, quickbreak, quick-make contacts;
  - b. Switch shall be S.E. rated, 1200 AMP, 208 volt in size, in U.L listed NEMA 3r weatherproof enclosure for mounting out of doors unprotected. Enclosure will have a

lockable door.

c. Rated to carry 100 percent of rated current continuously in the enclosure and suitable for manual operation under load;

d. Control shall have sensors to monitor normal power:

e. All phases for under-voltage {adjustable};

f. All phases for frequency {adj. 4-20 % };

g. Phase imbalance and loss {adj 2-10%};

h. Phase rotation;

i. Control shall be designed for utility to generator application and have the capability of remotely controlling generator. It shall be equipped with the following delays:

Start {adj.0-15 sec}

Transfer {adj. 0-120 sec.}

Retransfer {adj. 0-30 min};

Stop {0-10 min};

Programmed transition: {load isolated from both sources};

Front panel-mounted, key operated, selector switch for Test, Normal, and transfer;

j. A solid state exerciser clock shall set time, day, and duration of generator set exercise period. Provide switch to exercise **with or without load**.

## I. Execution

Site Tests: An installation check, start-up and four (4) hour load bank test shall be performed by the manufacturers' local representative as arranged by the successful bidder. The site test shall be coordinated with Local Contract Coordinator and shall include:

1. Fuel, lubricating oil, and antifreeze shall be checked for conformity to the manufacturers' recommendations under the environmental conditions present and expected;
2. All externally connected equipment and the Automatic Transfer Switch shall be checked for proper connection;
3. Accessories that normally function while the set is standing by shall be checked prior to cranking the engine. This shall include engine heaters, battery charger, generator strip heaters, etc;
4. Start-up under test mode to check for exhaust leaks, path of exhaust gases outside the enclosure, cooling air flow, movement during starting and stopping, vibration during running, normal and emergency line-to-line voltage and phase rotation; and
5. Automatic start-up by means of simulated power outage to test remote automatic starting, transfer of the load, and automatic shutdown. Prior to this test, all transfer switch timers shall be adjusted for proper systems coordination. Engine temperature, oil pressure and battery charge level along with generator voltage, amperes, and frequency shall be monitored throughout the test.

6. Operational training for the maintenance staff shall be conducted at time of start-up by the successful bidder.

#### J. Deliveries

Deliveries must be made between 8:00 am to 5:00 pm, Monday thru Friday, excluding state holidays, unless otherwise stated herein. Coordination for weekend deliveries must be coordinated through the Department's Project Manager. Two (2) copies of the Operation & Maintenance Manuals and installation instructions for the Gen-set shall be provided to the owner at the time of delivery. These manuals shall contain specification sheets showing all standard and optional accessories supplied, schematic wiring diagrams, dimension drawings, and interconnection diagrams identifying by terminal number each required interconnection between the generator set, the transfer switch, and other remote devices supplied. The manuals shall also include any other information necessary for the installation, operation, routine servicing and maintenance of the generator and accessories.

#### K. Damaged Goods

The vendor shall be responsible for filing, processing and collecting all damage claims. The Department will not be responsible for any of the following:

1. Record any evidence of visible damage on all copies of the delivery carrier's Bill of Lading.
2. Report damage (visible or concealed) to the carrier and contract supplier, confirming such reports, in writing, within fifteen (15) days of delivery, requesting that the carrier inspect the damaged merchandise.
3. Retain the item and its shipping container, including inner packing material, until inspection is performed by the carrier and disposition given by the contract supplier.
4. Provide the vendor with a copy of the carrier's Bill of Lading and Damage Inspection Report.

#### L. Trade Names

Any manufacturer's names, trade names, brand names or catalog numbers used in specifications contained in this bid are for the purposes of describing and establishing general quality levels. Such references are not intended to be restrictive. Bids will be considered for any brand that meets or exceeds the quality level of item(s) listed unless otherwise indicated. An alternate product sample may be required by the Department for review prior to acceptance.

#### M. Maintenance/Warranty/Repairs (OPTIONAL)

The winning bidder shall only utilize a manufacturer that has a franchised statewide and nationwide service organization with parts and service available twenty-four (24) hours per day, seven days a week. The successful bidder shall be able to respond to an emergency outage within **four (4) hours** and shall respond to a non-emergency call within **twenty-four (24) hours**. In the event that the successful bidder fails to meet either or both of these requirements or an emergency outage repair cannot be accomplished within eight hours after arrival at the institution, a temporary replacement unit will be provided at no cost to the Department until the necessary repairs are made. The successful bidder shall be responsible for all maintenance and repairs of this equipment, including lightning damage, for a period of five (5) years from the date of initial start-up. The only exemption to this responsibility shall be damage due to fire, flood, wind, or vandalism. This maintenance agreement shall include the following.

#### N. Quarterly Maintenance and Inspections

The Contractor shall provide quarterly inspections and preventive maintenance services of all equipment. On a quarterly basis, the Contractor shall perform the following services on all equipment, systems or components: Test the generator for at least one (1) hour under full-connected load for quarterly inspections;

##### Lubricating System

- a. Check lube oil level and add oil as necessary;
- b. Inspect for oil leaks and check and re-torque connections to manufacturer's specifications;
- c. Check governor oil level and add oil as necessary (where applicable);
- d. Check condition of lube oil hoses and connections;
- e. Check oil base heater and adjust if necessary;
- f. Check injection pump oil level and add oil if necessary (where applicable);
- g. Check engine breather and clean and remove any oil residue, dust, dirt, or other restriction;
- h. Start engine, check oil pressure and adjust if necessary to manufacturer's specifications;
- i. Check engine oil stick for water or residue;
- j. Check turbo-charger for oil leaks (where applicable);
- k. Check front and rear crank shaft seals for oil leaks;
- l. Check equipment hour meter for hours of operation. Refer to manufacturer's operation and service manual. If hours of operation are near or exceed manufacturer's stipulated time for oil service, change oil and filter with manufacturer's approved oil and filter. Start engine and check for oil leaks at the filter. Check oil stick for proper oil level;
- m. Obtain lube oil sample for analysis; and
- n. Have analysis run by a certified laboratory and submit a written report to the Project Manager.

### Fuel System

- a. Inspect fuel lines, hoses, connections, clamps, injectors/carburetors, injector pumps, and priming pump, etc. for leaks. Correct as needed;
- b. Check operation of day tank (where applicable);
- c. Drain water from fuel traps (where applicable);
- d. Drain water from day strainer (where applicable);
- e. Clean sediment bowl (where applicable);
- f. Check for water in fuel;
- g. Inspect fuel filter. Change filter as necessary; and
- h. Check fuel pressure. Insure compliance with manufacturer's specifications.

### Cooling System

- a. Check for leaks;
- b. Check coolant level. Add, if necessary;
- c. Check coolant PH and add long-life anti-freeze, as necessary;
- d. Check all belts for cracks or wear. Replace as necessary;
- e. Check all belts for proper tension. Adjust as necessary;
- f. Check condition of water hoses and clamps;
- g. Check for leakage and make repair, as necessary;
- h. Check water, filter, and replace water filter elements annually or as needed, whichever is sooner;
- i. Pressure test radiator and cap;
- j. Check water pump for leaks and bearing noise;
- k. Verify the temperature gauge is reading the correct temperature using infrared device;
- l. Check operation of engine heater and switch;
- m. Check fan & radiator for physical damage, obstruction and leaks; and
- n. Drain and replace anti-freeze, when required.

### Air Systems

- a. Check air cleaner (dry type);
- b. Check turbocharger clearance (where applicable);
- c. Check and service oil bath air cleaner as needed (where applicable); and
- d. Check air hoses and connections (where applicable).

### Electrical System

- a. Check battery fluid. Correct if necessary;
- b. Check battery specific gravity. Correct if necessary;
- c. Check battery trickle charger. Record rate;
- d. Check battery connections. Clean & tighten if necessary;
- e. Lubricate generator, starter/cranking;

- f. Check air compressor, if not electric start; and
- g. Check for loose load line connections and emergency supply line connections.

#### Exhaust System

- a. Inspect the entire exhaust system;
- b. Check rain cap for leaks; and
- c. Inspect the manifold connection for leaks. Re-torque as necessary.

#### Engine Safety Controls

- a. Check operations of all safety controls and emergency stops.

#### Engine Test - No Load

- a. Start engine and check operation. Adjust RPM if necessary; and
- b. Observe oil pressure and record.

#### Engine Test – With Load

- a. Test run the generator with the connected load energized for at least one (1) hour;
- b. Observe and record volts, amps, cycles, engine water temperature, lube oil temperature, engine lube oil pressure, and battery charge rate; and
- c. Shut down engine and return to normal automatic condition unless otherwise noted.

#### Ignition System

- a. Inspect all wires;
- b. Check ammeter for discharging while cranking; and
- c. Check ammeter for full charge at start-up.

#### Generator Set

- a. Check slip rings;
- b. Check commutator;
- c. Check brushes to assure they are free;
- d. Inspect generator wiring for fraying;
- e. Check and record each phase volts, amps, and frequency. Check operation of transfer switch;
- f. Check automatic start-up;
- g. Check generator grounding;
- h. Adjust voltage regulator;
- i. Check generator windings and armature for cleanliness;
- j. Check excitor belts for fraying or cracking;
- k. Check excitor and regulator for cleanliness;
- l. Check generator-mounting bolts for tightness. Re-torque as required;
- m. Lubricate generator bearings, drive and joints;
- n. Inspect for potential hazards resulting from vibration and/or pressure;

- o. Check for alternator vibration;
- p. Inspect and torque (if necessary) all main supply, emergency supply and load line connections; and
- q. Verify phase relay drop out and pickup points and adjust, if necessary.

#### Engine

- a. Test run engine under actual connected load for at least one (1) hour;
- b. Check for engine noises;
- c. Check carburetor/injectors for proper adjustments. Correct as necessary;
- d. Check choke adjustment (where applicable);
- e. Check engine for excessive smoke;
- f. Check for air in the induction system;
- g. Check cylinder head and head gasket;
- h. Check for excessive blow by;
- i. Check turbocharger for noise;
- j. Check pre-lube pump for proper operation;
- k. Check engine high idle speed and correct if necessary;
- l. Check engine low idle speed and correct if necessary;
- m. Check emergency shutoff for proper operation;
- n. Check engine for proper operation at rated speed;
- o. Inspect engine-mounting bolts. If bolts are loose, tighten. If bolts are broken, replace.
- p. Check engine-wiring harness for breaks or wear. If wiring harness is broken, repair. If wiring harness is worn, repair and reroute to prevent wear.

#### Transfer Switch

- a. Check all wiring;
- b. Inspect to assure all supply and load lines are tight;
- c. Check for proper mechanical operation of the transfer mechanism;
- d. Note settings on timers and assure they are proper for the application;
- e. Verify phase relays drop out and pick up points, traditionally D.O. @ 70% and pick up @ 90% of rated voltage. Adjust if necessary. Attach calibration tag with date and calibration of relays noted; and advise the Project Manager as to any options he might want to add or change.

#### Testing

- a. While the engine is running under actual connected load, adjust voltage and frequency;
- b. Adjust clock exerciser as necessary;
- c. Test delay start;
- d. Test delay pick-up;
- e. Test delay retransfer;
- f. Test delay cool down;

- g. Test delay transition;
- h. Test delay preheat;
- i. Calibrate under-voltage sensors;
- j. Calibrate over-voltage sensor;
- k. Calibrate generator sensors;
- l. Record load per leg;
- m. Record voltage per leg;
- n. Record frequency;
- o. Record oil pressure;
- p. Record water temperature;
- q. Check battery charging system; and
- r. Clean up work area.

#### O. Annual Maintenance and Inspections

The Contractor shall provide the following services annually, during the last quarterly maintenance and inspection. This annual inspection shall include all of the requirements of the quarterly inspections along with the following additional services.

##### Lubricating System

- a. Change engine oil;
- b. Change governor oil (where applicable);
- c. Change injection pump oil (where applicable);
- d. Change oil filter and gaskets;
- e. Change oil in crankcase breather (where applicable); and
- f. Take oil sample and send to laboratory for analysis. Provide a copy of the report to the Project Manager.

##### Fuel System

- a. Lubricate the day tank float switch and manual pump (where applicable);
- b. Replace fuel filters;
- c. Lubricate carburetor and linkage (where applicable); and
- d. Lubricate governor linkage and service air filters.

##### Cooling System

- a. Replace water filters (where applicable).

##### Battery

- a. Check specific gravity and load test.

##### Exhaust System

- a. Drain condensation where possible; and

- b. Check and lubricate heat riser plate.

#### Ignition System

- a. Replace plugs (where applicable);
- b. Replace points (where applicable);
- c. Replace condenser (where applicable);
- d. Replace rotor (where applicable);
- e. Inspect cap, replace as necessary (where applicable);
- f. Lube point cam (where applicable);
- g. Lube advance wick (where applicable);
- h. Lube upper and lower bearing;
- i. Set timing;
- j. Inspect and lube mechanical advance (where applicable); and
- k. Inspect wires.

#### Generator

- a. Clean rings and commutator;
- b. Lubricate over speed switch;
- c. Check diode heat sinks; and
- d. Inspect rear bearing.

#### Engine Running

- a. Test low oil pressure safety switch and record seconds to shutdown;
- b. Test high engine temperature safety switch and record seconds to shutdown;
- c. Test over speed safety switch and record seconds to shutdown;
- d. Check pre-alarms (where applicable);
- e. Check over crank system and record seconds to shutdown; and
- f. Check cycle cranker time and record seconds of cranking and seconds of resting.

#### Accessories

- a. Lubricate all hinges, door locks, and snap covers, etc.

#### Load-bank Test

- a. A four (4) hour resistive/reactive load-bank test at full rated KVA of the unit;
  - b. A record of all operating systems of the alternator and the engine during the load bank test; and
  - c. Provide a complete written report of the load bank test to the Project Manager. The Contractor shall be responsible for removal of all oil and filters and shall comply with all Federal, State, and local regulations for disposal of hazardous materials.
- A weekly inspection will be performed by Department personnel. This inspection will be to check oil, coolant, fuel, batteries, gauges, belts, oil pressure, engine temperature etc. Liquids will be topped off with Contractor provided supplies. All major problems will be

promptly reported to the Contractor.

### III. SERVICES/MATERIALS PROVIDED BY THE DEPARTMENT

The Department's Project Manger is identified below. He or his designee shall perform the following on behalf of the Department:

1. Review, verify, and approve receipt of services/deliverables from the vendor;
2. Submit requests for change orders/amendments/renewals, if applicable;
3. Review, verify, and approve invoices from the vendor; and, if applicable, the Certificates of Partial Payment requests, and the Certificate of Contract Completion form.
4. Maintain an official record of all correspondence between the Department and the vendor.
5. The Department will provide a staging area for the Vendor until completion of the work.

The Department's Project Manager is: Chad Lewis, Facilities Management.

### IV. VENDOR QUALIFICATION

The Vendor shall maintain and keep in force throughout the life of the contract, the requirements specified below. Failure of the Vendor to comply with these requirements will be sufficient grounds for Department to declare the contract in default and terminate the agreement in accordance with the terms of B-27 Termination for Cause and Mutual Agreement of the FCO Non-Technical Specifications.

1. The Vendor shall be currently licensed by the State of Florida and or the County.
2. The organized business enterprise (e.g. corporation, LLC or sole proprietorship) shall have experience in performing the type of work required for this contract for a minimum of three (3) years.
3. The Vendor shall have in his employ a licensed Master Electrician to oversee the work.
4. All journeyman electricians performing work on this contract shall be licensed in accordance with the laws of the State of Florida.
5. The Vendor shall have a current and valid Occupational License/Business Tax Receipt which states the name of the Vendor, street address of the business and the type of work that the Occupational License/Business Tax Receipt is issued for (which must be for the same type of services required in the contact).

## V. GENERAL INFORMATION

1. If a permit is deemed to be required for the service above, the Vendor will be responsible for the procurement of the permit from the local agency having jurisdiction.
2. All work shall be done in accordance with the current National Electrical Code (NEC) and Polk County codes.
3. The Vendor shall be responsible for maintaining a safe and secure worksite for the duration of the work. The Vendor shall maintain all work and staging areas in a neat and presentable condition. Upon completion of assigned work, the Vendor shall daily collect and remove all debris and trash caused by the work and dispose of it properly. Cleanup shall be performed to the satisfaction of the Department. The area around the worksite shall be kept clean and free from debris on a daily basis during the progress of work. The Vendor shall immediately notify the Department of any damages to the facilities as a result of the Vendor's operations.
4. The Vendor shall be solely responsible for furnishing all labor, materials, equipment, tools, transportation and supervision and for performing all work as required to complete the work of this project as described. The Vendor, sub-vendors or any of their employees shall not perform any work that is beyond their technical capabilities or for which they are not licensed or certified.
5. Power outages are to be scheduled as to not interfere with normal Department of Transportation (DOT) business.
6. Before any work is begun, wiring diagrams, equipment, materials lists and schedules shall be submitted to the Department for approval.
7. At the conclusion of the project, provide a written certification to the Department that all work has been provided in accordance with the Contract Documents and a written warranty against the occurrence of defective materials and workmanship. All standard manufactures and installation warranties apply.
8. Generator start up is to be supervised by a trained technician.
9. The Vendor shall provide the Department with contact information for all key personnel directly related to the project. The Department shall be notified immediately orally or written of any changes to the contact information.

VI. WORK AUTHORIZATION: No work will be done until a Notice to Proceed (NTP) is issued by the Project Manager.

## VII. BASIS OF PAYMENT:

Partial payments may be made for percentages or stages of work completed upon approval of Project Manager. See Non-Technical Specifications and Exhibit "B" Method of Compensation for other terms of payment.