

RESOLUTION 2023-88

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT
WITH AN ESTIMATED COST BETWEEN \$6,600.00 AND \$44,000.00
WITHOUT PUBLIC ADVERTISING FOR BIDS

WHEREAS, the "Local Public Contracts Law" provides that except for contracts which require the performance of professional services, all contracts or agreements which do not require public advertising for bids and the estimated cost or price is between \$6,600.00 and \$44,000.00, two (2) or more competitive quotations as to cost or price, whenever practicable, shall be solicited by the contracting agent, and the contract or agreement shall be made with and awarded to the lowest responsible bidder; and

WHEREAS, The Bordentown Sewerage Authority has solicited from the following bidders the respective quotations as to price:

<u>BIDDER</u>	<u>PRICE</u>
Burlington Electrical Testing	\$15,950.00
Scott Testing	\$21,000.00

for the following goods or services:

Replace three (3) surge arrestors removed during emergency on 8/1/2023. Perform electrical maintenance testing of equipment in electrical substation.

WHEREAS, a Certificate of Availability of Funds has been provided by the designated certifying finance officer and is attached hereto.

NOW, THEREFORE, BE IT RESOLVED, this 21st day of August, 2023, that contracts, be and the same are hereby awarded to:

Burlington Electrical Testing

in the amount of \$15,950.00 for the goods or services described above.

Attest:



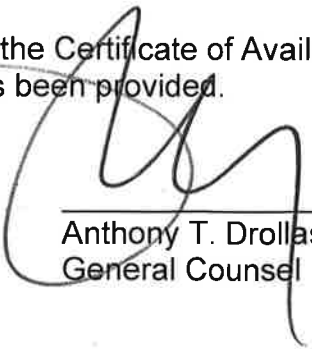
Joseph R. Malone, III, Assistant Secretary

THE BORDENTOWN SEWERAGE AUTHORITY

By: 

M. Ellen Gulbinsky, Chairwoman

I have reviewed this Resolution and the Certificate of Availability of Funds and am satisfied that an appropriate Certificate of Availability has been provided.



Anthony T. Drollas, Jr., Esquire
General Counsel

CERTIFICATE OF AVAILABILITY OF FUNDS

I, Elizabeth J. Kwelty, Administrative Manager and Certifying Finance Officer of The Bordentown Sewerage Authority, do hereby certify, pursuant to the rules of the Department of Community Affairs, Division of Local Government Services (N.J.A.C. 5:34-5.1 et seq.), that there are available adequate funds for the following proposed contract:

CONTRACT: Replace three (3) surge arrestors removed during emergency on 8/01/2023. Perform electrical maintenance testing of equipment in electrical substation.

CONTRACTOR: Burlington Electrical Testing

CONTRACT AMOUNT: \$15,950.00

BUDGETARY LINE ITEM: 02-004-7610

I certify that the same funds have not been certified as available for more than one pending contract.

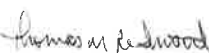

08/21/2023
Date



Elizabeth J. Kwelty
Certifying Finance Officer

BORDENTOWN SEWERAGE AUTHORITY PURCHASE REQUISITION

FIXED ASSET

P.O. No.		VENDOR	Name Burlington Electrical Testing Company		Vendor No. 981
P.O. Date			Address 825 Sycamore Ave.		Phone 215-826-9400
Requisitioned By Ekwelty	Date 08/22/2023		City, State, Zip Code Croydon, PA, 19021		Fax
Item No.	Quantity		Description	Budget No.	Unit Price
	1	SUPPLY AND INSTALL REPLACEMENT LIGHTNING ARRESTORS ON THE LINE SIDE OF 15KV SWITCH; AND PERFORM ELECTRICAL MAINTENANCE TESTING AS INDICATED ON QUOTE.	02-004-7610	15,950.00	15,950.00
		Quote Q71884 Dated 08/07/2023			
		Resolution 2023-088, 08/21/2023			
Is this a Fixed Asset? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			Total Extended Price →		\$15,950.00
Department Head Approval			Qualified Purchasing Agent		
Executive Director Approval  Digitally signed by Thomas M Redwood Date: 2023.08.22 10:32:32 -04'00'			 Digitally signed by Elizabeth Kwelty Date: 2023.08.22 11:37:39 -04'00'		

**THE BORDENTOWN SEWERAGE AUTHORITY
QUOTATION RECORD FORM**

PROJECT: Wastewater Treatment Plant Electrical Substation

ITEM OR SERVICE: Replace three(3) surge arrestors removed during emergency on 8/1/2023
Perform electrical maintenance testing of equipment in electrical substation.

If not awarded to lowest price, explanation: _____

1. Vendor: Burlington Electrical Testing Price: \$ 15,950.00

Special Terms: _____

Solicited By: Email Fax Phone In Person Internet

2. Vendor: Scott Testing Price: \$ 21,000.00

Special Terms: _____

Solicited By: Email Fax Phone In Person Internet

3. Vendor: _____ Price: _____

Special Terms: _____

Solicited By: _____ Email Fax Phone In Person Internet

4. Vendor: _____ Price: _____

Special Terms: _____

Solicited By: _____ Email Fax Phone In Person Internet

AWARDED TO: Burlington Electrical Testing **PRICE:** \$ 15,950.00

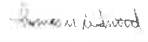
TERMS: _____ **SPECIAL COMMENTS:** _____

PURCHASE ORDER # _____

SOLICITATION PERFORMED BY: Thomas Redwood

DATE: 08/22/2023

(SIGNATURE)



Digitally signed by Thomas M Redwood
Date: 2023.08.22 11:40:18 -04'00'

**Consider what budget line item to use



SCOTT TESTING, INC.



245 Whitehead Rd
Hamilton, NJ 08619
T 609 689-3400 F 609 689-0010
rsorbello@scotttesting.com

August 21, 2023

Bordentown Sewage Authority
954 Farnsworth Ave.
Bordentown NJ 08505
Office: 609-291-9105
Mobile:
Email: redwood@bordentownsa.org
Attention: Thomas Redwood

Reference: Perform Maintenance and NETA testing of the Main Outdoor Substation at the Bordentown facility.
STI Quote #: Q23T541

Mr. Redwood,

Scott Testing appreciates this opportunity to submit our proposal for electrical testing and preventive maintenance services for the above referenced project. We will furnish all labor and materials to perform these services in accordance with national and manufacturer's standards.

Scope of Work

Item #1—Main Outdoor Sub

1. (1) 15 kV Rated Fused Disconnect Switch
2. (1) GE, 2500 kVA, 13.2 kV/480-277 Silicon Filled Transformer
3. (2) Main GE, 3000 AF, Draw-out Breakers with RMS-9 Trip Units
4. (1) Tie GE, 3000AF. Draw-out Breaker with RMS-9 Trip Units
5. (15) GE 800AF Feeder Breakers, Draw-out with RMS-9 Trip Units
6. (3) GE 800AF Spare breakers, draw-out with RMS-9 Trip Units.
7. (5) GE Protection Relays (Electro-Mechanical Type)
8. (2) Analog Meters (Volts & Amps)
9. Provide a written report of the overall test findings.

Item #1 Price = \$21,000.00 (ST)

Clarifications

- (ST) Pricing is based on all work being completed during normal work hours.
- Price is based on completing the work on two separate days
- Pricing does not include applicable taxes.



DESCRIPTION OF SERVICES

MEDIUM VOLTAGE AIR SWITCHES

- Visual and mechanical inspection of enclosure and mechanism
- Verify equipment cleanliness
- Lubricate as required manufacturer
- Perform a contact resistance test on each pole
- Perform insulation resistance from pole to ground and pole to pole
- Verify proper switch operation and alignment
- Record all fuse data. Verify rating as per provided drawings.

TRANSFORMERS (Silicon Fluid Filled)

- Visual and mechanical inspection of all bushings and connections
- Thoroughly clean and inspect bushings prior to testing
- Perform winding resistance test on the as found tap
- Perform insulation resistance test of each winding to ground
- Perform turns ratio on as found tap
- Perform Doble power factor tests on each winding and bushings
- Perform Watts Loss test of all Lightning Arrestors.
- Perform Excitation Current Test
- Verify fans and controls when applicable
- Confirm proper operation of all gauges
- Procure fluid sample from the main tank and perform Standard Screen, and DGA analysis.

PROTECTIVE RELAYS

- Visual and mechanical inspection of wiring case and cradle
- Confirm relay style to system design requirements
- Download settings and compare to the provided co-ordination study
- Verify functional operation of inputs and outputs and record test results
- Verify all LED indicators, targets and flags
- Verify relay contact output operation of connected devices if practical
- Confirm AC Source input is calibrated within the manufactures tolerances.
- Confirm CT and PT ratios are correct per the drawings.

PANEL METERS

- Visual and mechanical inspection of case and cradle
- Confirm style to system design requirements
- Verify output accuracy is within the manufactures tolerances.
- Record all Current and Potential transformer ratios



SCOTT TESTING, INC.



DESCRIPTION OF SERVICES

SWITCHGEAR ASSEMBLIES

- Visual and mechanical inspection of enclosure and paint
- Verify cleanliness of insulators and components
- Tighten all bolted connections to required torque levels
- Measure end to end bus resistance with low reading ohm meter
- Perform insulation resistance test of each pole to ground and pole to pole
- Perform electrical operation of circuit breakers through the relays and control switches
- Verify proper operation of space heaters

LOW VOLTAGE BREAKERS

- Remove breaker from cubicle if draw out type
- Clean and inspect primary and secondary connection points
- Remove arc chutes for cleaning and inspection if design permits
- Inspect and adjust contact pressure, wipe and alignment
- Measure contact resistance of each pole
- Perform insulation resistance tests PH-PH, PH-Grd. and Across Open Pole
- Clean, Inspect, Lubricate, and Exercise all mechanical mechanisms
- Check control wiring for wear and proper termination
- Document protective trip unit settings and confirm they are as per the customer provided co-ordination study.
- Test trip actuation of breakers by Secondary injection.
- Clean and inspect cubicle and housing

Commencement of Services

The customer is responsible for scheduling work with Scott Testing, Inc. - Technical Sales Department one week prior to commencement of work. Scheduling will not be conducted with any of Scott Testing's on-site Foreman or Technicians.

Access to all areas containing the equipment to be worked on must be provided in a timely manner.

Postponement of Services

Our quote is based on personnel starting work at the agreed starting time. Any delays will be billed at the attached labor rates. The customer is responsible for informing Scott Testing's project co-coordinator if the job must be delayed due to weather. Any scheduled work day postponed or cancelled once we arrive on site will be charged at a cancellation rate of Four Hundred Twenty (\$420.00) per Technician.

After Hours Call: (609) 947-4004 to postpone scheduled work.



SCOTT TESTING, INC.



LABOR RATES FOR ADDITIONAL WORK (2023)

- 1) **Site Hours:** Rates are based on having the technician(s) on the job site eight (8) hours. Daily Quoted Rates include travel outside the work shift. Overtime commences at the beginning of the ninth (9th) hour on the job site.
- 2) **Straight Time:** Applies to shifts worked during normal working hours, generally between the hours of 7:00 AM and 4:30 PM on a Monday through Friday basis.
- 3) **Overtime:** (*Straight time x 1.5*) Applies to shifts worked during weeknights, generally between the hours of 4:30 PM and 7:00 AM on a Monday through Friday basis the first eight (8) hours, the first four (4) hours after eight (8) hours of straight time and on Saturdays, the first eight (8) hours.
- 4) **Double Time:** (*Straight time x 2*) Applies on Sundays, Holidays, and any hour worked in excess of eight (8) hours on Saturdays, and in excess of 12 hours during normal weekday hours.

	<u>Technician</u>
Straight Time Hourly Rate	\$187.00
Over Time Hourly Rate	\$271.00
Double Time Hourly Rate	\$365.00

Additional Taxes and travel charges may apply.

* Travel charges = \$1.70 per mile from STI Shop

Report

Two (2) copies of the report shall be provided describing all services performed, test results, and recommendations as necessary. Charges for additional reports may apply.

Inspection services, as used in this proposal, denote determining as found conditions. Minor repairs and adjustments are included. Major repairs, parts replacements or corrections of malfunction are not included unless specifically stated herein.

Scott Testing Inc. will not be responsible for any damages due to faulty or mislabeled equipment.

This proposal does not include applicable taxes and is good for ninety (90) days.

Power outages and access to the equipment for testing is the customer's responsibility.

We appreciate this opportunity to submit this proposal. Since it is sometimes not possible to describe all the services that will be provided, we look forward to the opportunity to discuss this project with you or your staff.

Sincerely,

Russell Sorbello
Project Manager/Technical Sales
Scott Testing, Inc.



SCOTT TESTING, INC.



1. **Exclusive Terms and Conditions** - These Terms and Conditions of Sale, together with any proposals of Scott Testing, Inc. or its subcontractors and affiliates ("SELLER"), are the exclusive contract terms between Buyer and SELLER ("Agreement") with respect to all services, advice and instructions ("Services") to be delivered or provided by SELLER. Any alteration of or addition to this Agreement, whether oral or written, and whether contained in a purchase order or otherwise, or whether by course of performance or usage of trade shall be void and of no force and effect, unless specifically agreed to in and writing signed by the parties. There are no additional or collateral agreements, representations, or warranties between the parties relating to the transaction contemplated hereby. Acceptance of the Services shall constitute acceptance of these Terms and Conditions by Buyer. In the case of any conflict between these Terms and Conditions and any other contract document between SELLER and Buyer, these Terms and Conditions shall take precedence over the conflicting Terms and prevail.
2. **Payment** - Terms of payment are net 45 days within receipt of an invoice for all Services invoiced. Late payments (payments received more than seven (7) days after due date) shall include interest at the rate of one and one-half percent (1.5%) per month.
3. **Warranties** - SELLER warrants to Buyer, for a period of 12 months from the date of the delivery of the Services, that the Services provided by SELLER have been performed in a competent, professional and workmanlike manner in accordance with industry standards. A claim for breach of the foregoing warranties must be received by SELLER within 12 months of the use or providing of the Service or the claim shall not be valid. If any Service fails to meet the foregoing warranty, SELLER shall re-perform the Service or refund an amount not to exceed the amount paid for the Service. THE FOREGOING WARRANTIES ARE IN LIEU OF AND EXCLUDE ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND THESE REMEDIES ARE THE SOLE REMEDIES WITH RESPECT TO THE WARRANTIES.
4. **Waiver** - A waiver of strict conformance with this Agreement shall not waive any subsequent failure to conform.
5. **Force Majeure** - SELLER shall not be liable for any failure or delay in performance due, in whole or in part, to fire, explosion, natural disaster, labor disputes, raw material shortages, act of governmental authorities, or to any cause of any nature beyond SELLER's control.
6. **Limitation on Liability** - IN NO EVENT WILL SELLER BE LIABLE FOR INCIDENTAL, SPECIAL, OR CONSEQUENTIAL, INDIRECT, EXEMPLARY OR PUNITIVE DAMAGES ARISING FROM THE GOODS OR SERVICES, IRRESPECTIVE OF WHETHER THE CLAIM RISES FROM ACTUAL OR ALLEGED BREACH OF WARRANTY, INDEMNIFICATION, BREACH OF CONTRACT, PRODUCT LIABILITY, CONTRIBUTION OR ANY LEGAL THEORY AND IN NO EVENT WILL SELLER BE LIABLE FOR LOST PROFITS, COSTS OR LOSSES NOT ASSOCIATED WITH DIRECT PHYSICAL DAMAGE TO PROPERTY.
7. **Third Party Intellectual Property** - SELLER shall not be under any obligation to investigate to determine if in the performance of its obligations under this Agreement it will infringe on any third party intellectual property. Buyer shall be responsible for obtaining, at its expense, all rights to third party intellectual property, necessary for SELLER to complete its obligations under this Agreement.
8. **Infringement**. Buyer will defend SELLER against any claim, legal proceeding or demand alleging the Services, or part thereof, infringe any copyright, patent, trade secret, or other contractual or proprietary right (a "Claim"). Buyer will indemnify and hold SELLER harmless from and against all costs, expenses, legal fees, damages, settlement amounts and other liabilities arising out of or in respect of a Claim. SELLER makes no representation and assumes no responsibility in respect of any patent(s) that may be involved in the system, and assumes no responsibility for the defense, settlement or payment of any claims that the system or any portion thereof which may infringe on any patent.
9. The recommendations and analysis set forth in this report are wholly dependent upon the quality of data and other information supplied to Seller by Buyer's agent, employees, contractors, utilities, or affiliates, and Seller shall not be responsible for the accuracy or completeness of this report in the event that faulty or incomplete information is provided to seller. Buyer alone bears the risk of any damage or injury resulting from the provision of inaccurate or incomplete data.
10. Seller makes no representation, expressed or implied, that implementation or use of or adherence to the recommendations or analysis in the report will guarantee or constitute compliance with any standards, regulations or other applicable legal requirements. Personnel Protective Equipment (PPE) recommended by any calculation method will NOT provide complete protection for all arc-flash hazards. Injury can be expected when wearing recommended PPE.



Burlington Electrical Testing Co.

Servicing The Power Industry - 24 Hour Emergency Service

8/7/2023

Tom Redwood
Bordentown Sewerage Authority
954 Farnsworth Ave, Bordentown, NJ 08505
609-291-9105
trredwood@bordentownsa.org

BET quote # Q71884 Electrical Testing, Bordentown Sewerage Authority, 2023 Electrical Maintenance

We are pleased to provide our quotation to provide electrical testing.

Burlington Electrical Testing Company LLC has a staff of highly skilled NETA Certified Field Engineers, Power System Engineers, Professional Engineers, and support personnel available to provide the power system services required for this project.

Scope of Work

- Supply and Install replacement lighting arrestors on the line side of 15kv Switch.
- Perform electrical maintenance testing of equipment listed below. Testing per supplied specifications.

BET is a union company affiliated with the International Brotherhood of Electrical Workers (IBEW). Our agreement is an international agreement that allows us to work in any jurisdiction in the United States harmoniously with other trade unions on this project.

Burlington Electrical Testing 's Field Engineers meet OSHA requirements for "qualified" personnel to work on or near energized equipment. Persons without specialized training do not meet OSHA requirements for working on an energized system; therefore, criminal penalties could result if a serious accident resulted.

Price

**Our price to perform the services in this proposal is ...
Fifteen Thousand, Nine Hundred Fifty Dollars (\$15,950.00)**

CLARIFICATIONS

- Price based upon work being performed during normal working hours on a weekday.
- Surge Arrestor(s) availability is presently at 1-2weeks ARO. Delivery is subject to prior sales.
- Utility outage is required for replacement of surge arrestors. Utility outage coordination is by customer.

This price is firm for 60 days and includes a complete, accurate report, signed by the Project Manager. One report will be furnished via email at the completion of testing. This report will document the work that was performed and the test results.

Standard terms are net 30. Any applicable sales tax is not included in the price. For nontaxable services, please provide a copy of sales tax exemption form.

Thank you for the opportunity to serve you. If you have any questions, or if we can be of further assistance, please do not hesitate to call.

Sincerely,
Stephen Severns – Project Engineer
Ph: 215-826-9400 x 0275, C: 267-637-7271, Email: steves@betest.com

300 Cedar Avenue - Croydon, PA 19021 – Ph: (215) 826 - 9400 - Fax: (215) 826 - 0964

www.betest.com

BET Burlington Electrical Testing Co.

Servicing The Power Industry - 24 Hour Emergency Service

Scope of PM Testing Services

MEDIUM VOLTAGE AIR SWITCH

- Visual inspection and cleaning of air switch
- Confirm Tightness of all bolted connections
- Perform insulation resistance testing and contact resistance of each phase.

SURGE ARRESTORS

- Confirm Tightness of all bolted connections
- Perform insulation resistance testing on each arrester, phase terminal-to-ground and contact resistance of each phase.

MEDIUM VOLTAGE TRANSFORMER

- Visual end mechanical inspection
- Thoroughly clean and Inspect prior to testing.
- Perform winding resistance test and turns ratio test on as found tap position.
- Perform insulation resistance test on primary and secondary windings. Calculate PI.
- Perform transformer turn ratio test, insulation power factor test, and excitation current test.
- Verify fans and controls when applicable.
- Procure fluid samples from the main tank for analysis. Analysis will be for Dissolved Gas-In-Oil.

LOW VOLTAGE SWITCHGEAR

- Inspection and cleaning of circuit breakers prior to testing
- Inspect substation panels, doors, and latches for fit, dents, corrosion, and missing hardware.
- Inspect porcelain insulators and arresters, if applicable.
- Inspect the physical condition of substation enclosure. Clean substation enclosure interior.
- Check for proper operation of key interlock devices, if applicable.
- Check breaker racking mechanisms, if applicable, for smooth movement, full travel, and position indicator operation. Clean and lubricate per manufacturer's guidelines.
- Check for proper shutter operation and position indicator operation.
- Inspect load cables terminations for signs of overheating or deterioration.
- Check that indicating lights are functional.
- Verify proper operation of space heaters.

LOW VOLTAGE CIRCUIT BREAKERS, INSULATED-CASE / MOLDED CASE

- Check mechanical operation.
- Clean, and inspect.
- Perform Insulation Resistance test.
- Perform Contact Resistance Test
- Circuit breaker trip test by secondary trip unit.

BET Burlington Electrical Testing Co.

Servicing The Power Industry - 24 Hour Emergency Service

EXCLUSIONS and CLARIFICATIONS

- Point to point wire checks are not included.
- Torque of enclosed bus.
- Base price does not include Infrared Scanning, IR scan is under a separate quote.
- Tests on control wires.
- System function tests, including SCADA.
- Cleaning construction debris from switchgear by others.
- Time for Safety Training and meeting time is not included.
- Customer to notify us in advance of any site-specific training, or safety requirements.
- Trip testing of circuit breakers 200amp or less is excluded.
- Circuit breakers trip unit testing shall be by secondary trip unit.
- Supply of temporary power source for existing loads during test(s) is excluded.
- An electrical outage is required for testing. Utility outage coordination is by others.

List of Equipment to be tested.

Qty	Equipment Description	Class / Rating	Type	Amperage
	Main Sub			
1	Utility Side			
1	Air Switch	15kv		
3	Surge Arrestors	15kv		
1	Transformer		Oil	2500kva
2	Circuit Breaker	480vac / AKR-7D-75 / RMS-9		3200AF
1	Relay, GE Voltage Unbalance	12NBV , 11AVA		
1	Relay, GE Voltage	12IAV51D2A		
10	Circuit Breaker	480vac/AKRU-7D-30S / RMS-9		800amp
1	Emergency Side			
2	Circuit Breaker	480vac / AKR-7D-75 / RMS-9		3200AF
1	Relay, GE Voltage Unbalance	12NBV , 11AVA		
1	Relay, GE Voltage	12IAV51D2A		
8	Circuit Breaker	480vac/AKRU-7D-30S / RMS-9		800amp