



REQUEST FOR PROPOSAL

Dated October 14, 2009
Arc Flash Study and Training

ADDENDUM NO. 1
October 29, 2009
RFP #2009-005-100R

Purpose

The purpose of the addendum is to clarify the Phase I of the Scope of Services (page 3) and Tab 4: Price Estimate of the Instructions for Preparing and Submitting Proposals (page 11.)

4. SCOPE OF SERVICES

PHASE I

- A. The Contractor shall perform comprehensive Arc Flash Analysis of the electrical distribution system of all high, medium and low voltage equipment, including 120, 208, 277, 240, 480, 4160 and 12500 volt equipment served by 125kVA or larger transformers installed at the identified facilities.
- B. The Contractor shall perform an incident energy study in accordance with the IEEE 1584-2004a IEEE Guide for Performing Arc Flash Calculations" and NFPA 70E. The study shall determine arc flash protection boundary, hazard risk category and personal protection equipment (PPE) required by each electrical Panel, Motor Control Centers (MCC), Control Panel, Variable Frequency Drives, Transformers and Switch Gear. Tables that assume fault current levels and clearing time for proper PPE selection are not acceptable.
- C. The Contractor shall present the analysis and study to Loudoun Water for review including any recommended adjustments. A formal presentation may be requested to answer questions. Provide hazard risk category reductions in the recommendations. A comprehensive, itemized price list per facility shall be included.
- D. At Loudoun Water's discretion and acceptance, the recommended adjustments shall be performed by the Contractor. If the Contractor cannot perform the recommended adjustments in-house, please include any potential subcontractors that the Contractor plans to use to perform the necessary recommended adjustments.

7. INSTRUCTIONS FOR PREPARING AND SUBMITTING PROPOSALS

- E. **Tab 4: Price Estimate** – Provide a detailed not to exceed price on the Scope of Work per phase and the Project Requirements as outlined in this RFP. Include the following:
- i. **Phase I**
 - a. Comprehensive Arc Flash Analysis
 - b. Incident Energy Study
 - c. Recommended Setting Adjustments (Unit Cost per Adjustment)
 - ii. **Phase II**
 - a. Safety Guidelines
 - b. Labeling
 - c. Generic Electrical Safety Standard Operating Procedure
 - iii. **Phase III**
 - a. Training

ACKNOWLEDGEMENT OF RECEIPT OF SUPPLEMENTAL INFORMATION

Please acknowledge receipt of this Supplemental Information to RFP No. 2009-006-310 by including this acknowledgement on the cover of the sealed container. See example below.

RFP No. 2009-005-100R
Proposals Due Date and Time: Friday, November 20, 2009, 3:00 p.m. EST
Arch Flash Study and Training
Acknowledge Receipt of Supplemental Information