



DRYDEN

CITY OF DRYDEN WASTEWATER TREATMENT PLANT POWER UPGRADE

Tender T-2026-12

Complete Tender Package

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PART 1 - GENERAL

1.1 INVITATION

Tenders are invited for the City of Dryden 2026 Capital Delivery Program to upgrade its main power breaker with an automated protection relay to avoid power spiking from the electrical grid. The work is to be performed at the City's Wastewater Treatment Plant (WWTP) located at 127 Marguerite Street, Dryden, ON.



Tenders are to be submitted via:

- Bids and Tenders Document Portal, found under the Bids and Tenders page on the City of Dryden website, www.dryden.ca; **Reference #: T-2026-12**

Or by email to:

aeuler@dryden.ca

Subject Line: T-2026-12

before 2:00 p.m., local time, on **Wednesday June 24, 2026**. Failure to submit the tender as indicated may result in the rejection of the tender.

The City, in reviewing tenders, reserves the right to take into account any matters they consider relevant, in addition to tendered contract prices.

Offers submitted after the above time will not be opened and shall be returned to the bidder upon request.

Amendments to the submitted offer will be permitted if received in writing prior to bid closing and if endorsed by the same party or parties who signed and sealed the offer.

1.2 INTENT

The purpose of this tender document is to solicit interested parties for the City of Dryden 2026 Capital Delivery Program to perform the following work:

WWTP Power Upgrade Scope of Work

- Contractor shall coordinate with all applicable regulatory authorities including the Electrical Safety Authority (ESA), utility provider, and applicable municipal agencies as required for the work. Contractor shall prepare and submit all required documentation and permit applications. Permit and inspection fees shall be included in the contract price.
- Contractor shall retain a Professional Engineer licensed by Professional Engineers Ontario (PEO) to provide design review, stamped drawings, and field review services associated with the electrical modifications.
- Supply and install one Basler BE1-FLEX protection relay configured for utility/generator transfer protection and monitoring, including all required programming, communications, CT/PT integration, control wiring, and testing.
- Supply and install a motorized breaker operator compatible with the existing utility breaker, including all required mechanical adapters, controls, electrical interlocking, and remote operation functionality.
- Supply and install a UPS system sized to maintain relay protection and control functionality for a minimum of 30 minutes during loss of normal power supply. UPS selection to be approved by City.
- Supply and install all required current transformers (CTs) and potential transformers (PTs), including mounting hardware, wiring, terminations, and testing necessary for relay protection and monitoring functionality.
- Contractor shall verify compatibility of all proposed equipment with existing infrastructure prior to procurement. Any identified incompatibilities shall be reported to the Owner within 10 business days of award.
- Contractor shall provide stamped electrical drawings including single-line diagrams, schematics, panel layouts, control wiring diagrams, and as-built documentation in paper, PDF, and editable AutoCAD format. As-built drawings shall be provided within 14 days of substantial completion in both hard copy and electronic formats.
- Contractor shall perform functional testing and commissioning of the utility-to-generator transfer system, including relay testing, breaker operation verification, control sequence testing, and simulated power failure testing. A commissioning report shall be submitted to the City for review and acceptance.

- Contractor shall coordinate all required ESA inspections and address any deficiencies identified during inspection at no additional cost to the Owner unless deficiencies arise from pre-existing conditions outside the project scope. If required, the contractor shall perform updated protection coordination and arc flash studies for all affected equipment and provide stamped reports.
- The existing standby generator system will provide temporary plant power during construction and commissioning activities. Continuous generator operation is limited to approximately eight (8) hours per day. Contractor shall coordinate all planned utility transfers and shutdown activities with the Owner to minimize operational disruption.
- All shutdowns and power interruptions shall be coordinated with the City a minimum of 72 hours in advance. The City will be responsible for Temporary Power Operation.
- Provide a control narrative for integration into the Plant's Operation and Maintenance Manual to include Utility Failure Response, generator transfer logic, return-to-utility sequence, manual override procedures, alarm conditions and fail-safe states.
- Integrate required monitoring points into existing PLC/SCADA system, critical alarm points, trending and required communications protocols.
- Contractor shall provide a minimum of 12-month warranty covering workmanship, equipment defects, and system functionality from date of substantial completion.
- Contractor shall provide required training, and training materials pertaining to new equipment to operations staff.
- Contractor shall provide a critical spare parts list for new components.
- The City of Dryden requires a final commissioning date of December 11, 2026.

A mandatory site visit will be held on Wednesday June 10, 2026, at the WWTP facility, located at 127 Margeurite Street at 11:00a.m. Please contact Bill Mundy C.E.T., Utilities and Environmental Services Manager, City of Dryden, (807) 223-1407, bmundy@dryden.ca to register.

MCC drawings will be provided upon request and registration via email or cloud-based transfer.

1.3 CONTRACT DOCUMENTS IDENTIFICATION

1.3.1 AVAILABILITY

Bid documents may be obtained online at the City of Dryden Bids and Tenders page.

1.3.2 EXAMINATION

Upon receipt of Bid Documents, verify that documents are complete; immediately notify the City contact listed in section 1.3.3 upon finding discrepancies or omissions in the Bid Documents.

1.3.3 QUERIES/ADDENDA

Direct questions to Bill Mundy C.E.T., Utilities and Environmental Services Manager, City of Dryden, (807) 223-1407, bmundy@dryden.ca.

A site visit will be held at the Wastewater Treatment Plant located at 127 Margeurite Street, Dryden, Ontario, on **Wednesday June 10, 2026**. Please contact Bill Mundy to obtain details.

Addenda may be issued during the bidding period. All addenda become part of the Contract Documents. Include costs in the Bid Price. Any addenda issued will be posted to the City of Dryden Website and the deadline for all questions associated with the work will be **Friday June 19, 2026**.

Verbal answers are only binding when confirmed by written addenda.

Clarifications requested by bidders must be in writing not less than three (3) working days before date set for receipt of bids. The reply will be in the form of an addendum, a copy of which will be forwarded to known bidders no later than two (2) working days before receipt of bids.

1.3.4 PRODUCT/SYSTEM OPTIONS

Where the Bid Documents stipulate a particular product, alternatives will be considered by the City up to seven (7) working days before receipt of bids.

When a request to substitute a product is made, or a proposed scope alteration to improve project delivery, the City may approve the substitution/alteration and will issue an Addendum to known bidders.

In submission of alternatives to products specified, bidders shall include in their bid, any changes required in the work to accommodate such alternatives. A later claim by the bidder for an addition to the contract price because of changes in work necessitated by use of alternatives shall not be considered.

1.4 BID SUBMISSION

1.4.1 BID INELIGIBILITY

The City will refuse to evaluate a bid which has been received prior to the closing time where:

- It is not submitted in the required form.
- There are omissions of significant information.

- A bid is not signed as required.
- The bid has conditions attached which are not authorized by the invitation to bid.
- The bid fails to meet one or more standards specified in the invitation to bid.
- All addenda have not been acknowledged; or
- Any other defect which, in the opinion of the City, brings the meaning of the bid into question.

1.4.2 SUBMISSIONS

Bidders shall be solely responsible for the delivery of their bids in the manner and time prescribed.

Bids must be submitted on forms provided by the City. Bidders must include all forms and other documents, or information listed. Other than inserting the information requested, a bidder may not make any changes to any of the required forms included in this RFT. Any bid containing any such changes, whether on the face of the form or elsewhere in the bid, may be disqualified.

1.5 COMMUNICATIONS AFFECTING BIDS

Must be in accordance with the Policies and Procedures of the City of Dryden which can be found on the City's website.

1.6 BID FORM REQUIREMENTS

1.6.1 BID SIGNING

The bid form shall be signed under seal by a duly authorized signing officer(s) in their normal signatures.

1.7 OFFER ACCEPTANCE/REJECTION

1.7.1 DURATION OF OFFER

Bids shall remain open to acceptance and shall be irrevocable for a period of thirty (30) days after the bid closing date.

1.7.2 ACCEPTANCE OF OFFER

The City reserves the right to accept or reject any or all offers or to accept any offer deemed most satisfactory.

The City reserves the right to waive any informality in any or all Bids.

After acceptance by the City, the successful Bidder shall be notified in writing of acceptance of bid. Unsuccessful bidders will be notified of successful bid.

PART 2 - SPECIFICATIONS

2.1 TENDER SPECIFICATIONS

1. Bids must be submitted on the prescribed tender form, which is attached hereto, in Appendix A.
2. Prior to the commencement of work, evidence of insurance coverage satisfactory to the City must be obtained, ensuring indemnification of the City from any and all claims, demands, losses, costs, or damages resulting from the performance of a bidder's obligations under the contract and from any other risk determined by the City as requiring coverage. WSIB certification must also be provided.
3. The successful contractor shall be required to comply with all City of Dryden Health and Safety Procedures (Contractor Safety HR-HS-10) and sign a "Contractor Health and Safety Responsibility Agreement" form at least five (5) days prior to work that acknowledges their awareness and responsibilities under the Occupational Health and Safety Act, Canada Labour Code and other legislation. These policies, procedures and forms are located on the City of Dryden Website (www.dryden.ca) under the Bids and Tenders page in the Contractor Documentation window.
4. The successful contractor shall comply with all applicable Ontario Building Code requirements, Ontario regulations, federal regulations, applicable electrical codes, and all other governing legislation relevant to the Work.
5. The Contractor shall perform the Work with due regard for the health and safety of workers and the public and shall comply with all applicable directives issued by public health authorities and all levels of government. Coordination regarding implementation of such directives shall be through the City's Contract Administrator.
6. The Contractor may request an extension of time due to delays beyond its control. Extensions will be subject to review and written approval by the Contract Administrator. No claim for additional compensation will be permitted unless approved in writing by the City.
7. Final commissioning of the Work must be complete no later than December 11, 2026.
8. The City of Dryden reserves the right to accept or reject any or all offers or to accept any offer deemed most satisfactory to the City. The City reserves the right to waive any informality in any or all bids.
9. The City reserves the right to terminate the Contract upon thirty (30) days written notice for contractor default, failure to perform the Work in accordance with the Contract Documents, or failure to meet the requirements of the Contract to the satisfaction of the City.
10. Existing MCC drawings will be provided electronically upon request for reference only. Contractor shall verify all existing conditions in the field prior to commencing Work.

2.2 PRICING SPECIFICATIONS

Please provide the following:

Materials, Equipment, Labour, Contracted Services	Price
	Price

Please also include:

1. Description of product(s)
2. Proposed schedule of work
3. References available
4. Warranty policy

Date

Signature

APPENDIX A - TENDER FORM

The undersigned Bidder understands that the City of Dryden, after assessment of the tender documents, may place its business with any number of different contractors, based on price, the geographic location of contractors and such other factors which the Board determines to be in its best interests.

SUBMITTED BY:

Name of Company

Complete mailing address

Telephone # _____

Email _____

Name and position of contact person

Date

Signature