1.0 SUBMITTAL OF PROPOSAL

Sealed proposals for the **34.5-12.47 kV Substation Step-Down Power Transformer** as described in the accompanying technical specification, shall be received **before 10:00a.m, Friday, June 26th** at the City of St. Charles City Hall, Two East Main Street, St. Charles, IL 60174, Attention: Mike Shortall, Purchasing Department. At that time and place the proposals will be publicly opened and read. Any proposal received subsequent to the time specified will be promptly returned to the Bidder unopened.

Interested Bidders shall "register" with Mike Shortall and provide name, phone number, and e-mail address.

Any questions shall be submitted to both Erika Drennan (Engineer) and Mike Shortall (Purchasing) via e-mail to the following e-mail addresses:

edrennan@stcharlesil.gov

mshortall@stcharlesil.gov

before 5:00 PM Friday, June 12th, 2015

Upon receipt of questions prior to June 12th, the bidder shall receive a reply e-mail acknowledging the receipt of the question. Response to the question shall be as soon as practical. Should the question result in a clarification that requires addenda, such addenda will be issued to all registered bidders as soon as practical.

Questions submitted after June 12th, 2015 shall not be acknowledged or answered. Bidder shall take all necessary steps to propose questions prior to June 12th.

City reserves the right to extend the due date. Should an extension be necessary, communication of such shall be e-mailed to all registered bidders.

All equipment provided with the transformers shall be clearly identified with the equipment tag number, the purchase order number, and an item list. The substation modification project is under development by the City of St. Charles, IL (hereinafter interchangeably called the "CITY," "Owner" and "Purchaser") and is known as the City of St. Charles, Prairie Street Substation – 6T1.

For the purposes of these specifications, the terms "Bidder," "Manufacturer," and "Vendor" may be regarded as interchangeable to refer to the Party of Agency responding to the Owner's request for bids under this project.