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PWC2526067 - Rebid Omicron CMC 500
Pre-Bid Meeting
March 10, 2026, 1:00 pm

Introduction

1. Contract Items

A. Project Overview

- One (1) OMICRON CMC 500 protection relay test set and accessories
- Equipment will support electrical system testing, commissioning, and maintenance

B. Contract duration

- This is a one-time equipment purchase contract. The contract period will begin with the award and issuance of the Purchase Order and will remain in effect until delivery, inspection, acceptance, and final payment. The preferred delivery date is July 2026.
- Bid must remain valid: 60 days after bid opening

2. Small & Disadvantaged Business Enterprise (SDBE) Program Requirements

PWC encourages participation from:

- Small and Disadvantaged Business Enterprises (SDBE)
- Small Local Suppliers (SLS)
- Local businesses
- Disclosure form (Attachment F) must be completed and submitted with the bid
- Vendors are encouraged to utilize local suppliers where possible

3. Schedule

- A. Questions due Thursday, March 12, 2026, @ 4:00 pm – must be submitted in writing via email to Shelby Lesane at procurement@faypwc.com. No phone calls.
- B. Addenda (as necessary), issued Monday, March 16, 2026, 5:00 pm
- C. Bids due 3:00 pm, Thursday, March 19, 2026
- D. Target Award Date April 2026
- E. Preferred Delivery July 2026

4. Evaluation and Award Process

- Equipment must meet specifications
- Final award subject to approval by PWC Procurement & Electric Systems
- PWC Board of Commissioners
- Fayetteville City Council

5. Procurement Items

A. Submission Requirements

- Bids must be submitted using PWC-provided forms only (or exact copies)
- Late bids will not be accepted
- All bids must be signed by an authorized representative

B. Common Mistakes to Avoid (Critical Section): Vendors are strongly encouraged to review these frequent causes of bid rejection:

- Incomplete Bid Pricing Form (Attachment B)
 - Correct Bid Pricing Forms issued via Addendum not used
- Missing unit prices, extended prices, totals, or signatures
- Failure to acknowledge all addenda on the pricing form
- Submitting alternate pricing or modified terms not requested in the IFB
- Including unsolicited marketing materials or samples
- Using piggybacked or sole-source contract language (strictly prohibited)

C. Using the Bid Submittal Checklist (Attachment G)

- Checklist ensures inclusion of all required documents for submittal
- Reminder: Checklist completion does not replace the actual forms—all documents must be fully completed and executed

6. Questions