



City of West Plains  
1910 Holiday Lane  
West Plains, Mo.  
417.256.7176

June 8, 2026

To: Sam Anselm, City Administrator  
Kellie Mayers City Clerk

From: Shayne Eades, Utilities Director

Re: Substation Regulator Repairs

### **Executive Summary**

The purpose of this request is to authorize repairs to voltage regulators located at City of West Plains substations to maintain reliable electrical service and ensure continued operation of critical distribution infrastructure.

### **Discussion**

The voltage regulators at several substations have experienced operational issues and require repairs to maintain proper voltage control throughout the electric distribution system. These regulators are critical components that automatically adjust voltage levels to ensure customers receive consistent and reliable power.

The proposed repairs will include inspection, testing, replacement of worn components, calibration, and any necessary maintenance identified during the repair process. Completing these repairs will improve system reliability, reduce the risk of unplanned outages, and extend the service life of the existing equipment.

Maintaining these regulators in proper working conditions is essential to meeting customer voltage requirements and supporting the continued reliability of the City's electric system. While Midwest Electric Transformer Services was the lower service bid (\$22,500.00), no replacement parts were included in the quote.

### **Fiscal Impact**

The cost of the regulator repairs is estimated at \$26,635.54. Funding is available within the Electric Department budget and will be charged to the appropriate substation maintenance account. Completing these repairs now will help avoid more costly emergency repairs or equipment replacement in the future.

# Estimate

## Fletcher-Reinhardt Service Co.

Repair Shop for Electric Utility Equipment

12900 Boenker Lane  
Bridgeton, MO 63044

Phone: 314-506-0770



**Prepared For:**  
Shayne Eades | City of West Plains, MO

**Date Issued:**  
05.27.26

**Estimate Number**  
52726.01

### Estimate for Labor, Travel/Overnight expenses and preventative maintenance parts for (6) Regulators

#### 1st Option: (6) regulators to be serviced in the same week

Travel and Labor Expenses:	Amount
(425) Travel Miles (round trip) @ \$1.00/mile	\$425.00
(7) Travel Hours - Two Man Crew @ \$433.00/hr	\$3,031.00
(4) Overnight Expense - Two Man Crew   \$198.00 per man, per night	\$1,584.00
(32) Service Hours - Two Man Crew @ \$433.00	\$13,856.00

**Travel and Labor Total: \$18,896.00**

#### Preventative Maintenance Service Parts:

Serial Number	0037012154	\$775.26
Serial Number	5322482-2	\$1,066.97
Serial Number	5322482-1	\$1,066.97
Serial Number	7492-2	\$1,072.19
Serial Number	7492-4	\$1,072.19
Serial Number	7492-3	\$1,072.19

**Parts Total: \$4,283.54**

**Same Week Total: \$23,179.54**

#### 2nd Option: (3) regulators to be serviced one week, return for (3) regulators to be serviced second week

Travel and Labor Expenses:	Amount
(850) Travel Miles (round trip) @ \$1.00/mile	\$850.00
(14) Travel Hours - Two Man Crew @ \$433.00/hr	\$6,062.00
(4) Overnight Expense - Two Man Crew   \$198.00 per man, per night	\$1,584.00
(32) Service Hours - Two Man Crew @ \$433.00	\$13,856.00

**Travel and Labor Total: \$22,352.00**

#### Preventative Maintenance Service Parts:

Serial Number	0037012154	\$775.26
Serial Number	5322482-2	\$1,066.97
Serial Number	5322482-1	\$1,066.97
Serial Number	7492-2	\$1,072.19
Serial Number	7492-4	\$1,072.19
Serial Number	7492-3	\$1,072.19

**Parts Total: \$4,283.54**

**Two Week Total: \$26,635.54**

**Option to Replace Oil in all (6) regulators | 1,947 gallons would be an additional \$20,852.37**

#### \*Please Note

Any Additional Parts that may be needed will be billed accordingly  
The above prices do not include sales, use or local taxes unless otherwise noted.

Thank you for this opportunity. We would appreciate your business and look forward to working with you.

**Alyx Hedgpeth - Operations Manager**



May 28, 2026  
Quote Number: FS260528

City of West Plains  
Marc Brannan  
West Plains, Missouri

<b>Type of Service:</b>	Regulator Maintenance
<b>Equipment to be Serviced:</b>	(6) Single Phase Voltage Regulators
<b>Manufacturers:</b>	McGraw-Edison / Siemens
<b>Serial Number:</b>	0037012154, 5322482-2, 5322481-1, 7492-2, 7492-4, 7492-3
<b>Gallons of Oil:</b>	TBD

### SCOPE OF WORK

Midwest Electric Transformer field service team proposes to send field technicians to complete the following scope of work:

- Transformer will have been de-energized, disconnected, isolated, and grounded prior to the arrival of the technicians.
- Travel to job site in West Plains, Missouri and set up. Estimated 3 days onsite.
- Perform a site safety briefing identifying any possible hazards.
- Work to be scheduled.

#### Unit Information:

- McGraw-Edison/Cooper, SN #0037012154
  - The counter is on step 5 and will not step.
- Siemens, SN #5322482-2
  - Sight glass leak and operations counter (581) not counting.
- Siemens, SN #5322482-1
  - Operations counter not working.
- Siemens, SN #7492-2
  - Operations counter not working, dial stuck on neutral, and out of band.
- Siemens, SN #7492-4
  - Operations counter not working, no neutral position light when in neutral, out of band, and will not raise or lower in manual.
- Siemens, SN #7492-3
  - Operations counter not working, no neutral position light when in neutral, and out of band.

\*\*\* Need to have 120v service close to work area.

**Price: \$22,500.00 + Parts**

Price does not include tax. If applicable, tax will be added to the invoice. If order is tax exempt, please provide a copy of your exemption certificate.

#### Proposal Acceptance:

This proposal, aside from the scheduling of work, is valid for 30 days. Any changes to the scope of work or bill of material will require a revised quotation which may result in a price change. No schedules or other activity will be initiated until purchase order (written or verbal) is received.



### **Clarifications / Customer Responsibilities**

1. Provide access for vehicles within 50' of transformer.
2. Oil containment shall be within 50' of transformers.
3. Any site training greater than one-half hour on the day of mobilization is not included in pricing below.
4. For projects that require internal access [such as: bushing leak repairs, tap changer leak repairs, gauge replacements, etc.] to pad mount or substation type transformers, customer shall verify via pictures or pre-site visit the subject transformer is equipped with top mounted access covers / manholes suitable for access to internal components.
5. Provide site location address, and site management representative responsible for achieving all job-site requirements in a timely manner.
6. Provide access and proper workspace clear of obstructions.
7. Provide management supervision and at least one qualified electrician to:
  - a. De-energize and re-energize equipment as defined by NFPA70E (if needed).
  - b. Provide and perform lock out and tag out procedure for affected equipment and verify zero energy state as defined by NFPA70E, if available.
  - c. Provide grounding of equipment as required.

### **General Conditions**

Customer shall have on site an electrician or engineer, familiar with the distribution system and is to be available during the repair and / or testing periods. He or she will be in charge of disconnecting and re-energizing all equipment as necessary. MOP's are not included unless specified above.

Unless specifically noted above, all work is to be performed Monday through Friday; Saturdays, Sundays, and holidays excluded. Extensive delays due to circumstances beyond the control of Midwest Transformer field services will be subject to additional billing.

Midwest Electric Transformers field services will not be responsible for supplying additional back-up generator(s) unless otherwise indicated above.

Midwest Electric Transformers field services is not responsible for loss production review or any additional emergencies that may arise during the re-energization of this equipment.

If you have any questions or if you need anything additional regarding this quote, please call me at 316-283-7500.

Thank you,

Reed Hammond – VP of Sales  
Midwest Electric Transformer Services  
785-577-5475  
[reed@midwesttransformer.com](mailto:reed@midwesttransformer.com)

Max Werner – Outside Sales Representative  
Midwest Electric Transformer Services  
620-951-4286  
[max@midwesttransformer.com](mailto:max@midwesttransformer.com)

**Sunbelt Solomon remanufactured (REMAN) transformers are BABA Certified**  
Consult with your sales rep to confirm if this applies to the unit(s) within your quote

Marc Brannan  
West Plains Water & Elect Dept  
marc.brannan@westplains.gov

Sandy Hendrix  
Inside Sales  
sandy.hendrix@sunbeltsolomon.com | +1 7855455225

PRODUCT	QTY	EACH
Field Service: Regulator <b>Field Service: Service 6) Regulators</b>	1	\$5,400

Equipment to be Serviced:

- Sub 1 - McGraw-Edison/Cooper
  - 0037012154
  - The counter is on step 5 and will not step.
- Sub 2 – Siemens (existing Siemens controls)
  - 5322482-2
  - Sight glass leak and operations counter (581) not counting.
- Sub 2 – Siemens (existing Siemens controls)
  - 5322482-1
  - Operations counter not working.
- Sub 3 - Siemens
  - 7492-2
  - Operations counter not working, dial stuck on neutral, and out of band.
- Sub 3 - Siemens
  - 7492-4
  - Operations counter not working, no neutral position light when in neutral, out of band, and will not raise or lower in manual.
- Sub 3 - Siemens
  - 7492-3
  - Operations counter not working, no neutral position light when in neutral, and out of band.

Oil Type: Mineral  
Location: Outside  
Expected Outage Required: 3 Days

**SCOPE OF WORK:**

SBS Field Services proposes to send Field Technicians to complete the following scope:

Mobilize technicians and associated equipment to West Plains, MO.  
Transformer will have been isolated and grounded prior to arrival.  
Work to be scheduled Tuesday, Wednesday, or Thursday to allow for Mobilization of crews to and from site during normal working hours

**Notes:**

-Should it be determined that additional replacement parts are required, this will be brought to your immediate attention. Costs for such shall be quoted in addition to the price below and may require additional mobilization.

**Regulator Inspection, Repair and Test**

Regulator will be de-energized, bypassed, and grounded prior to arrival.  
Thoroughly inspect the entire unit and record, report any deficiencies found.  
Install customer provide control board & ensure proper operation.  
Perform electrical testing as outlined below.

**Electrical Testing**

Transformer Turns Ratio (TTR) on set tap.  
Winding Resistance on set tap.  
Insulation resistance.



**Clean up work area and depart.  
Provide documented test results as required.**

Unless otherwise noted above, the following apply for all quotations

**Customer Responsibilities**

\*\*Will provide lifting truck

- Due to handling of customer insulating oils, a non-PCB test result as sampled at least one year prior to service date is required. Sample kit can be provided by Sunbelt Solomon.
- For projects that require internal access [bushing leak repairs, tap changer leak repairs, gauge replacements] to Padmount or Substation type transformers, customer shall verify via pictures or pre-site visit the subject transformer is equipped with top mounted access covers / manholes suitable for access to internal components.
- For Assembly and Testing Projects
  - o Provide qualified individual and appropriate equipment and facilities for all material receiving, handling, lifting, and placing to include all ship separate parts for assembly.
  - Provide access for vehicles and oil containment within 50' of transformer and proper workspace clear of obstructions
  - Coordinate all power outages and absorb any related costs. In addition, the customer shall provide an electrician or engineer, familiar with the distribution system and is to be available during the repair and / or testing periods. He or she will be responsible for LOTO, grounding, disconnecting and re-energizing all equipment, as necessary.
  - Provide free and clear access to the equipment.
  - Provide lighting and 120V power with GFI as required.
  - Provide a list of job site hazards specific to its operation. These may include, but are not limited, to confined spaces, presence of chemicals and contaminants, and other operations in the area.
  - Provide emergency response training or documentation to Sunbelt Solomon employees.
  - Notify its own employees to keep unqualified employees away from the work area for their own protection.
  - If applicable, provide rigging assistance for removal of LTC covers.

**Work Not Included**

- Any site-specific meetings or customer specific safety or clearance training greater than one hour conducted during the date of service or required outside the dates of service
- For Vacuum Processing Work
  - o Ambient temperatures in winter months may require a core heat up prior to vacuum processing. Should a core heat up be required, costs for such will be charged at time and material rates.
  - o Drying required in addition to stated vacuum hold period prior to filling is excluded. Additional time if moisture reads >1%, would be charged on a time and material rate.
  - o Outside the stated vacuum period, all work will be performed during M-F, up to 14-hour days unless noted otherwise
  - Sunbelt Solomon shall not be responsible for specialized parts / fittings required for foreign made equipment unless identified prior to mobilization. Customer shall notify Sunbelt Solomon or provide adequate documentation.
  - Development of switching procedures and/or MOP's
  - Update of original factory order drawings.
  - Additional site visits or meetings beyond that required to perform the scope of work above
  - Sunbelt Solomon will not be responsible for supplying additional back-up generator(s) unless otherwise indicated within this quotation.

**Proposal Acceptance**

- This proposal (except schedule) is valid for 30 days from date of issue. All work must be completed within 90 days from issuance of purchase order. Work completed post 90 days may be subject to price changes due to increases in commodity prices.
- Any changes to the scope of work or Bill of Material will require a revised quotation which may result in adjustments to the quoted price. No schedules or other activity will be initiated until a hard copy purchase order is received. Price does not include tax. If



applicable, tax will be added to the invoice. If order is tax exempt, please provide a copy of your exemption certificate.

- Unless specifically noted above, all work is to be performed Monday through Friday. Saturdays, Sundays, and holidays excluded. Extensive delays due to circumstances beyond the control of Sunbelt Solomon will be subject to additional billing.

- Reports will generally be issued within 10 working days post project completion.

All sales are subject to Sunbelt Solomon ("Supplier") Standard Terms and Conditions unless otherwise mutually agreed in writing. Acceptance of Buyer purchase order by Seller does not constitute acceptance of order nor Buyer terms and conditions. Supplier terms will prevail in absence of Buyer terms and conditions attached to the order (no weblinks). As orders are time sensitive and it is cost prohibitive to review and negotiate terms and conditions between parties, Supplier Terms and

Conditions apply to quotes/orders: 1) with a value before tax of \$25,000 or less, 2) services completed before issuance of a purchase order, and 3) all emergency services regardless of value and whether or not submission of terms and conditions by Buyer. Performance does not constitute acceptance of Customer terms. In no circumstance will Sunbelt Solomon accept liquidated or consequential damages unless explicitly agreed to in writing by an Executive Officer. Supplier does not agree to Prime/Owner contract terms unless explicitly agreed to in writing by and Executive Officer.

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**Service Location:** West, Central, Missouri | **Warranty:** 1 Year from Service Date | **Terms:** Net 30 with approved credit.

