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February 2, 2024

Mr. Kevin Meager, Senior Construction Project Manager  
Jorgensen Associates, Inc  
1315 Hwy 89 South, Suite 201  
Jackson, WY 83002

[www.jvajva.com](http://www.jvajva.com)

RE: Instrumentation and Controls Design for the Alpine Pretreatment Facility  
JVA Project No. #1024.4e

Dear Kevin:

JVA Inc. (JVA) is pleased to submit this letter agreement to provide engineering services for instrumentation and controls of the ancillary equipment and processes that need to function with the Cambrian provided process treatment and solids handling equipment. JVA met with the representatives from Cambrian and the Town of Alpine (Town) on January 29<sup>th</sup> to discuss specific tasks for JVA as related to instrumentation and controls design coordination of the process equipment to function with the MBR process.

## SCOPE OF WORK

Based on JVA's understanding to date from this meeting and previous discussions with the design team, we propose the following scope of work.

1. Review of documents and information provided by Cambrian, Town, and KVA Consulting. *Estimated hours: 10 hrs*
2. Develop an overall network control diagram of the pretreatment facility and main wastewater treatment facility (WWTF). *Estimated hours: 10 hrs*
3. Prepare one-line control diagrams for the remote I/O panel specific to the EQ and Aeration Tank (AT) processes. *Estimated hours: 12 hrs*
4. Prepare one-line diagrams for communication of the CleanTek local control panel (LCP) with the Membrane Tank (MT) Main Control Panel (MCP). Signals from the LCP to the MCP will be hard wired *Estimated hours: 6 hrs*
5. Prepare one-line diagrams for communication of the Schwing Screw Press LCP to the MT MCP. Communication will be via Ethernet cable *Estimated hours: 6 hrs*
6. Prepare one-line diagrams for communication between the MT MCP and Main WWTF. Communication will be via Ethernet cable. *Estimated hours: 6 hrs*
7. Prepare the following specifications: *Estimated hours: 24 hrs*
  - a. Division 16050 – Basic Electrical
  - b. Division 16951 – Control Narratives for integration between the pretreatment facility and Main WWTF
  - c. Division 16900 – Instrumentation (focus on classified areas)
  - d. Division 16950 – PLC
8. Project management, meetings, and administration. *Estimated hours: 10 hrs*



Unless otherwise directed, JVA will prepare the drawings and specifications with our title blocks and specification format. The draft drawings and specifications will be submitted for Town and Cambrian for review and comments. JVA will schedule a TEAMS review meeting to discuss the review comments for finalizing the design documents.

The following items are not included in the scope of work described herein, unless otherwise directed by the Town:

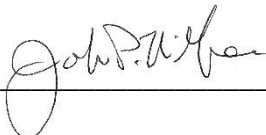
1. Electrical power one-line diagrams and conductor sizing
2. Review of electrical power drawings, schematics, diagrams and specifications
3. Control narratives for integration of the Cambrian provided process equipment (i.e. fine screening, MBR, and sludge dewatering)
4. Control and communication between Melvin Brewery and the Pretreatment Facility
5. Site visits. All meetings will be virtual. JVA would be available for a site visit upon request
6. Power and lighting plans and schedules
7. Electrical site plan and backup power

## **PROJECT SCHEDULE AND FEE**

From notice to proceed, JVA estimates 10 weeks to complete the draft design documents and 2 weeks following review to complete. The estimated top set fee is \$17,200 which would be billed based on time and material. JVA will not exceed the top set fee without prior approval from Jorgensen and the Town.

Please reach out if you have any questions or comments. If necessary, we can schedule a TEAMS meeting to go through our scope in more detail. We appreciate the opportunity to provide instrumentation and controls services for this project.

Sincerely,  
JVA, INCORPORATED

By:   
\_\_\_\_\_  
John P. McGee, P.E.  
Principal

Cc: Nick Frank, JVA