

TASK ORDER No. 7

CONTINUING PROFESSIONAL SERVICES (Energy Management & Engineering Services)

THIS TASK ORDER FOR CONTINUING PROFESSIONAL SERVICES (“Task Order”) is made on the day of _____, between the **City of Lake Worth Beach**, a Florida municipal corporation (“City”) and **Power Engineers, Inc.**, an Idaho Corporation, authorized to do business in the State of Florida, (“CONSULTANT”).

1.0 Project Description:

The City desires the CONSULTANT to provide those services as identified herein for the Project. The Project is described in the CONSULTANT’s Proposal, dated September 30, 2025, and services are generally described as: 4kV House Circuit Conversion and Hardening, (the “Project”).

2.0 Scope

Under this Task Order, the CONSULTANT will provide the City of Lake Worth Beach with design services, construction monitoring and as-built record drawings after completion for the Project as specified in the **CONSULTANT’s proposal attached hereto and incorporated herein as Exhibit “1”**.

3.0 Schedule

The services to be provided under this Task Order shall be completed within 420 calendar days from the City’s approval of this Task Order or the issuance of a Notice to Proceed.

4.0 Compensation

This Task Order is issued for a lump sum, not to exceed amount of \$303,782.00. The attached proposal identifies all costs and expenses included in the lump sum, not to exceed amount.

5.0 Project Manager

The Project Manager for the CONSULTANT is Ivette Sanchez, phone: (321-214-3823); email: ivette.sanchez@powereng.com; and, the Project Manager for the City is David Martyniuk, phone: (561-533-1629); email: dmartyniul@lakeworthbeachfl.gov.

6.0 Progress Meetings

The CONSULTANT shall schedule periodic progress review meetings with the City Project Manager as necessary but every 30 days as a minimum.

7.0 Limitation of Liability

The CONSULTANT may propose a limitation of liability provision which the City reserves the right to accept, modify or reject in its sole discretion. If modified, the City and Consultant must agree to the modified provision. See Section 10.

8.0 Compliance with section 787.06, Florida Statutes

By signing this Task Order before a notary public and taking an oath under the penalty of perjury, the CONSULTANT attests and warrants that the CONSULTANT does not use coercion for labor or services as defined in section 787.06, Florida Statutes (2024).

9.0 Authorization

This Task Order is issued pursuant to the Continuing Professional Services Agreement (Energy Management & Engineering Services) based on RFQ#23-300 between the City of Lake Worth Beach and the CONSULTANT, dated June 6, 2023 (“Agreement” hereafter). If there are any conflicts between the terms and conditions of this Task Order and the Agreement, the terms and conditions of the Agreement shall prevail.

IN WITNESS WHEREOF, the parties hereto have made and executed this Task Order
No. 7 as of the day and year set forth above.

CITY OF LAKE WORTH BEACH, FLORIDA

By: _____
Betty Resch, Mayor

ATTEST:

By: _____
Melissa Ann Coyne, MMC, City Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

APPROVED FOR FINANCIAL
SUFFICIENCY:

By: _____
Glen J. Torcivia, City Attorney

By: _____
Yannick Ngendahayo, Financial Services Director

CONSULTANT: POWER ENGINEERS, INC.

By: _____
Sonya Kim, P.E., PMP
Authorized Representative

Digitally signed by Sonya Kim, P.E., PMP
DN: cn=Sonya Kim, P.E., PMP, o=POWER Engineers, OU=Power Delivery
Project Management, cn=Sonya Kim, P.E., PMP
Date: 2025.10.09 14:10:10-0500

[Corporate Seal]

STATE OF Florida
COUNTY OF Orange

THE FOREGOING instrument was acknowledged before me by means of ☐ physical presence or ☒ online
notarization on this 9 day of October 2025, by Sonya Kim as the
PMP [title] of Power Engineers, Inc., an Idaho Corporation authorized to do
business in the State of Florida, who is ☒ personally known to me or ☐ who has
produced _____ as identification, and who did take an oath under penalty of
perjury that the facts stated with regard to section 787.06, Florida Statutes, are true and correct, and that he
or she is duly authorized to execute the foregoing instrument and bind Power Engineers, Inc to the same.

Notary Seal:



Notary Public Signature

Exhibit “1”
Consultant’s Proposal
(17 Pages)



1060 MAITLAND CENTER COMMONS , ORLANDO, FL 32751 | 321-214-3800
WWW.POWERENG.COM

September 30, 2025

David Martyniuk
Assistant Director of Engineering
City of Lake Worth Beach
1900 2nd Ave N
Lake Worth Beach, FL 33460

Subject: City of Lake Worth Beach - 4kV House Circuit Conversion and Hardening

Dear David:

POWER Engineers Inc. (POWER), a wholly owned subsidiary of WSP USA, is pleased to provide our proposal for the 4kV House Circuit Conversion and Hardening project. Please find below our Work Plan, which clearly identifies the deliverables anticipated for this project. This Work Plan serves as the basis and foundation of our pricing and assists us in coordinating work activities through the life of the project. We have revised the budget table to show our cost per feeder as requested by CLWB Project Management Office on 09/29/25. The total cost of the project remains the same.

Thank you for the opportunity to propose on this important project. Please contact me by phone at 321-214-3823 or at ivette.sanchez@wsp.com if you have any questions regarding this proposal. We look forward to meeting with you to discuss the details of the projects.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Ivette Sanchez', enclosed within a blue oval.

Ivette Sanchez, PMP
Project Manager

DISTRIBUTION - VOLTAGE CONVERSION WORK PLAN



PROJECT UNDERSTANDING

A thorough understanding of the client's project requirements is fundamental to developing an effective and tailored project approach. POWER recognizes that the City of Lake Worth Beach (CLWB) is seeking Professional Engineering and Design Services for the voltage conversion and hardening of Feeders 3S05, 3N11 & 3N12. We are prepared to support CLWB in achieving a resilient and modernized electrical infrastructure through this initiative.

PROJECT APPROACH

The design work will involve upgrading the existing 4kV infrastructure to 26kV standards. This includes:

- **Material Replacement:** All existing 4kV components will be replaced with 26kV-rated materials.
- **Structural Analysis:** A comprehensive structural assessment will be conducted. Poles that fail the analysis will be replaced, and all poles will be upgraded to comply with current standards.
- **Outage Minimization:** To reduce service interruptions during the conversion, a detailed construction specification will be developed. This specification will outline a sequenced approach to construction activities, ensuring efficient execution and minimal impact on customers.

For proposal purposes, two types of poles were considered:

- **High-complexity poles** – applied throughout the entire feeder backbone. In these cases, the backbone may feature an *underbuilt* configuration or multiple network levels.
- **Low-complexity poles** – used in all other sections of the network, outside the main backbone.
- Budget is based on 300 poles (being 60 Feeder Back-bone).

PROJECT MILESTONES

The schedule has been strategically staggered across three (3) feeders—each with individual timeframes of 18, 20, and 22 weeks—while ensuring the total duration does not exceed 34 weeks. This approach allows us to incorporate lessons learned from each phase into the next, improving efficiency and reducing repetitive revisions. By overlapping phases thoughtfully, we can maintain progress while still allowing time for reflection and process improvement. Additionally, the structure enables us to begin work on a new feeder while another is undergoing CLWB review. This parallel workflow helps optimize resource usage and keeps momentum going without delays. Overall, the staggered plan supports better coordination, higher quality output, and a more streamlined delivery across all three feeders. The following milestones have been proposed for this project:

Feeder 3S05 – 18 Weeks

MILESTONE	DATE
Kick-Off meeting & Site Visit	1 week after PO
Design Criteria and Photo Package	2 weeks after PO
Receiving all CLWB files	2 weeks after PO
60% Design Submittal	4 weeks after receiving CLWB files received
CLWB to provide comments on 60 % Review	2 weeks after 60% Design Submitted
90% Design Submittal	2 weeks after Power receives 60% comments/reviews
CLWB Review for 90%	2 weeks after 60% Design Submitted
Final Design Submittal	2 weeks after Power receives 90% comments
CLWB Review	2 weeks after Final Design Complete
Final Project Package and Pre-Construction Activities	2 weeks after Final CLWB Review
Record Drawing creation	2 Weeks after construction ends

Feeder 3N11 – 22 Weeks

MILESTONE	DATE
Kick-Off meeting & Site Visit	1 week after PO
Design Criteria and Photo Package	2 weeks after PO
Receiving all CLWB files	2 weeks after PO
60% Design Submittal	8 weeks after receiving CLWB files received
CLWB to provide comments on 60 % Review	2 weeks after 60% Design Submitted
90% Design Submittal	2 weeks after Power receives 60% comments/reviews
CLWB Review for 90%	2 weeks after 60% Design Submitted
Final Design Submittal	2 weeks after Power receives 90% comments
CLWB Review	2 weeks after Final Design Complete
Final Project Package and Pre-Construction Activities	2 weeks after Final CLWB Review
Record Drawing creation	2 Weeks after construction ends

Feeder 3N12 – 20 Weeks

MILESTONE	DATE
Kick-Off meeting & Site Visit	1 week after PO
Design Criteria and Photo Package	2 weeks after PO
Receiving all CLWB files	2 weeks after PO
60% Design Submittal	6 weeks after receiving CLWB files received
CLWB to provide comments on 60 % Review	2 weeks after 60% Design Submitted
90% Design Submittal	2 weeks after Power receives 60% comments/reviews
CLWB Review for 90%	2 weeks after 60% Design Submitted
Final Design Submittal	2 weeks after Power receives 90% comments
CLWB Review	2 weeks after Final Design Complete
Final Project Package and Pre-Construction Activities	2 weeks after Final CLWB Review
Record Drawing creation	2 Weeks after construction ends

WHAT YOU GAIN WITH OUR WORK PLAN

Our work plan does the following:

- Defines the scope of work so you know exactly what we intend to do.
- Lists the deliverables that you will receive.
- Identifies your key project concerns and our proposed solutions.
- Serves as a ready-made project control system when the project begins.
- Becomes the foundation for project scheduling and budgeting throughout the project life.

TASK OUTLINE

Task 0 Project Management

- Subtask 0.1 Project Supervision
- 0.2 Project Review Meetings

Task 1 Pre-Design Activities

- Subtask 1.1 Site Visit
- 1.2 Design Criteria
- 1.3 Project Planning
- 1.4 Permitting Planning

Task 2 Feeders – Voltage Conversion and Hardening

- Subtask 2.1 Internal Meetings
- 2.2 Design
- 2.3 Pole Foreman
- 2.4 Transformer sizing and design
- 2.5 Construction Prints
- 2.6 Material List
- 2.7 QA/QC

Task 3 Permitting

- Subtask 3.1 Permitting Drawings

Task 4 Construction Activities: All Feeders

- Subtask 4.1 Construction Specifications
- 4.2 “Issued For Construction” Documents
- 4.3 Pre-Construction Meeting
- 4.4 Engineering Support During Construction

Task 5 Post-Construction Activities: All Feeders

- Subtask 5.1 Record Drawings
- 5.2 Project Close-Out Documentation
- 5.3 Lessons Learned Review

BUDGET

TASK 0

PROJECT MANAGEMENT

Objective(s):

- To manage POWER's scope of services per the City of Lake Worth Beach (CLWB)'s expectations and POWER's procedures.
- To coordinate with CLWB and to direct the smooth flow of project communications.
- To manage the work plan, schedule, and budgets for on-time completion of the project within approved parameters.

Prerequisite(s):

- Task Order (T.O.), and/or
- Purchase Order (P.O.)

SUBTASK 0.1 PROJECT SUPERVISION AND CONTROL

Responsibility: POWER

Deliverable(s):

- Supervision Management

Communicate, supervise, and coordinate project participants (within POWER's purview) to complete all tasks and activities as outlined in the approved scope of work. Establish and maintain with CLWB the project schedule for engineering-related tasks. Track the progress and completion of deliverables relative to the schedule. Monitor the work and budget and document any work scope variances for CLWB's review. Prepare bi-weekly meeting notes to summarize the status of deliverables and schedule. Address problems, risks, trends, and/or delays, and the actions being taken to bring those areas back on schedule or budget.

Direct and coordinate POWER's project team with emphasis on:

- Compliance with CLWB's stated procedures and standards.
- Adherence to budget, scope, and schedule
- Compliance with the Project Procedures and Design Criteria
- Adherence to POWER's Quality Control and Quality Assurance procedures.
- Review of RFI requests and project submittals
- Review of recommendations on potential change orders during construction

Assumption(s):

- Total estimated project duration for all feeders: 34 weeks:

MEETING SUMMARY

Meeting	Qty.	POWER Team
Client Bi-Weekly Conference Calls	16 est.	Project Manager Project Lead/Engineer
Project Kick-Off Meeting	1	Project Manager Project Lead/Engineer
Internal Weekly Project Team Meetings	31 est.	Project Manager, Project Lead/ 2 - Engineers
Pre-Construction Meeting	1	Project Lead/Engineer

- Client bi-weekly conference calls between CLWB and POWER will be 30 minutes long for the 34-week project duration.
 - POWER's Project Manager and Project Lead/Engineer will both participate in these calls.
- Meeting agendas and notes will be prepared to run meetings effectively.
- Internal weekly project team meetings to monitor project status, budget, and schedule will also be held for the duration of the project.

TASK 1

PRE-DESIGN ACTIVITIES

Objective(s):

- To identify, define, and secure CLWB approval of the parameters necessary to proceed with the distribution line design for the project. For feeder 3S05, 3N11 & 3N12.

Prerequisite(s):

- Notice to Proceed

SUBTASK 1.1 KICK-OFF MEETING & SITE VISIT

Responsibility: CLWB/POWER

Deliverable(s):

- Site visit Notes – Photo Package

The kick-off meeting will be held in person at the CLWB office, followed by a comprehensive site visit conducted by POWER for all three feeders. Review the maps or drawings for overhead electric provided by CLWB. In special situations, POWER will note existing telephone and other communications joint-use during the site visit to determine any possible conflicts.

Use data obtained from the facility maps during design to select and review routes/locations for line design, minimizing possible interference between new, existing, and future utilities.

Create a photo package with photos from all poles or any other necessary place for future design.

Assumption(s):

- Preliminary scope has been approved.
- Right-of-Entry has been granted for all required locations.

SUBTASK 1.2 DESIGN CRITERIA

Responsibility: POWER

Deliverable(s):

- Design Criteria

Review the information from the project initiation meeting and data acquisition. Compile and issue the project Design Criteria for CLWB review, revision, and approval. Summarize the proposed final design procedures and criteria, including the applicable design standards that will be used.

Ensure that the scope and content of the Design Criteria, as approved by CLWB, serve as the basis for the detailed design engineering. Maintain and update the Design Criteria during the life of the project.

Assumption(s):

- POWER will incorporate CLWB's standards wherever possible.
- All standards are existing and will be provided to POWER Engineers, Inc.
- No creation of additional standards will be required.
- CLWB will address all necessary RFI items.
- Project survey files will be provided to POWER by the project kickoff.
- GIS access to be provided by the project kickoff.

- GIS will be used for the design but will not be edited/modified for the proposed/new route.

SUBTASK 1.3 PROJECT PLANNING

Responsibility: CLWB/POWER

Prerequisite(s):

- Meeting with CLWB team to discuss proposed design methods and standards.
- Site Visit

Deliverable(s):

- Project Milestones
- Schedule of deliverables
- Estimated hours broken down by month.

Assumption(s):

- Project will last:
 - 12 Weeks for feeder 3S05
 - 20 Weeks for feeder 3N11
 - 16 Weeks for feeder 3N12

Following the site visit of feeders and meeting with the CLWB to discuss standards, a project milestone list will be created. This will include a schedule of deliverables and estimated hours broken down by tasks.

SUBTASK 1.4 PERMITTING PLANNING

Responsibility: POWER

Prerequisite(s):

- Completion of site visit for project area.
- Final definition of the project area

Deliverable(s):

- Comprehensive list of required permits

Following the site visit and confirmation of the exact project boundaries, POWER will identify all permits necessary for the successful execution of each feeder voltage conversion. This will include coordination with relevant regulatory agencies and a forecast of the expected approval durations for each permit. The permitting plan will support efficient project scheduling and help mitigate potential delays.

TASK 2 VOLTAGE CONVERSION AND HARDENING

Objective(s):

- To coordinate internally the design progress weekly.
- To create the overhead design
- To analyze all poles in Pole Foreman.
- To calculate all new transformer sizing and design
- To create the construction prints
- To create a material list
- To meet the quality objectives established for the project.

Prerequisite(s):

- Design Criteria approved.
- Site Visit completed.
- Permitting Planning finished
- Overhead Construction Standards provided.
- Pole Foreman Client File provided.
- Information pertaining to the voltage drop and flicker provided to POWER by CLWB

SUBTASK 2.1 INTERNAL MEETINGS**Responsibility:** POWER

To ensure effective project execution, internal weekly project status meetings will be held within the POWER team. These meetings will focus on tracking progress against budget and schedule, resolving any outstanding issues, sharing lessons learned, and conducting quality control reviews. Each meeting will be 30 minutes long and serve as a key mechanism for maintaining alignment and ensuring delivery excellence.

SUBTASK 2.2 DESIGN**Responsibility:** POWER**Deliverable(s):**

- 60% Design
- 90% Design
- Final Design

The project involves converting the existing 4 kV system to a 26.4 kV configuration and hardening the feeder backbone. During the initial phase of construction, step-down transformers will be installed to maintain service to lateral circuits. However, the design must reflect the final configuration, assuming the step-down transformers will be removed and the laterals fully converted to 26.4 kV.

To ensure clarity during construction, a note should be included on the design drawings indicating that the lateral circuits are temporarily served through step-down transformers but are intended for future conversion. This will help contractors understand the long-term intent of the design and avoid misinterpretation during the feeder backbone upgrade and hardening process.

Recommend required changes to the structures to bring them up to the loading conditions identified in the Design Criteria.

Assumption(s):

- The first pole to be considered in the design will be located at the coordinates:
 - Feeder 3S05: 26.618033°, -80.064480°, at 201 N B St. For planning purposes, POWER will assume that all infrastructure between this pole and the substation has already been converted to 26kV and, therefore, will not require additional design work.
 - Feeder 3N11: 26.616470°, -80.063730°, at 11 N C St. For planning purposes, POWER will assume that all infrastructure between this pole and the substation has already been converted to 26kV and, therefore, will not require additional design work.
 - Feeder 3N12: 26.617988°, -80.063140°, at 1416 2nd Ave N. For planning purposes, POWER will assume that all infrastructure between this pole and the substation has already been converted to 26kV and, therefore, will not require additional design work.
- Comments are expected within 14 days of submission. If no response is received within 21 days, it will be assumed that there are no comments to provide.
- Budget is based on:

- Feeder 3S05: 75 poles (being 30 Feeder Back-bone). Additional work will be billed on a time-and-expense basis.
- Feeder 3N11: 225 poles (being 40 Feeder Back-bone). Additional work will be billed on a time-and-expense basis.
- Feeder 3N12: 110 poles (being 50 Feeder Back-bone). Additional work will be billed on a time-and-expense basis.
- Design includes replacing all 4kV rated transformers with 26.4kV
- Replacing all 3-phase feeder backbone with 556AAC
- Replacing all lateral lines with 1/0 AAC primary wire
- Replace primary customer underground feeds to pad-mount transformers.
- Secondary riser replacements or moves.
- Using maximum pole spacing (span) design considerations
- Verifying ADA compliance methodologies for placement
- Pole size will be based on Ductile Iron H3 to H6 for the feeder backbone.
- Minimal guy placement in design – Use self-supporting options as priority.
- Lightning protection standards implementation as per CLWB standards
- Follow CLWB Neutral sizing standards.
- Creation of new standards will not be part of the work scope. If new standards need to be developed, efforts to create them will be on a time and material basis.
- Crossing Details - Provide maximum sag information for each electrical utility crossing, in accordance with the clearance established in NESC (National Electrical Safety Code) standards.
- Phasing Details - Include transformer and fuse phasing information for accurate system configuration.
- Right-of-Way (ROW) Boundaries - Clearly delineate ROW boundaries as shown on the drawings. These will be based on the survey.
- Easement Boundaries (if applicable) - Identify and include easement boundaries only where necessary.
- Zone Identification and References - Each sheet should reference applicable zones. Provided by the survey and CLWB.
- Construction Notes - Provide location-specific construction notes to guide field implementation.
- Equipment Callouts - Include detailed equipment callouts as part of the construction notes for each relevant location.

SUBTASK 2.3 POLE FOREMAN

Responsibility: POWER

Deliverable(s):

- Pole Foreman Results for all poles in PDF format.

Design all pole structures to the loading conditions identified in the Design Criteria. Reference CLWB standards and use the provided Pole Foreman client file for analysis.

Analyze each pole and pole components (guys, anchors, insulators, line hardware, etc.) to verify conformance within applicable NESC codes and CLWB design constraints.

Design will involve hardening the circuit and consist of:

- Structural analysis on all poles. Any failing pole (more than 100%) will be replaced.
- Replacing any damaged equipment or material discovered during the site visit.
- Replacing all 4kV insulators with 26kV insulators.
- Updating lightning protection and grounding to meet CLWB standards.
- Replacing all 4kV transformers with 26kV transformers

All structures within scope will be brought up to loading conditions as identified within the Design Criteria.

Assumption(s):

- Structural analysis will be run on all poles within the design.
- The budget is based on the analysis of 300 poles. Additional work will be billed on a time-and-expense basis.

- Conductor size will be 556AAC for backbone and 1/0 AAC primary wire for laterals.
- Wind loading will be determined in accordance with NESC and CLWB standards.

SUBTASK 2.4 TRANSFORMER SIZING AND DESIGN

Responsibility: CLWB/POWER

Deliverable(s):

- Pole-Mounted Transformer Size, Design.

Review the design criteria and gather existing loading information to design the transformer size/voltage and location.

Identify the transformer and secondary/service location and configurations. Consider the type of building (commercial, office, residence, etc.) and the location of the primary feed. Size the transformer considering the square footage or load analysis provided by CLWB.

Provide engineering calculations related to transformer sizing and prepare preliminary drawings to document design.

Assumption(s):

- CLWB will provide load analysis or building type and square footage for each commercial and residential building.
- CLWB-approved transformers and standard design will be used for sizing and location.
- CLWB to provide specifications on voltage drop and flicker.

SUBTASK 2.5 CONSTRUCTION PRINTS

Responsibility: POWER

Deliverable(s):

- Final Construction Prints

During the design phase, POWER will prepare the Construction Prints at a standard scale of 1 inch = 40 feet, unless otherwise specified by CLWB. These drawings will serve as a key reference for bidding, construction, and documentation of the electrical line infrastructure. Profile drawings will be developed for permit drawings and only in critical areas, based on project needs and field conditions.

SUBTASK 2.6 MATERIAL LIST

Responsibility: CLWB/POWER

Deliverable(s):

- Material List

POWER will compile a comprehensive list of major material items required for the construction of the project. This list will be organized by structure type and will include detailed information, such as item description, manufacturer, catalog number, and applicable specifications. For each item, POWER will estimate the required quantity, apply appropriate multipliers to account for loss and breakage based on material classification, and round quantities to the nearest case lot to determine the final purchase quantities. The completed material list will be forwarded to CLWB.

In addition to major components, POWER will identify miscellaneous materials necessary for construction, including but not limited to guys, anchors, insulators, conductors, attachment hardware, grounding materials, and other supporting items.

The finalized material list will be delivered to CLWB.

Assumptions:

- CLWB will be responsible for selecting vendors and procuring all materials.
- CLWB will supply documentation detailing standard stock numbers and approved vendor part numbers.
- Technical specifications will not be required for the procurement of miscellaneous materials.
- If technical specifications are needed, they will be developed on a time-and-expense basis.
- CLWB will manage commercial terms, solicit bids, and award contracts for material procurement.

SUBTASK 2.7 POWER INTERNAL QA/QC**Responsibility:** POWER

POWER will develop a comprehensive set of preliminary plan drawings, design criteria, engineering calculations, and supporting documentation to guide the project. Each component will undergo a rigorous independent technical review to ensure accuracy, completeness, and alignment with the project's objectives and standards before each deliverable (60%, 90% and Final Design). Reviewer feedback will be carefully addressed, and all necessary revisions will be incorporated to refine the documentation.

To maintain high standards of quality, a structured **Quality Control (QC) process** will be implemented, including:

- **Peer review of all design documents** to verify technical accuracy and consistency.
- **Checklist-based validation** of drawing content, formatting, and drafting standards.
- **Traceability of revisions**, ensuring all changes are documented and incorporated.
- **Constructability review**, evaluating whether the design can be efficiently implemented in the field.
- **Material list check**, confirming that material specifications and quantities are clearly defined.

Assumption(s):

- POWER's QA/QC procedures will be followed unless CLWB has additional requirements.
- Budget includes three revisions with CLWB reviewers (60% design, 90% design, and final design), each with a 2-week deadline to be completed by CLWB. Any additional revisions will be performed on a time-and-expense basis.

TASK 3

PERMITTING.

Objective(s):

- To identify other agencies or utilities that may be affected by the proposed project.
- To secure permits required for the proposed project.
- To assist with design permits based on construction prints, if needed.

Prerequisite(s):

- Field Activities
- Notice to Proceed
- Permitting Planning
- Construction Prints

SUBTASK 3.1 PERMITTING DRAWINGS**Responsibility:** CLWB/POWER

- Review the permit planning and determine if we will need any other permits.
- Creation of any necessary permit drawings for the design

Assumption(s):

- The construction drawing with added necessary stamps and notes will be used for permitting submittals if required.

- CLWB will submit all permit applications, pay permit fees, and track the permit review process until approval.
- Construction permits required by state and local agencies for access off highways, driveway permits, traffic control, de-watering, burning, etc., will be prepared, submitted, and acquired by CLWB's construction contractor.

TASK 4

CONSTRUCTION ACTIVITIES

Objective(s):

- To develop the specification documents that will be required during the construction phase of the project.
- To provide engineering support during the construction phase.

Prerequisite(s):

- Construction Drawings

SUBTASK 4.1 CONSTRUCTION SPECIFICATIONS

Responsibility: POWER/CLWB

Deliverable(s):

- Construction Specifications/Bill of Material

Establish the requirements for construction and develop project-specific construction specifications to establish how the voltage will be converted on the system with as few outages as possible. This will be delivered in a bill of material format within the design package.

Assumption(s):

- The construction specifications will only focus on the bill of materials for construction for the project.
- CLWB distribution standards will be referred to for pole construction.

SUBTASK 4.2 "ISSUED FOR CONSTRUCTION" DOCUMENTS

Responsibility: POWER

Deliverable(s):

- Construction Documents "Issued for Construction"
- Two (2) printed Size ANSI D IFC drawings to CLWB.
- One (1) PDF copy of IFC design package and pole Foreman files

Update the Bid Package documents. Include information included in the Contractor's Bid, Addenda that were issued, and/or changes to the documents, since the time of bidding. Update the "Issued for Bid" drawings to "Issued for Construction" drawings.

Assumption(s):

- One (1) electronic copy of the "Issued for Construction" Documents will be prepared and submitted to CLWB.
- "Issued for Construction" Documents will only be sealed/signed by a professional engineer when agreed to by CLWB and POWER and will be billed on a time-and-expense basis.

SUBTASK 4.3 PRE-CONSTRUCTION MEETING

Responsibility: POWER, CLWB's Project Manager

Deliverable(s):

- Pre-Construction Meeting Minutes

CLWB's assigned Project Manager will schedule the pre-construction meeting. POWER will attend and participate in the meeting and answer Contractor questions and clarifications as needed.

Assumption(s):

- One (1) POWER representative will attend up to one (1) pre-construction meeting in person.

SUBTASK 4.4 ENGINEERING SUPPORT DURING CONSTRUCTION

Responsibility: POWER

Deliverable(s):

- Engineering Support During Construction

Provide engineering technical support during construction. Respond to construction requests for information and construction problems resulting in changes to the final design. Assist the Contractor with the interpretation of drawings/design.

Review material test reports for required material and coordinate the resolution of any problems associated with the material tests.

Assumption(s):

- Budget includes up to forty-eight (48) hours of engineer time to provide support for construction activities.
- Budget for three (3) site visits, each for one (1) day, for the project area, to meet with the crews and review construction.

TASK 5

POST-CONSTRUCTION ACTIVITIES

Objective(s):

- To update the construction drawings with any changes that occurred during construction.
- To assist CLWB with project close-out documentation.

Prerequisite(s):

- Construction Completion
- Construction As-Built Mark-Ups provided.

SUBTASK 5.1 RECORD DRAWINGS

Responsibility: CLWB/POWER

Deliverable(s):

- Construction drawings "Issued for Record."
- Project close-out documentation

If needed, incorporate the redlined changes received from crew during construction and furnish a complete set of drawings to reflect the "record drawing" condition upon project completion as needed.

Assumption(s):

- A set of red-lined drawings, depicting construction changes, will be submitted to POWER by CLWB or their representative within 30 days of construction completion.
- It will not be necessary for POWER to field review the construction changes.

- One (1) electronic copy of the Record Issue Construction Drawings will be prepared and submitted, if needed
- A field trip to walk through the completed project, if required, will be performed on a time-and-expense basis.

SUBTASK 5.2 PROJECT CLOSE-OUT DOCUMENTATION

Responsibility: CLWB/POWER

Deliverable(s):

- Project close-out documentation

Review the completed project with CLWB. Summarize and reconcile project payments and the final scope of work. Prepare a final payment recommendation for CLWB's consideration.

SUBTASK 5.3 LESSONS-LEARNED REVIEW

Responsibility: CLWB/POWER

Deliverable(s):

- Lessons learned from the virtual review meeting.
- Lessons learned review meeting notes.

Schedule and attend a lessons-learned review meeting at the conclusion of the project to identify project-related procedures, drawings, methodologies, and construction techniques that could be modified or improved to increase efficiency on the next project.

POWER's project lead, project manager, and project engineers/designers to attend with any required CLWB staff.

ENGINEERING BUDGET

POWER has allocated a level of effort budget to support this exercise as shown on the below table. This level of effort budget has been set at a Time and Expense, Not to Exceed. Pricing provided is predicated on a Time and Materials approach with billing rates governed by the existing POWER's and CLWB's Energy Management and Engineering Services Contract #23-300.

DISTRIBUTION BUDGET SUMMARY BY CATEGORY AND TASK					
PROJECT MANAGEMENT					
Task	Description	Hours	Labor \$	Expense \$	Total \$
0	Project Management	126	\$27,616	\$500	\$28,116
SUBTOTAL		126	\$27,616	\$500	\$28,116
DISTRIBUTION ENGINEERING					
Task	Description	Hours	Labor \$	Expense \$	Total \$
1	Pre-Design Activities	176	\$30,184	\$3,500	\$33,684
2	Feeder 3S05	257	\$50,561	\$0	\$50,561
3	Feeder 3N11	652	\$102,863	\$0	\$102,863
4	Feeder 3N12	354	\$55,358	\$0	\$55,358
5	Permitting	90	\$10,620	\$0	\$10,620
6	Construction Activities	62	\$13,020	\$1,100	\$14,120
7	Post-Construction Activities	70	\$8,460	\$0	\$8,460
SUBTOTAL		1661	\$271,066	\$4,600	\$275,666
GRAND TOTAL		1787	\$298,682	\$5,100	\$303,782

DISTRIBUTION BUDGET SUMMARY BY FEEDER					
Task	Description	Hours	Labor \$	Expense \$	Total \$
1	Feeder 3S05	393	\$74,311	\$3,700	\$78,011
2	Feeder 3N11	790	\$127,081	\$200	\$127,281
3	Feeder 3N12	604	\$97,290	\$1,200	\$98,490
GRAND TOTAL		1,787	\$298,682	\$5,100	\$303,782