

RESOLUTION NO. 2018-5

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ACCEPT THE PROPOSAL AND ENTER INTO AN AGREEMENT WITH ENGINEERED PROCESS SYSTEMS, LTD FOR THE PROVISION OF ELECTRICAL ENGINEERING DESIGN AND PROJECT MANAGEMENT SERVICES RELATIVE TO THE CONSTRUCTION OF AN ELECTRICAL SUBSTATION IN AN AMOUNT NOT TO EXCEED ONE HUNDRED SIXTEEN THOUSAND SIX HUNDRED AND 00/100 DOLLARS (\$116,600.00)

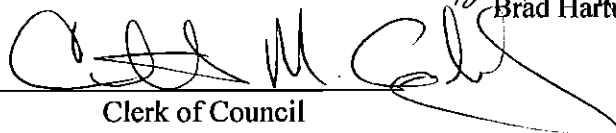
BE IT RESOLVED BY THE COUNCIL OF THE CITY OF HURON, OHIO:

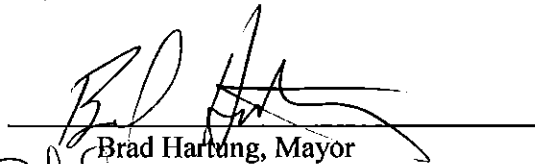
SECTION 1. That the City Manager is authorized and directed to accept the proposal and enter into an agreement with Engineered Process Systems, Ltd., 205 Sprowl Road, P. O Box 471, Huron, OH 44839, for the provision of electrical engineering design and project management services relative to the construction of an electrical substation, in an amount not to exceed One Hundred Sixteen Thousand Six Hundred and 00/100 Dollars (\$116,600.00), which agreement shall be substantially in the form of Exhibit "A" attached hereto and made a part hereof.

SECTION 2. That this Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of this Council and that all deliberations of this Council and of its Committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. §121.22.

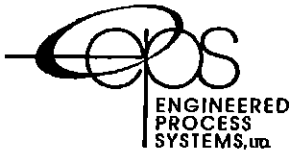
SECTION 3. That this Resolution shall be in full force and effect from and immediately after its adoption.

ATTEST:


Clerk of Council


Brad Hartung, Mayor

ADOPTED: Jan. 23, 2018



PROPOSAL

Proposal Submitted To:

City of Huron
417 N Main Street
Huron, OH 44839
Attn: Mr. Andy White

For:

69-kV Substation Engineering
Project Management
Page 1 of 3
December 13, 2017

Scope of Services

The City of Huron desires to obtain electrical engineering and project management services to develop a new 69-kV substation in Huron, Ohio. EPS, Ltd. proposes to perform engineering and project coordination to accomplish this objective.

More specifically, we propose the following:

Phase I – Preliminary Engineering

- ◆ Preliminary design to include:
 - Electrical, civil and structural disciplines
 - Prepare one-line determine; electrical load and equipment size
 - Determine site location and substation footprint
 - Loading includes kW, kVA and kVAR requirements
 - Voltage regulation and power factor correction requirements
 - Coordinate soil testing
 - Coordinate grading, surface drainage, access and fencing Civil Engineering requirements
 - Determine location of equipment
 - Includes 69-kV transmission 12,470-volt distribution
 - FirstEnergy interface to ascertain connection, tap-in and metering fees
 - Interface with FirstEnergy to ensure the transmission utility requirements are met
 - Integrate the transmission system with the Huron Public Power distribution system

Phase II – Final Engineering

The results of Phase I will dictate the scope of Phase II

- ◆ Phase II in general will consist of the following:
 - Prepare final design from the results of Phase I

- Electrical site plan, substation layout and sections
- Fault current and coordination, relays and protection
- AC and DC auxiliary power and control house
- Huron Public Power 15-kV distribution plans
- Issue design documents for bid
- Provide evaluation and recommendation on bidders
- Review submittals

Phase III – Construction Management Assistance

- ◆ Construction management including the following:
 - Manage equipment suppliers and contractors
 - Schedule equipment deliveries
 - Observe and verify substation commissioning
 - Assist in the approval of contractor progress payment applications
 - Coordinate with FirstEnergy Transmission and Huron Public Power
 - Provide record drawings

Time Schedule, Fee and Billing Schedule

Following is a preliminary work schedule:

| | |
|--|-----------------------|
| ◆ Authorization to commence engineering | 1/23/18 |
| ◆ Establish and approve scope | 1/29/18 |
| ◆ Determine FirstEnergy requirements | Done (via Blanket PO) |
| ◆ Complete equipment specification engineering | 01/30/18 |
| ◆ Select equipment to be ordered | 02/27/18 |
| ◆ Complete installation engineering | 03/09/18 |
| ◆ Select installation contractor | 04/10/18 |
| ◆ Begin installation | 04/23/18 |
| ◆ Operation and Maintenance RFQ | 06/01/18 |
| ◆ Select O&M Provider | 07/09/18 |
| ◆ Complete substation installation | 09/21/18 |

We shall perform the engineering scope of work as outlined above for an amount not to exceed \$116,600 (one hundred sixteen thousand six hundred dollars) Additional work, if required and approved, based on the following hourly rates:

| | |
|--------------------------|-------|
| Principle | \$145 |
| Project engineer/manager | \$125 |
| Engineer | \$105 |
| Designer | \$ 85 |
| Draftsperson | \$ 75 |
| Administration | \$ 55 |

Payment Schedule is as follows:

- ◆ Initial payment \$25,000
- ◆ Monthly progress payments

Items not included

- ◆ Payment or contracting with suppliers, civil and structural engineers, surveyors or any other parties required to complete the design, construction, operation and maintenance of the substation

Acceptance

To serve as our agreement, you may sign and return a copy of this proposal, or provide your purchase order that includes the herein described information. This document shall represent our total agreement and it supersedes any prior representations. Our understanding shall be construed under the laws of the State of Ohio.

Thank you for the opportunity to quote this work. Should you have any questions, please contact me.

Terms: Net 30, initial payment due upon receipt

Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the Specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Our workers are fully covered by Workmen's Compensation Insurance.

Date of Acceptance: 1-24-18
Co. City of Huron
Signature Andy D. White

Respectfully submitted,
Engineered Process Systems, LTD

Authorized

Signature Michael D. Spacek
Michael D. Spacek, PE
Director of Energy Services

Note: This proposal may be withdrawn by us if not accepted within thirty days of the above date.