

APPENDIX A - TECHNICAL SPECIFICATIONS
1411867048 (IFB) JEA ELECTRIC PLANT INDUSTRIAL CLEANING SERVICES

1. SCOPE OF WORK

1.1 The Scope of Work includes furnishing all supervision, labor, materials, tools, equipment, consumables, and subcontracts necessary for industrial cleaning services at JEA electric generating facilities. Services shall include, but not be limited to, the following:

- Wet & Dry Vacuuming Services
- Hydroblasting & Ultra High Pressure (UHP) Cleaning Services
- Chemical Cleaning Services (pricing will be requested on a per project basis).
- High Volume Pump Services
- Fugitive Dust Control Services

2. FACILITY LOCATIONS

2.1 The JEA Project Representative or their designee shall be the Primary Contact and authorizing agent for all work performed at the electric plants. The Contractor shall, upon Award, provide a Primary and Secondary Contact to the JEA Contract Administrator.

Plant Locations

- 2.3 Northside Generating Station (NGS)
4433 William Ostner Road
Jacksonville, FL 32226
- 2.4 Brandy Branch Generating Station (BBGS)
15701 West Beaver Street
Jacksonville, FL 32234
- 2.5 Kennedy Generating Station (KGS)
4215 Talleyrand Ave
Jacksonville, FL 32206
- 2.6 Greenland Energy Center (GEC)
6850 Energy Center Drive
Jacksonville, FL 32256

3. GENERAL REQUIREMENTS

- 3.1 Contractor shall provide labor, materials, equipment, consumables, and subcontracts on an “as needed” basis for industrial cleaning services.
- 3.2 The Contractor shall be qualified to perform all aspects of industrial cleaning, including, but not limited to, the work scope listed herein.

- 3.3 Contractor shall employ skilled labor capable of performing the kind of work assigned. All workers employed by the Contractor shall have thorough knowledge of their craft; have experience in an industrial environment as indicated in Paragraph 12.3 of this Technical Specification. Any worker employed by the Contractor who exhibits inadequate experience, or inability in their field, shall be discharged at the discretion of the JEA Project Representative. Contractor shall maintain documentation verifying employees' skills in the form of resumes, job applications, etc., which will document an employee's ability in their field(s). Documentation will be made available to the JEA Project Representative upon request. See Paragraph 12.3 for additional information concerning Labor Classifications.
- 3.4 Contractor shall not initiate 'out of scope' services without obtaining prior authorization from the JEA Project Representative. For example, if during the course of the Work, a potential problem or issue is identified by the Contractor, the JEA Project Representative shall be notified immediately of the problem/issue and may then initiate an authorization to the Contractor for 'out of scope' services.
- 3.5 Contractor shall observe all Federal, State, and Local industrial safety rules, regulations, codes, and standards. Contractor shall also observe all JEA Safety and Security Policies and Procedures, as a minimum requirement.
- 3.6 A Technical Consultant(s) may be retained by JEA to oversee the work.
- 3.7 Pricing of all work shall be based on the Labor, Materials, Consumables, Equipment, and Subcontract unit prices and markups submitted in the Respondent Rates Workbook.
- 3.8 Budgetary estimates for industrial cleaning services shall be submitted in writing to the JEA Project Representative and must include, at a minimum, the estimated labor hours and equipment costs associated with the Work.
- 3.9 Contractor will not be required to provide an onsite office, but space can be provided for an office trailer.
- 3.10 JEA will provide non-potable water service only. It is possible that potable water may be supplied during major outages through a separate JEA General Construction Services contract, however, during a forced outage or a short notice outage, the Contractor shall be responsible for providing potable water for their employees.
- 3.11 The Contractor is advised that other projects may be in progress during this agreement period. Coordination and cooperation with other Contractors and JEA personnel and others working in the plant area will be required to ensure the work will be completed on schedule.
- 3.12 All materials and workmanship supplied by the Contractor shall be first quality in every respect in accordance with the best modern practice. Whenever there is a reasonable doubt about what is permissible and when the quality of any work is not stated, the interpretation which requires the best quality work is to be followed. All final decisions will be the responsibility of the JEA Project Representative.
- 3.13 Contractor shall be responsible for all labor and material costs associated with the replacement of any existing plant equipment, etc. components that may be damaged by the Contractor during the course of the Work.

- 3.14 JEA will supply 110V and 220V power, and may supply 80 PSI plant service air for the Contractor's use, when and where available.
- 3.15 JEA, upon request, will provide general arrangement drawings for the Contractor to use for the purpose of this contract.

4. SPECIFIC REQUIREMENTS

- 4.1 Contractor shall provide a Primary Contact to be assigned to the contract that will be accessible twenty-four (24) hours per day, seven (7) days per week, inclusive of Holidays. This person shall act as the primary interface between JEA and the Contractor. Should there be a change in employment for the Primary Contact (i.e., promotion, resignation, termination, etc.) the Contractor shall notify the JEA Contract Administrator within twenty-four (24) hours of the event.
- 4.2 Contractor shall provide a Secondary Contact in the event the Primary Contact is not available for any reason.
- 4.3 Contractor shall provide all labor, materials, small hand tools and equipment, including Personal Protective Equipment (**PPE**) (i.e., safety glasses, hardhats, hearing protection, steel-toed boots, knee pads, safety vests, splash goggles, standard work gloves, and rubber gloves). Small hand tools shall include the kind and type commonly used in the industry and shall include portable radios and cell phones.
- 4.4 Contractor's employees shall have the Contractors' name and an employee number on their hard hat.
- 4.5 Contractor shall supply all Safety Data Sheets (SDS) prior to any material arriving at the project laydown area.
- 4.6 Contractor shall verify existing conditions and dimensions prior to starting work. Any discrepancies must be brought to the attention of the JEA Project Representative.
- 4.7 Contractor and the JEA Project Representative will be responsible for arranging / coordinating all scaffold requirements. The JEA Project Representative may, at their discretion, choose to cover scaffold needs with an existing JEA Scaffold Contract or may utilize the Contractor to provide for these services. If the scaffold work is to be subcontracted, then payment to the Contractor will be per the rates specified in the Respondent Rates Workbook for "Subcontract plus Mark Up". If the Contractor can provide scaffold services using in-house employees, then the price for these services shall be negotiated with the JEA Project Representative on a per task basis.
- 4.8 Contractor shall provide around the clock on-site / off-site communication capabilities.
- 4.9 Contractor shall furnish Port-o-Lets, wash stations, and a break area for their employees.
- 4.10 Contractor shall be responsible and assume all liability for the disposal of all waste products (such as chemicals, industrial waste water, general trash, and sanitary waste) that are generated by the Contractor, unless prior arrangements are made with the JEA Project Representative.
Industrial Water Water is disposed of onsite at the waste water treatment facility.

- ~~4.11 JEA disposes of its own byproducts such as lime or fly ash at Northside Generating Station, there is an on-site byproducts storage area for fly ash, bed ash, and limestone. At SJRPP, there is a landfill just north of the plant that takes similar byproducts.~~
- 4.12 Contractor shall immediately notify the JEA/SJRPP Project Representative of any suspected asbestos containing materials (ACM) found during the course of the Work.
- 4.13 Good communications foster good relationships and benefit all parties. The Contractor will be required to attend and actively participate in pre-outage planning meetings as well as weekly or daily outage status meetings. The Contractor shall provide a knowledgeable person (Project Manager or Superintendent) for in-person or teleconference meetings. Labor or service charges related to meeting attendance will not be accepted.

5. CONTRACTOR SAFETY

- 5.1 **IT IS EXTREMELY IMPORTANT THAT THE CONTRACTOR AND JEA WORK TOGETHER TO ADDRESS ANY SAFETY CONCERNS SUCH THAT POTENTIAL ACCIDENTS ARE AVOIDED.**
- 5.2 All employees of the Contractor, who perform work on JEA property, shall be JEA Safety Qualified. Contractor Supervisors/Foremen will be required to attend the Safety Leadership Development program offered through the Northeast Florida Safety Council (NEFSC) or an equivalent program as required by the JEA Contractor Safety Program. Site specific training shall be required to work at each electric plant location. The JEA Safety Department or JEA Project Representatives will provide a PowerPoint Training module for the site location. Contractor is responsible for ensuring ALL personnel have received the appropriate safety training, as required by JEA Contractor Safety Program, and shall submit a roster of the employees who received the training. The site specific training is a PowerPoint presentation that takes approximately one hour to review. JEA will provide the PowerPoint to the Contractor so that it may be viewed at their own facility. The Contractor will be required to supply a list of the employees who watched the presentation. The time spent viewing the PowerPoint is considered an administrative cost and will not be permitted as a separate billable cost. Administrative costs shall be included in the Hourly Rates bid.
- 5.3 Contractors are required to wear proper Personal Protective Equipment (PPE). PPE minimums include safety footwear, hard hat and safety glasses. Hearing protection is required while working in electric plant power block areas, when operating machinery or equipment (including saws) and any other areas where noise exposures equal or exceed an 8-hour time-weighted average sound level (TWA) of 85 decibels. Ripped jeans, shorts, tennis shoes, sleeveless shirts, and shirts with offensive logos or messages are not permitted. Footwear must meet American Society for Testing and Materials (ASTM) and Occupational Safety & Health Administration (OSHA) 29 CFR 1910.136.
- 5.4 Contractor shall maintain a safe work environment at all times. Contractor shall keep their work areas free of trip hazards daily and shall maintain excellent housekeeping through the completion date of the project. Contractor shall provide any and all dust curtains, temporary partitions, walk-off mats or any other barricade or process necessary to keep the job site clean.

- 5.5 Contractor shall abide by the JEA Hot Work Permit Program, Lock Out/Tag Out Procedure and the Confined Space Entry Procedure.
- 5.6 Contractor shall abide by the JEA Contractor's Safe Work Practices Manual.

6. ENVIRONMENTAL

- 6.1 JEA is under strict environmental standards with respect to all construction activities, including purchasing, delivery, erection, and operation / maintenance of equipment.
- 6.2 Violations of standards may result in fines against and/or imprisonment of the guilty parties. The Contractor's work shall be in compliance with all applicable environmental standards. The Contractor shall be liable for breeches of permit conditions instigated by its personnel.
- 6.3 JEA shall assist the Contractor in environmental compliance by providing information upon request and monitoring the work. Environmental standards are contained in permits, permit application materials, Conditions of Certification, stipulations, and compliance documents. Copies of these documents are available for inspection at the JEA Environmental Compliance office. The Contractor shall cooperate fully with JEA in ensuring compliance, including participating in meetings, implementing the JEA Contract Administrator's instructions, and performing other actions as requested.

7. MATERIALS / TOOLING

- 7.1 Contractor shall supply all small hand tools, consumables, and equipment, including job site safety equipment, for all personnel required to perform the work that is described in the scope of work.
- 7.2 Any tooling, materials, etc. that the Contractor is directed to purchase by the JEA Project Representative shall become JEA Property and shall be returned to JEA Project Representative at the end of the project or the end of the contract, whichever time is more appropriate. All purchased items shall be for the exclusive use of work performed on JEA equipment and shall be retained on JEA plant sites.

8. SECURITY

- 8.1 Contractor shall supply a list of names of the personnel they will be using during a given project to the JEA Project Representative one (1) week prior to start of the project so they can secure their access into the plant. **Photo ID's are required for all personnel that will be working on JEA property.**
- 8.2 Only authorized Contractor personnel shall have drive-on plant access. Contractor shall be responsible for transporting their personnel from the JEA designated parking area to their work area.
- 8.3 A JEA issued security badge shall be visible at all times while on JEA property.
- 8.4 Background checks and mandatory training may be required for entry to NERC regulated spaces.
- 8.5 Parking on JEA or SJRPP property shall be approved through the JEA Project Representative.

Parking for Company vehicles and Company personnel vehicles is limited to four (4) vehicles within the NGS facility. All Company vehicles driven onto plant sites must be properly identified with Company placards. Additional parking for personnel is available off-site in the designated Contractor parking area.

- 8.6 Certain work for JEA may entail entering maritime facilities, such as the fuel loading docks and/or the adjoining JAXPORT properties, all of which are governed by the Transportation Security Administration (TSA). In order to gain access these facilities, the Contractor must obtain, in advance and at their own cost, a Transportation Worker Identification Credential (TWIC). The estimated cost is \$128.00 and is valid for five (5) years. Eligibility for a TWIC is subject to certain immigration and criminal background check requirements. Additional details may be found at www.TSA.gov.

9. WORK HOURS

- 9.1 Straight Time (ST) hours are performed from eight (8) to twelve (12) hours per day or as scheduled by the JEA Project Representative, not to exceed forty (40) hours per week. A normal work day may take place during the day, afternoon, or night shift.
- 9.2 Overtime shall be approved in advance by the JEA Project Representative and shall be paid after an employee has worked forty (40) hours for the week or worked more than the normal work hours for that day.
- 9.3 Contractor shall not be permitted to perform overtime work without prior approval of the JEA Project Representative.
- 9.4 During outages, this is typically two (2) 12-hour shifts.

10. RESPONSE TIME

- 10.1 The Contractor shall have a responsible person on-site as follows:
- 10.1.1 Normal Request = twenty-four (24) hours
- 10.1.2 Emergency Request = four (4) hours (forced outage)
- 10.2 The Contractor agrees to a maximum of a thirty (30) minute call back.

11. MOBILIZATION / DEMOBILIZATION

- 11.1 Mob / Demob is a one (1) time, flat rate, all-inclusive charge (round trip, portal-to portal) that may apply to equipment or personnel that are not normally housed in the vicinity of the Work site. The Mob/Demob charge may include transportation costs and/or set-up/take-down costs. It is expected that the Contractor shall have most personnel and equipment housed within a short drive to the JEA Work site and that there will be little or no set-up or take-down charges for most equipment. Mob/Demob charges may vary depending upon on the scope of services required for a particular plant outage or job task. Mob/Demob shall be compensated under the following conditions:
- 11.1.1 Prior to the start of scheduled outage work or a particular job task, the Contractor and JEA Project Representative shall discuss the scope of services required in order to

arrive at a budgetary cost estimate. The budgetary cost estimate shall indicate whether the scope of work necessitates Mob/Demob charges or not. If Mob/Demob charges are applicable, it is expected that the Contractor and JEA Project Representative shall mutually agree to a fair and reasonable Mob/Demob cost.

- 11.1.2 The Contractor shall be allowed to deliver and stage equipment and supplies on JEA property in an area designated by the JEA Project Representative.
- 11.1.3 Mobilization shall include all activities and associated costs for transportation of Contractor's personnel, equipment, and operating supplies to the site; establishment of temporary buildings, facilities, or infrastructure, and other necessary general facilities for the Contractor's operations at the site.
- 11.1.4 Demobilization shall include all activities and costs for transportation of personnel, equipment, and supplies not required or included in the contract from the site; including the disassembly, removal and site cleanup, of temporary buildings, facilities or infrastructure assembled on the site specifically for this contract.
- 11.1.5 Payment for mobilization shall be made once mobilization activities have ceased and an invoice has been submitted. Payment for demobilization shall be made once demobilization activities have been completed to the satisfaction of the JEA Project Representative and an invoice has been submitted.

11.2 Emergency Mobilization

The Contractor must have ready access to labor, materials and equipment such that materials will be on site and ready for use within FOUR (4) HOURS NOTICE under an Emergency Mobilization.

- 11.2.1 Contractor shall be required to mobilize on-site within four (4) hours of emergency notification.
- 11.2.2 JEA will make every effort to notify the Contractor, as soon as possible, of the required scope of work.
- 11.2.3 The Contractor shall provide the necessary resources to meet JEA's project work schedule.
- 11.2.4 Signature on the bid form acknowledges the Contractor's acceptance that they shall comply with the Emergency Mobilization time allowance of four (4) hours.

12. TIME & MATERIAL (T&M) COST METHOD

12.1 Payment

- 12.1.1 JEA shall pay the Contractor for T&M work in the manner set forth below and the compensation provided shall constitute full payment for the work.

12.2 Invoicing

- 12.2.1 On a monthly basis, the Contractor shall submit a preliminary invoice to the JEA Project Representative for approval. The preliminary invoice shall contain, at a minimum, the following backup documentation:

- 12.2.1.1 JEA Purchase Order number.
- 12.2.1.2 Invoice number.
- 12.2.1.3 Project or Task name and percent complete.
- 12.2.1.4 Invoice billing period.
- 12.2.1.5 Scope of Work or Task Order description, including, if applicable, # of units installed, i.e., square feet, linear feet, cubic feet, pounds, gallons, etc.
- 12.2.1.6 Invoice summary for each project or task order to include line item expenses for labor, materials/consumables, equipment rental and subcontracts with totals for each. For an example, see Attachment A.
- 12.2.1.7 A timesheet summary for all labor and supervision, including employee name, job classification, hours worked, dates worked, and hourly labor rates.
- 12.2.1.8 Daily timesheet and equipment usage sheet signed off by JEA Project Representative. For an example, see Attachment B.
- 12.2.1.9 Per Diem & Travel expense sheet for each eligible employee to include the rate established in the Respondent Rates Workbook and applicable mileage charges (including Google Maps screen shot for mileage verification). All Per Diem & Travel requests shall be compliant with the JEA Contractor Travel Procedure.
- 12.2.1.10 Receipts for Material & Consumable purchases.
- 12.2.1.11 Receipts for Equipment Rental costs.
- 12.2.1.12 Receipts for Subcontract costs.
- 12.2.1.13 Other backup documentation, as deemed necessary to verify accuracy of billing.
- 12.2.2 Upon approval by the JEA Project Representative, a final invoice shall be submitted per the JEA Purchase Order instructions, using the invoice template provided in Attachment A.
- 12.2.3 Final invoicing shall be submitted within thirty (30) days of project task completion.

12.3 Labor Classifications

- 12.3.1 Project Manager: Six (6) years or more project management experience in industrial cleaning services. Responsible for account management, business development, professional and courteous customer service, outage scheduling, human resource management, effective communication skills, etc. Ensures that project deliverables are on time, within budget, and at the required level of quality. Must have at least four (4) years of experience managing direct reports.
- 12.3.2 Superintendent: Six (6) years or more work experience in industrial cleaning services. Responsible for organizing and supervising all on-site job activities. Ensures that crews and crew leaders are working efficiently towards timely job completion. Performs quality control duties, monitor supplies and equipment inventories, and

maintain recordkeeping. Provides professional and courteous customer service, human resource management, training, leadership, effective communication skills, etc. Must have at least four (4) years of experience managing direct reports.

- 12.3.3 Safety Engineer: Four (4) years of more work experience as a safety supervisor in an industrial plant environment. Responsible for review and distribution of employee safety programs and procedures, training, identifying and correcting potential job hazards. Evaluates the effectiveness of various industrial control mechanisms, ensures compliance with health and safety regulations, and investigates industrial accidents and injuries. Provides professional and courteous customer service, safety leadership, effective communication skills, etc.
- 12.3.4 Crew Leader: Four (4) years or more work experience in industrial cleaning services. Responsible for organizing and directing the activities of crew sizes of four technicians or more. Provides training and technical assistance for co-workers, customer service, scheduling, recordkeeping, assists with supplies and equipment inventories, safety & training, etc. Performs other duties as required.
- 12.3.5 Equipment Operator: Responsible for safe and efficient operation of equipment utilized during industrial cleaning services in order to minimize risk of injury, property damage or loss of life. Performs daily safety and maintenance checks, cleans equipment as scheduled, and ensures equipment is safely and securely stored. Performs other duties as required.
- 12.3.6 Technician: Two (2) or more years of experience in an industrial plant environment. Responsible for a diverse set of duties related to industrial cleaning services. Utilizes tools and equipment in a safe and efficient manner in order to minimize risk of injury, property damage or loss of life. Exhibits good communication skills and works well in a team environment. Performs other duties as required.
- 12.3.7 Laborer / Helper: Six (6) months or more of experience in an industrial plant environment. Utilizes tools and equipment in a safe and efficient manner in order to minimize risk of injury, property damage or loss of life. Exhibits good communication skills and works well in a team environment. Performs other duties as required.

12.4 **Hourly Labor Rates**

- 12.4.1 Industrial cleaning services costs shall be performed on a per-hour basis with a minimum of one (1) hour. Hourly Labor Rates shall be provided in the Respondent Rates Workbook and will begin when the worker arrives at the job site.
- 12.4.2 Hourly Labor Rates shall be all-inclusive such that each job classification shall include wages, fringes, taxes, benefits, workers compensation, required Personal Protective Equipment (**PPE**), general & administrative costs, small hand tools, profit and overhead.
- 12.4.3 Hourly Labor Rates shall be quoted inclusive of all applicable training, certifications, and approvals required to operate the subject vehicles and/or equipment and to safely perform the Work at the specified job sites in an environmentally responsible manner.

- 12.4.4 Hourly Labor Rates shall be quoted inclusive of all basic Personal Protective Equipment (**PPE**) and certain small tools. Basic PPE shall include, at a minimum, safety glasses, hardhats, hearing protection, steel-toed boots, knee pads, safety vests, splash goggles, standard work gloves, and rubber gloves. Small hand tools shall include the kind and type commonly used in the industry and shall include portable radios and cell phones.
- 12.4.5 Contractor shall make arrangements to allow all work as defined in this specification to be completed during Straight Time work hours.
- 12.4.6 Contractor will be paid at the “Hourly Labor Rate” indicated in the Respondent Rates Workbook for all classifications of labor that are engaged in the Work.
- 12.4.7 The Overtime Hourly Labor Rate shall not exceed 1.5 times the Straight Time Hourly Rate for work performed after normal work hours, including weekends and holidays. Double Time will not be paid.
- 12.4.8 Contractor’s employees shall be assigned a single job classification and shall be invoiced at that Hourly Labor Rate. In no instance shall an employee be invoiced at a higher paying job classification, unless a promotion has taken place. In this instance, the JEA Contract Administrator and JEA Project Representative shall be informed of the change within forty-eight (48) hours.
- 12.4.9 Any Labor Classifications not covered by Fixed Rates under this contract must be approved by the JEA Contract Administrator prior to the start of Work.

12.5 Per Diem and Travel

All Travel reimbursement shall be in accordance with the JEA Contractor Travel Procedure. Per Diem and Travel will be paid under the following conditions:

- 12.5.1 Unit remains on line:
 - 12.5.1.1 For emergency repairs lasting less than twenty-four (24) hours and unit remains on line, no per diem or travel will be paid.
 - 12.5.1.2 For emergency repairs lasting more than twenty-four (24) hours and unit remains on line, per diem and travel may be paid if the crew size required to complete the repairs exceeds five (5) workers (this includes supervision).
- 12.5.2 Forced outages – unit off line:
 - 12.5.2.1 For forced outages lasting less than twenty-four (24) hours, no per diem or travel will be paid.
 - 12.5.2.2 For forced outages lasting more than twenty-four (24) hours, per diem and travel may be paid if the crew size required to complete the repairs exceeds five (5) workers (this includes supervision).
- 12.5.3 Scheduled outage – unit off line:
 - 12.5.3.1 Since these outages last from a few days to several weeks, per diem and travel may be paid if the crew size required to complete the repairs exceeds five (5) workers (this includes supervision).

12.5.3.2 Note: In no instance will per diem or travel be paid to anyone whose residency is within seventy-five (75) miles of the electric plant where the work is being performed. Mileage greater than seventy-five (75) miles one way, or 150 miles round trip, will be reimbursed in accordance with JEA's Travel Policy. Google Maps will be utilized for determining travel distances to each electric plant location.

12.5.4 Contractor employees who qualify for per diem and travel shall be required to provide proof of residency by submitting a copy of their Driver License.

12.6 Materials & Consumables Mark Up

12.6.1 For materials & consumables purchased by the Contractor and used in the execution of the Work, the Contractor shall be paid the actual cost of such materials & consumables, including sales taxes, if required, and freight and delivery charges as shown by original receipted bills. A mark-up amount shall be added to these costs, but shall not be added to applicable sales tax, expedite charges, delivery or freight charges. The mark up amount shall equal the "Material Mark Up" or "Consumables Mark Up" as stated in the Respondent Rates Workbook. The Mark Up amounts for each shall not exceed ten percent (10%).

12.6.2 The calculation for "Materials Mark Up" shall be expressed as follows:

Example: Cost of Material = \$2,000.00
"Materials Mark Up" = Five percent (5%)
Total Material Cost plus Mark Up = \$2,000.00 x 1.05 = \$2,100.00

12.6.3 For consumables purchased in bulk quantity by the Contractor and utilized piece meal over the life of the contract, it is understood that a receipted bill may not be possible. In these instances, the Contractor shall provide to the JEA Contract Administrator, a detailed list of the anticipated consumables to be utilized during the contract, with current Unit Rates. Once the list is reviewed and approved, subsequent additions to the list would need to be submitted to the JEA Contract Administrator for approval prior to their use in the execution of the Work.

12.6.4 JEA reserves the right to select and approve, or to reject the materials & consumables to be used and the sources of supply of any materials/consumables furnished by the Contractor. PPE shall not be invoiced as a consumable, as this cost is to be included in the Hourly Labor Rates.

Pre-Outage Requirements:

- All contractors must provide the names and cell phone numbers of their onsite contacts for both day and night shift. This information must be provided within two (2) weeks prior to mobilization in order to compile and distribute to maintenance, operations, and security departments.
- All contractors, performing work onsite, must adhere to JEA safety and environmental policies. The contractor must send a contractor representative to a partial day training pre-outage (contractors will be notified of the exact dates of the training) at the plant site. The representative will be responsible for training all contract personnel that will be working onsite.

12.7 Equipment Operating Costs

- 12.7.1 For all equipment and machinery listed in the Respondent Rates Workbook under “Equipment Operating Costs”, the Contractor shall submit unit pricing for each Equipment Type. The unit rates for each Equipment Type shall remain fixed during the first three (3) years of the contract. In addition, a Fuel Use Rate (expressed in Gallons per Hour) is requested for each vehicle and piece of equipment that uses fuel.
- 12.7.2 All vehicle operating rates and equipment operating rates shall be quoted inclusive of all operations and maintenance costs, including fuel and consumables not otherwise covered in the Respondent Rates Workbook.

12.8 Fuel Price Adjustment

- 12.8.1 It is recognized that fuel costs may be a significant cost component of the hourly rates of certain vehicles and equipment types. In order to compensate for fluctuations in fuel costs, a fuel price adjustment will be utilized.
- 12.8.2 Fuel price adjustment increases (or decreases) will be considered when the cost of ultra-low sulfur diesel (ULSD) fuel increases substantially. A substantial increase is defined as a fifteen percent (15%) or more increase in fuel costs over a three (3) month period. The Contractor’s ULSD Fuel Cost at the time of Bid Submission shall be input in “JEA Input Sheet 4” of the Respondent Rates Workbook. The fuel index to determine any fuel price adjustment shall be Lower Atlantic PADD1C index published on the first week of the quarter. The base date for fuel price adjustment shall be the 1st published weekly price index of the quarter in which the contract is executed.
<http://www.eia.gov/petroleum/gasdiesel/>
- 12.8.3 At Bid Submission, the Contractor shall input the fuel surcharge that was used to calculate vehicle and equipment rates. This fuel surcharge will be used as the basis for future fuel price adjustments. The Fuel Surcharge shall be input in “JEA Input Sheet 4” of the Respondent Rates Workbook.
- 12.8.4 In the event the established fuel price adjustment methodology is no longer applicable, the parties shall enter into good faith discussions so that a new pricing methodology is mutually agreeable.

12.9 Equipment Rental Mark Up

- 12.9.1 For those instances in which equipment rental is necessary for maintenance repairs, JEA will pay the actual equipment rental cost of such equipment, including sales taxes if required, and freight and delivery charges as shown by original receipted invoices. A mark-up amount shall be added to the equipment rental cost, but shall not be added to applicable sales tax, expedite charges, delivery or freight charges. The mark-up shall include the cost of fuel associated with the rental equipment. The mark-up amount shall equal the "Equipment Rental Mark Up" as stated in the Respondent Rates Workbook. The “Equipment Rental Mark Up” shall not exceed 10%.

- 12.9.2 The calculation for “Equipment Rental Mark Up” shall be expressed as follows:

Example: Cost of Equipment Rental = \$1,000.00

“Equipment Rental Mark Up” = Ten percent (10%)
Total Equipment Rental plus Mark Up = \$1,000.00 x 1.10 = \$1,100.00

- 12.9.3 JEA reserves the right to select and approve, or to reject the equipment to be used and the sources of supply of any equipment furnished by the Contractor.

12.10 Subcontract Mark Up

- 12.10.1 The Contractor will be permitted to utilize approved Subcontracts to assist with the execution of the Work. JEA will pay the actual Subcontractor’s cost as shown by copies of original receipted invoices. A mark-up amount shall be added to the Subcontractor cost. The mark-up amount shall equal the “Subcontract Mark Up” as stated in the Respondent Rates Workbook. The “Subcontract Mark Up” shall not exceed ten percent (10%).

- 12.10.2 The calculation for “Subcontract Mark Up” shall be expressed as follows:

Example: Cost of Subcontract = \$500.00
 “Subcontract Mark Up” = Ten percent (10%)
 Total Subcontract plus Mark Up = \$500.00 x 1.10 = \$550.00

- 12.10.3 In no instance shall the value of the Subcontractor’s work exceed that of the Contractor, unless prior approval is obtained from the JEA/SJRPP Project Representative.

- 12.10.4 JEA reserves the right to select and approve, or to reject Subcontractors to be utilized by the Contractor. Subcontractors must meet all of the same requirements of the prime Contractor as stated in the Technical Specification.

12.11 Administrative Costs

- 12.11.1 Administrative costs shall not be permitted as a separate billable cost. These costs must be included in the Hourly Labor Rates bid.

- 12.11.2 Time spent by the Contractor developing an estimate for a job shall not be permitted as a separate billable cost. These costs must be included in the Hourly Labor Rates bid.

13. OPTION A (SUPPLEMENTAL STAFF)

- 13.1 In the Respondent’s Rate Workbook, Option A is included to obtain pricing for labor and equipment support at JEA’s Northside Generating Station. The intent of this Option is to provide full-time, long-term support during the contract duration for the Material Handling Department. For each of the line items indicated in Option A, the Contractor shall input the monthly rate in each of the yellow cells. The spreadsheet will automatically calculate the total monthly rate and a five (5) year total for these services.
- 13.2 For Option A, JEA shall supply the following: An area for (2) double walled 500 gallon fuel tanks. An area for the vender to store equipment and materials. An area for small office Trailor/break room. An area to wash and clean equipment used onsite.
- 13.3 Option A shall be awarded at JEA’s discretion and should not be assumed to be awarded in conjunction with the baseline bid (Input Sheets 1-4). The pricing for the baseline bid and Option A shall be prepared independent of each other. The two (2) bids are mutually exclusive.

JEA, may at its discretion, award a contract for Option A based on the lowest cost of the short-listed bidders.

14. CODES AND REGULATIONS

14.1 Contractor shall perform all work in accordance with established federal standards and regulations, local codes and regulations, and the current issues of the following codes and regulations.

14.2 American National Standards Institute (ANSI)

14.3 American Society of Mechanical Engineers (ASME)

14.4 Institute of Electrical & Electronic Engineers (IEEE)

14.5 American Society of Testing Materials (ASTM)

14.6 Instrument Society of America (ISA)

14.7 American Welding Society (AWS)

14.8 National Fire Protection Association (NFPA)

14.9 National Electric Manufacturers Assoc. (NEMA)

14.10 National Electric Code - (NEC or NFPA 70)

14.11 Occupational Safety and Health Administration (OSHA)

In case of a conflict between the above codes and regulations, Contractor will perform all work in accordance with the more stringent code or regulation.

15. JEA/SJRPP PROPOSED OUTAGE SCHEDULE

15.1 Outage Time Frames

15.1.1 During the term of this contract, JEA shall have scheduled maintenance outages on the electric generating units. During these times, the units shall be shut down for major and/or minor maintenance repairs. It is likely, that the Contractor may be requested to perform insulation & lagging services. Outage dates and durations are estimated and subject to change at JEA discretion.

15.1.2 Below are the planned scheduled outages for 2025-2027:

2025	Outage Start		Outage End	Duration
BB CT 2	4/1/2025	to	4/7/2025	7 Days
BB CT 3	4/1/2025	to	4/7/2025	7 Days
BB STM-4	4/1/2025	to	4/7/2025	7 Days
KS CT 8	4/1/2025	to	4/21/2025	21 Days
KS CT 7	5/5/2025	to	5/9/2025	5 Days
BB CT 1	9/1/2025	to	5/5/2025	5 Days
NS 2	10/1/2025	to	10/30/2025	30 Days

NS 3	10/1/2025	to	10/15/2025	15 Days
NS 1	10/26/2025	to	12/16/2025	21 Days

2026	Outage Start		Outage End	Duration
KS CT8	15-Mar		19-Mar	5 days
NGS-1	1-Apr		30-Apr	30 days
BB-CT2	1-Apr		14-Apr	14 days
BB-CT3	1-Apr		14-Apr	14 days
BB-STM4	1-Apr		14-Apr	14 days
NGS-3	1-Oct		14-Nov	45 Days
NGS-2	31-Oct		30-Nov	30 Days

2027	Outage Start		Outage End	Duration
BB-CT2	8-Mar		21-Apr	46 days
BB-CT3	8-Mar		21-Apr	46 days
BB-STM4	8-Mar		21-Apr	46 days
KS-CT8	15-Mar		19-Mar	5 Days
NGS-1	1-Apr		30-Apr	30 days
NGS-3	1-Oct		30-Oct	30 days
NGS-2	31-Oct		30-Nov	30 days