



# SPECIFIC INSTRUCTIONS

SJ2023

SJRPP 230-26kV T1 and 9T1W Installation

## *Abstract*

This document covers general and site specific information for successful completion of the project.

Wilbert Aldajuste

aldaw@jea.com



## Table of Contents

1. General Information.....	4
1.1 Scope of Work .....	4
1.2 Location(s) of Project.....	4
1.3 Contract Information.....	4
1.4 Important Dates and Milestones.....	4
1.5 Sequence of Work .....	5
1.6 Construction Drawings .....	6
1.7 Shop Drawings.....	6
1.8 As Built Drawings.....	6
1.9 General Safety Information .....	6
2. Site-Specific Instructions .....	7
2.1 Laydown Area .....	7
2.2 Sanitary Facilities .....	7

# 1. GENERAL INFORMATION

---

This section covers general information of the project including location of site, schedule milestones, and contact information, and scope of work.

## 1.1 Background

The Substation SJRPP T1 project builds a new substation to the east of the existing SJRPP switchyard. The new substation will include a 230/26kV T1 power transformer, along with 4 26kV bays, three of which are for the new 251, 252, and 253 breakers. One bay will be for a cap bank. A new 9T1W transmission breaker will be installed in the existing SJRPP switchyard. This project will also construct a new control house. 5 panels will be installed on this project. The contractor will be responsible for the installation of the panels, along with the control cable terminations. The contractor will tap into existing SJRPP switchyard water and sewer, and run water and sewer lines to new substation control house.

Demolition and earth clearing will need to be performed. The existing fence will be removed and relocated, existing gate to be removed. Existing curb, area lights, sprinklers to be removed.

One water and One sewer main will be installed along Power Park Rd, to New Berlin, and connected to existing infrastructure.

(2) 10'x16' manholes, (3) 8'x12' manholes, along with conduits, will be installed for distribution. 8 lightning masts, along with 64 area lights will be added. New cable trench will be routed from the new substation control house and connected into the existing SJRPP switchyard cable trench.

Three transmission poles will be installed. One transmission pole will carry primary conductor, along with shield wire, from the switchyard to the new substation. The two remaining transmission poles will carry shield wire west, to the existing A-frame in the switchyard.

## 1.2 Location(s) of Project

This project is located at two substations, the existing SJRPP switchyard, and the new SJRPP substation (east of switchyard), located within JEA's service territory.

## 1.3 Contact Information

Role	Name	Email	Office #	Cell Phone
Project Manager	Wilbert Aldajuste	aldaw@jea.com	904-665-6055	561-396-4051
Substation Engineer	Chen Moore Consultant			
Project Representative	Jay Hockett	hockhj@jea.com		904-603-1987
Safety & Health Specialist	Curtis Stothers	stotct@jea.com	904-665-7736	850-855-6177

## 1.4 Important Dates and Milestones

Description	Date
*Dates subject to change due to contractor material lead times	7/13/23
Construction Start (or after PO, whichever comes first)	5/30/25
Outage to tie in station to existing infrastructure	10/25

Outage to install transmission poles	10/25
Substantial completion	11/4/25
In-Service date	12/31/25

## 1.5 Sequence of Work

The following is a general representation of a possible Sequence of Work, provided only as an example of one such possible sequence. The Contractor shall be responsible for all work coordination, timing, sequencing, and scheduling that is necessary to assure timely project completion even while working with material suppliers and prevailing circumstances (labor, weather, etc.) that could be expected for this locale and time of year.

1. Contractor mobilization
2. Clearing and earthwork. Begin installation of water and sewer main along Power Park Blvd, to New Berlin Rd.
3. Begin construction on control house
4. Grounding, foundations for all structures and equipment. Install stubout conduits, as required.
5. Install structure and equipment ground taps.
6. Install conduits from the cable trench to equipment and structure foundations.
7. Backfill and compact site as necessary.
8. Receive, offload, and securely store on-site all substation structures and materials as directed by the project representative.
9. Install both 230kV and 26kV structures, insulators, bus work, and switches. Note: No structure may be installed more than twenty-four (24) hours unless grounded to the permanent ground grid.
10. Install ground cables to all 230kV and 26kV structures and terminate ground cables to ground grid.
11. Receive, offload and install 28kV vacuum circuit breakers.
12. Install lightning arresters, potential transformers, equipment jumpers, junction boxes, station service transformers, ATS and AC power panels.
13. Pickup locally, transport, offload, install and mount area lights.
14. Coordinate installation of the power transformer with the Owner. The power transformer has been stored in the existing SJRPP switchyard. The Owner is responsible for the transportation and offloading the power transformer onto its foundation. The Owner will assemble and vacuum oil-fill the transformer. During final transportation, the Contractor shall provide adequate access to the foundation, provide a laydown area adjacent to the foundation, and provide working room adjacent to the transformers for the Owner's support to complete assembly and oil-fill the transformer. The Contractor will then complete the bus connections, conduit, and grounding connections, and low-voltage power and control connections.
15. Pull cable and terminate cable at the yard equipment, and pull cable into the control house panels.
16. Complete construction of perimeter fence.
17. JEA O&M wiring, testing, walkdown, and commissioning.
18. Site clean-up and disposal of debris.
19. General inspection of project by JEA personnel.
20. After owner inspection, completion of all punchlist items and final adjustments as necessary.
21. Demobilization.

## 1.6 Construction Drawings

- 1.6.1 All Technical Specifications and Drawings are intended to be used for Construction.
- 1.6.2 The Owner shall furnish the Contractor two (2) complete sets of Construction Drawings, Specifications, equipment instruction books, and environmental permits, if applicable, for the completion of the work. These two (2) sets will be provided at the Pre-Construction Conference. One (1) set is intended for the Contractor's home office and one (1) set is intended for the Contractor's field office.
- 1.6.3 The Contractor shall be responsible for the accurate reproduction of the Drawings and Specifications for use by the Contractor, subcontractor, and construction personnel in the completion of this Work, including the securing of necessary permits to perform the work. The Contractor shall be responsible for all costs incurred in the reproduction of the Construction Drawings and Specifications.
- 1.6.4 Furnishing any additional copies that may be required by the Contractor, subcontractor, construction personnel, including copies necessary for securing permits, is the responsibility of the Contractor.

## 1.7 Shop Drawings

- 1.7.1 The Contractor shall submit Shop Drawings through the Project Representative to the Project Engineers for approval of any Contractor-furnished materials, equipment, or their installation methods. These Shop Drawings may be submitted in the form of drawings, diagrams, illustrations, schedules, or any other form deemed best to convey or illustrate the material, equipment, or installation method to the Project Engineers. The data submitted shall be complete with respect to dimensions, design criteria, materials of construction, etc., to enable the Project Engineers to properly and completely review and evaluate the submittal without unnecessary delays.

## 1.8 As-Built Drawings

- 1.8.1 The Contractor is required to provide the Owner with a complete set of "As Built" Drawings. The Contractor's "As Built" field markings shall be accurately transferred to a clean set of Drawings provided by the Contractor. The "As Built" Drawings shall be marked as follows:
  - Red - Add
  - Yellow - Delete
  - Green - Notes to the Engineer

## 1.9 General Safety Information

- 1.9.1 Please visit the following site to learn more about JEA's safety related information:  
[https://www.jea.com/About/Procurement/Contractor\\_Safety/](https://www.jea.com/About/Procurement/Contractor_Safety/)
- 1.9.2 The winning bid contractor will need to become JEA Safety Qualified at least ten (10) business days after the bid opening by submitting the "Contractor Safety Qualification Questionnaire" found in the link above.
- 1.9.3 The contractor's employees need to be drug tested at least thirty (30) days prior to the start of any work. JEA may request for proof of the drug testing before and during the construction.
- 1.9.4 The contractor's employees will need to take safety orientation and/ or training as described in the following link:  
[https://www.jea.com/About/Procurement/Become\\_a\\_Vendor/Contractor\\_Safety/Safety\\_Orientation\\_Training/](https://www.jea.com/About/Procurement/Become_a_Vendor/Contractor_Safety/Safety_Orientation_Training/)
- 1.9.5 For any questions regarding JEA's safety requirements, please contact Curtis Stothers (see [Contact Information](#))

## 2. SITE-SPECIFIC INSTRUCTIONS

---

### 2. SITE-SPECIFIC INSTRUCTIONS

#### 2.1 Laydown Area

- 2.1.1 The Contractor shall propose, and JEA shall approve, any area located within the substation fence that shall function as a material laydown area. The laydown area shall be maintained and returned to the original condition by the Contractor immediately after use. The Contractor shall install and maintain temporary fences and gates to secure the designated area. NOTE: A suitably constructed and maintained temporary construction fence, when such fence encompasses a closed perimeter, shall be sufficient for the purposes of this Paragraph.
- 2.1.2 The Contractor shall permit, clear, supply, and install any cribbing, temporary culverts, and any other materials and devices as necessary, to obtain access to the laydown area. The Contractor shall remove the temporary materials and devices and restore the area to original condition after Construction is complete.

#### 2.2 Sanitary Facilities

- 2.1.1 The Contractor shall provide and maintain portalets for personnel use during Construction.