Welcome to the

JEA Awards Meeting

April 13, 2023, 10:00 AM EST

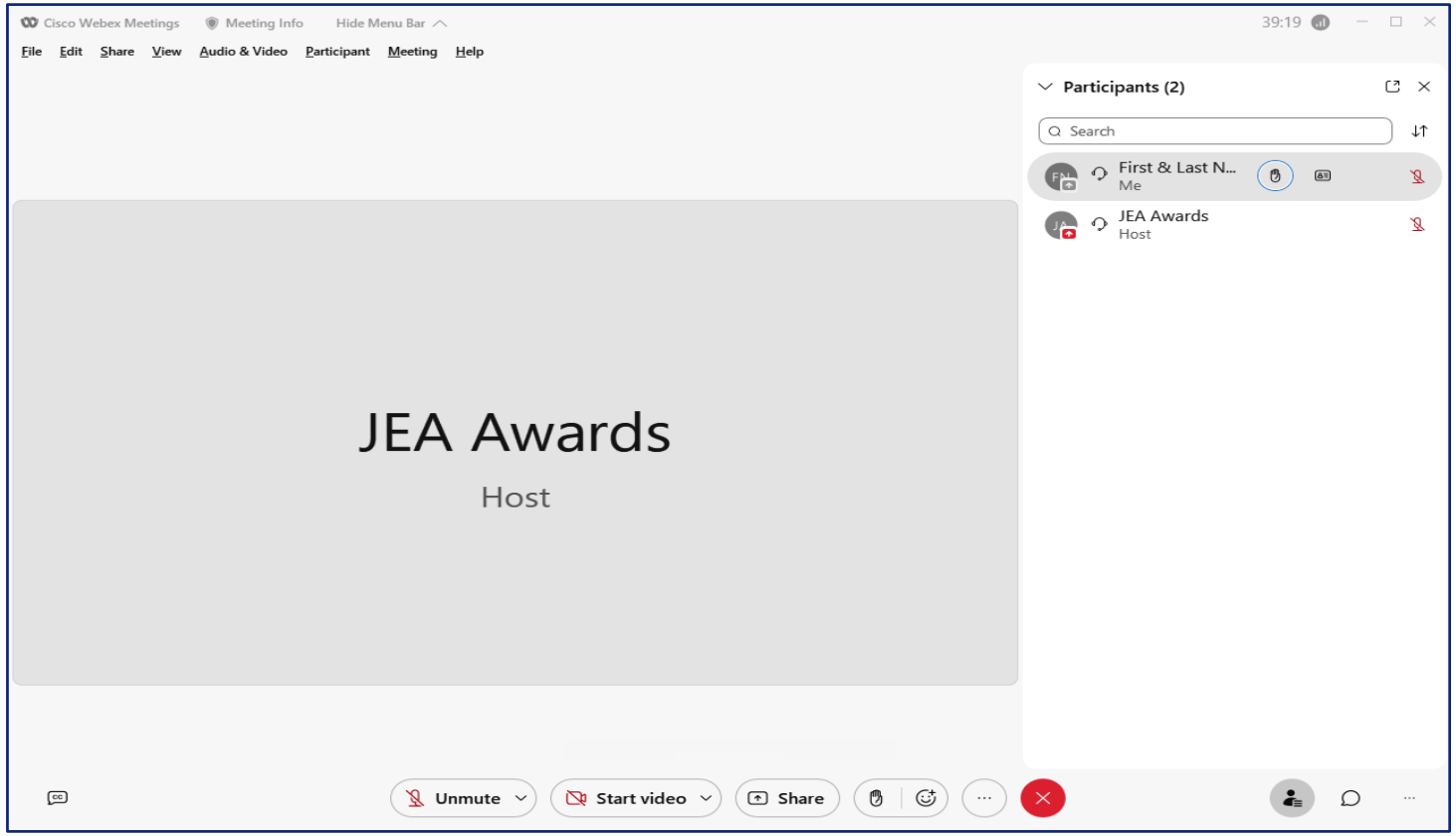
You have been joined to the meeting with your **audio muted** by default.

At the designated public comment time we will provide opportunity for you to unmute to speak.

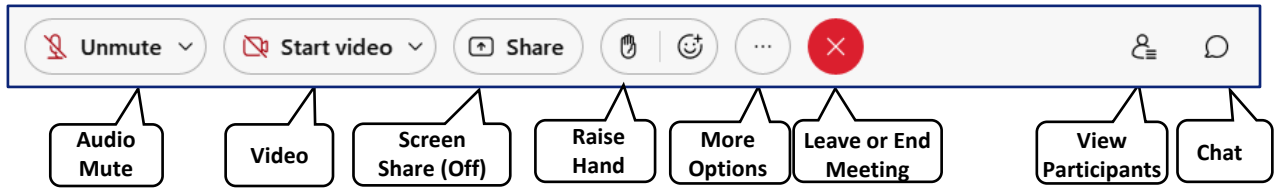
During the meeting, public comments received via e-mail regarding any matter on the agenda for consideration will be read out. Per the Public Notice Agenda posted on JEA.com, public comments by e-mail must be received no later than 9:00 a.m. on the day of the meeting to be read during the public comment portion of the meeting.

Please contact Aileen Cruz by telephone at (904) 776-1911 or by email at cruza@jea.com if you experience any technical difficulties during the meeting.

Awards Meeting – Public Comments



Below is a summary of the meeting controls you will see at the bottom of your screen.



Controls for Public Comments

Located on the bottom-right side of you screen you will find an icon that looks like a person labeled Participants. This option will allow you to see a long list of individuals who have joined today's meeting.

At the top of this list, your name will be visible and to the right you will notice a gray icon that looks like a hand .

If you click it, it will show a slash through the hand letting us know that you would like to be recognized for comment, additionally you may click it again to lower your hand.

For those that may have called in directly, there are 2 additional ways that you can notify us that you would like to provide comment. The first is by **pressing *3** on your phone, which will raise your hand. The second way you may notify us is to **press *6** to unmute your line.

If you unmute your line, please state your name so that everyone may hear who is speaking before providing your comment.

AWARDS
COMMITTEE
AGENDA

DATE: **Thursday, April 13, 2023**

TIME: **10:00 A.M.**

PLACE: **JEA, Customer Center, Hydrangea Room, 1st Floor, 225 N Pearl St Street, Jacksonville, FL 32202 OR**
WebEx/Teleconference
WebEx Meeting Number (access code): 2309 526 2709
WebEx Password: cQMmJPHA823

Public Comments:

Awards:

1. Approval of the minutes from the last meeting.(04/06/2023)

2. Request approval to award a contract increase to Keville Enterprises Inc. for additional personnel for the Water/Wastewater Project Support Services contract in the amount of $8,004,122.90, for a new not-to-exceed amount of $26,783,428.90, subject to the availability of lawfully appropriated funds.

3. 1410860846 – Request approval to award a contract to Quanta Infrastructure Solutions Group, LLC for Design Build services for the Fulton Cut - Transmission Line Raising & Tower Replacement Project in the amount of $1,696,036.44, subject to the availability of lawfully appropriated funds.

4. 1411119046 - Request approval to award a contract to Prolec-GE, Waukesha, Inc. for the supply of One (1) 69 kV/13/2 kV Water Street, One (1) 138 kV/26kV Starratt Road Transformer in the amount of $2,919,056.00, subject to the availability of lawfully approved funds.

5. Request approval for a contract increase to Leidos Engineering, LLC for ($1,322,812.00) and Power Engineers Inc for ($628,146.00) for protection and controls services for a new not-to-exceed amount of $2,700,958.00, subject to the availability of lawfully appropriated funds.

6. **Deferred -** Request approval to award a one (1) year contract extension to Utility Consumer Analytics, Inc. for Utility Tracker Portal Tool, in the amount of $295,956.24, for a new not-to-exceed amount of $556,940.58 subject to the availability of lawfully appropriated funds.

7. Request approval to award a change order to Red Clay Consulting, Inc. for additional services needed for implementation support for the Oracle Meter Data Management MDM modernization project in the amount of $2,950,000.00, for a new not-to-exceed amount of $8,451,563.90, subject to the availability of lawfully appropriated funds

8. 1411045446 - Request approval to award a contract to PQH Group Design, Inc. for Westside Service Center Glove Lab and Admin Building Design Services in the amount of $171,900.00, subject to lawfully appropriated funds.

9. Request approval to award a renewal to Merrell Bros., Inc. for Residuals Hauling and Disposal services in the amount of $1,555,818.00, for a new not-to-exceed amount of $7,180,972.48, subject to the availability of lawfully appropriated funds.

10. Request approval to award a 3-month contract extension and increase/ratification to Grainger (100,000.00), World Electric Supply ($551,566.73) and Jo Kell, Inc. ($527,100.00) to provide Maintenance, Repair and Overhaul (MRO) materials for a total amount of $1,178,666.73, and new not-to-exceed amount for all three contracts of $12,800,166.73, subject to availability of lawfully appropriated funds.

11. Request approval to award a contract to Global Rental Company, Inc. for the purchase of four (4) trucks for FY23 in the amount of $439,599.00, subject to the availability of lawfully appropriated funds.

Informational Items: N/A

Open Discussion: N/A

Public Notice: N/A

General Business: N/A

SPECIAL NOTES: Copies of the above items are available in JEA Procurement, if needed for review. If a person decides to appeal any decision made by the Awards Committee, with respect to any matter considered at this meeting, that person will need a record of the proceedings, and, for such purpose, needs to ensure that a verbatim record of the proceedings is made, which record includes the evidence and testimony upon which the appeal is to be based. If you have a disability that requires reasonable accommodations to participate in the above meeting, please call 665-8625 by 8:30 a.m. the day before the meeting and we will provide reasonable assistance for you.

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Award#	Type of Award	Business Unit	Estimated/ Budgeted Amount	Amount	Awardee	Term	Summary
1	Minutes	N/A	N/A	N/A	N/A	N/A	Approval of minutes from the 04/06/2023 meeting.
2	CONTRACT INCREASE	MELENDEZ	$8,004,122.90	$8,004,122.90	KEVILLE ENTERPRISES, INC.	Five (5) Years w/Two (2) - 1 Yr. Renewals	**Water/Wastewater Project Support Services** JEA is seeking a vendor (also referred to as the "Company") that can provide the following services: construction management, project management, scheduling, cost analysis and estimating to support JEA's Water/Wastewater (W/WW) capital improvement program as required by JEA (the "Work" or "Services"). The successful Company will perform the functions of a staffing firm, including recruiting, hiring, assigning, compensating, orienting, reassigning, counseling, disciplining, and discharging the personnel. This contract will experience a shortfall of $8,004,122.90 for several reasons, including higher than expected attrition of JEA FTEs, significant growth of the W/WW capital program including addition of the Surface Water Discharge Elimination program and expansion of the Septic Tank Phase-Out program, escalation and increases in wages and salaries for planned new hires. The increase includes all currently employed staff, six future positions as part of the approved resource plan for Project Engineering and Construction, and the addition of three Safety Specialists due to the large amount of construction work that is currently underway. A breakdown of positions and rates is included as backup. A new not-to-exceed amount of $26,783,428.90.
3	REQUEST FOR PROPOSAL (RFP) 4 PROPOSERS	MELENDEZ	$12,542,521.00 (10% estimate design - $1,254,252.00)	$1,696,036.44	QUANTA INFRASTRUCTURE SOLUTIONS GROUP, LLC	Project Completion (Expected: 09/21/2026)	Fulton Cut - Transmission Line Raising & Tower Replacement Project The purpose of this Request for Proposals (this "RFP") is to evaluate and select a Company that can provide Design-Build Services for the 138 and 230 kV Fulton Cut transmission tower replacement (collectively, the "Work" or "Services"). The Company to be Awarded will be comprised of a Construction Contractor and an Engineering firm to perform all engineering, design and construction services needed to replace transmission lattice towers and increase clearances of

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							six (6) existing overhead 138kV and 230kV transmission circuits 840, 918, 926, 934, 935, and 938 across the Fulton Cut near Jax Port in Jacksonville, Florida. The figure below illustrates the project location. The engineering design proposal is 63% higher than the originally budgeted engineering estimate of $1,042,500.00. The original budgeted estimate was taken from a feasibility study performed by Worley in early 2022 with a range of -20% / +30%. The design concept has changed since the original study was completed to help reduce outage durations and increases worker safety. These changes resulted in the project requiring more engineering hours than originally anticipated. The project budget has been re-estimated and increased based on the negotiated terms and conditions. The current design proposal is 3.93% of the estimated total project budget and is deemed reasonable. The engineering design phase is expected to reach 60% design by the end of Q4 of 2023, and then a Guaranteed Maximum Price (GMP) will be developed for evaluation. If JEA elects to accept the GMP, a contract increase will be brought to awards to fund the construction phase of the project. Additionally, it is noted that this project is FDOT grant funded to the Port Authority and is reimbursable to JEA on a per payment basis. 1410860846 – Request approval to award a contract to Quanta Infrastructure Solutions Group, LLC for Design Build services for the Fulton Cut - Transmission Line Raising & Tower Replacement Project in the amount of $1,696,036.44, subject to the availability of lawfully appropriated funds.
4	REQUEST FOR PROPOSAL (RFP) 3 RESPONDENTS	MELENDEZ	$3,000,000.00	$2,919,056.00	PROLEC–GE WAUKESHA INC.	Project Completion (Estimate 04/30/2026)	One (1) 69 kV/13/2 kV Water Street, One (1) 138 kV/26kV Starratt Road Transformer JEA is soliciting Proposals for the equipment design, fabrication, and delivery of One T2 69kV/13.2kV 30/40/50 MVA Transformer for Water Street Substation and One T2 138kV/26kV 30/40/50 MVA Starratt Road Substation (the "Work" or "Services"). The scope of services the company will provide includes, however, is not limited to: Equipment Design, Equipment Engineering, Materials procurement, Fabrication, Drawings, and Delivery (offload and set on the pad). There is lead time calculation penalty for any lead times over 20 months.

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							The award amount includes the base equipment price and installation (which is typically setting the transformer on the pad) and is included in the unit price for Starratt Road. The Water Street T2 transformer includes an additional $33,000.00 installation price option. The Water Street T2 installation location has obstructions to installation and requires special handling to install the transformer on the pad. The award amount is 2.7% below the budget estimate. It is also noted these transformers have price adjustment through the completion of manufacturing. JEA understands this not the best-case scenario for procurements; however, market indices and actual costs are used and 50% of the price is subject to price adjustment (22% of which is labor). Based on competition and current market conditions the price is deemed reasonable. 1411119046 - Request approval to award a contract to Prolec-GE, Waukesha, Inc. for the supply of One (1) 69 kV/13/2 kV Water Street, One (1) 138 kV/26kV Starratt Road Transformer in the amount of $2,919,056.00, subject to the availability of lawfully approved funds.
5	CONTRACT INCREASE	MELENDEZ	$1,950,958	$1,322,812.00 $628,146.00	LEIDOS ENGINEERING, LLC POWER ENGINEERS INC.	Three (3) Years w/ Two (2) - 1 Yr. Renewals	Engineering Services – Protection and Controls This Solicitation is for JEA to obtain General Engineering Services of an experienced engineering firm with technical expertise in design engineering for generation and transmission Protection and Control (P&C) projects to supplement JEA's internal design staff (The "Work"). The work will consist of performing engineering and design services as requested by JEA in support of engineering Generation and Transmission Protection and Control (P&C) projects for which comply with Florida Statutes Section 287.055, known as the Consultants' Competitive Negotiation Act (CCNA). JEA intends to award up to three (3) contracts to the three (3) most highly qualified firms that meet the minimum qualifications and with which JEA is able to successfully negotiate a contract. This request is to add funds in the amount of $1,950,958.00 to allow continued use through the contract original term. The business unit has completed a project and budget review process to establish funding for expected projects over the term of the contract. A listing of the projects and projected cash flows based on engineering firm scope and fee estimates is attached as backup. Rates are subject to CPI annually.

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							Should additional funds be required, the JEA business unit and supply chain management will process increases through the Awards Committee as necessary. Request approval for a contract increase to Leidos Engineering, LLC for ($1,322,812.00) and Power Engineers Inc. for ($628,146.00) for protection and controls services for a new not-to-exceed amount of $2,700,958.00, subject to the availability of lawfully appropriated funds.
6	Deferred	Deferred	Deferred	Deferred	Deferred	Deferred	Deferred
7	CHANGE ORDER	Selders	N/A	$2,950,000.00	RED CLAY CONSULTING, INC.	Project Completion (Estimated 02/28/2024)	**Oracle Customer to Meter C2M Project Director Support and Critical Gap Assessment/Consulting** This award was originally for the purpose of authorizing a vendor (Red Clay) to provide project oversight and governance services for the completion of JEA's project to transition from Oracle Utilities Customer Care & Billing (CC&B) to Oracle Utilities Customer to Meter (C2M). They provided these services to JEA during the course of the C2M effort. But due to project delivery concerns not related to the vendor, this project scope was redirected to support the effort of the MDM Modernization project (a portion of the C2M project). This change in scope has resulted in a need to have Red Clay further engage with JEA and the business to fill the role of System Integrator and Implementor, training for organizational change management, project management oversight, and post go live support once the solution is in place. This change order request is for additional funds in the amount of $2,950,000.00 for additional work related to changing the scope from Oracle Customer to Meter (C2M) implementation project oversight to only support the Meter Data Management (MDM) portion of the upgrade. This new Statement of Work (SOW) is estimated to take JEA through production completion around the end of January 2024 and five (5) weeks of post go live support through an estimate date of 02/28/2024. In November of 2022, JEA and Red Clay performed a risk assessment to better focus the objectives of the C2M Implementation Project. The result of that analysis indicated that the primary focus needed to resolve the technical risk of Utilities'outdated eMeter system (MDM System) and to implement the M-Side of the Oracle solution. The objectives of the new effort around MDM Modernization are to replace the existing e-meter system with the Oracle's

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							MDM platform to reduce operational risk from the unsupported legacy e-meter system. The new system will be deployed in a business process like-for-like manner, minimizing change and business disruption wherever feasible. Organizational Change Management (OCM) will be an important delivery role for Red Clay to provide support and training needed to ensure any potential for disruption to operations and the meter-to-cash process will be minimized through proactive engagement, training, and readiness by operational and support teams. Request approval to award a change order to Red Clay Consulting, Inc. for additional services needed for implementation support for the Oracle Meter Data Management MDM modernization project in the amount of $2,950,000.00, for a new not-to-exceed amount of $8,451,563.90, subject to the availability of lawfully appropriated funds.
8	REQUEST FOR PROPOSAL (RFP) 1 PROPOSER	McElroy	$200,000.00	$171,900.00	PQH GROUP DESIGN, INC	Project Completion (Expected by 10/31/2023 for design)	**Westside Service Center Glove Lab and Admin Building Design Services** The scope of work includes engineering services for the design and construction of the Westside Service Center (WSSC) Glove Lab and Administration Building located at 6727 Broadway Avenue, Jacksonville, Florida. The new building will be located along the fence line on the southeast corner near building 6. The new facility will include administrative office space, updated lab, and a larger conference room for staff meetings. Advertised on 01/12/2023. Eight (8) companies attended the mandatory pre-proposal meeting held on 01/20/2023. The original due date for this RFP was 02/07/2023 but no responses were received. PQH notified JEA that they had attempted to submit their response but had Zycus issues. The bid due date was extended by two weeks and the pre-proposal attendees were contacted regarding their intent to participate. JEA also removed the mandatory pre-proposal requirement and notified all companies on the original mailing list. The due date was extended by one additional week in an additional attempt to increase competition. At Proposal opening on 02/28/2023, JEA received one (1) Proposal. JEA received feedback that Proposals were not submitted due to workload issues, concerns about surrendering the contract administration and unfamiliarity with the scope of work. The decision was made to open the one response and proceed with the evaluation of the Proposal, and JEA deemed PQH Group Design, Inc. the most qualified firm to perform the work.

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							The proposed fees are approximately 14% lower than the business unit estimate and has been deemed reasonable. The award amount includes the contract administration alternate from the fee proposal in the amount of $28,750.00 for the design services during construction for a total award amount of $171,900.00. PQH has successfully completed a similar design services project for JEA in 2022 and their rates remained the same. A not-to-exceed amount of $171,900.00.
9	RENEWAL/ INCREASE	Vu	$1,555,818.00	$1,555,818.00	MERRELL BROS., INC	Five (5) Years w/One (1) - 1 Yr. Renewals	**Residuals Hauling and Disposal** JEA requires the services of a Contractor to remove residuals and sludge cake from the various water reclamation facilities (WRFs), and other facilities within the JEA service area, including hauling and disposal at one (1) of three (3) locations; 1) the Buckman Water Reclamation Facility for further processing, 2) to several Contractor permitted and regulatory approved land application sites, or 3) landfill disposal. This request is for a contract increase and renewal for residuals hauling and disposal from various JEA sites to an allowed disposal site. The unit prices were fixed for the first three years of the contract, and a unit price increase was approved in December 2021 based on the trucking CPI. The current increased usage of this contract is due primarily to the biosolids dryer at Buckman WRF being out of service. JEA is using Merrell Bros Inc. as an additional resource for hauling of biosolids from the Buckman WRF until the dryer returns to service. The current contract expires 05/17/2023, during the renewal process a 20% price increase was negotiated. The contract increase amount is based on the new pricing structure and historical usage. A new not-to-exceed amount of $7,180,972.48.
10	CONTRACT EXTENSION/ RATIFICATION	Vu	N/A	$100,000.00 $551,566.73 $527,100.00	GRAINGER WORLD ELECTRIC SUPPLY JO KELL INC.	Three (3) Years w/Two (2) - 1 Yr. Renewals	**Maintenance, Repair and Overhaul (MRO) Material Blankets** This request for a 3 month contract extension is to allow additional time for the implementation of new contracts to be awarded under RFP 1411058846, which was advertised on 02/13/2023 and opened on 03/14/2023. The RFP opening had to be extended due to initial low vendor participation. JEA ultimately received good

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							participation with six (6) Respondents, including the three (3) incumbents and an additional three (3) new MRO vendors. The contract extension will allow for time to negotiate, award and implement new contracts with the vendors, while ensuring continuity of services with the existing MRO blankets. The ratification is needed to account for spend that exceeded the previously approved contract amounts. The contract increases are based on current spend rates with each vendor, projected over three months. Request approval to award a 3-month contract extension to Grainger (100,000.00), World Electric Supply ($551,566.73) and Jo Kell, Inc. ($527,100.00) to provide Maintenance, Repair and Overhaul (MRO) materials for a total amount of $1,178,666.73, and new not-to-exceed amount for all three contracts of $12,800,166.73, subject to availability of lawfully appropriated funds.
11	SINGLE SOURCE	McElroy	$439,599.00	$439,599.00	GLOBAL RENTAL COMPANY, INC.	Project Completion (May 2023)	**Electric Vehicle Replacement Project** The purpose of this Single Source is to solicit pricing for the purchase of three (3) Altec L42A Over Center Bucket Trucks and a Freightliner DM47B Derrick Digger for fleet capital requirements for FY23 for replacement for the Electric department. JEA Fleet and Procurement recently talked to Altec and Terex to get a better understanding of the market conditions for aerial trucks in preparation for upcoming bid preparation. Because of continuing supply chain issues, Altec currently has a forty-eight to seventy (48-70) month lead time depending on the truck type. Terex has a twenty-four to thirty-six (24-36) month lead time for their similar offerings. Based on the extremely long lead times to acquire new trucks, JEA approached Global Rental Company, Inc. about the possibility of purchasing the equipment it has been renting. JEA fleet has been renting a derrick digger since September of 2020 at the rate of $3,400.00 per month and three (3) L42A over center bucket trucks since June of 2022

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							at the rate of $3,000.00 per month from Global Rental Company, Inc. Global Rental Company, Inc. agreed to apply 50% of the rental costs already paid to the cost of purchasing the three (3) L42A trucks. For the derrick digger, which JEA has been renting since September of 2020, they applied 50% of the first-year rental and 30% of subsequent rental fees paid towards the purchase price. Global Rental Company, Inc. has also proposed to sell JEA an extended warranty for the two (2) newer L42A trucks. JEA would have continued to rent these four (4) trucks until new trucks arrive to meet the needs of the business groups. These trucks still have a useful lifespan of five to seven (5-7) more years, so it is more cost effective to purchase these vehicles and incorporate them into the fleet. The three (3) year extended warranty for the newer trucks will reduce repair costs if anything needs to be fixed. The average price of the three (3) L42A trucks is $102,940.00 each while the last price paid for a 40-foot bucket truck (not over center and with less features) was $161,737.00. The derrick truck cost is $122,507.00, much lower than the last price paid of $314,824.00. Based on the immediate availability of the trucks, the lower cost to purchase these than renting them for the next five (5) years and the availability of an extended warranty for two (2) of the trucks, Procurement and Fleet have deemed this purchase to be in the best interest of JEA. Request approval to award a contract to Global Rental Company, Inc. for the purchase of four (4) trucks for FY23 in the amount of $439,599.00, subject to the availability of lawfully appropriated funds.
Total Award				**$20,866,157.07**			

JEA AWARDS COMMITTEE
APRIL 06, 2023, MEETING MINUTES

The JEA procurement Awards Committee met on April 06, 2023, in person with a WebEx option.

WebEx Meeting Number (access code): 2309 526 2709
WebEx Password: cQMmJPHA823

Members in attendance were Jenny McCollum as Chief Procurement Officer, Stephen Datz as Chairperson (onsite), Stephanie Nealy as Budget Representative, Rebecca Lavie as Office of General Counsel Representative, Hai Vu as Vice Chairperson (onsite), Janie Smalley for Laura Schepis (onsite), Ricky Erixton (onsite), and Joe Orfano. Unless otherwise indicated, all attendees were via WebEx.

Chair Datz called the meeting to order at 10:01 a.m., introduced the Awards Committee Members, and confirmed that there was an in-person quorum of the Committee membership present.

Public Comments:
Chair Datz recognized the public comment speaking period and opened the meeting floor to public comments. No public comments were provided by email, phone, or videoconference.

Awards:

1. Approval of the minutes from the last meeting (03/30/2023). Chair Datz verbally presented to the Committee Members the proposed March 30, 2023, minutes as presented.

   MOTION: Hai Vu made a motion to approve the March 30, 2023, minutes (Award Item 1) as presented in the committee packet. The motion was seconded by Janie Smalley and approved unanimously by the Awards Committee (5-0).

   The Committee Members reviewed and discussed the following Awards Items 2-7, 9-13.

2. 1410831646 – Request approval to award a contract to T B Landmark Construction, Inc. for Progressive Design-Build services for the Arlington East WRF Biosolids Forcemain project in the amount of $1,791,717.20, subject to the availability of lawfully appropriated funds.

   MOTION: Joe Orfano made a motion to approve Award Item 2 as presented in the committee packet. The motion was seconded by Hai Vu and approved unanimously by the Awards Committee (5-0).

3. Request approval to award a contract increase to DMD Consultants, Inc. for JEA Routine Hydrant Maintenance in the amount of $467,500.00, for a new not-to-exceed amount of $1,457,500.00, subject to the availability of lawfully appropriated funds.

   MOTION: Janie Smalley made a motion to approve Award Item 3 as presented in the committee packet. The motion was seconded by Ricky Erixton and approved unanimously by the Awards Committee (5-0).

4. 1411131246 – Request approval to award a contract to Forjas Bolivar for the supply of two elevating conveyors for $99,700.00 and McLanahan Corporation for the supply of two reclaim feeder and two double roller crushers for $1,552,320.00 for the Limestone crusher project in the not to exceed amount of $1,652,020.00, subject to the availability of lawfully appropriated funds.

   MOTION: Ricky Erixton made a motion to approve Award Item 4 as amended in the committee packet. The motion was seconded by Hai Vu and approved unanimously by the Awards Committee (5-0).

5. Request approval to award a renewal and contract increase to England-Thims & Miller, Inc. for the Design,

Permitting and Construction Management for the Galvanized Pipe Replacement program in the amount of $7,410,500.00, for a new not-to-exceed amount of $13,541,457.00, subject to the availability of lawfully appropriated funds.

MOTION: Joe Orfano made a motion to approve Award Item 5 as presented in the committee packet. The motion was seconded by Janie Smalley and approved unanimously by the Awards Committee (5-0).

6. Request approval to award a contract increase to The Davey Tree Expert Company for an increase in the amount of $1,323,458.00, for a new not-to-exceed amount of $3,617,210.00 subject to the availability of lawfully appropriated funds.

   MOTION: Hai Vu made a motion to approve Award Item 6 as presented in the committee packet. The motion was seconded by Ricky Erixton and approved unanimously by the Awards Committee (5-0).

7. Request approval to award a contract increase to Stantec Consulting Services Inc. for Water, Sewer, and Reclaimed Water Cost of Service and Rate Design Consulting Services in the amount of $310,375.00, for a new not-to-exceed amount of $582,000.00, subject to the availability of lawfully appropriated funds.

   MOTION: Janie Smalley made a motion to approve Award Item 7 as presented in the committee packet. The motion was seconded by Joe Orfano and approved unanimously by the Awards Committee (5-0).

8. **DEFERRED**

9. Request approval to award a five (5) month contract extension to Altec Industries, Inc. ($687,406.06) and Ring Power Corporation ($58,483.30) for Fleet Services Bucket Truck Maintenance and Repair Services, for a new not-to-exceed amount of $3,568,844.93, subject to the availability of lawfully appropriated funds.

   MOTION: Hai Vu made a motion to approve Award Item 9 as presented in the committee packet. The motion was seconded by Janie Smalley and approved unanimously by the Awards Committee (5-0).

10. Request approval for a contract increase to J. Collins Engineering Associates, LLC for additional services during construction for the Spring Park Road Pump Station Rehabilitation project in the amount of $65,200.00, for a new not to exceed price of $599,595.00, subject to the availability of lawfully appropriated funds.

    MOTION: Hai Vu made a motion to approve Award Item 10 as presented in the committee packet. The motion was seconded by Ricky Erixton and approved unanimously by the Awards Committee (5-0).

11. Request approval to award a contract increase to Hazen and Sawyer for additional engineering and services during construction for the Nassau Regional Water Reclamation Facility projects in the amount of $2,312,358.00, for a new not-to-exceed amount of $16,517,445.00, subject to the availability of lawfully appropriated funds.

    MOTION: Hai Vu made a motion to approve Award Item 11 as presented in the committee packet. The motion was seconded by Joe Orfano and approved unanimously by the Awards Committee (5-0).

12. Request approval to award an eighteen (18) month contract to Gartner, Inc. for research and Subject Matter Expert (SME) related services in the amount of $423,715.00, subject to the availability of lawfully appropriated funds.

    MOTION: Janie Smalley made a motion to approve Award Item 12 as amended in the committee packet. The motion was seconded by Hai Vu and approved unanimously by the Awards Committee (5-0).

13. Request approval to award a two (2) year renewal to ASCO Power Services, Inc. for Facilities Automatic Transfer Switch (ATS) Maintenance and Repair Services in the amount of $446,966.66, for a new not-to-exceed amount of $624,046.66, subject to the availability of lawfully appropriated funds.

MOTION: Hai Vu made a motion to approve Award Item 13 as presented in the committee packet. The motion was seconded by Ricky Erixton and approved unanimously by the Awards Committee (5-0).

Informational Item:

No informational items were presented to the Awards Committee.

Ratifications:

Award 9 and Award 10 ratifications were presented to the Awards Committee.

Public Comments:

No additional public comment speaking period was taken.

Adjournment:

Chair Datz adjourned the meeting at 10:33 a.m.

NOTE: These minutes provide a brief summary only of the Awards Committee meeting. For additional detail regarding the content of these minutes or discussions during the meeting, please review the meeting recording. The recording of this meeting as well as other relevant documents can be found at the link below:
https://www.jea.com/About/Procurement/Awards_Meeting_Agendas_and_Minutes/

Formal Bid and Award System

Award #2 April 13, 2023

Type of Award Request: CONTRACT INCREASE
Requestor Name: Dewberry, Bryan H.
Requestor Phone: (904) 665-6447
Project Title: Water/Wastewater Project Support Services
Project Number: Various
Project Location: JEA
Funds: Capital
Business Unit Estimate: $8,004,122.90
Scope of Work:

JEA is seeking a vendor (also referred to as the "Company") that can provide the following services: construction management, project management, scheduling, cost analysis and estimating to support JEA's Water/Wastewater (W/WW) capital improvement program as required by JEA (the "Work" or "Services"). The successful Company will perform the functions of a staffing firm, including recruiting, hiring, assigning, compensating, orienting, reassigning, counseling, disciplining, and discharging the personnel.

JEA IFB/RFP/State/City/GSA#: 071-19
CPA#: 182730
Purchasing Agent: Rix, Lynn W.
Is this a Ratification?: NO

RECOMMENDED AWARDEE(S):

Name	Contact Name	Email	Address	Phone	Amount
KEVILLE ENTERPRISES INC.	Douglas McCutchen	dmccutchen@keville.com	301 W. Bay St., Suite 1404, Jacksonville, FL	(904) 813-6558	$8,004,122.90

Amount of Original Award: $20,279,306.00
Date of Original Award: 06/06/2019
Change Order Amount: $8,004,122.90
Previous Change Order:

CPA #	Amount	Date	Reason
182730	($1,500,000.00)	10/22/2020	Scope reduced by a hydraulic modeler and two (2) cost specialists.

New Not-To-Exceed Amount: $26,783,428.90
Length of Contract/PO Term: Five (5) Years w/Two (2) - 1 Yr. Renewals
Begin Date: 07/01/2019
End Date: 06/30/2024
Renewal Options: Yes – Two (2) – 1 Yr. Renewals
JSEB Requirement: Five Percent (5%) Evaluation Criteria

Comments on JSEB Requirements:

Original Award
Four Waters Engineering (Hydraulic Modeler) - 3%
AREC Safety Consulting (Safety and Health Specialist) - 4%
Total JSEB participation - 7%

First Amendment
Removing Four Waters Engineering (Hydraulic Modeler) - 0%
AREC Safety Consulting (Safety and Health Specialist) - 4%
Total JSEB participation - 4%
Reduce contract by three positions (one Hydraulic Modeler, two Cost Specialists)

This Amendment
AREC Safety Consulting (Safety and Health Specialist) – 10%
Total JSEB participation - 10%

Background/Recommendations:

Originally approved by the Awards Committee on 06/06/2019 in the amount of $20,279,306.00 to Keville Enterprises Inc. A contract reduction of $1,500,000.00 was approved by the Awards Committee on 10/22/2020. A copy of the contract amendment and the original award are attached as backup.

This contract will experience a shortfall of $8,004,122.90 for several reasons, including higher than expected attrition of JEA FTEs, significant growth of the W/WW capital program, including addition of the Surface Water Discharge Elimination program, expansion of the Septic Tank Phase-Out program, and escalation/increases in wages and salaries for planned new hires. The increase includes all currently employed staff, six future positions as part of the approved resource plan for Project Engineering and Construction, and the addition of three Safety Specialists due to the large amount of construction work that is currently underway. A breakdown of positions and rates is included as backup.

Request approval to award a contract increase to Keville Enterprises Inc. for additional personnel for the Water/Wastewater Project Support Services contract in the amount of $8,004,122.90, for a new not-to-exceed amount of $26,783,428.90, subject to the availability of lawfully appropriated funds.

Director: Conner, Sean M. – Dir. W/WW Project Engineering & Construction
VP: Melendez, Pedro A. – VP Planning Engineering & Construction

APPROVALS:

_____

Chairman, Awards Committee **Date**

_____

Budget Representative **Date**

Approved by the JEA Awards Committee

Date: 10/22/2020 Item# 3

Formal Bid and Award System

Award #3 October 22, 2020

Type of Award Request: CONTRACT AMENDMENT
Requestor Name: Dewberry, Bryan H.
Requestor Phone: (904) 665-6447
Project Title: Water/Wastewater Project Support Services
Project Number: Various
Project Location: JEA
Funds: Capital
Budget Estimate: N/A
Scope of Work:

JEA is seeking a vendor (also referred to as the "Company") that can provide the following services: construction management, project management, scheduling, cost analysis and estimating to support JEA's Water/Wastewater (W/WW) capital improvement program as required by JEA (the "Work" or "Services"). The successful Company will perform the functions of a staffing firm, including recruiting, hiring, assigning, compensating, orienting, reassigning, counseling, disciplining, and discharging the personnel.

JEA IFB/RFP/State/City/GSA#: 071-19
CPA#: 182730
Purchasing Agent: Kruck, Dan R.
Is this a Ratification?: NO

RECOMMENDED AWARDEE(S):

Name	Contact Name	Email	Address	Phone	Amount
KEVILLE ENTERPRISES INC.	Douglas McCutchen	dmccutchen@keville.com	301 W. Bay St., Suite 1404, Jacksonville, FL	(904) 813-6558	($1,500,000.00)

Amount of Original Award: $20,279,306.00
Date of Original Award: 06/06/2019
Change Order Amount: ($1,500,000.00)
New Not-To-Exceed Amount: $18,779,306.00
Length of Contract/PO Term: Five (5) Years w/Two (2) - 1 Yr. Renewals
Begin Date (mm/dd/yyyy): 07/01/2019
End Date (mm/dd/yyyy): 06/30/2024
Renewal Options: Yes – Two (2) – 1 Yr. Renewals
JSEB Requirement: Five Percent (5%) Evaluation Criteria
Comments on JSEB Requirements:

Original Award
Four Waters Engineering (Hydraulic Modeler) - 3%
AREC Safety Consulting (Safety and Health Specialist) - 4%
Total JSEB participation = 7%

This Amendment
Removing Four Waters Engineering (Hydraulic Modeler) - 0%
AREC Safety Consulting (Safety and Health Specialist) - 4%
Total JSEB participation = 4%
Reduce contract by three positions (one Hydraulic Modeler, two Cost Specialists)

Background/Recommendations:

Originally approved by Awards Committee on 06/06/2019 in the amount of $20,279,306.00 to Keville Enterprises Inc. A copy of the original award is attached as backup.

During a review of contract services, JEA decided that the hydraulic modeler and two cost specialist staffing services positions were no longer needed. Since this reduction in scope represents a deductive change order of $1,500,000.00, a contract amendment approved by the Awards Committee is required. The proposed contract amendment and revised specifications removing the hydraulic modeler and two cost specialists from the scope of work are attached as backup.

Request approval to award a contract amendment to Keville Enterprises Inc. for a reduction of maximum indebtedness and scope for the Water/Wastewater Project Support Services contract in the amount of $1,500,000.00, for a new not-to-exceed amount of $18,779,306.00, subject to the availability of lawfully appropriated funds.

Director: Conner, Sean M. – Dir W/WW Project Engineering & Construction
GM: Vu, Hai X. – Interim GM Water/Wastewater Systems

APPROVALS:

Heather Beard

Chairman, Awards Committee **Date**

10/26/2020

Budget Representative **Date**

Approved by the JEA Awards Committee

Date: 06/06/2019 Item# 2

Formal Bid and Award System

CPA 182730

Award #2 June 6, 2019

Type of Award Request: PROPOSAL (RFP)
Request #: 6439
Requestor Name: Dewberry, Bryan H. - Manager Project Support & Controls
Requestor Phone: (904) 665-6447
Project Title: Water/Wastewater Project Support Services
Project Number: Various
Project Location: JEA
Funds: Capital
Budget Estimate: $20,279,306.00
Scope of Work:

JEA is seeking a vendor (also referred to as the "Company") that can provide the following services: construction management, project management, scheduling, cost analysis and estimating to support JEA's Water/Wastewater (W/WW) capital improvement program as required by JEA (the "Work" or "Services"). The successful Company will perform the functions of a staffing firm, including recruiting, hiring, assigning, compensating, orienting, reassigning, counseling, disciplining, and discharging the personnel.

This award impacts the following JEA's Measures of Value:

- Customer Value - Provides increased project management capacity and project controls services for delivery of W/WW infrastructure projects over the next five years that are critical to meeting customer demand and improve system reliability.
- Financial Value - Increased project management capacity will enable more aggressive management and delivery of W/WW capital projects in order to meet capital spending targets.

JEA IFB/RFP/State/City/GSA#: 071-19
Purchasing Agent: Kruck, Daniel R.
Is this a Ratification?: NO

RECOMMENDED AWARDEE(S):

Name	Contact Name	Email	Address	Phone	Amount
KEVILLE ENTERPRISES INC.	Douglas McCutchen	dmccutchen@keville.com	301 W. Bay St., Suite 1404, Jacksonville, FL	(904) 813-6558	$20,279,306.00

Amount for entire term of Contract/PO: $20,279,306.00
Award Amount for remainder of this FY: $954,925.00
Length of Contract/PO Term: Five (5) Years w/Two (2) - 1 Yr. Renewals
Begin Date (mm/dd/yyyy): 07/01/2019
End Date (mm/dd/yyyy): 06/30/2024
Renewal Options: Yes – Two (2) – 1 Yr. Renewals
JSEB Requirement: Five Percent (5%) Evaluation Criteria
Comments on JSEB Requirements:

Four Waters Engineering (Hydraulic Modeler) – 6%
CSI Geo (Cost Specialist) – 1%

PROPOSERS:

Name	Amount	Rank
KEVILLE ENTERPRISES INC.	$20,279,306.00	1
BROWN & CALDWELL	N/A	2
CMTS	N/A	3

Background/Recommendations:

Advertised on 03/08/2019. Fourteen (14) prime companies attended the mandatory pre-proposal meeting held on 03/18/2019. At proposal opening on 04/09/2019, JEA received three (3) proposals. The public evaluation meeting was held on 04/23/2019 and JEA deemed Keville Enterprises Inc. most qualified to perform the work. A copy of the evaluation matrix and negotiated hourly rates are attached as backup.

Negotiations with Keville Enterprises Inc. were successfully completed. The monthly invoices will be matched to the appropriate capital budget project. The negotiated rates were compared to current rates for temporary personnel through current contracts and deemed reasonable. The hourly rates are fixed for the first year of the contract, then may be increased via a CPI adjustment annually. JEA is awarding this contract to the budget estimated spend.

Contract Budget Details:

- Budget Estimate (at the time of Proposal): $20,279,306.00
    - FY19 Spend: $954,925.00
    - FY20 Spend: $3,848,348.00
    - FY21 Spend: $3,963,798.00
    - FY22 Spend: $4,082,712.00
    - FY23 Spend: $4,205,194.00
    - FY24 Spend: $3,224,329.00

071-19 – Request approval to award a contract to Keville Enterprises Inc. for staffing support services for Water/Wastewater Construction Management and Project Management Services in the amount of $20,279,306.00, subject to the availability of lawfully appropriated funds.

Director: Conner, Sean M., - Dir W/WW Project Engineering & Construction
VP: Calhoun, Deryle I. - VP/GM Water Wastewater Systems

APPROVALS:

6/6/19

Chairman, Awards Committee **Date**

6/6/2019

Manager, Operating Budgets **Date**

Budget Request - March 2023

#	Name	Year 4 2/26 - 6/30 Hours	Labor Rate	Year 4 Cost	Year 5 7/1 - 6/30 Hours	Labor Rate (4% Escal.)	Year 5 Cost	Total Labor Costs
1	Scheduler	720	$ 143.71	$ 103,471.20	2000	$ 149.46	$ 298,916.80	$ 402,388.00
2	Cost Specialist	720	$ 113.16	$ 81,475.20	2000	$ 117.69	$ 235,372.80	$ 316,848.00
3	Scheduler	720	$ 130.14	$ 93,700.80	2000	$ 135.35	$ 270,691.20	$ 364,392.00
4	Scheduler	720	$ 130.14	$ 93,700.80	2000	$ 135.35	$ 270,691.20	$ 364,392.00
5	Project Manager	680	$ 135.00	$ 91,800.00	2000	$ 140.40	$ 280,800.00	$ 372,600.00
6	Project Manager	720	$ 119.50	$ 86,040.00	2000	$ 124.28	$ 248,560.00	$ 334,600.00
7	Project Representative	720	$ 152.77	$ 109,994.40	2000	$ 158.88	$ 317,761.60	$ 427,756.00
8	Project Manager	720	$ 156.17	$ 112,442.40	2000	$ 162.42	$ 324,833.60	$ 437,276.00
9	Cost Specialist	720	$ 95.06	$ 68,443.20	2000	$ 98.86	$ 197,724.80	$ 266,168.00
10	Project Manager	720	$ 134.66	$ 96,955.20	2000	$ 140.05	$ 280,092.80	$ 377,048.00
11	Project Manager	720	$ 120.00	$ 86,400.00	2000	$ 124.80	$ 249,600.00	$ 336,000.00
12	Cost Specialist	720	$ 95.00	$ 68,400.00	2000	$ 98.80	$ 197,600.00	$ 266,000.00
13	Project Representative	720	$ 151.64	$ 109,180.80	2000	$ 157.71	$ 315,411.20	$ 424,592.00
14	Project Manager	480	$ 120.00	$ 57,600.00	2000	$ 124.80	$ 249,600.00	$ 307,200.00
15	Cost Specialist	720	$ 92.31	$ 66,463.20	2000	$ 96.00	$ 192,004.80	$ 258,468.00
16	Project Manager	720	$ 140.00	$ 100,800.00	2000	$ 145.60	$ 291,200.00	$ 392,000.00
17	Project Representative	640	$ 151.64	$ 97,049.60	2000	$ 157.71	$ 315,411.20	$ 412,460.80
18	Project Manager	720	$ 140.26	$ 100,987.20	2000	$ 145.87	$ 291,740.80	$ 392,728.00
19	Project Manager	720	$ 119.46	$ 86,011.20	2000	$ 124.24	$ 248,476.80	$ 334,488.00
20	Project Manager	720	$ 119.50	$ 86,040.00	2000	$ 124.28	$ 248,560.00	$ 334,600.00
21	Scheduler	720	$ 136.84	$ 98,524.80	2000	$ 142.31	$ 284,627.20	$ 383,152.00
22	Cost Estimator	720	$ 122.22	$ 87,998.40	2000	$ 127.11	$ 254,217.60	$ 342,216.00
23	Cost Estimator	720	$ 105.56	$ 76,003.20	2000	$ 109.78	$ 219,564.80	$ 295,568.00
24	Outreach Specialist	720	$ 66.52	$ 47,894.40	2000	$ 69.18	$ 138,361.60	$ 186,256.00
25	Project Manager	560	$ 130.00	$ 72,800.00	2000	$ 135.20	$ 270,400.00	$ 343,200.00
26	Cost Specialist (Future)	480	$ 115.00	$ 55,200.00	2000	$ 119.60	$ 239,200.00	$ 294,400.00
27	Cost Estimator (Future)	440	$ 125.00	$ 55,000.00	2000	$ 130.00	$ 260,000.00	$ 315,000.00
28	Scheduler (Future)	440	$ 135.00	$ 59,400.00	2000	$ 140.40	$ 280,800.00	$ 340,200.00
29	Project Manager (Future)	0	$ -	$ -	2000	$ 135.00	$ 270,000.00	$ 270,000.00
30	Project Manager (Future)	0	$ -	$ -	2000	$ 135.00	$ 270,000.00	$ 270,000.00
31	Project Manager (Future)	0	$ -	$ -	2000	$ 135.00	$ 270,000.00	$ 270,000.00
	Expenses - Keville	4 months	$ 2,500.00	$ 10,000.00	12	$ 2,500.00	$ 30,000.00	$ 40,000.00
1	Safety Specialist	720	$ 120.00	$ 86,400.00	2000	$ 124.80	$ 249,600.00	$ 336,000.00
2	Safety Specialist	640	$ 95.00	$ 60,800.00	2000	$ 98.80	$ 197,600.00	$ 258,400.00
3	Safety Specialist	640	$ 95.00	$ 60,800.00	2000	$ 98.80	$ 197,600.00	$ 258,400.00
4	Safety Specialist	560	$ 105.00	$ 58,800.00	2000	$ 109.20	$ 218,400.00	$ 277,200.00
	Expenses - AREC Safety	4 months	$ 4,100.00	$ 16,400.00	12	$ 4,100.00	$ 49,200.00	$ 65,600.00
				$ 2,642,976.00			$ 9,024,620.80	
							Grand Total	$ 11,667,596.80

NOTES:

1) Remainder of Year 4 (Feb 26 - June 30) = 18 weeks x 40 hrs/wk = 720 hrs.
2) Employee 5 - Year 4 hours based on start date of March 7, 2023.
3) Employee 14 - Year 4 hours based on start date of April 10, 2023.
4) Employee 17 - Year 4 hours based on start date of March 13, 2023.
5) Employee 25 - Year 4 hours based on start date of March 27, 2023.
6) Cost Estimator and Scheduler (Future) - based on April 17, 2023 start date.
7) Safety - Employee 2 and Employee 3 - start date March 13, 2023.
8) Safety -Employee 4 - start date March 27, 2023.

Actual Costs thru 2/25/2023	$ 15,115,832.10
Estimated Costs to Finish	$ 11,667,596.80
Total Contract Funds Needed	$ 26,783,428.90
Current Contract Value	$ 18,779,306.00
Contract Value Deficit	**$ 8,004,122.90**

Formal Bid and Award System

Award #3 April 13, 2023

Type of Award Request:	REQUEST FOR PROPOSAL (RFP)
Request #:	602
Requestor Name:	Chmist, Sebastian – Staff Engineer
Requestor Phone:	904-625-5974
Project Title:	Fulton Cut - Transmission Line Raising & Tower Replacement Project
Project Number:	8007890
Project Location:	JEA
Funds:	Capital
Budget Estimate:	$12,542,521.00 (10% estimate design - $1,254,252.00)

Scope of Work:

The purpose of this Request for Proposals (this "RFP") is to evaluate and select a Company that can provide Design-Build Services for the 138 and 230 kV Fulton Cut transmission tower replacement (collectively, the "Work" or "Services").

The Company to be Awarded will be comprised of a Construction Contractor and an Engineering firm to perform all engineering, design and construction services needed to replace transmission lattice towers and increase clearances of six (6) existing overhead 138kV and 230kV transmission circuits 840, 918, 926, 934, 935, and 938 across the Fulton Cut near Jax Port in Jacksonville, Florida. The figure below illustrates the project location.

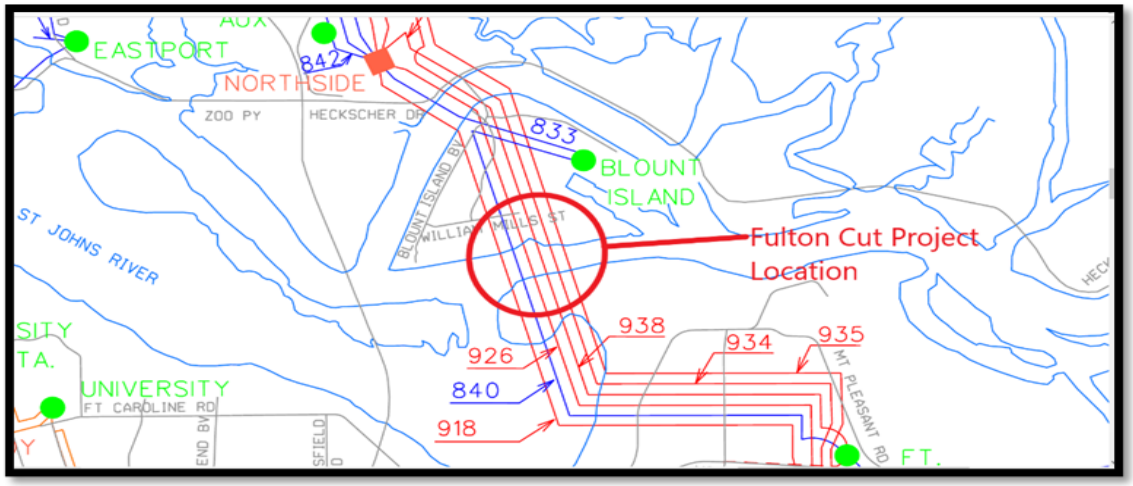

Figure 1: Existing Transmission System Map Project Location

The scope of work for this project includes engineering and construction services which will be competitively sourced as a single team through this design build solicitation process. The selected team will create a 10% design plan to be approved by all stakeholders.

The 30%, 60%, 90% and 100% design documents will then be created with stakeholder reviews at each phase. The required construction documents will be subject to review and approval by the JEA Engineering team.

Long Lead Items: JEA may purchase long lead & higher cost capital items to reduce the construction timeline, where such purchase is beneficial to JEA.

The scope of services includes, but is not necessarily limited to, the items listed below. The following items are to be addressed in the RFP response:

- Resource loaded project plan – Estimated hours for investigation, surveying, permitting, material and structure procurement, engineering design, and construction for the Fulton Cut Replacement.
- Project Design – Engineering design for the replacement of circuits 840, 918, 926, 934, 935, and 938 across the Fulton Cut.
- At 30% design, the successful Awardee will submit a preliminary Guaranteed Maximum Price (GMP) for review. At and 60% design the Awardee will submit a final GMP for approval. Should JEA not approve the GMP, JEA may terminate the contract for convenience and pay for current costs incurred or JEA may elect to have the company complete the design and competitively bid construction.
- Should JEA proceed to construction with the Awardee, the company shall complete the project for the GMP developed during design.

JEA IFB/RFP/State/City/GSA#: 1410860846
Purchasing Agent: Rodney Lovgren
Is this a Ratification?: NO

RECOMMENDED AWARDEE(S):

Name	Contact Name	Email	Address	Phone	Amount
QUANTA INFRASTRUCTURE SOLUTIONS GROUP, LLC	Michael Luckey	Michael.luckey @quantaisq.com	2707 North Loop West, Suite 500	980-253-6793	$1,696,036.44

Amount for entire term of Contract/PO: $1,696,036.44
Award Amount for remainder of this FY: $700,000.00
Length of Contract/PO Term: Project Completion
Begin Date (mm/dd/yyyy): 05/08/2023
End Date (mm/dd/yyyy): Project Completion (Expected: 09/21/2026)
JSEB Requirement: N/A – Optional

PROPOSERS:

Name	Points	Rank
QUANTA INFRASTRUCTURE SOLUTIONS GROUP, LLC	84.8	1
FORBES BROTHERS	82.0	2
A-COMPANY (HEYDEN ENTERPRISES)	67.1	3
MICHELS POWERBIDS	65.8	4

Background/Recommendations:

Advertised on 08/26/2022. Four (4) prime companies attended the mandatory pre-proposal meeting held on 09/26/2022. At Proposal opening on 10/11/2022, JEA received four (4) Proposals. The public evaluation meeting was held on 11/02/2022. Companies were evaluated on the basis of staff experience, design approach, company experience and JSEB. JEA deemed Quanta Infrastructure Solutions Group, LLC most qualified to perform the work. A copy of the evaluation matrix, negotiated schedule, and fees are attached as backup.

Negotiations with Quanta Infrastructure Solutions Group, LLC were successfully completed. The proposed project total is $43,233,949.00. Of this amount, it is currently estimated that $11,887,021.00 will be needed for construction, $28,589,270.00 for structures / foundations / materials, and $2,757,658.00 for engineering, support during construction, project management, real estate, permits, and project outreach.

The engineering design proposal is 63% higher than the originally budgeted engineering estimate of $1,042,500.00. The original budgeted estimate was taken from a feasibility study performed by Worley in early 2022 with a range of -20% / +30%. The design concept has changed since the original study was completed to help reduce outage durations and increases worker safety. These changes resulted in the project requiring more engineering hours than originally anticipated. The project budget has been re-estimated and increased based on the negotiated terms and conditions. The current design proposal is 3.93% of the estimated total project budget and is deemed reasonable.

The engineering design phase is expected to reach 60% design by the end of Q4 of 2023, and then a Guaranteed Maximum Price (GMP) will be developed for evaluation. If JEA elects to accept the GMP, a contract increase will be brought to awards to fund the construction phase of the project.

Additionally, it is noted that this project is FDOT grant funded to the Port Authority and is reimbursable to JEA on a per payment basis.

1410860846 – Request approval to award a contract to Quanta Infrastructure Solutions Group, LLC for Design Build services for the Fulton Cut - Transmission Line Raising & Tower Replacement Project in the amount of $1,696,036.44, subject to the availability of lawfully appropriated funds.

Manager: Hamilton, Darrell D. – Mgr. Transmission and Substation Projects
Director: Acs, Gabor – Sr. Dir. Engineering & Projects
VP: Melendez, Pedro A. - VP Planning Engineering & Construction

APPROVALS:

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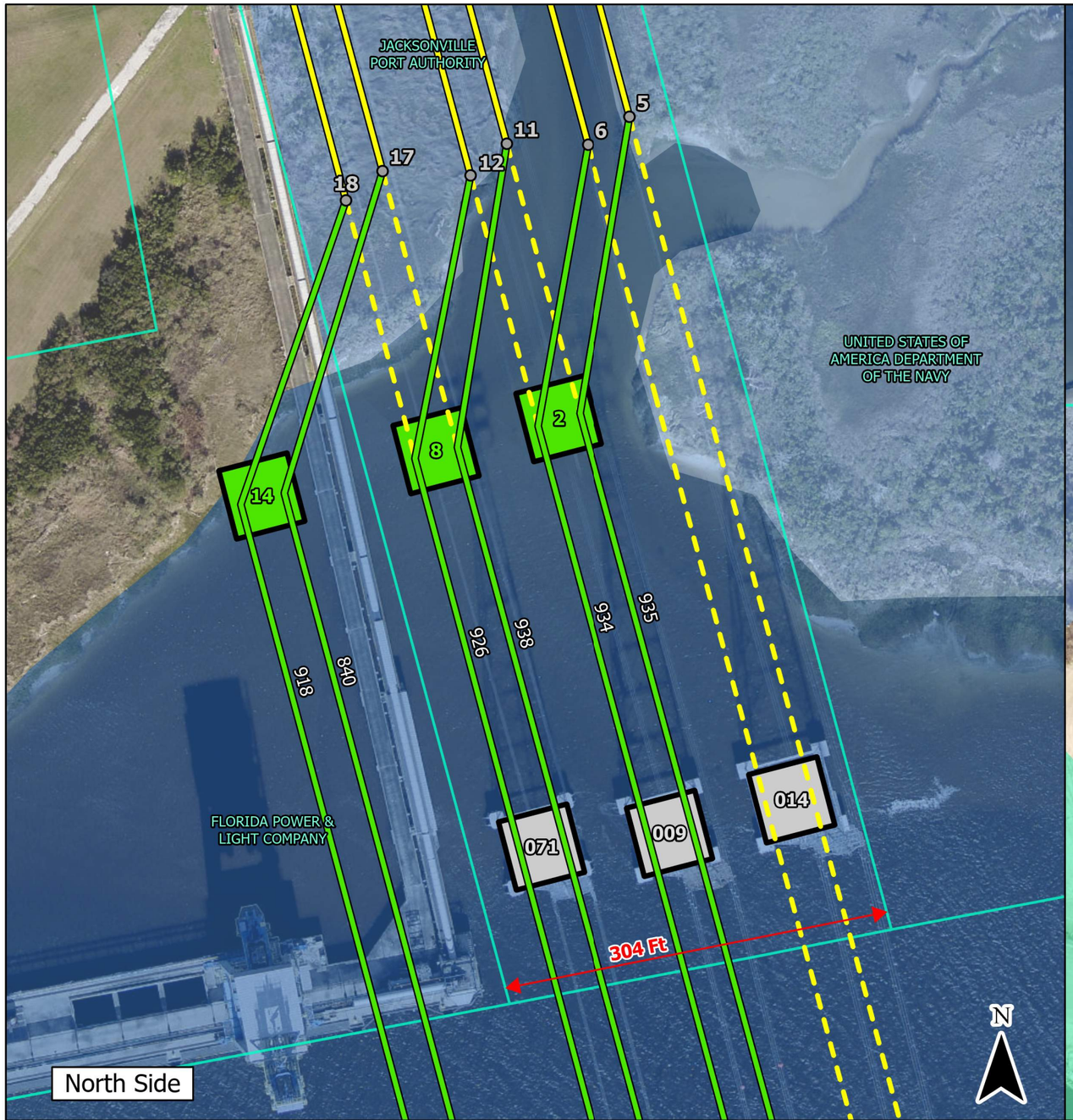
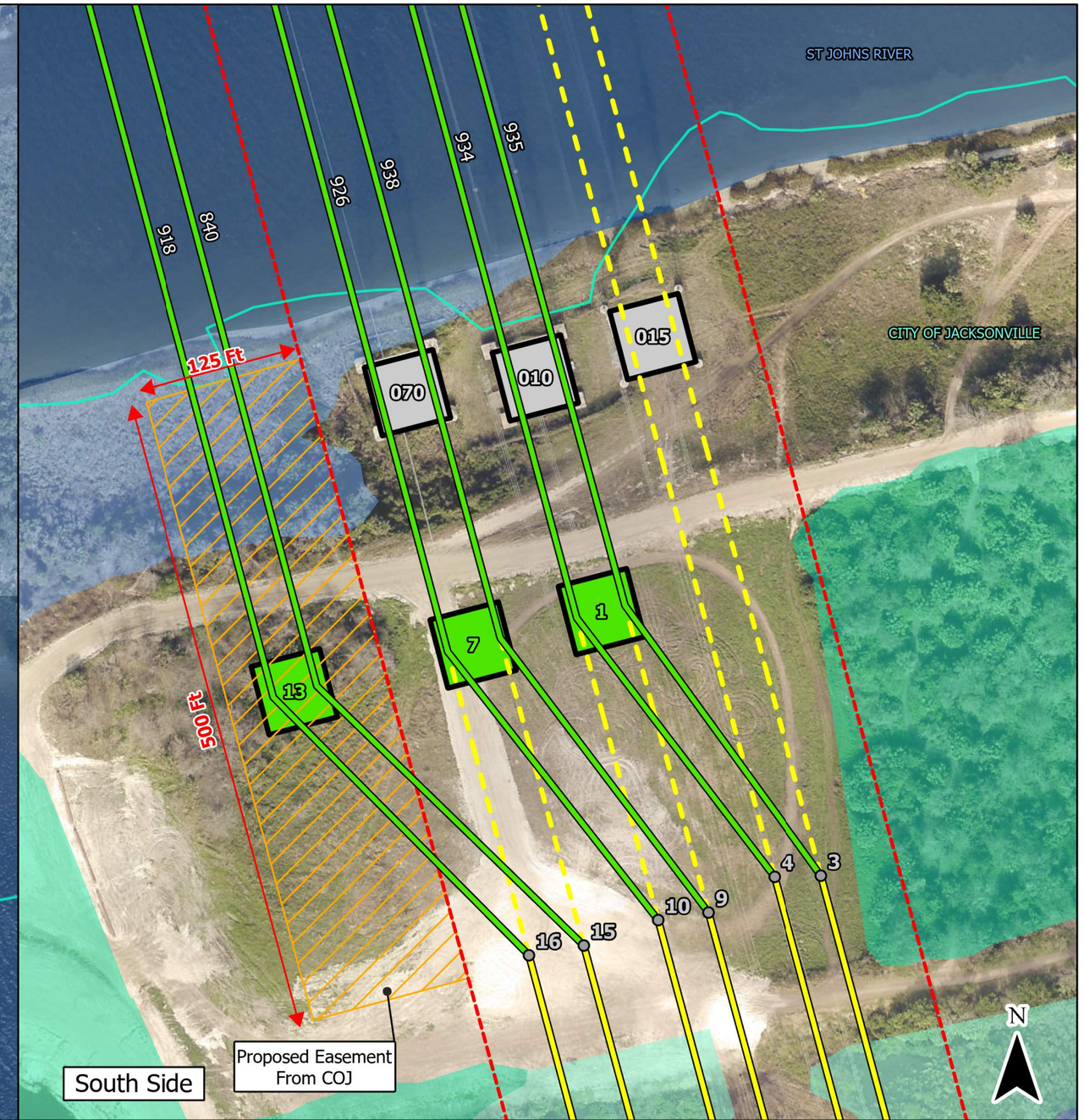
Chairman, Awards Committee **Date**

_____

Budget Representative **Date**





PICKETT®

Legend

- New Pole
- Existing Transmission Line
- Existing Transmission Line (To Be Removed)
- Proposed Transmission Line
- Proposed New Easement
- Mapping Boundary
- Existing Tower (To Be Removed)
- Proposed Tower
- Parcel
- Freshwater Emergent Wetland
- Freshwater Forested/Shrub Wetland
- Estuarine and Marine Wetland
- Estuarine and Marine Deepwater

0 50 100 Feet

REV	DATE	DESCRIPTION	BY	CKD	APP
B	12/9/2022	ISSUED FOR REVIEW	JI	---	---

JEA

FULTON CUT REBUILD

SCALE: 1 IN = 100 FT
DRAWN BY: JI
ENGINEER: ---
COUNTY: DUVAL
SHEET 1 OF 2

DATE: 12/9/2022
CHECKED BY: ---
SECTION: AS SHOWN
FILE NAME:
JEA_FultonCut_PDFMaps

JEA

PROPOSED CONCEPTUAL SKETCH

This product is for informational purposes only and may not have been prepared for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of displayed information.

QUANTA INFRASTRUCTURE SOLUTIONS GROUP, LLC

JEA

Fulton Cut Replacement

Tuesday December 27, 2022

Phase I (60% Design)

Engineering - Pickett	$	761,389.20
Constructability/Engineering Support/DB Project Management - QISG	$	164,171.82
Investigation/Permitting - Subcontracts	$	438,982.00

Phase I Total Price: $ 1,364,543.02

Phase II (IFC) - ADDER

Engineering - Pickett	$	285,104.80
Constructability/Engineering Support/DB Project Management - QISG	$	34,078.62
Investigation/Permitting - Subcontracts	$	12,310.00

Phase II Total Price: $ 331,493.42

General Notes:

1) All Rates shown will be the 2023 billable rate for the T&E NTE portion of the Phase 1 and Phase 2 Contracts

QUANTA INFRASTRUCTURE SOLUTIONS GROUP, LLC

JEA Fulton Cut Replacement - Phase I (60% Design)

Tuesday December 27, 2022

Engineering - Pickett

Classification	Rate	Hours/Milestone			Subtotal/Milestone		
		10%	30%	60%	10%	30%	60%
Principal	$ 220.40	5	5	5	$ 1,102	$ 1,102	$ 1,102
Project Manager	$ 191.40	151	114	257	$ 28,901	$ 21,820	$ 49,190
Project Controls Specialist	$ 110.20	12	20	30	$ 1,322	$ 2,204	$ 3,306
Administration/Account Specialist	$ 63.80	9	23	23	$ 574	$ 1,467	$ 1,467
Engineer VI	$ 203.00	188	478	357	$ 38,164	$ 97,034	$ 72,471
Engineer V	$ 191.40	0	118	20	$ -	$ 22,585	$ 3,828
Engineer IV	$ 168.20	234	407	585	$ 39,359	$ 68,457	$ 98,397
Engineer III	$ 150.80	0	90	72	$ -	$ 13,572	$ 10,858
Engineer I	$ 121.80	110	189	375	$ 13,398	$ 23,020	$ 45,675
Engineering Specialist IV	$ 156.60	0	68	144	$ -	$ 10,649	$ 22,550
Designer	$ 116.00	72	90	198	$ 8,352	$ 10,440	$ 22,968
GIS Manager	$ 174.00	4	4	6	$ 696	$ 696	$ 1,044
GIS Lead	$ 139.20	12	14	22	$ 1,670	$ 1,949	$ 3,062
GIS Analyst	$ 116.00	36	56	54	$ 4,176	$ 6,496	$ 6,264
					$ 137,715	**$ 281,491**	**$ 342,183**

Note: Rates valid for 2023

Constructability/Engineering Support/DB Project Management - QISG

Classification	Rate	Hours/Milestone			Subtotal/Milestone		
		10%	30%	60%	10%	30%	60%
Project Manager	$ 136.49	111	99	120	$ 15,150	$ 13,513	$ 16,379
Assistant Project Manager	$ 129.32	111	99	120	$ 14,355	$ 12,803	$ 15,518
Construction Manager	$ 154.28	80	80	0	$ 12,342	$ 12,342	$ -
Procurement Specialist	$ 85.35	80	80	0	$ 6,828	$ 6,828	$ -
Project Controls Specialist	$ 76.09	45	39	48	$ 3,424	$ 2,968	$ 3,652
Scheduler	$ 115.02	45	39	48	$ 5,176	$ 4,486	$ 5,521
Estimator	$ 161.09	40	40	0	$ 6,444	$ 6,444	$ -
					$ 63,718.86	**$ 59,382.48**	**$ 41,070.48**

Note: Rates valid for 2023

Investigation/Permitting - Subcontracts

Description of Work	Subtotal
Survey	$ 115,119
Field Services	$ 12,122
SUE	$ 27,218
Environmental	$ 115,606
Geotechnical (60%)	$ 160,266
Bond	$ 8,651
Subtotal:	**$ 438,982**

Note: Lump Sum Portion

QUANTA INFRASTRUCTURE SOLUTIONS GROUP, LLC

Fulton Cut Replacement - Phase II (IFC)

Tuesday December 27, 2022

Engineering - Pickett

Classification	Rate	Hours/Milestone		Subtotal/Milestone	
		90%	100%/Const. Prep	90%	100%/Const. Prep
Principal	$ 220.40	5	0	$ 1,102	$ -
Project Manager	$ 191.40	283	28	$ 54,166	$ 5,359
Project Controls Specialist	$ 110.20	20	5	$ 2,204	$ 551
Administration/Account Specialist	$ 63.80	23	0	$ 1,467	$ -
Engineer VI	$ 203.00	243	86	$ 49,329	$ 17,458
Engineer V	$ 191.40	46	25	$ 8,804	$ 4,785
Engineer IV	$ 168.20	360	90	$ 60,552	$ 15,138
Engineer III	$ 150.80	0	0	$ -	$ -
Engineer I	$ 121.80	250	20	$ 30,450	$ 2,436
Engineering Specialist IV	$ 156.60	63	0	$ 9,866	$ -
Designer	$ 116.00	126	0	$ 14,616	$ -
GIS Manager	$ 174.00	4	0	$ 696	$ -
GIS Lead	$ 139.20	14	0	$ 1,949	$ -
GIS Analyst	$ 116.00	36	0	$ 4,176	$ -
				$ 239,378	**$ 45,727**

Note: Rates valid for 2023

***Pricing does not include costs associated with SWPPP & NPDES Permitting**

***Construction Preparation will include witnessing structure fit-up at factory, align permits, align outages, prepare IFC drawings, etc.**

Constructability/Engineering Support/DB Project Management - QISG

Classification	Rate	Hours/Milestone		Subtotal/Milestone	
		90%	100%/Const. Prep	90%	100%/Const. Prep
Project Manager	$ 136.49	90	24	$ 12,284	$ 3,276
Assistant Project Manager	$ 129.32	90	0	$ 11,639	$ -
Construction Manager	$ 154.28	0	0	$ -	$ -
Procurement Specialist	$ 85.35	0	0	$ -	$ -
Project Controls Specialist	$ 76.09	36	0	$ 2,739	$ -
Scheduler	$ 115.02	36	0	$ 4,141	$ -
Estimator	$ 161.09	0	0	$ -	$ -
				$ 30,802.86	**$ 3,275.76**

Note: Rates valid for 2023

Investigation/Permitting - Subcontracts

Description of Work	Subtotal
Geotechnical (IFC)	$ 10,208
Bond	$ 2,102
Subtotal:	**$ 12,310**

Note: Lump Sum Portion

Classification	Engineering					Construction	
	Milestone						
	10%	30%	60%	90%	100%	Const.	As-Built
Principal	5	5	5	5	0	0	0
Project Manager	151	114	257	283	28	82	20
Project Controls Specialist	12	20	30	20	5	80	20
Administration/Account Specialist	9	23	23	23	0	20	10
Engineer VI	188	478	357	243	86	270	40
Engineer V	0	118	20	46	25	143	0
Engineer IV	234	407	585	360	90	295	40
Engineer III	0	90	72	0	0	0	0
Engineer I	110	189	375	250	20	220	80
Engineering Specialist IV	0	68	144	63	0	0	0
Designer	72	90	198	126	0	0	40
GIS Manager	4	4	6	4	0	0	0
GIS Lead	12	14	22	14	0	20	0
GIS Analyst	36	56	54	36	0	40	0

Engineering - Notice to Proceed through Issue for Construction

Resource	Description	Classification	Estimated Hours	FTE	% of Total Hours
Mike Leahy	Chief Operating Officer	Principal, Sponsor	20	1%	0%
Russell Coby	Project Manager	Project Manager	833	33%	13%
Jacquelyn Beccue	Project Controls	Project Controls Specialist	87	3%	1%
Jane Cabrera	Account Specialist	Account Specialist	78	3%	1%
Tom Bennett	Lead Civil Engineer, T-Line SME	Engineer VI	811	32%	13%
E.J. Benton	Director of Engineering	Engineer VI	203	8%	3%
Ed Wisser	T-Line SME (Electrical)	Engineer VI	338	13%	5%
Ben Wadsworth	T-Line SME (Structural)	Engineer V	209	8%	3%
Michal Komorowski	Lead Transmission Engineer	Engineer IV	1,006	40%	16%
Jimmy Alford	Lead Structural Engineer	Engineer IV	670	27%	10%
Charles Carrillo	Structural Engineer	Engineer III	162	6%	3%
Tom Zabriskie	Transmission Engineer	Engineer I	944	38%	15%
Jeff Butler	Civil Engineering Specialist	Engineering Specialist IV	275	11%	4%
Guido Controni	Designer	Designer	486	19%	8%
Michael Jensen	GIS Manager	GIS Manager	18	1%	0%
Helen Paris	GIS Lead	GIS Lead	62	2%	1%
James Ireland	GIS Analyst	GIS Analyst	182	7%	3%

Formal Bid and Award System

Award #4 April 13, 2023

Type of Award Request: REQUEST FOR PROPOSAL (RFP)
Requestor Name: Roh, Mir & Rinehart, Jason
Requestor Phone: 904-505-4756, 904-625-5974
Project Title: One (1) 69 kV/13/2 kV Water Street, One (1) 138 kV/26kV Starratt Road Transformer
Project Location: JEA
Project Number: 8008427, 8008498
Funds: Capital
Award Estimate: $3,000,000.00
Scope of Work:

JEA is soliciting Proposals for the equipment design, fabrication, and delivery of One T2 69kV/13.2kV 30/40/50 MVA Transformer for Water Street Substation and One T2 138kV/26kV 30/40/50 MVA Starratt Road Substation (the "Work" or "Services").

The scope of services the company will provide includes, however, is not limited to: Equipment Design, Equipment Engineering, Materials procurement, Fabrication, Drawings, and Delivery (offload and set on the pad).

There is lead time calculation penalty for any lead times over 20 months.

It is noted, the Water Street transformer location has some unique installation challenges due to location and installation that is being added as a separate price.

JEA IFB/RFP/State/City/GSA#: 1411119046
Purchasing Agent: Lovgren, Rodney D.
Is this a Ratification?: NO

RECOMMENDED AWARDEE(S):

Name	Contact Name	Address	Phone	Amount
PROLEC–GE WAUKESHA INC.	Marianna Escobedo	Mariana.escobedo@prolec.energy.com	262-446-8499	$2,919,056.00

Amount for entire term of Contract/PO: $2,919,056.00
Award Amount for remainder of this FY: $0.00
Length of Contract/PO Term: Project Completion
Begin Date (mm/dd/yyyy): 04/13/2023
End Date (mm/dd/yyyy): Project Completion (Estimate 04/30/2026)
JSEB Requirement: N/A - Specialty Services

PROPOSERS:

Name	Unit Price	Evaluated Price
PROLEC-GE WAUKESHA, INC. (WATER STREET T2)	$1,425,307.00	$1,940,576.05
PROLEC-GE WAUKESHA, INC. (STARRATT STREET T2)	$1,460,749.00	$1,965,218.05
DELTA STAR INC. (WATER STREET T2)	$1,963,962.00	$2,557,951.09
DELTA STAR INC. (STARRATT ROAD T2)	$2,221,172.00	$2,831,861.09
HITACHI ENERGY USA INC. (WATER STREET T2)	$2,566,500.00	$2,927,300.39
HITACHI ENERGY USA INC. (STARRATT ROAD T2)	$2,529,300.00	$2,897,510.39

Background/Recommendations:

Advertised on 02/14/2023. At Proposal opening on 03/28/2023, JEA received three (3) Proposals. The evaluation is based 100% on the evaluated price. Prolec-GE Waukesha, Inc. was deemed the lowest priced responsible and responsive Proposer. A copy of the Proposal Form and Proposal Workbook are attached as backup.

The Proposers submit their unit price (actual equipment price) and are evaluated on an evaluated price, which takes into account load losses and lead-time to determine the Awardee. The load losses are determined by the equipment designer and input into a cost of ownership calculation, the lead-time calculation is based on supplier lead-time and a price / month calculation to arrive at the evaluated price.

Prolec-GE, Waukesha, Inc.'s original submission had a 36–39-month lead time, which is acceptable for the Water Street T2 Transformer. JEA was able to firm delivery for the Starratt Road T2 transformer to Feb. 2026 to the meet the project delivery date.

The award amount includes the base equipment price and installation (which is typically setting the transformer on the pad) and is included in the unit price for Starratt Road. The Water Street T2 transformer includes an additional $33,000.00 installation price option. The Water Street T2 installation location has obstructions to installation and requires special handling to install the transformer on the pad.

The award amount is 2.7% below the budget estimate. It is also noted these transformers have price adjustment through the completion of manufacturing. JEA understands this not the best-case scenario for procurements; however, market indices and actual costs are used and 50% of the price is subject to price adjustment (22% of which is labor). Based on competition and current market conditions the price is deemed reasonable.

1411119046 - Request approval to award a contract to Prolec-GE, Waukesha, Inc. for the supply of One (1) 69 kV/13/2 kV Water Street, One (1) 138 kV/26kV Starratt Road Transformer in the amount of $2,919,056.00, subject to the availability of lawfully approved funds.

Manager: Hamilton, Darrell D. – Mgr. Transmission and Substation Projects
Director: Acs, Gabor – Sr. Dir. Engineering & Projects
VP: Melendez, Pedro A. - VP Planning Engineering & Construction

APPROVALS:

_____

Chairman, Awards Committee **Date**

_____

Budget Representative **Date**

APPENDIX B PROPOSAL FORM

T2 69kV/13.2kV 30/40/50 MVA Transformer for Water Street Substation and One T2 138kV/26kV 30/40/50 MVA Starratt Road Substation.

COMPANY INFORMATION:

COMPANY NAME: Prolec GE Waukesha, Inc

BUSINESS ADDRESS: 400 S. Prairie Avenue

CITY, STATE, ZIP CODE: Waukesha, Wi. 53005

TELEPHONE: 262-446-8449

FAX:

EMAIL OF CONTACT: mariana.escobedo@prolec.energy

Total Evaluated Bid Price

Description	Total Bid Price
Total Evaluated Price from the Bid Workbook	$ 3,905,794.11
Lead Time in Months ARO (Not later than 36 months ARO)	36-39 months after Waukesha Order Acknowledgment issue date. *

Upload 1 electronic signed copy of this Proposal your Proposal Submission

Company's Certification

By submitting this Proposal, the Proposer certifies that it has read and reviewed all of the documents pertaining to this RFP and agrees to abide by the terms and conditions set forth therein, that the person signing below is an authorized representative of the company, that the company is legally authorized to do business in the State of Florida, and that the company maintains in active status an appropriate license for the work. The company certifies that its recent, current, and projected workload will not interfere with the company's ability to Work in a professional, diligent and timely manner.

The Proposer certifies, under penalty of perjury, that it holds all licenses, permits, certifications, insurances, bonds, and other credentials required by law, contract or practice to perform the Work. The Proposer also certifies that, upon the prospect of any change in the status of applicable licenses, permits, certifications, insurances, bonds or other credentials, the Company shall immediately notify JEA of status change.

We have received addenda 1 through 3

mariana escobedo

Signature of Authorize Officer of Company or Agent

03/28/2023

Date

Mariana Escobedo/Application Engineer

Printed Name & Title

262-446-8449

Phone Number

*Lead-times can only be approximated at this time due to the fluidity of the market. During negotiation and prior to an intent to award, Waukesha will examine the current backlog to find a mutually agreed upon delivery date.

1411119046 Appendix B Bid Workbook (BIDDER SHALL FILL IN YELLOW CELLS)

Bidder Name	Prolec GE Waukesha, Inc	Manufacturer Name	Prolec GE Waukesha, Inc

#	Item	Description	Unit Price (Base Price)	Guaranteed No-Load Losses		Guaranteed Load Losses		Guaranteed Auxiliary Losses		Calculated Unit Price
				kW	Amount	kW	Amount	kW	Amount	
1	40/50/60 MVA	**69 kV / 13.2 kV Transformer Water Street Substation (include freight to jobsite)**	$ 1,425,307.00	19.5	$5,000	114.4	$1,000	7.2	$500	$1,640,807.00
1a	40/50/60 MVA	**Optional - Offload and Setting at Water Street Transformer (not included in Evaluation)**	$ 33,000.00							$ 33,000.00
#	**Item**	**Description**	**Lead Time evaluation # / Month**	**Low Lead Time (L) (in weeks)**		**Average Lead Time (Months) = ((L+H)/2)4.33**		**High Lead Time (H) (in weeks)**		
2	**LEAD TIME**	Supplier will add Lead time in Weeks, which will be converted into months. For evaluation purposes, for a company that has a lead time over 20 months, the lead time will be evaluated starting at an initial $20,000.00 penalty in price evaluation and then incrementally at $20,000.00 / month (prorata) and will be included in the Total Evaluated Bid Price.	**($20,000.00)**	147		35.0		156		$299,769.05
1	40/50/60 MVA	**138kV / 26 kV Transformer Starratt Road Substation**	$ 1,460,749.00	21.5	$5,000	93.6	$1,000	7.2	$500	$1,665,449.00
#	**Item**	**Description**	**Lead Time evaluation # / Month**	**Low Lead Time (L) (in weeks)**		**Average Lead Time (Months) = ((L+H)/2)4.33**		**High Lead Time (H) (in weeks)**		
2	**LEAD TIME**	Supplier will add Lead time in Weeks, which will be converted into months. For evaluation purposes, for a company that has a lead time over 20 months, the lead time will be evaluated starting at an initial $20,000.00 penalty in price evaluation and then incrementally at $20,000.00 / month (prorata) and will be included in the Total Evaluated Bid Price.	**($20,000.00)**	147		35.0		156		$299,769.05
Total Evaluated Bid Price (Enter this Price on the Response form. This will be the price used to evaluate reponses for the purposes of Ranking. The highest evaluated Respondent will be the first to be negotiated with. This does not guarantee an Award, which is subject to successful negotiaton of terms and conditions and approval of the JEA awards committee and lawfully appropriated funds.										$3,905,794.11

MATERIALS AND SERVICE OPTIONS PRICING (BIDDER SHALL FILL IN YELLOW CELLS)

#	Material / Service Option	Description of Work	Unit Price	Qty
1	Field Serivce Technician	3 days of service during time period Monday - Friday, including travel and per diem.	$ 7,764.00	1 Lot
2	Additional Optional Training	5 days of training, including travel, per diem	$ 10,870.00	1 Lot
3	In and Out Costs	Move in and out of Storage	--	1 Lot
4	Storage Costs	If Delivery delayed > 30 days from Ready to Ship. Delivery delays < 30 days shall be absorbed by the Company	--	Per Month
5	Critical Spare Parts	One (1) HV bushing	$3,600	
6	Critical Spare Parts	One (1) LV bushing	$1,900	
7	Critical Spare Parts			

	Design Approval	Release to Manufacture	Shipment	Final Acceptance	
Water Street	10%	20%	60%	10%	
$ 1,425,307.00	$ 142,530.70	$ 285,061.40	$ 855,184.20	$ 175,530.70	
	~ Oct 2025	~ Dec 2025	~ April 2026	~May 2026	
	FY26	FY26	FY26	FY26	
Totals	**$ 288,605.60**	**$ 577,211.20**	**$ 1,731,633.60**	**$ 321,605.60**	
Starratt Road					
$ 1,460,749.00	$ 146,074.90	$ 292,149.80	$ 876,449.40	$ 146,074.90	
	~ AUG 2025	~ Oct 2025	~Feb. 2026	~Mar 2026	$ 2,886,056.00
	FY25	FY26	FY26	FY26	33000
Price Adjustment Formula					$ 2,919,056.00
Copper	HG-Comex			**10%**	
Core Steel	Waukesha Internal			**8%**	
Plate Steel	AAM - Cut to Length Plate Carbon Grade FOB mill US$/CWT			**6%**	
Oil	Brent Crude Futures, Continuous Contract #1 (B1) (Front Month)			**2%**	
Insulation	PIX U.S. NBSK Index			**2%**	
Labor	U.S. BLS NAICS Code 335 - Mfg Labor Cost Index			**22%**	
Subtotal				**50%**	

Formal Bid and Award System

Award #5 April 13, 2023

Type of Award Request: CONTRACT INCREASE
Requestor Name: Horn, Derek – Associate Engineer
Project Title: Engineering Services – Protection and Controls
Project Number: Various – (See Attached)
Project Location: JEA
Funds: Capital
Business Unit Estimate: $1,950,958 (Award to Budget)
Scope of Work:

This Solicitation is for JEA to obtain General Engineering Services of an experienced engineering firm with technical expertise in design engineering for generation and transmission Protection and Control (P&C) projects to supplement JEA's internal design staff (The "Work"). The work will consist of performing engineering and design services as requested by JEA in support of engineering Generation and Transmission Protection and Control (P&C) projects for which comply with Florida Statutes Section 287.055, known as the Consultants' Competitive Negotiation Act (CCNA).

JEA intends to award up to three (3) contracts to the three (3) most highly qualified firms that meet the minimum qualifications and with which JEA is able to successfully negotiate a contract.

The firm's staff should be proficient with relays manufactured by Schweitzer Engineering Laboratories (SEL) and the following computer programs: Microstation, Aspen OneLiner, Aspen Distriview, and SEL applications (AcSELerator Quickset/Diagram Builder/RTAC, SEL Settings Assistant, SEL-5010, etc.).

JEA IFB/RFP/State/City/GSA#: 1410636046
Purchasing Agent: Lovgren, Rodney Dennis
Is this a ratification?: NO

RECOMMENDED AWARDEE:

Name	Contact Name	Email	Original Award	Contract Increase	New NTE
LEIDOS ENGINEERING, LLC	Robert Jennings	Robert.L.Jennings @leidos.com	$600,000.00	$1,322,812.00	$1,922,812.00
POWER ENGINEERS INC.	Ivette Sanchez	Ivette.sanchez @powereng.com	$75,000.00	$628,146.00	$703,146.00
BLACK & VEATCH	Thomas Lind	lindtr@bv.com	$75,000.00	$0.00	$75,000.00

Amount of Original Award: $750,000.00
Date of Original Award: 08/25/2022
Change Order Amount: $1,950,958.00
New Not-To-Exceed Amount: $2,700,958.00
Length of Contract/PO Term: Three (3) Years w/ Two (2) - 1 Yr. Renewals
Begin Date (mm/dd/yyyy): 10/01/2022

End Date (mm/dd/yyyy): 09/30/2025

Renewal Options: Yes - Two (2) - 1 Yr. Renewals

JSEB Requirement: Optional

Leidos Engineering, LLC – Listed No JSEB
Power Engineers INC – Listed No JSEB
Black & Veatch – Listed No JSEB

Background/Recommendations:

Competitively bid and approved by Awards Committee on 08/25/2022. The original award was an 80/10/10 split for award amount to Leidos Engineering, LLC, Power Engineers Inc and Black & Veatch. The original award is attached as backup.

This request is to add funds in the amount of $1,950,958.00 to allow continued use through the contract original term. The business unit has completed a project and budget review process to establish funding for expected projects over the term of the contract. A listing of the projects and projected cash flows based on engineering firm scope and fee estimates is attached as backup. Rates are subject to CPI annually.

Should additional funds be required, the JEA business unit and supply chain management will process increases through the Awards Committee as necessary.

Request approval for a contract increase to Leidos Engineering, LLC for ($1,322,812.00) and Power Engineers Inc. for ($628,146.00) for protection and controls services for a new not-to-exceed amount of $2,700,958.00, subject to the availability of lawfully appropriated funds.

Manager: Heaton, Ryan C. – Mgr. System Protection and Control Projects

Sr. Director Gabor, Acs – Sr. Dir. Engineering & Construction

VP: Melendez, Pedro A. – VP Planning Engineering & Construction

APPROVALS:

_____

Chairman, Awards Committee **Date**

_____

Budget Representative **Date**

Award Tracking

	Original Award (8/25/2022)	Contract Increase 1				New Not to Exceeds
Leidos Engineering	$ 600,000.00	$ 1,322,812.00				$ 1,922,812.00
Power Engineers	$ 75,000.00	$ 628,146.00				$ 703,146.00
Black & Veatch	$ 75,000.00	$ -				$ 75,000.00
Totals	**$ 750,000.00**	**$ 1,950,958.00**				**$ 2,700,958.00**

Contract Increase 1 - CashFlows and Projects

	Work Description	OPN(s)	FY23	FY24	FY25	
Leidos Engineering	CAD Tech:	8005286	$ 38,120.00	$ -	$ -	
	CAD Tech:	8008291	$ 30,000.00	$ -	$ -	
	CAD Tech:	8008199	$ 30,000.00	$ -	$ -	
	Senior Engineer:	8005286	$ 60,000.00	$ -	$ -	
	Senior Engineer:	8008291	$ 60,000.00	$ -	$ -	
	Senior Engineer:	8008199	$ 50,780.00	$ -	$ -	
	Transmission Breakers:	8008213	$ 51,828.00	$ 212,796.00	$ 80,484.00	
	CCVT Replacements:	8008209	$ 25,942.00	$ 83,704.00	$ 80,630.00	**$ 1,950,958.00**
	26kv Breakers:	8008196	$ 31,940.00	$ 173,214.00	$ 242,930.00	
	Other Devices:	8008210	$ 17,611.00	$ 35,222.00	$ -	
	Other Devices:	8008211	$ 17,611.00	$ -	$ -	
	Subtotal Leidos		**$ 413,832.00**	**$ 504,936.00**	**$ 404,044.00**	
Power Engineers	**Work Description**	**OPN(s)**	**FY23**	**FY24**	**FY25**	
	Eagle LNG:	8008658	$ 100,000.00	$ 255,146.00	$ -	
	D20 Replacements:	8008291	$ 91,000.00	$ 91,000.00	$ 91,000.00	
	Subtotal Power Engineers		**$ 191,000.00**	**$ 346,146.00**	**$ 91,000.00**	

Approved by the JEA Awards Committee

Date: 08/25/2022 Item# 5

Formal Bid and Award System

Award #5 August 25, 2022

Type of Award Request: REQUEST PROPOSAL (RFP)
Requestor Name: Horn, Derek – Associate Engineer
Project Title: Engineering Services – Protection and Controls
Project Number: 8007275
Project Location: JEA
Funds: Capital
Budget Estimate: $750,000.00 (Award to Budget)
Scope of Work:

This Solicitation is for JEA to obtain General Engineering Services of an experienced engineering firm with technical expertise in engineering generator and transmission Protection and Control (P&C) projects to supplement JEA's internal design staff (The "Work"). The Work will consist of performing engineering and design services as requested by JEA in support of engineering Generator and Transmission Protection and Control (P&C) projects for which the estimated construction cost as set forth in Florida Statutes Section 287.055, known as the Consultants' Competitive Negotiation Act (CCNA).

JEA will award up to three (3) contracts to the three (3) most highly qualified firms that meet the minimum qualifications to submit a proposal and with which JEA is able to successfully negotiate a contract. JEA anticipates needing up to three (3) contracts to meet its future demand for this type of work because JEA may not have the manpower or expertise to handle internally.

The proposing engineering firm will need to allow its engineers to work on-site with JEA engineers, and also be able to work from their corporate office. The firm's staff should be proficient with relays manufactured by Schweitzer Engineering Laboratories (SEL) and the following computer programs: Microstation, Aspen OneLiner, Aspen Distriview, and SEL applications (AcSELerator Quickset/Diagram Builder/RTAC, SEL Settings Assistant, SEL-5010, etc.). All design work shall be in compliance with JEA standards as deemed acceptable by the JEA project engineer and located at the following link:
https://www.jea.com/Engineering_and_Construction/Electric_Reference_Materials/
All design work shall be in compliance with all applicable codes and industry standards including, but not limited to, NEC, NESC, IEEE/ANSI.

JEA IFB/RFP/State/City/GSA#: 1410636046
Purchasing Agent: Lovgren, Rodney
Is this a Ratification?: NO

RECOMMENDED AWARDEE(S):

Name	Contact Name	Email	Address	Phone	Amount
LEIDOS ENGINEERING, LLC	Robert Jennings	Robert.L.Jennings@leidos.com	12901 Science Drive, Orlando FL, 32828	(813) 777-8198	$600,000.00

POWER ENGINEERS INC.	Ivette Sanchez	Ivette.sanchez @powereng.com	3940 Glenbrook Drive, Hailey, Idaho 83333	(208) 788-3456	$75,000.00
BLACK & VEATCH	Thomas Lind	lindtr@bv.com	201 South Orange Avenue, Suite 500, Orlando, FL 32801	(407) 419-8015	$75,000.00

Amount for entire term of Contract/PO: $750,000.00
Award Amount for remainder of this FY: $0.00
Length of Contract/PO Term: Three (3) Years, Two – 1 Yr, Renewals
Begin Date (mm/dd/yyyy): 10/01/2022
End Date (mm/dd/yyyy): 09/30/2025
Renewal Options: Yes - Two – 1 Yr. Renewals
JSEB Requirement: Optional
Comments on JSEB Requirements:
Leidos Engineering, LLC – Listed No JSEB
Power Engineers INC – Listed No JSEB
Black & Veatch – Listed No JSEB
PROPOSERS:

Name	Score	Rank
LEIDOS ENGINEERING, LLC	80.5	1
POWER ENGINEERS, INC	78.2	2
BLACK & VEATCH	75.3	3
BURNS & MCDONNELL	71.6	4
SUBGRID SOLUTIONS LLC	73.1	4
CHEN MOORE & ASSOCIATES	62.0	6
POWER GRID ENGINEER LLC	58.9	7

Background/Recommendations:
Advertised on 03/16/2022. Nine (9) prime companies attended the optional pre-proposal meeting held on 03/29/2022. At proposal opening on 04/19/2022, JEA received seven (7) Proposals. The public evaluation meeting was held on 07/12/2022 and JEA deemed Leidos Engineering LLC, Power Engineers Inc. and Black & Veatch, as the three (3) most qualified to perform the work. A copy of the evaluation matrix and negotiated schedule and fees are attached as backup.

For continuing services contracts, JEA does not have a set forecast of when each engineering project will be released and total project amount be to awarded to engineering firms beyond the current and next approved fiscal year. As such, JEA will preliminarily fund the contract and will return to awards committee to add funds to the contracts to fund work as projects are released and scope of work are determined.

The engineering services group will issue task orders as required to facilitate the work. The work may be awarded based on contracted rates (i.e. lowest rates for scope) or based on specialty (some firms have more experience in specific types of work).

The proposed engineering rates are compared on an aggregate average basis per firm. When comparing the aggregate average rates index of $134.55 to the bid index $144.16, the bid rate average is 7.1% higher and are deemed reasonable. The rates are subject to CPI price adjustment annually with a cap of six percent (6%).

1410636046 – Request approval to award contracts to Leidos Engineering LLC $600,000.00, Power Engineers Inc. $75,000.00 and Black & Veatch $75,000.00 for protection and controls engineering services for a total amount of $750,000.00, subject to the availability of lawfully appropriated funds.

Manager: Heaton, Ryan C. - Mgr System Protection and Control Projects
Director: Acs, Gabor - Sr Dir Engineering & Projects
VP: Erixton, Ricky D. - VP Electric Systems

APPROVALS:

Stephen Datz 8/25/2022

Chairman, Awards Committee **Date**

Stephanie M Realy 8/25/2022

Budget Representative **Date**

#	1410636046 Protection & Controls Engineering Services Summary Evaluation Matrix							
	Vendor Rankings	Heaton	Rao	Hamilton	Horn	Σ Rank	Rank	Total Score
1	Black & Veatch	5	3	2	3	13	**3**	301.00
2	Burns & McDonnell	3	5	5	2	15	**4**	286.50
3	Chen Moore & Associates	6	7	6	6	25	**6**	248.00
4	Leidos Engineering LLC	1	1	3	1	6	**1**	322.00
5	Power Engineerings INC	4	1	1	4	10	**2**	312.75
6	Power Grid Engineer LLC	7	6	7	7	27	**7**	235.75
7	Subgrid Solutions LLC	2	4	4	5	15	**4**	292.50
8		8	8	8	8	32	8	0.00
9		8	8	8	8	32	8	0.00
10		8	8	8	8	32	8	0.00
#	Heaton	Professional Staff Experience (20 Points)	Company Experience (75 Points)	JSEB (5 Points)			Total	Rank
1	Black & Veatch	12.8	38.0	0.0			50.75	5
2	Burns & McDonnell	13.8	36.0	4.0			53.75	3
3	Chen Moore & Associates	11.5	30.0	4.0			45.50	6
4	Leidos Engineering LLC	15.3	42.0	0.0			57.25	1
5	Power Engineerings INC	13.3	40.0	0.0			53.25	4
6	Power Grid Engineer LLC	8.5	36.0	0.0			44.50	7
7	Subgrid Solutions LLC	14.5	38.0	4.0			56.50	2
8	0						0.00	8
9	0						0.00	8
10	0						0.00	8
	Rao	Professional Staff Experience (20 Points)	Company Experience (75 Points)	JSEB (5 Points)			Total	Rank
1	Black & Veatch	20.0	64.0	0.0			84.00	3
2	Burns & McDonnell	20.0	57.0	4.0			81.00	5
3	Chen Moore & Associates	15.0	46.0	4.0			65.00	7
4	Leidos Engineering LLC	17.5	75.0	0.0			92.50	1
5	Power Engineerings INC	17.5	75.0	0.0			92.50	1
6	Power Grid Engineer LLC	12.5	64.0	0.0			76.50	6
7	Subgrid Solutions LLC	15.0	64.0	4.0			83.00	4
8	0						0.00	8
9	0						0.00	8
10	0						0.00	8

	Hamilton	Professional Staff Experience (20 Points)	Company Experience (75 Points)	JSEB (5 Points)			Total	Rank
1	Black & Veatch	17.5	70.0	0.0			87.50	2
2	Burns & McDonnell	14.3	53.0	4.0			71.25	5
3	Chen Moore & Associates	11.5	51.0	4.0			66.50	6
4	Leidos Engineering LLC	16.5	70.0	0.0			86.50	3
5	Power Engineerings INC	13.8	75.0	0.0			88.75	1
6	Power Grid Engineer LLC	14.0	51.0	0.0			65.00	7
7	Subgrid Solutions LLC	15.3	57.0	4.0			76.25	4
8	0						0.00	8
9	0						0.00	8
10	0						0.00	8
	Horn	Professional Staff Experience (20 Points)	Company Experience (75 Points)	JSEB (5 Points)			Total	Rank
1	Black & Veatch	18.8	60.0	0.0			78.75	3
2	Burns & McDonnell	18.5	58.0	4.0			80.50	2
3	Chen Moore & Associates	16.0	51.0	4.0			71.00	6
4	Leidos Engineering LLC	18.8	67.0	0.0			85.75	1
5	Power Engineerings INC	17.3	61.0	0.0			78.25	4
6	Power Grid Engineer LLC	12.8	37.0	0.0			49.75	7
7	Subgrid Solutions LLC	16.8	56.0	4.0			76.75	5
8	0						0.00	8
9	0						0.00	8
10	0						0.00	8
	Overall Averages	Professional Staff Experience (20 Points)	Company Experience (75 Points)	JSEB (5 Points)			Total	
1	Black & Veatch	16.75	57.33	0.00	#DIV/0!	#DIV/0!	#DIV/0!	
2	Burns & McDonnell	16.00	48.67	4.00	#DIV/0!	#DIV/0!	#DIV/0!	
3	Chen Moore & Associates	12.67	42.33	4.00	#DIV/0!	#DIV/0!	#DIV/0!	
4	Leidos Engineering LLC	16.42	62.33	0.00	#DIV/0!	#DIV/0!	#DIV/0!	
5	Power Engineerings INC	14.83	63.33	0.00	#DIV/0!	#DIV/0!	#DIV/0!	
6	Power Grid Engineer LLC	11.67	50.33	0.00	#DIV/0!	#DIV/0!	#DIV/0!	
7	Subgrid Solutions LLC	14.92	53.00	4.00	#DIV/0!	#DIV/0!	#DIV/0!	
8	0	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
9	0	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
10	0	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	

POWER ENGINEERS INC.
SCHEDULE OF CHARGES – 2022
JEA

This standard Schedule of Charges is for professional services. Unless agreed otherwise, charges for work on continuing projects will be based on the then current Schedule of Charges. Invoices will be submitted monthly and/or upon completion of the work and will be due and payable when issued. All accounts not paid within thirty (30) days after Owner's receipt of the invoice will bear a **SERVICE CHARGE OF 1.0% PER MONTH** for each month the invoice is unpaid.

GRADE	PERSONNEL CLASSIFICATION	
13	President	$216.00/hr.
	Executive Vice President	
	Senior Project Manager IV	
12	Project Manager Director	$216.00/hr.
	Senior Project Manager III	
11	Senior Project Manager II	$216.00/hr.
	Senior Program Manager II	
	Principle Engineer II	
10	Senior Project Manager I	$216.00/hr.
	Senior Program Manager I	
	Senior Project Engineer III	
	Senior Project Lead III	
	Strategic Consultant III	
	Principle Engineer I	
9	Project Manager III	$216.00/hr.
	Senior Project Lead II	
	Construction Manager III	
	Senior Project Engineer II	
	Strategic Consultant II	
	Senior Consultant III	
	Senior Engineer II	
8	Project Manager II	$194.00/hr.
	Senior Project Lead I	
	Strategic Consultant I	
	Senior Consultant II	
	Senior Project Engineer I	
	Construction Manager II	
	Senior Engineer I	
7	Project Manager I	$166.00/hr.
	Project Lead II	
	Construction Manager I	
	Environmental Specialist IV	
	Project Engineer II	
	Engineer IV	
	Designer V	
	Project Administrator III	
	Senior Consultant I	
6	Project Lead I	$156.00/hr.
	Project Engineer I	
	Engineer III	
	Designer IV	
	Environmental Specialist III	
	Procurement Specialist III	
	Scheduling Specialist III	
	Project Administrator II	
	Consultant III	
5	Engineer II	$145.00/hr.
	Designer III	
	Technician IV	
	Environmental Specialist II	
	Procurement Specialist II	
	Scheduling Specialist II	
	Project Administrator I	
	Consultant II	
4	Engineer I	$132.00/hr.
	Designer II	
	Technician III	
	Environmental Specialist I	
	Procurement Specialist I	
	Field Representative IV	
	Scheduling Specialist I	
	Project Managers Assistant III	
	Consultant I	
3	Designer I	$118.00/hr.
	Drafter III	
	Technician II	
	Field Representative III	
	Staff Assistant II	
	Project Managers Assistant II	
2	Drafter II	$98.00/hr.
	Staff Assistant	
	Field Representative II	
	Project Managers Assistant I	
1	Drafter I	$78.00/hr.
	General Office Assistant	
	Field Representative I	

Personnel with specialized experience are employed by or on retainer to POWER. Charges for these specialists are negotiated on an individual basis depending on the assignment. Professional time for depositions and testimony is charged at 1.5 times the rate for services; full-day minimums apply.

POWER ENGINEERS INC.
SCHEDULE OF CHARGES – 2022
JEA

This standard Schedule of Charges is for professional services. Unless agreed otherwise, charges for work on continuing projects will be based on the then current Schedule of Charges. Invoices will be submitted monthly and/or upon completion of the work and will be due and payable when issued. All accounts not paid within thirty (30) days after Owner's receipt of the invoice will bear a **SERVICE CHARGE OF 1.0% PER MONTH** for each month the invoice is unpaid.

REPRODUCTION

Drawings – Black & White

Large Scale Drawings (C Size)	$1.90/ea.
Large Scale Drawings (D Size)	$3.30/ea.
Large Scale Drawings (E Size)	$5.50/ea.

Drawings – Color

Large Scale Drawings (C Size)	$6.00/ea.
Large Scale Drawings (D Size)	$10.90/ea.
Large Scale Drawings (E Size)	$17.50/ea.

Documents – Black & White

Single-sided Copies	8 x 11 $0.11/ea.	11 x 17 $0.17/ea.
Double-sided Copies	8 x 11 $0.22/ea.	11 x 17 $0.34/ea.

Documents – Color

Single-sided Copies	8 x 11 $0.50/ea.	11 x 17 $1.00/ea.
Double-sided Copies	8 x 11 $1.00/ea.	
Spiral Comb		$2.65/ea.
3 Ring Binder		Dependent on size
Special Copy Center Projects (Labor)		$45.00/hr.

SURVEY EQUIPMENT

Survey Equip. to support field crew		$70.00/day
GPS Equipment 2 Units	$60.00/hour	$350.00/day
GPS Equipment 3 Units	$80.00/hour	$450.00/day

Other expenses including but not limited to subcontractors, airfare, lodging, meals, postage and shipping, purchases, rentals, are charged at cost plus a carrying and handling charge of 10%.

Communication Charge - including but not limited to VOIP charges, file sharing cloud services, and web collaboration sites, charged at 1% of labor billing charges.

CAD and Software Usage Charge – charged at 3% of labor billing charges. This charge covers CAD application and design software including: AutoCAD, MicroStation, Autodesk Revit, PLS-Cad, Smart Plant P&ID, electrical studies software, and other design software as required.

Labor Rate Adjustment:

Effective January 1, 2022 and annually thereafter, Labor rates will be increased by 3.0% per year subject to the folliowng criteria:

a) Utiliizing data from the ECI (Employment Cost Index) for Professional, Scientific, and Technical Services, develop an escalation control factor (ECF). The ECF will be the percentage change listed for the 12 months ending September of the current year. Data points to determine the ECF will be found at Table 5, www.bis.gov/news.release/eci.t05.htm: and shall be considered along with the prevailing Orlando economics conditions inclusive of salary increases by OUC.

b) If the 3.0% annual labor increase is within ±20% of the ECF, Labor rates will increase by 3.0%;

c) If the 3.0% annual labor increase is outside ±20% of the ECF, POWER and OUC will negotiate mutally acceptable labor rate adjustment;

d) In no event shall the annaual Labor rate adjustment exceed 5.0% per year nor shall it be less than 0.0% per year;

e) All Labor rate adjustments will become effective on 1/1 and remain in effect until 12/31 of the calendar year;

f) In the event that the BLS stops producing the ECI for Professional, Scientific, and Technical Services, POWER and OUC will negotiate a mutually acceptable BLS index to serve as the basis for the ECF.

g) Notwithstanding, rate increases are subject to review and approval by the Annual Performance Review Committee.

Leidos Rate Sheets - 2022

Job Class	Hourly Rate
Senior Project Manager	$ 191.00
Project Manager	$ 169.00
E7 - Principal Engineer	$ 213.00
E6 - Senior Engineer	$ 190.00
E5 - Project Engineer II	$ 175.00
E4 - Project Engineer I	$ 160.00
E3 - Engineer III	$ 145.00
E2 - Engineer II	$ 120.00
E1 - Engineer I	$ 100.00
D4 - Designer 4	$ 144.00
D3 - Designer 3	$ 126.00
D2 - Designer 2	$ 107.00
D1 - Designer I	$ 93.00
C3 - CADD draftsperson III	$ 91.00
C2 - CADD draftsperson II	$ 77.00
C1 - CADD draftsperson 1	$ 66.00
Associate Project Manager	$ 144.00
Analyst	$ 100.00
Administrative Assistant	$ 71.00

BLACK & VEATCH
201 S ORANGE AVE, STE 500, ORLANDO, FL 32801 USA
+1 407-419-3523 DOMINGUEZR@BV.COM

July 27, 2022

JEA
21 West Church Street
Jacksonville, Florida 32202

Attention: Rodney Lovgren

Subject: Black & Veatch Proposed Billing Rates 2023-JEA RFP Solicitation 1410636046 Electrical Engineering Services for Automation, Protection and Controls General Engineering Services

We are pleased to submit the attached proposed billing rates for the Engineering Services RFP referenced above.

We appreciate the opportunity to continue providing engineering services to JEA. If you have any questions or comments, please call T.R. Lind at 407.419.8015 or contact him at LindTR@BV.com.

Very truly yours,

Rene A. Dominguez Argueta

Digitally signed by Rene A. Dominguez Argueta
Date: 2022.07.27 14:06:04 -04'00'

BLACK & VEATCH
Rene A. Dominguez Argueta
Project Director, AVP

Enclosure

Black & Veatch Power Delivery Engineering Rates

Owner shall pay Engineer for the performance of Services the sum of the following amounts.

(1) Personnel hours applied to the Services at the hourly bill rates listed below.

(2) An amount equal to the actual out-of-pocket cost for travel and subsistence in accordance with Engineer's travel policies, and for atypical expenses applied to the Services.

(3) The actual cost paid by the Engineer to independent subcontractors plus a 7.5% markup.

Personnel Classification	Grade	2023 Rates
Administrative Support (ADO)	003	49.67
	004	68.15
	005	81.02
Engineering (ENG)	127	119.67
	128	125.38
	129	130.20
	130	159.78
	131	223.04
	132	231.00
	133	231.00
Engineering Specialist (ENS)	130	135.99
Engineering Technician (ENT)	126	89.93
	127	97.41
	128	118.77
	129	124.47
	130	143.29
Project Controls (PJC)	001	104.49
	002	119.26
	003	129.39
	004	149.66
	007	229.55
Project Management (PMT)	001	240.55
	003	249.99
	007	314.77
Specialized Staff (SPC)	002	106.78

Notes:

1. Rates list above are firm for the first 12 months of the MSA. Black & Veatch reserves the right to review and revise the rates in accordance with Section 2.38 of the MSA terms in an amount up to the Consumer Price Index (CPI) limits or a 4% maximum adjustment, whichever is less.
2. Personnel classifications and grades not listed above shall be added at equitable rates if applied to the Services.
3. The same billing rate shall apply to regular time and to overtime.
4. The billing rates include all payroll burdens, overheads, and profit.
5. The billing rates include routine office expenses including computers, reprographics, copying, and communications.
6. The Services shall include administrative activities directly related to the Project. Administrative activities not directly related to the Project shall not be invoiced.
7. Engineer's accounting year consists of 12 periods, with a total of 2,080 working hours.

Formal Bid and Award System

Award #7 April 13, 2023

Type of Award Request: CHANGE ORDER
Requestor Name: Edgar, Cynthia L. - IT Project Management Services
Requestor Phone: 904-665-7653
Project Title: Oracle MDM Support and Critical Gap Services Assessment/Consulting
Project Number: 8004943, HE20700
Project Location: JEA
Funds: Capital and O&M
Budget Estimate: N/A
Scope of Work:

This award was originally for the purpose of authorizing a vendor (Red Clay) to provide project oversight and governance services for the completion of JEA's project to transition from Oracle Utilities Customer Care & Billing (CC&B) to Oracle Utilities Customer to Meter (C2M). They provided these services to JEA during the course of the C2M effort. Due to project delivery concerns not related to the vendor, this project scope was redirected to support the effort of the MDM Modernization project (a portion of the C2M project). This change in scope has resulted in a need to have Red Clay further engage with JEA and the business to fill the role of System Integrator and Implementor, training for organizational change management, project management oversight, and post go live support once the solution is in place.

JEA IFB/RFP/State/City/GSA#: 1410332648
Purchasing Agent: Dambrose, Nick
Is this a Ratification?: No

RECOMMENDED AWARDEE(S):

Name	Contact Name	Email	Address	Phone	Amount
RED CLAY CONSULTING, INC.	Lynne Powers	lynne.powers@redclay.com	271 17TH ST NW, STE 610 Atlanta, GA 30363-6204	(678)445-3770 x284	$2,950,000.00

Amount of the Original Award: $299,860.00
Date of the Original Award: 06/04/2021
Change Order Amount: $2,950,000.00

List of Previous Change Orders / Amendments

CPA#	Amount	Date
199475	$517,535.00	08/19/2021
199475	$1,661,514.00	09/16/2021
199475	$247,890.90	12/31/2021
199475	$2,461,011.00	05/05/2022
199475	$313,753.00	02/15/2023

Length of Contract: Project Completion
New Not to Exceed Amount: $8,451,563.90

End Date: Project Completion (Estimated 02/28/2024)

JSEB Requirement: None. No JSEBs Available

Background/Recommendations:

Originally Advertised 05/05/2021 and awarded on 06/04/2021. Multiple change orders were approved by Awards committee and are attached as backup.

In November of 2022, JEA and Red Clay performed a risk assessment to better focus the objectives of the C2M Implementation Project. The result of that analysis indicated that the primary focus needed to resolve the technical risk of Utilities'outdated eMeter system (MDM System) and to implement the M-Side of the Oracle solution. The objectives of the new effort around MDM Modernization are to replace the existing e-meter system with the Oracle's MDM platform to reduce operational risk from the unsupported legacy e-meter system. The new system will be deployed in a business process like-for-like manner, minimizing change and business disruption wherever feasible.

This change order request is for additional funds to Red Clay, in the amount of $2,950,000.00 for additional work related to changing the scope from Oracle Customer to Meter (C2M) implementation project oversight to only support the Meter Data Management (MDM) portion of the upgrade. This change in project direction removes Oracle Corp from the project, and places Red Clay as the primary vendor/implementor who is responsible for providing not only Project oversight and delivery, but development services, testing services, organization change and training services, as well as post go live support services. This new Statement of Work (SOW) is estimated to take JEA through production completion around the end of January 2024 and five (5) weeks of post go live support through an estimate date of 02/28/2024. Organizational Change Management (OCM) will be an important delivery role for Red Clay to provide support and training needed to ensure any potential for disruption to operations and the meter-to-cash process will be minimized through proactive engagement, training and readiness by operational and support teams. See the table below for details:

Capital Expenses to Project 8004943 – MDM Modernization	
MDM Implementation Costs	$2,480,000.00
Expected Training Costs	$175,000.00
Estimated Travel Costs	$150,000.00
(according to JEA travel policy)	
O&M Expenses to HE20700 Post Go Live	
O&M Post Go Live Support	$145,000.00
Total Award/Increase to Red Clay:	$2,950,000.00

Note in February 2023, JEA reduced the Oracle PO for this work by $233,000.00 since they are no longer doing this work. JEA will still have to pay Oracle about $100K for a software tool (Direct Integration Package), but that is a result of this change vs the ongoing payment for C2M licenses. If JEA had stayed with Oracle Services on the T&M effort, we would have been paying significantly more to Oracle than what was paid.

Request approval to award a change order to Red Clay Consulting, Inc. for additional services needed for implementation support for the Oracle Meter Data Management MDM modernization project in the amount of $2,950,000.00, for a new not-to-exceed amount of $8,451,563.90, subject to the availability of lawfully appropriated funds.

VP: Selders, Steven G. - VP Application Delivery and Enterprise Architecture

Chief: Krol, Bradley D. (Brad) - Chief Information Officer

APPROVALS:

Chairman, Awards Committee **Date**

Budget Representative **Date**

REDCLAY

[Additional Content]

CONTACT

First Last

email@redclay.com

678.445.3770 ext. XXX

DATE

VERSION

22.0

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Document Control

History

Revision	Date	Author	Purpose
1.0	2/1/2021		Draft 1 of Word Template

Reviewers

Name	Title / Role	Feature	Review Date
		All Sections	

Document Approvers

Name	Title / Role	Feature	Review Date
		All Sections	

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1.1 Introduction

JEA (Utilities) is contracting with Red Clay Consulting, Inc. (Contractor), to perform services and deliver work associated with the MDM Modernization Project (Project) as described herein.

1.2 Background

In November of 2022 Utilities performed a risk assessment to better focus the objectives of their C2M Implementation Project. The result of that analysis indicated that the primary focus needed to resolve the technical risk of Utilities' outdated eMeter system (MDM System) is to implement the M-Side of the Oracle solution.

In February of 2023 the Utility determined to take a two-stage approach to the implementation of the MDM replacement. The first stage covered a detailed analysis of the requirements necessary to be fulfilled by the new MDM system. The second stage is to construct, test and deploy the new MDM system based on the findings in stage 1.

This Statement of Work is to define the second stage of the Oracle MDM system implementation to replace the eMeter system.

1.3 Project Approach

1.4 Project Methodology

1.4.1 Overall Project Methodology

The overall methodology for the MDM Modernization Project will follow Contractor's "Transform One Methodology" (T1). The methodology requires that Utilities and Contractor collaborate on requirements utilizing Contractor's industry and implementation experience and Utilities specific operational knowledge to design the solution for Utilities. The overall scope of this agreement is to perform the Discover and Analyze phases of the overall T1 Methodology.

Contractor's T1 methodology consists of the following phases:

1. Discover – completed in Stage 1.
2. Analyze – completed in Stage 1.
3. Construct – The system will be constructed with a series of "agile-like" iterations to design, build, and test the solution as per the requirements gathered from the Analyze phase.
4. Validate – The solution, including both the configured system and converted data, is validated through testing to ensure it meets Business Operational Needs and Requirements and is successfully delivered.
5. Deploy – This phase is to prepare and execute a successful transition of "ownership" of the new MDM Solution to the client by identifying, planning, and practicing all operational activities – both business and technical – required to affect a transition of the current systems. This includes performing the activities to promote the solution into an operational environment.

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6. Stabilize – Technical and functional issues, errors, and defects related to the operations of the MDM Solution following Go-Live are identified and resolved and management of the system is transitioned over to the client or the Managed Services Team.

2. Implementation Schedule

The implementation schedule will follow Contractor's "Transform One Methodology" that consists of the phases described in the Approach section.

Phase / Activity / Milestone	**Forecasted Dates**
Construct	
Validate	
Deploy	
Go Live PHS 1	
Stabilize PHS 1	
Go Live PHS 2	
Stabilize PHS 2	
Go Live PHS 3	
Stabilize PHS 3	

3. Work Packages (Scope, Responsibilities and Dependencies)

The execution of complex projects requires a clear understanding of what is to be done, who is to do what tasks and activities, what those activities are dependent upon and what is to be produced or the desired outcome from those activities.

This section outlines the understanding between Utilities and Contractor as to these aspects of the project and the engagement.

The "Work Packages" are distinct sets of activities organized to support the activities highlighted on the timeline in Section 2 above.

Deliverables are contractual obligations to Utilities by Contractor that require review and approval from Utility.

Work Products are documents and artifacts that Contractor uses to execute the project under the methodology defined in the Approach section. These artifacts are an obligation of this statement of work and are to be made available to Utilities but do not require review or approval by Utilities.

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3.1 Development and Component & Function Testing (C&F Testing)

This portion of the engagement represents 5 “Work Packages” to complete the configuration and development of the Oracle MDM System.

There are several assumptions and dependencies below that apply to all work packages within this section. Assumptions, responsibilities, and dependencies that are Work Package dependent are delineated within the section for each Work Package.

ASSUMPTIONS – DEVELOPMENT AND COMPONENT & FUNCTION TESTING

1. All integrations and customization code delivered by Contractor within MDM will be written in Groovy or OUAF scripting to align with potential long-term cloud goals unless a technical dependency is identified by the project to deviate from this assumption.
2. The solution will leverage base Oracle DataConnect functionality where applicable to fulfill business requirements related to interval data extract.
3. Code from previous C2M project efforts will be used in MDM if it fulfills the business requirements and agreed upon by both Contractor and Utilities.

DEPENDENCIES - DEVELOPMENT AND COMPONENT & FUNCTION TESTING

1. Utilities will be responsible for the design and development of any CCB changes required to accommodate the agreed upon MDM solution design for all interfaces excluding Data Synchronization. Contractor will advise and review changes.
2. Utilities is responsible for maintaining and enforcing an effective environment change management processes keeping environments in proper synchronization.
3. An operating development environment (MDM, CCB, SGG and DIP)
4. Agreed upon access for contractor to the development environment.
5. Any Utility owned design and development will be completed within the agreed upon project timelines.

3.1.1 MDM Configuration

The MDM Configuration Work Package covers the activities necessary to configure the system for Utilities specific requirements. The requirements utilized to define the configuration necessary will be based on the information obtained from the workshops in Stage 1 of this engagement and contained in the solution traceability matrix.

SCOPE - MDM CONFIGURATION

The following chart defines the configurations within the scope of this agreement:

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Configuration Type	Configurations in Scope
Master Data	Device Types, Device Configuration Types, Measuring Component Types, Service Point Types, Usage Subscription Types, Contact Types
VEE	VEE Groups and Rules, Exception Types and Severity
Alerts/Alarms	Device Event Types and Service Investigative Orders
Admin Data Configuration	Extendable Lookups, Lookups, Characteristic Types, Installation Options, Master Configurations, Service Providers, Consumption Extract Types
ILM	Master Configuration and Maintenance Objects
Security	User Groups, Application Services, Access Modes, To Do Roles, To Do Types
Batches	Batch Controls

Scope Assumptions:

1. MDM Configuration will be matched to CCB as much as possible.
2. Existing C2M Configuration will be reused as much as possible for the MDM solution with the approval of both Contractor and Utilities.
3. Business requirements identified in the Stage 1 solution traceability matrix not fulfilled by the identified integrations, enhancements, or reports within this document will be fulfilled by base configurations or will be considered out of scope.

ROLES & RESPONSIBILITIES - MDM CONFIGURATION

Contractor

1. Configuration of MDM System as defined by the requirements
2. C&F Testing and documentation of results for the MDM Configuration
3. Compile initial configuration workbook

Utility

1. Utility has no defined activities for this work package

DEPENDENCIES - MDM CONFIGURATION

1. MDM Configuration can be dependent on CCB Configuration. It is assumed that all current CCB configuration is correct and accurate. Any changes and additions to CCB configurations that impact MDM will need to be communicated and may impact project schedule.

DELIVERABLES – MDM CONFIGURATION

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Workstream	Deliverable	Deliverable ID	Description
Functional	Configuration Workbook	D025	A summary of all configurations implemented in the GOLD environment extracted via script and consolidated into a single legible file.
Functional	Initial Configuration C&F Test Results	D026	Includes Component and Functional Test Cases and results for base configuration created within the DEV environment strictly during the Construct Phase. Provides evidence that business requirements are met for all requirements fulfilled through base MDM configuration.

WORK PRODUCTS – MDM CONFIGURATION

Workstream	Work Product	ID	Description
Functional	Configuration/Development Knowledge Transfer (KT)	WP017	

3.1.2 Integration Development & C&F Testing Group 1 (Reads & Ongoing Synchs)

The first Work Package for the integration development (Group 1) covers the meter read intake and data synchronizations necessary to populate the MDM system with read data from the Utility's Head End Systems (HES).

SCOPE – INTEGRATION DEVELOPMENT & C&F TESTING GROUP 1

The integrations necessary to load reads into the MDM system for group 1 are as follows:

Interface ID	Interface Descriptions	Source	Target
INT001	L+G 1-Way Adapter (Reads, Intervals, Events)	L+G USC	MDM
INT002	L+G 2-Way Adapter (Reads, Intervals, Events, Commands)	L+G CC	MDM
INT003	Itron MV90 Adapter (Reads, Intervals)	MV90	MDM
INT004	Itron FCS Adapter (Reads, Remarks)	FCS	MDM
INT005	Chilled Water Adapter (Reads)	File	MDM
INT006	Natural Gas Adapter (Reads)	File	MDM

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Interface ID	Interface Descriptions	Source	Target
INT008	Master Data Syncs from CCB (Contact, US, SP, IE, Device, Item)	CCB	MDM
INT009	Meter Read Syncs from CCB	CCB	MDM

Scope Assumptions:

1. Oracle's CCB-MDM Direct Integration Pack will be leveraged for middleware integrations between CCB and MDM.
2. Master Data Syncs will be sent from CCB to MDM in near real-time.
3. Electric Smart Meter and Two-Way Water Meter Provisioning will leverage Multispeak Commands.
4. L+G One-Way Meters will leverage the existing file-based Provisioning process from CCB or MDM.

ROLES & RESPONSIBILITIES - INTEGRATION DEVELOPMENT & C&F TESTING GROUP 1

Contractor

1. CCB configuration and custom algorithms in CCB for the purposes of Data Synchronization.
2. Development of any changes required to defined integrations
3. C&F Testing and documentation of results for the defined integrations

Utility

1. File transfers for extracts to and from MDM/SGG will be managed by Utilities.

DEPENDENCIES - INTEGRATION DEVELOPMENT & C&F TESTING GROUP 1

1. There are no dependencies, beyond what is identified in section 3.1, anticipated that will impact the execution of this Work Package

DELIVERABLES – INTEGRATION DEVELOPMENT & C&F TESTING GROUP 1

Workstream	Deliverable	ID	Description
Functional	Functional Design Documents – Integrations Group 1	D027	Based on findings from the Functional Workshops, the Enhancement functional designs should contain the functional requirements, design-specific assumptions, high level unit test cases, and high-level processing

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			logic for each development item. This deliverable includes Integrations INT001-INT006, INT008-INT009.
Technical	Technical Design Documents – Integrations Group 1	D031	Describes in technical terms how an Integration item will be developed. These designs outline the program logic that will be developed to satisfy the Functional Designs. This deliverable includes Integrations INT001-INT006, INT008-INT009.
Technical	Code Deployment Packages – Integrations Group 1	D035	Includes documented Deployment Instructions, the Code Package, and C+F test cases completed by onshore teams. This deliverable includes Integrations INT001-INT006, INT008-INT009.

WORK PRODUCTS – INTEGRATION DEVELOPMENT & C&F TESTING GROUP 1

Workstream	Work Product	ID	Description
Technical	Development Schedule Group 1	WP018	

3.1.3 Integration Development & C&F Testing Group 2 (Other Integrations)

The second Work Package for the integration development (Group 2) covers all other integrations except for the 2-way water integration (Group 3).

SCOPE - INTEGRATION DEVELOPMENT & C&F TESTING GROUP 2

Interface ID	**Interface Descriptions**	**Source**	**Target**
INT010	Billing Reads to CCB	MDM	CCB
INT011	Off Cycle Billing Read Requests from CCB	CCB	MDM
INT012	Reads to Exceleron (Pre-pay)	MDM	Exceleron
INT013	Reads to Aclara (jea.com)	MDM	Aclara

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Interface ID	Interface Descriptions	Source	Target
INT014	Outages and Restorations to OMS	MDM	OMS
INT015	Datawarehouse	MDM	DW
INT016	Service Orders from CCB	CCB	MDM
INT017	Service Orders to CCB	MDM	CCB

Scope Assumptions:

1. Service Orders from CCB (INT016) include Remote Connect Requests, Remote Disconnect Requests, and On-Demand Read Requests.
2. Service Orders to CCB (INT017) is limited to sending MDM-generated SIOs based off VEE Exceptions, Command Failures, and Device Events to CCB for FA creation.
3. Current Storm Mode functionality to prevent OMS from processing outages is assumed to be outside of MDM.
4. Service Point level outage suppression for in-flight field activities and cut for non- pay customers will continue to leverage the existing solution in OMS and CCB.
5. Reader Remarks will be provided to CCB via INT010 only if Itron FCS reads are included within the scope of this integration to provide billing reads from MDM to CCB.
6. The agreed upon to-be Virtual Move In and Out (VMIO) process will be included within the scope of INT016.
7. It is anticipated that VMIO Read Requests will be handled via On Demand Read (ODR) and will check for existing measurements within MDM if necessary.
8. MDM will serve strictly as a pass-through for Outages and Restorations to OMS.
9. Current functionality for determining routing via a Field Activity to FMS PCAD vs. an AMI command will not change based on the understood scope.
10. All FA Remarks and subsequent follow-up fieldwork will be orchestrated by CCB or the current solution.
11. Exceleron, Aclara and Datawarehouse each require a unique type of data extract from MDM.
12. File extract from MDM to Aclara (INT013) will be designed to meet the requirements for the current Aclara system, as of the start of this agreement.
13. Integration between MDM and OMS for sending Outages (INT014) and Restorations will leverage JMS Queues for optimal load processing and error handling.
14. Existing integration design for C2M and OMS (INT014) will be leveraged as much as possible.
15. Meter Ping and/or Bulk Ping requests from OMS will not go through MDM to align with existing as-is C2M solution.
16. For the purposes of billing, High/Low Validations currently in the CCB solution will be leveraged and unchanged.

ROLES & RESPONSIBILITIES - INTEGRATION DEVELOPMENT & C&F TESTING GROUP 2

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Contractor

1. Development of defined integrations
2. C&F Testing and documentation of results for the developed integrations

Utility

1. Any file and message transformation from base Oracle file extract format outside of MDM.

DEPENDENCIES - INTEGRATION DEVELOPMENT & C&F TESTING GROUP 2

1. There are no dependencies, beyond what is identified in section 3.1, anticipated that will impact the execution of this Work Package

DELIVERABLES – INTEGRATION DEVELOPMENT & C&F TESTING GROUP 2

Workstream	Deliverables	ID	Description
Functional	Functional Design Documents – Integrations Group 2	D028	Based on findings from the Functional Workshops, the Enhancement functional designs should contain the functional requirements, design-specific assumptions, high level unit test cases, and high-level processing logic for each development item. This deliverable includes Integrations INT010-INT017.
Technical	Technical Design Documents – Integrations Group 2	D032	Describes in technical terms how an Integration item will be developed. These designs outline the program logic that will be developed to satisfy the Functional Designs. This deliverable includes Integrations INT010-INT017.
Technical	Code Deployment Packages – Integrations Group 2	D036	Includes documented Deployment Instructions, the Code Package, and C+F test cases completed by onshore teams. This deliverable includes Integrations INT010-INT017.

WORK PRODUCTS – INTEGRATION DEVELOPMENT & C&F TESTING GROUP 2

Workstream	Work Product	ID	Description
Technical	Development Schedule Group 2	WP014	

3.1.4 Integration Development & C&F Testing Group 3 (2 Way Water – Badger)

The third Work Package for the integration development (Group 3) covers the integrations necessary for the Utility's new 2-way water meters.

SCOPE - INTEGRATION DEVELOPMENT & C&F TESTING GROUP 3

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Interface ID	Interface Descriptions	Source	Target
INT007	Badger (2-way Water) Adapter (Reads, Intervals, Events, Commands)	Badger Beacon	MDM

Scope Assumptions:

1. Scope for the Badger Adapter (INT007) includes Daily Usage and Events, Alarms and Smart Meter Commands.
2. Remote Connect & Disconnect (RCD) for the 2 way water system (Badger) is out of scope for this engagement

ROLES & RESPONSIBILITIES - INTEGRATION DEVELOPMENT & C&F TESTING GROUP 3

Contractor

1. Development of defined integrations for Reads, Intervals, Events & Commands.
2. C&F Testing and documentation of results for the developed integrations
3. Contractor will design, develop, and Component and Functional test the Provisioning process if from MDM.

Utility

1. Utilities will design, develop, and Component and Functional test the Provisioning process if from CCB.
2. Will involve contractor in design discussions with Badger for the communications between Beacon and MDM (INT007).

DEPENDENCIES - INTEGRATION DEVELOPMENT & C&F TESTING GROUP 3

1. For the Badger Adapter (INT007), specifications and samples for identified interfaces will be provided by Badger prior to the end of the Analyze phase.
2. Types of meter events that can be sent to MDM will be identified by Badger (INT007) and provided during the Analyze phase.
3. A Beacon API must be developed before or in parallel with INT007 design development, and the Beacon API will be completed by Badger.

DELIVERABLES – ROLES & RESPONSIBILITIES - INTEGRATION DEVELOPMENT & C&F TESTING GROUP 3

Workstream	Deliverable	ID	Description

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Functional	Functional Design Documents – Badger Adaptor (INT007)	D030	Based on findings from the Functional Workshops, the Enhancement functional designs should contain the functional requirements, design-specific assumptions, high level unit test cases, and high-level processing logic for each development item. This deliverable includes Integration INT007.
Technical	Technical Design Documents – Badger Adaptor (INT007)	D034	Describes in technical terms how an Enhancement item will be developed. These designs outline the program logic that will be developed to satisfy the Functional Designs. This deliverable includes Integration INT007.
Technical	Code Deployment Packages – Badger Adaptor (INT007)	D038	Includes documented Deployment Instructions, the Code Package, and C+F test cases completed by onshore teams. This deliverable includes Integrations INT007.

WORK PRODUCTS – ROLES & RESPONSIBILITIES - INTEGRATION DEVELOPMENT & C&F TESTING GROUP 3

Workstream	Work Product	ID	Description
Technical	Development Schedule Group 3	WP016	

3.1.5 Enhancements Development & C&F Testing

The Enhancements Development Work Package is to develop, and C&F test the system customizations defined to be necessary to meet the requirements defined from Stage 1 of the project.

SCOPE – ENHANCEMENT DEVELOPMENT & C&F TESTING

Enhancement ID	Enhancement Description
ENH001	Template Device and Interval Channel Creation
ENH002	Meter Provisioning and Commissioning (Meter Add/Retire and Commission/Decommission)
ENH003	CNC - Consumption No Contract

Scope Assumptions:

1. Meter Provisioning and Commissioning (ENH002) is limited to Electric Smart Meters, One-Way Water Meters, and Two-Way Water Meters.
2. Existing C2M design and development for the Consumption No Contract Process will be leveraged as much as possible. This includes CNC, V-CNC, and CNC2.

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3. Consumption No Contract Letter Creation and FA Cancellation will be managed by CCB.

ROLES & RESPONSIBILITIES - ENHANCEMENT DEVELOPMENT & C&F TESTING

Contractor

1. Development of defined enhancements
2. C&F Testing and documentation of results for the developed enhancements

Utility

1. Legacy CCB Data Cleanup as necessitated by Template Device and Interval Channel Creation (ENH001) will be owned by Utilities.

DEPENDENCIES - ENHANCEMENT DEVELOPMENT & C&F TESTING

1. There are no dependencies, beyond what is identified in section 3.1, anticipated that will impact the execution of this Work Package

DELIVERABLES – ENHANCEMENT DEVELOPMENT & C&F TESTING

Workstream	Deliverable	ID	Description
Functional	Functional Design Documents – Enhancements	D029	Based on findings from the Functional Workshops, the Enhancement functional designs should contain the functional requirements, design-specific assumptions, high level unit test cases, and high-level processing logic for each development item. This deliverable includes Enhancements ENH001-ENH003.
Technical	Technical Design Documents – Enhancements	D033	Describes in technical terms how an Enhancement item will be developed. These designs outline the program logic that will be developed to satisfy the Functional Designs. This deliverable includes Enhancements ENH001-ENH003.
Technical	Code Deployment Packages – Enhancements	D037	Includes documented Deployment Instructions, the Code Package, and C+F test cases completed by onshore teams. This deliverable includes Enhancements ENH001-ENH003.

WORK PRODUCTS – ENHANCEMENT DEVELOPMENT & C&F TESTING

Workstream	Work Product	ID	Description

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Technical	Development Schedule Enhancements	WP025	

3.1.6 Reports

The reporting work package will be to generate the same reports that exist today. The queries to generate the report information will be developed and unit tested by Contractor (C&F Testing). User testing and report presentation will be the responsibility of Utilities. The reports in scope are in the chart below:

SCOPE - REPORTS

RQ ID	Requirement
RQ0150	The MDM solution shall provide the C2M-MDM-GS Orphan Report.
RQ0151	The MDM solution shall provide the C2M-MDM-Orphan Report.
RQ0152	The MDM solution shall provide the C2M-MDM-Histogram Water Report.
RQ0153	The MDM solution shall provide the C2M-MDM-Macro Missing Demand Report.
RQ0154	The MDM solution shall provide the C2M-MDM-Micro Missing Demand Report.
RQ0155	The MDM solution shall provide the C2M-MDM-NoMod Report.
RQ0157	The MDM solution shall provide the Low Battery Report.
RQ0158	The MDM solution shall provide the PV Prod Report.
RQ159-164	The MDM solution shall provide 6 additional Reports If necessary. there is ability to accommodate 6 additional reports beyond this list.

Scope Assumptions:

1. Reports RQ159-164 will be existing reports that may have not been identified and sample reports or queries will exist as a clear base from which design and development can be completed.

ROLES & RESPONSIBILITIES - REPORTS

Contractor

1. Develop and unit test (C&F Testing) queries based on agreed requirements.

Utility

1. Verify report data generated from queries developed.
2. Responsible for report presentment using native JEA reporting tools.

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DEPENDENCIES – REPORTS

1. Report requirements and samples or queries to clarify current report requirements.

DELIVERABLES – REPORTS

Workstream	Deliverable	ID	Description
Functional	Report Queries	D0xx	

WORK PRODUCTS – REPORTS

There are no work products for this specific work package

3.2 Technical Environment Builds

The technical environments necessary for the project act as an enabler for project development and testing activities and ultimately transition into the live Production environment. The environment "builds" outlined below in this section represent four Work Packages and will be the responsibility of the Utility with support from the Contractor.

There are assumptions and responsibilities below that apply to all work packages within this section. Assumptions, responsibilities, and dependencies that are Work Package dependent are delineated within the section for each Work Package.

ASSUMPTIONS – TECHNICAL ENVIRONMENT BUILDS

1. The term "System" refers to the specific system, while the term "environment" refers to the total ecosystem necessary to perform the functions, i.e. testing; the system was built to support.

ROLES & RESPONSIBILITIES

Contractor

1. Contractor will own SGG updates and changes to fulfill Utilities requirements, including bug fixes.
2. Contractor will own Direct Integration Pack updates and changes to fulfill Utilities requirements, including bug fixes.

Utility

1. Utilities is responsible for MDM database installation, maintenance, and execution of Information Lifecycle Management (ILM) scripts.
2. Utilities is responsible for developing and executing a strategy to drop database partitions that have been marked as eligible for archival by the ILM process.

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3.2.1 QA Environment Build

The QA environment's primary objective is to support Testing and quality assurance for the project. The full environment is to be as "Production like" as possible and fully integrated to the greatest extent possible to support testing of the configuration and development scope defined in section 3.1.

ROLES & RESPONSIBILITIES – QA ENVIRONMENT BUILD

Contractor

1. Provide support necessary to assist with issues that may arise during the build of the Oracle MDM application or database components of the QA Environment

Utility

1. Set up of appropriate hardware for the environment
2. Execution of necessary database tasks for application installation
3. Installation of the application components
4. Establish connectivity for all available integration components defined for development in section 3.1
5. Utilities will be responsible for all D-Series maintenance and changes needed for this implementation.

DEPENDENCIES – QA ENVIRONMENT BUILD

1. QA Cookbook is available from Stage 1
2. Infrastructure hardware and resources are available in a timely manner

3.2.2 PRST Environment Build

The PRST environment's primary objective is to support data conversion and eventually operate as the "Production Environment" for the project. The full environment is to operate as a Production Environment and be fully integrated to the greatest extent possible.

ROLES & RESPONSIBILITIES – PRST ENVIRONMENT BUILD

Contractor

1. Provide support necessary to assist with issues that may arise during the build of the Oracle MSM application or database components of the PRST Environment

Utility

1. Set up of appropriate hardware for the environment
2. Execution of necessary database tasks for application installation
3. Installation of the application components
4. Establish connectivity for all available integration components available.
5. Utilities will be responsible for all D-Series maintenance and changes needed for this implementation.

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DEPENDENCIES – PRST ENVIRONMENT BUILD

1. PRST Cookbook is available from Stage 1
2. Infrastructure hardware and resources are available in a timely manner

3.2.3 GOLD Environment Build

The GOLD environment's primary objective is to maintain configuration and code integrity throughout the environments. The full environment is used to "store" configuration and development for refresh and reference purposes in support of the other environments within the overall landscape.

Scope Assumptions:

1. Due to the limited scope and size of the GOLD environment, a "Cookbook" will not be prepared for the installation and Utility will reference the DEV "Cookbook" where needed.

ROLES & RESPONSIBILITIES – GOLD ENVIRONMENT BUILD

Contractor

1. Provide support necessary to assist with issues that may arise during the build of the Oracle MSM application or database components of the QA Environment

Utility

1. Set up of appropriate hardware for the environment
2. Execution of necessary database tasks for application installation
3. Installation of the application components

DEPENDENCIES – GOLD ENVIRONMENT BUILD

1. Infrastructure hardware and resources are available in a timely manner

3.2.4 Training Environment Build

The TRAINING environment's primary objective is to support training activities for the project. The full environment is not as robust as the QA or PRST environments. Integrations only need to be established to support specified training activities.

Scope Assumptions:

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1. Due to the limited scope and size of the TRAINING environment, a “Cookbook” will not be prepared for the installation and Utility will reference the DEV “Cookbook” where needed

ROLES & RESPONSIBILITIES – TRAINING ENVIRONMENT BUILD

Contractor

1. Provide support necessary to assist with issues that may arise during the build of the Oracle MDM application or database components of the TRAINING Environment

Utility

1. Set up of appropriate hardware for the environment
2. Execution of necessary database tasks for application installation
3. Installation of the application components
4. Establish connectivity necessary to conduct training activities

DEPENDENCIES – TRAINING ENVIRONMENT BUILD

1. Infrastructure hardware and resources are available in a timely manner

3.3 Data Migration & Conversion

The Data conversion and migration activity is made up of 4 distinct work packages. The packages are designed to develop and test the process required to Migrate the required master data from the Utility’s CCB system and load the defined meter read history prior to the system “Go Live”.

There are dependencies below that apply to all work packages within this section. Assumptions, dependencies that are Work Package dependent are delineated within the section for each Work Package.

SCOPE ASSUMPTIONS - DATA MIGRATION & CONVERSION

1. Conversion of Historical Device Events (Outages and Restorations) are out of scope.
2. Reporting on Historical Outages and Restorations prior to the go live date is assumed to leverage a read-only copy of the eMeter/EnergyIP Database.

DEPENDENCIES – DATA MIGRATION & CONVERSION

1. Contractor team members must have access to all environments allocated for conversion, mock and tuning iteration tasks.
2. A PRD-sized CCB environment with PRD data for the purpose of Conversion Development and Testing as well as Tuning Iterations, Mocks and Dress Rehearsal.
3. Dedicated times for the Conversion Environment (CCB and MDM) is needed for the duration of Tuning Iterations, Mocks and Dress Rehearsal.

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3.3.1 Initial Data Synchronization

Initial data synchronization is the process of getting the "master data" needed to consume reads synchronized over from the Utility CCB system into the new MDM System. This requires the configuration of the Utility CCB system, configurations in the new MDM system and configurations in the "Direct Integration Package" (DIP) to communicate the data between the two.

SCOPE – INITIAL DATA SYNCHRONIZATION

The data synchronization objects within the scope of this engagement are as follows:

1. Service Points
2. Contacts
3. Devices
4. Device Configuration
5. Usage Subscription
6. Install Event
7. Scalar Meter Read

Scope Assumptions:

1. No additional scope assumptions exist for this work package

ROLES & RESPONSIBILITIES - INITIAL DATA SYNCHRONIZATION

Contractor

1. Contractor will own and perform CCB changes required for data syncs for Conversion initial synchs.
2. Contractor will own and perform MDM Changes required for data syncs for Conversion initial synchs.
3. Contractor will own and perform DIP Changes required for data syncs for Conversion initial synchs.

Utility

1. CCB Data Cleanup needed, identified during Data Quality Analysis, will be owned by Utilities.

DEPENDENCIES - INITIAL DATA SYNCHRONIZATION

1. Utility resources available for the duration of Tuning Iterations, Mock Activities and Dress Rehearsal.

DELIVERABLES – INITIAL DATA SYNCHRONIZATION

There are no Contractor deliverables for this specific work package as the results of the work from this activity will be captured and measured in the tuning iterations and Mocks defined in section 3.3.4.

WORK PRODUCTS – INITIAL DATA SYNCHRONIZATION

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There are no work products for this specific work package as the results of the work from this activity will be captured and measured in the tuning iterations and Mocks defined in section 3.3.4.

3.3.2 Historical Data Loads ('Direct Load")

Historical data is required to be loaded into the new MDM System from the legacy eMeter system. The code to be used for this process was developed by a 3rd party and will be managed by Utility.

SCOPE – HISTORICAL DATA LOADS ("DIRECT LOAD")

Migrate the following data from eMeter into the MDM System:

- Electric Scalar Reads
- Electric Interval Reads
- Water Scalar Reads
- Water Interval Reads

Scope Assumptions:

1. Historical duration of IMDs converted will remain the same as the existing Direct Load process. (2 yrs?)

ROLES & RESPONSIBILITIES - HISTORICAL DATA LOADS ("DIRECT LOAD")

Contractor

1. Provide support necessary to assist with issues that may arise where those issues lie within the expertise of Contractor.

Utility

1. Understand the code for the "Direct Load"
2. Test the steps in the "direct Load" code as part of the tuning iterations, Mocks and Dress Rehearsal
3. Update the "Direct Load" as necessary to support the migration of the reads from eMeter to the new MDM
4. Act as fist point of triage and resolution for any issues that may arise with the "Direct Load" code

DEPENDENCIES - HISTORICAL DATA LOADS ("DIRECT LOAD")

1. Obtain a working understanding of the "Direct Load" code
2. Alter code as necessary to effectively process the data necessary to populate the new MDM

DELIVERABLES – HISTORICAL DATA LOADS ("DIRECT LOAD")

There are no Contractor deliverables for this specific work package as the results of the work from this activity will be captured and measured in the tuning iterations and Mocks defined in section 3.3.4.

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WORK PRODUCTS - HISTORICAL DATA LOADS ("DIRECT LOAD")

There are no work products for this specific work package as the results of the work from this activity will be captured and measured in the tuning iterations and Mocks defined in section 3.3.4.

3.3.3 Data "Clean Up" Scripts

Once the master data has been loaded and the historical read data has been loaded, certain data anomalies from historical data issues need to be "cleaned up" for the MDM to process so those anomalies do not impact the remainder of the dataset. Scripts or manual data corrections are required to correct the data anomalies.

SCOPE – DATA "CLEAN UP" SCRIPTS

The scope of the scripts or manual data cleansing activities needed is unable to be known at this point. This will be discovered during the general testing activities, Tuning Iterations, and Mock Runs are executed. It is through these processes the anomalies are identified and corrected.

Scope Assumptions:

1. No additional scope assumptions exist for this work package

ROLES & RESPONSIBILITIES - DATA "CLEAN UP" SCRIPTS

Contractor

1. Research data anomalies for root cause and provide recommendations on corrective actions.

Utility

1. Draft scripts necessary to fix data anomalies per recommendations or discerned by Utilities own findings.
2. Implement anomaly corrections and/or correct root causes of data issues whether by automated solution or manual correction.

DEPENDENCIES - DATA "CLEAN UP" SCRIPTS

1. Test Loads using the "Direct Load" with a full data set in a Tuning Iteration or Mock run.
2. Newly requested post-conversion scripts must receive approval through the agreed upon change request process.

DELIVERABLES – DATA "CLEAN UP" SCRIPTS

There are no Contractor deliverables for this specific work package as the results of the work from this activity will be captured and measured in the tuning iterations and Mocks defined in section 3.3.4.

WORK PRODUCTS – DATA "CLEAN UP" SCRIPTS

There are no work products for this specific work package as the results of the work from this activity will be captured and measured in the tuning iterations and Mocks defined in section 3.3.4.

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3.3.4 Tuning Iterations, Mocks and "Dress Rehearsals"

Tuning Iterations, Mocks and Dress Rehearsals are the activities utilized to validate the effectiveness of the previous Work Packages in this activity.

Tuning Iterations are multiple tests or "Iterations" of a portion of the overall data migration program to work on specific issues or test corrections to portions of the data migration program.

Mock runs are more organized sequenced executions of the overall data migration program. Mock runs have an end-to-end focus and utilize all developments and fixes available at the time as a full test of a true migration.

Dress rehearsals is a final mock run with all the surrounding process to practice a full "cutover exercise" for the larger business organization. Dress rehearsals not only encompass the data migration portion of the cutover but also includes any business activities, stakeholder approval, and post cutover activities that are required for a successful go live.

SCOPE – TUNING INTERATIONS, MOCKS AND "DRESS REHEARSALS"

The scope of this work package details work required to build the migration to enable a full cutover for a successful go live.

1. Establish conversion Synchs
2. Test and make necessary adjustments to the "Direct Load" program
3. Execute tuning iterations for first mock run
4. Execute first mock run to support System Integration Testing (SIT) for development group 1
5. Execute necessary for mock run #2 to support end to end testing of all development groups.
6. Execute necessary tuning iteration to support the dress rehearsal for User Acceptance Testing

Scope Assumptions:

1. No additional scope assumptions exist for this work package

ROLES & RESPONSIBILITIES - TUNING INTERATIONS, MOCKS AND "DRESS REHEARSALS"

Contractor

1. Work with Utility to plan resources, objectives and activities for all tuning iterations
2. Research and provide recommendations for issues discovered during tuning iterations
3. Collect activities based on tuning iterations to compile the initial "Short Interval Schedule".
4. Utilize the "Short Interval Schedule" to manage and execute Mock activities.
5. Maintain and update the "Short Interval Schedule"
6. Develop plan for Dress Rehearsal

Utility

1. Execute activities defined for tuning iterations
2. Provide input on activities for the "Short Interval Schedule"
3. Execute activities in the "Short Interval Schedule" during mock runs and the Dress Rehearsal

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4. Define parameters for acceptable data quality results

DEPENDENCIES - TUNING INTERATIONS, MOCKS AND "DRESS REHEARSALS"

1. Identified Utilities resources are available for the duration of Tuning Iterations, Mock Activities and Dress Rehearsal.
2. Ability to provide necessary input and accurately execute upon the steps defined in the "Short Interval Schedule".

DELIVERABLES – TUNING INTERATIONS, MOCKS AND "DRESS REHEARSALS"

Workstream	Deliverable	ID	Description
Conversion	Initial SIS (1st Mock)	D044	A subset of the Cutover Plan that includes tasks, durations, and owners for migration activities. This document is used to track and record Mock/Dress Rehearsal activities required to successfully transition to the new MDM solution.
Conversion	Mock 1 Lessons Learned	D045	Practice Cutover #1 to execute a successively increasing set of technical and business activities executed by the resource that will be responsible for those activities during the actual cutover. The Mock Summary Results will be reviewed with a Lessons Learned session.
Conversion	Mock 2 Lessons Learned	D046	Practice Cutover #2 to execute a successively increasing set of technical and business activities executed by the resource that will be responsible for those activities during the actual cutover. The Mock Summary Results will be reviewed with a Lessons Learned session.
Conversion	Dress Rehearsal Lessons Learned	D053	A culmination of all prior Mock Go-Lives intended to replicate all Cut-Over activities as documented in the Cut-Over plan as they will be executed on the Go-Live weekend

WORK PRODUCTS – TUNING INTERATIONS, MOCKS AND "DRESS REHEARSALS"

Workstream	Work Product	ID	Description
Conversion	Mock Statistics	WP027	

3.4 System Integration & Technical Testing

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Testing the new MDM system will consist of integration testing and technical testing. System integration testing focuses on the functionality and data aspects of the system while technical testing focuses more on the technical performance and stability of the system.

There are dependencies below that apply to all work packages within this section. Assumptions, dependencies that are Work Package dependent are delineated within the section for each Work Package.

DEPENDENCIES – SYSTEM INTEGRATION & TECHNCIAL TESTING

1. Testing Strategy from Stage 1 of the project
2. Utility resources available and capable of executing testing

3.4.1 Integration Test Preparation and Planning

The first work package for testing is preparation and planning. This work package consists or planning not only the test execution but also of planning the development of testcases and appropriate test coverage.

SCOPE – INTEGRATION TEST PREPARATION AND PLANNING

Integration test preparation and planning will encompass:

- refining test cases
- preparing test cases
- finalizing the test tool organization
- loading the test tool
- defining test reporting
- preparing the daily test schedule
- scheduling necessary test meetings

These planning activities will be performed for the following test cycles:

1. "Reads Testing" – testing for Group 1 development items
2. "Other Integrations" testing – testing for Group 2 and 3 developments and enhancements and initial data migration from first mock
3. "End-to End" testing – tests full end to end processes with developments from groups 1-3 and enhancements

Scope Assumptions:

ROLES & RESPONSIBILITIES - INTEGRATION TEST PREPARATION AND PLANNING

Contractor

1. Facilitate test case development planning sessions
2. Develop test case execution plan with input from Utility
3. Create testcase templates for loading into Azure DevOps
4. Load test cases into Azure DevOps
5. Define test reporting for each test cycle

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6. Develop test reporting from test tool
7. Schedule test defect and status meetings

Utility

1. Review and confirm existing RCC and JEA test cases
2. Develop necessary testcases to fill identified testcase gaps
3. Make any necessary alterations to existing test cases
4. Load test cases into Azure DevOps
5. Provide input on test scheduling
6. Participate in test planning meetings

DEPENDENCIES - INTEGRATION TEST PREPARATION AND PLANNING

1. Test Case Inventory from Stage 1
2. Test Case Gap analysis from Stage 1
3. Utility resources capable of defining and writing executable testcases

DELIVERABLES – INTEGRATION TEST PREPARATION AND PLANNING

Workstream	Deliverable	ID	Description
Testing	SIT Test Plan - Reads	D039	Plan that documents how interfacing functions and components of the solution will be tested to ensure the requirements represented by MDM Configuration and development Group 1 are achieved
Testing	SIT Test Plan - Other Integrations	D058	Plan that documents how interfacing functions and components of the solution will be tested to ensure the requirements represented by development Group 2,3 and enhancements are achieved
Testing	SIT Test Plan - End-to-End	D059	Plan that documents how interfacing functions and components of the solution will be tested from and end-to-end perspective encompassing all developments and configurations

WORK PRODUCTS – INTEGRATION TEST PREPARATION AND PLANNING

There are no work products for this specific work package.

3.4.2 Integration Test execution

System Integration Testing is to test the full functionality of the system

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SCOPE – INTEGRATION TEST EXECUTION

System integration testing will be comprised of three cycles:

1. "Reads Testing" – testing for Group 1 development items
2. "Other Integrations" testing – testing for Group 2 and 3 developments, reports and enhancements and initial data migration from first mock
3. "End-to End" testing – tests full end to end processes with developments from groups 1-3 and enhancements

Scope Assumptions:

1. Bill Comparison Testing activities will be conducted as part of the End-to-End testing cycle

ROLES & RESPONSIBILITIES - INTEGRATION TEST EXECUTION

Contractor

1. Perform test administration and tracking utilizing the Azure DevOps tool
2. Provide test execution reporting and status updates as agreed by Contractor and Utility in the test planning
3. Conduct defect triage meetings
4. Perform defect fixes and for items configured or built by Contractor and conduct C&F testing for fixes developed
5. Package defect fixes to be presented for environmental change management review (CAB)
6. Execute and provide results from Bill Compare testing using Contractor's Bill Compare Test Tool for two weeks (10 bill cycles)

Utility

1. Execute refreshing CCB environments as per the Project Schedule
2. Execute refreshing the MDM environment as per the Project Schedule
3. Execute test cases per test execution plan & schedule
4. Log defects discovered during test execution in the manner prescribed by the project
5. Execute retests within timeframes prescribed by the test plan
6. Attend defect triage meetings

DEPENDENCIES - INTEGRATION TEST EXECUTION

1. QA Environment capable of ingesting read files and synchronizing with CCB for "Reads Testing" cycle
2. QA Environment integrated to the fullest extent possible with historical data for "Other Integrations" testing (Conversion synchs & Direct Load functioning)
3. QA Environment integrated to the fullest extent possible with historical data and fully refreshed CCB data for "End-to-End" testing (Conversion synchs & Direct Load functioning with a scheduled CCB QA refresh)
4. Head End System (HES) vendors resources available to support issues and testing where deemed necessary.

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5. Physical sample test lab meters that are designed and tested to the correct specifications to support integration testing.
6. Testcases developed according to the test strategy and detailed plans available in the test tool (Azure DevOps)
7. Knowledgeable test resources capable of executing testcases and interpreting and documenting test results

DELIVERABLES – INTEGRATION TEST EXECUTION

There are no Contractor deliverables for this specific work package.

WORK PRODUCTS – INTEGRATION TEST EXECUTION

There are no Contractor work products for this specific work package.

3.4.3 Technical Testing

The Technical Testing work package focuses more on the performance and stability of the MDM system as opposed to the functionality. Technical testing confirms that the platform itself is safe, recoverable and performs optimally supporting the functional users and business operations.

SCOPE – TECHNICAL TESTING

Technical testing will encompass the following test activities:

- Performance & Load Testing
- Fail Over Testing
- Disaster Recovery Testing

Scope Assumptions:

ROLES & RESPONSIBILITIES - TECHNICAL TESTING

Contractor

1. Prepare plan for Performance & Load Testing with input from Utility
2. Provide test leadership and monitoring of Performance Test execution and results.
3. Investigate and provide recommendation for tuning opportunities derived from results of performance testing

Utility

1. Define and develop input transactions for performance testing using the J-Meter tool
2. Execute Performance & Load Testing
3. Plan, Execute and evaluate results of Fail Over Testing
4. Plan, Execute and evaluate results of Disaster Recovery Testing

DEPENDENCIES - TECHNICAL TESTING

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1. PRST Environment with integrations necessary for performance testing
2. Utility Resources available to execute Performance Testing
3. Infrastructure necessary to conduct Fail over and Disaster Recovery testing
4. Infrastructure resources necessary to support Fail Over and Disaster Recovery Testing

DELIVERABLES – TECHNICAL TESTING

Workstream	Deliverable	ID	Description
Testing	Performance and Load Test Plan	D048	Plan that documents how the solution will be tested to confirm defined performance and load metrics are achieved

WORK PRODUCTS – TECHNICAL TESTING

There are no work products for this specific work package.

3.5 Business Readiness & Change Management

The work Packages under Business Readiness and Change management encompass activities that increase the business's awareness of upcoming changes and increases their confidence in being able to handle those changes through additional validation and training.

There are portions of the training program that need additional information to fully define scope, roles & responsibilities, dependencies, and deliverables. Those work packages are called out in the detail below. The objective is to have an agreement between Utility and Contractor as to the detail for these specific work packages so they can be executed as part of the project via a formal change request.

3.5.1 Training Planning & Management

The training Planning and Management Work Package is to define the details of the how, who and when of training based on the change impacts identified in stage 1. Solution design will dictate the specifics and complexity of the training effort.

SCOPE – TRAINING PLANNING & MANAGEMENT

Training Planning and Management will encompass the following activities:

- Draft a Training Plan (a workplan) for delivery of training for the following:
    - Training Development
    - User Acceptance Training
    - End User Training
- Design, develop, and deliver MDM Core Team Training course to targeted Core Team participants

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Scope Assumptions:

The Training Plan will not cover the modules or schedule for Webviewer.

ROLES & RESPONSIBILITIES - TRAINING PLANNING & MANAGEMENT

Contractor

1. Prepare recommendation for a plan to execute the following work packages:
   i) Training Development
   ii) User Acceptance Training
   iii) End User Training
2. Work with Utility on establishing training logistics
3. Define Training Environment requirements

Utility

1. Work with Contractor to execute decision on the work packages to complete the training plan – Decision needs to be by May 31st to not potentially impact the project timeline.
2. Provide input on training plan

DEPENDENCIES - TRAINING PLANNING & MANAGEMENT

1. Stakeholders Analysis Report from Stage 1
2. Business Change impact Matrix from Stage 1
3. Training Needs Analysis from Stage 1
4. Functional Design Documents for Contractor Development
5. Webviewer 2 functional capability

DELIVERABLES – TRAINING PLANNING & MANAGEMENT

Workstream	Deliverable	ID	Description
Training	MDM Core Team Training	D040	Course designed to train client on configuration options and how these options impact how the application functions.
Training	Training Plan	D062	Work plan for end-user training, including schedules and roles and responsibilities that is an outcome of the training needs assessment.

WORK PRODUCTS – TRAINING PLANNING & MANAGEMENT

There are no work products for this specific work package.

3.5.2 Training Development

The training development work package is the scope and activities of developing the training material for the end user training.

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It is currently uncertain as to what specific training material needs to be created and whether Utility or Contractor will develop the training material at this point in time. While an amount will be reserved (see pricing section xxx) for contractor to execute this work package, it will be the utilities discretion to execute on that amount or a portion of that amount depending on the decisions as to which party will develop what aspects of the training material.

Regardless of the Roles and responsibilities for the work package, the work effort needed is defined below.

SCOPE – TRAINING DEVELOPMENT

The scope of training development is defined by the solutions designed for the changes detailed in the change impact matrix. A decision on who will develop the training and the detailed scope of the training will be determined by May 31st at which point the Utility and Contractor will agree on scope and execution responsibilities for the training development.

Scope Assumptions:

1. Contractor does not have the knowledge or experience to develop training material on any functionality related to the "MDM WEB VIEWER"

ROLES & RESPONSIBILITIES - TRAINING DEVELOPMENT

Contractor

1. To Be determined

Utility

1. To be determined

DEPENDENCIES - TRAINING DEVELOPMENT

1. Business Change impact Matrix from Stage 1
2. Training or QA environment with functioning solutions for material development
3. Webviewer 2 functional capability solution and environment for material development
4. Decision on training development scope and resourcing

DELIVERABLES – TRAINING DEVELOPMENT

To be defined

WORK PRODUCTS – TRAINING DEVELOPMENT

Workstream	Work Product	ID	Description
Training	Training Plan	WP023	
Training	Training Data Set Up	WP033	

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3.5.3 User Acceptance Testing Training

A Work Package has been developed for User Acceptance Training because the Utility recognizes that additional testers will be necessary for validation and socialization of the system. These testers will need to be trained to perform the specific functions needed to execute the testing.

The benefits of this approach are twofold:

- An additional set of users has experience with the system easing pressure when the system goes live
- Provides an advance look into the training material to identify adjustments before being utilized by the full end user population

It is currently uncertain as to whether Utility or Contractor will conduct user acceptance training at this point in time. While an amount will be reserved (see pricing section xxx) for contractor to execute this work package, it will be the utilities discretion to execute on that amount or a portion of that amount depending on the decisions as to which party will deliver what aspects of the user acceptance training.

Regardless of the Roles and responsibilities for the work package, the work effort needed is defined below.

SCOPE – USER ACCEPTANCE TRAINING

The scope of UAT training delivery is defined by the solutions designed for the changes detailed in the change impact matrix. A decision on who will deliver the training and the detailed scope of the training will be determined by May 31st at which point the Utility and Contractor will agree on scope and execution responsibilities for the training delivery for this work package.

Scope Assumptions:

1. Contractor does not have the knowledge or experience to deliver user acceptance training on any functionality related to the "MDM WEB VIEWER"

ROLES & RESPONSIBILITIES - USER ACCEPTANCE TRAINING

Contractor

1. To be determined

Utility

1. To be determined

DEPENDENCIES - USER ACCEPTANCE TRAINING

1. Training environment with necessary integrations to fully support training activities
2. Training data for exercises within the training environment
3. Training material developed to the extent it can be used for training (does not have to be in final state)
4. Decision on user acceptance training delivery scope and resourcing

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DELIVERABLES – USER ACCEPTANCE TRAINING

To be defined

WORK PRODUCTS – USER ACCEPTANCE TRAINING

To be defined

3.5.4 User Acceptance Testing Execution

User acceptance testing is a validation of the final system by a new set of Utility users to validate the "usability" of the system and to increase awareness of the system's functionality within the user community.

SCOPE – USER ACCEPTANCE TESTING

User acceptance testing will cover:

1. Selected critical processes tested end-to-end
2. 1 week (5 cycles) of bill compare testing
3. Period of "ad hoc" testing or "day in the life" testing
4. Selected Bill Print evaluations

Scope assumptions:

1. User acceptance testing is not a "parallel test" due to degradation of data over time

ROLES & RESPONSIBILITIES - USER ACCEPTANCE TESTING

Contractor

1. Provide test leadership in planning, monitoring, and reporting UAT execution.
2. Perform defect resolution as necessary for items configured or built by Contractor.

Utility

1. Utility will execute user acceptance testing.

DEPENDENCIES - USER ACCEPTANCE TESTING

1. All three cycles of System Integration testing must be completed and pass exit criteria
2. Fully integrated "production like" system with most recent data loads from dress rehearsal
3. Refreshed CCB system
4. Additional testers trained and able to execute test scripts and transactions within their area in the new environment

DELIVERABLES – USER ACCEPTANCE TESTING

There are no deliverables for this specific work package

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WORK PRODUCTS – USER ACCEPTANCE TESTING

There are no deliverables for this specific work package

3.5.5 End User Training

End User Training is the final readiness activity before the cutover to go live. Based on the plans developed and user's identified, end users will go through prescribed training prior to go live to be educated on any changes from a technology or process perspective.

It is currently uncertain as to whether Utility or Contractor will conduct end user training at this point in time. While an amount will be reserved (see pricing section xxx) for contractor to execute this work package, it will be the utilities discretion to execute on that amount or a portion of that amount depending on the decisions as to which party will deliver what aspects of the end user training.

Regardless of the Roles and responsibilities for the work package, the work effort needed is defined below.

SCOPE – END USER TRAINING

The scope of end user training is defined by the solutions designed for the changes detailed in the change impact matrix. A decision on who will deliver the training and the detailed scope of the training delivery will be determined by May 31st at which point the Utility and Contractor will agree on scope and execution responsibilities for the training delivery for this work package.

Scope:

- Training Course Curriculum with attendees identified
- Design and development of the Training Schedule.

Scope Assumptions:

1. Contractor does not have the knowledge or experience to deliver end user training on any functionality related to the "MDM WEB VIEWER"

ROLES & RESPONSIBILITIES - END USER TRAINING

Contractor

1. To be determined

Utility

1. To be determined

DEPENDENCIES - END USER TRAINING

1. Decision on end user training delivery scope and resourcing
2. Training Plan and Curriculum
3. Training Environment and associated training Data
4. Training Materials

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DELIVERABLES – END USER TRAINING

To be defined

WORK PRODUCTS – END USER TRAINING

To be Defined

3.5.6 Organizational Change Management

The goal of the Organizational Change Management (OCM) work package is to communicate the changes the project will impose upon the business. The business should be made aware of all changes and then subsequently trained on those changes to be ready for go live when those changes become a part of their daily activities.

SCOPE – ORGANIZATIONAL CHANGE MANAGEMENT

- Develop and document an understanding of Utilities' organizational structure and stakeholders that will be affected by the project.
- Understand and document the specific changes that the project will bring about, and the groups that will be affected by each change.
- Design and document a strategy with associated activities to transition the workforce and the organization from the current state to the future state (this will also be input into the Go Live Readiness criteria)
- Provide input to the end-user cutover support plan.

Scope Assumptions:

1. RCC does not have expertise on Webviewer 2 functionality, the Utility will provide resources with this knowledge

ROLES & RESPONSIBILITIES - ORGANIZATIONAL CHANGE MANAGEMENT

Contractor

1. Prepare materials for Project Outreach sessions
2. Conduct Project Outreach sessions as defined in the OCM Communications Engagement Plan from Stage 1
3. Analyze workforce and provide recommendations

Utility

1. Attend and support scheduling of outreach sessions
2. Provide personnel with expertise on Webviewer 2 functionality for project outreach sessions
3. Provide access to resources and information as requested by the Contractor in order to complete the deliverables
4. Managers and supervisors will support and require attendance making resources available as needed for OCM outreach and events

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DEPENDENCIES - ORGANIZATIONAL CHANGE MANAGEMENT

1. Stakeholders Analysis Report from Stage 1
2. Business Change impact Matrix from Stage 1

DELIVERABLES – ORGANIZATIONAL CHANGE MANAGEMENT

Workstream	Deliverable	ID	Description
OCM	Workforce Impact Analysis		Review the organizational structure, staffing levels, work skills, and work flow to ensure the organization is aligned with the new operating model.
OCM	Go-Live Readiness Assessment Questionnaire		Web based questionnaire for end-users to assess readiness, and identify potential areas/users that need refresher training
OCM	Go-Live Readiness Assessment Presentation		Presentation to utility management summarizing the results of the Readiness Assessment questionnaire, as well as recommendations.

WORK PRODUCTS – ORGANIZATIONAL CHANGE MANAGEMENT

Workstream	Work Product	ID	Description
OCM	OCM Outreach Sessions	WP020	Conduct outreach sessions as stated in the Communications Plan from Stage 1
OCM	OCM Outreach Progress Reports	WP030	Progress reports on Outreach sessions

3.6 Go Live Activities

The “Go Live” of the new MDM system will encompass a two-Phase approach.

- Phase 1 – synch the new MDM with PRD CCB and load production reads
- Phase 2 – “turn on” other integrations effectively using the new MDM for billing reads and making the MDM fully live and the system of record for meter read data

The Work Packages for the Go-Live will consist of the planning and execution of each phase of the Go Live.

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3.6.1 Cutover Planning & Go Live Phase 1 – MDM Data Management

This Work Package covers the activities necessary to execute the first phase of the project Go Live. Upon executing these activities, the MDM will be receiving live data and need to managed and maintained in parallel with eMeter.

SCOPE – CUTOVER PLANNING & GO LIVE PHASE 1 – MDM DATA MANAGEMENT

The scope of the Go Live Phase 1 work package consists of the following activities:

- Develop the Post Go Live support plan for Phase 1 and Phase 2
- Develop the full cutover plan with approval gates and communications points for phase 1
- Conducting meetings necessary to obtain a Go decision amongst all stakeholders for phase 1
- Executing the defined cutover activities including the migration plan for phase 1
- Transition to the Post Go live Support plan

ROLES & RESPONSIBILITIES - CUTOVER PLANNING & GO LIVE PHASE 1 – MDM DATA MANAGEMENT

Contractor

1. Develop Full Cutover Plan
2. Manage execution of the “Short Interval Schedule” for the cutover
3. Support any issues that may arise during cutover activities

Utility

1. Make resources available to provide input into the full cutover plan
2. Execute Go / No-Go decision
3. Ensure the PRST environment is prepared for cutover
4. Execute business cutover tasks
5. Execute steps in the “Short Interval Schedule” to complete data migration
6. Communicate with stakeholders and impacted teams for the MDM go-live
7. Coordinate logistics needed for any CCB Outages if deemed necessary for the MDM go-live

DEPENDENCIES - CUTOVER PLANNING & GO LIVE PHASE 1 – MDM DATA MANAGEMENT

1. All Testing and Validations Complete
2. Cutover Plan has been approved
3. Any CCB Outages if deemed necessary will have been coordinated with Utilities operations.
4. New system has received CAB approval
5. PRST Environment is ready for cutover to become the PRD environment
6. Positive Business Readiness and Go/No-Go decision

DELIVERABLES – CUTOVER PLANNING & GO LIVE PHASE 1 – MDM DATA MANAGEMENT

Workstream	Deliverable	ID	Description

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Project Leadership and Governance	Post Live Support Plan	D052	Plan documenting the roles & responsibilities, communication channels, SLAs
Conversion	Cutover Plan Phase 1	D047	Plan including tasks, dependencies, timelines, and owners for all activities required to successfully transition business activities to the new MDM solution.
Conversion	Go-Live Phase 1	D054	This is a "point in time" deliverable that encompasses the execution of a positive "go" decision and successful execution of the cutover activities for phase 1.

WORK PRODUCTS – CUTOVER PLANNING & GO LIVE PHASE 1 – MDM DATA MANAGEMENT

There are no work products for this specific work package.

3.6.2 Cutover Planning & Go Live Phase 2 – Billing & Integrations

This Work Package covers the activities necessary to execute the second phase of the project Go Live. Upon executing these activities, the MDM will become the new system of record for meter reads and used for delivering billing reads to CCB and provide data to other integration points and business users.

SCOPE – CUTOVER PLANNING & GO LIVE PHASE 2 – BILLING & INTEGRATIONS

The scope of the Go Live Phase 1 work package consists of the following activities:

- Develop the full cutover plan with approval gates and communications points for phase 2
- Conducting meetings necessary to obtain a Go decision amongst all stakeholders for phase 2
- Executing the defined cutover activities for phase 2
- Transition to the Post Go live Support plan

ROLES & RESPONSIBILITIES - CUTOVER PLANNING & GO LIVE PHASE 2 – BILLING & INTEGRATIONS

Contractor

1. Develop Full Cutover Plan
2. Manage execution of the "Short Interval Schedule" for the cutover
3. Support any issues that may arise during cutover activities

Utility

1. Make resources available to provide input into the full cutover plan
2. Execute Go / No-Go decision
3. Execute business cutover tasks
4. Execute steps in the "Short Interval Schedule" to complete technical cutover tasks
5. Communicate with stakeholders and impacted teams for the MDM go-live
6. Coordinate logistics needed for any CCB Outages if deemed necessary for the MDM go-live

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DEPENDENCIES - CUTOVER PLANNING & GO LIVE PHASE 2 – BILLING & INTEGRATIONS

1. All Testing and Validations Complete
2. Cutover Plan has been approved
3. Any CCB Outages if deemed necessary will have been coordinated with Utilities operations.
4. New changes have received CAB approval
5. All Stakeholder Environments are ready for cutover to become integrated with he new MDM
6. Positive Business Readiness and Go/No-Go decision

DELIVERABLES – CUTOVER PLANNING & GO LIVE PHASE 2 – BILLING & INTEGRATIONS

Workstream	Deliverable	ID	Description
Conversion	Go-Live Phase 2	D055	This is a "point in time" deliverable that encompasses the execution of a positive "go" decision and successful execution of the cutover activities for phase 2.
Conversion	Cutover Plan Phase 2	D060	Plan including tasks, dependencies, timelines, and owners for all activities required to successfully transition business activities to Phase 2 functionality on the new MDM solution.

WORK PRODUCTS – CUTOVER PLANNING & GO LIVE PHASE 2 – BILLING & INTEGRATIONS

There are no work products for this specific work package.

3.7 Post Live Support

3.7.1 Phase 1 Go Live Support

SCOPE – PHASE 1 GO LIVE SUPPORT

ROLES & RESPONSIBILITIES - PHASE 1 GO LIVE SUPPORT

Contractor

Utility

DEPENDENCIES - PHASE 1 GO LIVE SUPPORT

DELIVERABLES – PHASE 1 GO LIVE SUPPORT

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WORK PRODUCTS – PHASE 1 GO LIVE SUPPORT

3.7.2 Phase 2 Go Live Support

SCOPE – PHASE 2 GO LIVE SUPPORT

ROLES & RESPONSIBILITIES - PHASE 2 GO LIVE SUPPORT

Contractor

Utility

DEPENDENCIES - PHASE 2 GO LIVE SUPPORT

DELIVERABLES – PHASE 2 GO LIVE SUPPORT

WORK PRODUCTS – PHASE 2 GO LIVE SUPPORT

3.8 Items Not in Scope

Items not in Scope for Contractor

1. Utilities resource management
2. Database and application maintenance and data refreshes
3. Two-Way Water mass deployment integrations (excluding INT007)
4. Service Cycle Load Automation
5. Decommissioning of Utilities legacy eMeter system

Items Not in Scope for this Project

1. MDM-Generated Bill Determinants via Usage Transactions (Usage Calculation will be within CCB via INT010)
2. Moving to the new CCB Rates Engine
3. MDM “Storm-Mode” Functionality
4. Service Cycle Synchronization from CCB to MDM

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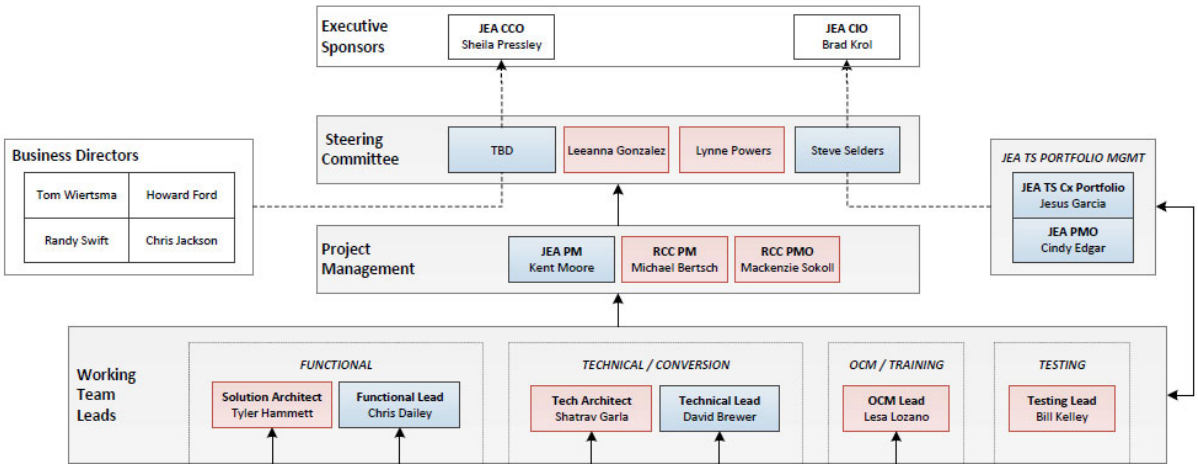
5. Direct integrations between MDM and IVR
6. Direct integrations between MDM and jea.com

4. Key Personnel

The success of any project is largely dependent on the personnel associated with that project. Having the correct key personnel in the right places to manage and execute a project is essential to achieving the project objectives. Any changes to the key resources below within either the Utilities or Contractors control must be discussed and agreed by both parties. Below is an organizational chart depicting the governance structure of the project with "Key Resources" listed below for Contractor and Utilities.

Additional project team members will be identified as part of the Project Planning and be documented in the project Organization Chart residing in the Governance Document.



4.1.1 Contractor

- Mike Bertsch – Project Manager
- Tyler Hammett – Solution Architect
- Shatrav Garla – Technical Architect

4.1.2 Utilities

- Steve Selders – JEA Technical Services Steering Committee Member
- Brian Pippin – JEA Business Steering Committee Member
- Jesus Garcia – Project Technical Services Lead
- Kent Moore – MDM Modernization Project Manager

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- Cindy Edgar – TS PMO & Financial Governance Lead
- Chris Dailey – Technical Services Functional Lead
- David Brewer – Technical Services Technical / Infrastructure Lead

5. Known Risks & Assumptions

5.1 Known Risks

5.1.1 In-flight 2-Way Water Project and Vendor Readiness

Badger system requirements, specifications, APIs, and file formats are not currently available as of the start of this agreement. Inability to receive these items within manageable project timelines, specifically within the first 3 weeks of the Construction Phase, introduces the risk of not being able to implement some or all the requirements.

5.1.2 Competing Projects – Human Resources

Since Utilities is currently realigning and determining staffing for their current, enterprise project roadmap, resource allocations could become volatile and impact Utilities' ability to execute on project activities, requiring either extended timelines or additional resources from Contractor or other sources to keep the project within planned timelines and scope.

5.2 Competing Projects - CCB Environments

The lack of a production sized CCB environment dedicated to this project for the purposes of Conversion and Performance Testing Activities could lend itself to using a single environment for multiple purposes and projects, included but not limited to Production changes and the MDM Modernization project. This introduces risk to project timelines due to environment availability, environment data integrity due to environment overuse, and the ability to fix production issues in a timely manner.

5.3 Direct Integration Pack not supported for the version of CCB

The CCB-MDM Direct Integration Pack v12.1 is not supported for CCB v2.4. Any product bugs will need to be addressed by the project team. Oracle Service Requests for this product are limited to fix recommendations and not patching. Should DIP v12.1 be found to be deficient, there may be challenges in implementing code fixes or workarounds

5.4 D-Series application potentially requires upgrading to ensure supported with new Oracle MDM

Legacy toolset (technical batch job scheduler) may be out of support due to integration with Oracle MDM. There may be potential middle-tier resourcing availability challenges if upgrades are required

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5.5 LT xhxh#dssdfdwlrq#srwhqwdo|#htxlpv#ksjudglqj#wr#hqvxuh#vxssruwhg#z lwk#qhz #Rudfdh#P GP

Description: Legacy toolset (managing meter commend queues via throttling) is a custom application supported by JEA which requires additional early research to identify the scope of potential changes and resource support requirements in order to work with Oracle MDM #

5.6 R udfdh#G luhfw#Ordg#gdwd#frqyhuvlrq#frgh#htxlpv#ksgdwhv#

Description: The Direct Load Code, the code that loads historical reads from eMeter to C2M during conversion was a large risk in the previous project. Because it was developed by Oracle Consulting Services (OCS), any problems, defects, or data quality issues that arise will be difficult or unable to be resolved. The baseline MDM Modernization plan does not have schedule or budget allowance for an extended OCS engagement to support Direct Load code.

6. Other Requirements

6.1 Tools

The following tools are expected to be used as a part of this project:

Tool	Intended Use
Utilities' MS Teams	Virtual meeting platform, instant messaging
MS365 Applications	Project Status Reports, Various documentation across workstreams (Project Plan, Configuration Workbook, Exception Analysis), email communications
SharePoint (with co-authoring capabilities)	Project document repository, document collaboration tool
Azure DevOps (with Basic + Test Plans licenses in place for the Contractor and Utility)	Test Plan, Test Suite, Test Case, and Test Execution management along with defect/issue management.
Oracle SQL Developer	Access necessary application databases for design, build, analysis, and reporting purposes
JMeter	Tool to simulate data for performance testing

6.2 Working Environment and Facilities

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Utilities will provide a working environment and facilities adequate for Contractor to perform their assigned duties. This includes, but is not limited to, adequate conference rooms, cubicle space, and telephone access.

6.3 Network Access

Utilities will support the use of the Contractor team laptops on its network. Contractor will provide specific names for any individuals requiring access to the Utilities network.

6.4 Environment Access

Individual Project team members will be given access to Utilities system environments as necessary to fulfill this SOW.

6.5 Facilities Access

Contractor will be provided with access to all of Utilities' facilities necessary for Services Contractor performs in support of the Project, including all necessary identification material (badges, cards, etc.), subject to the terms and conditions of the Agreement. This includes access to such buildings and systems during and after normal business hours, on weekends, and on holidays. Limitation of Contractor's access during these times may reduce Contractor's ability to maintain the proposed schedule.

6.6 Security Standards

Contractor will adhere to all Utilities security standards in accessing Utilities systems and in fulfilling requirements of this SOW.

6.7 Work Location / Schedules

6.7.1 Travel

It is anticipated that for certain phases of the project it will be advantageous for the project for Contractor personnel to travel and work directly onsite with Utilities personnel. While it is not feasible to define an exact travel schedule at this point, general work schedule location and schedule expectations can be defined.

Project Phase	Travel Purpose	Frequency
Construct	Only if significant issues or sessions arise that need to be managed onsite	Lower onsite presence – only on as needed basis
Validate	Testing support and issue resolution	Partial teams rotating to support testing

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Project Phase	Travel Purpose	Frequency
Deploy	Training, OCM and final readiness outreach, cutover	Training and OCM full time and full team Go Live week and for Cutover

6.7.2 Onsite Hours Definition

"Full Time Onsite" is from Tuesday morning to the end of the workday Thursday (exceptions may be made as needed and agreed)

6.7.3 Onsite Access

Contractor will be granted access to the work area, access to wireless networks, access to meeting facilities and the ability to schedule those facilities while onsite and provided individual work areas.

6.7.4 Laptops and Software

Contractor will furnish their own laptops and software unless software specific to Utilities is required.

6.7.5 Work Location

Work location will be at the new JEA Headquarters on 225 N. Pearl St., Jacksonville, FL.

6.8 Change Procedures

Any change in the specified scope of services must be mutually agreed upon by the parties in writing. Contractor's standard Change Order Procedures may be used to document these changes. Services in accordance with this SOW will continue to be performed until the parties agree in writing on the change in scope of services, scheduling, and related fees.

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7. Project Cost / Deliverables and Acceptance

7.1 Pricing Overview

The total cost to Utilities for the performance of the deliverables, work products and objectives contained in this CR shall not exceed the amount of $2,950,000 for consulting services and travel. This amount is made up of a base amount of $2,480,000 for core project activities and contingent amounts of $145,000, $175,000 and $150,000 for warranty support, training and travel respectively.

Contingent Service Amounts

1. Training Contingency = $175,000 – Several options and contingencies exist to satisfy the training development and delivery needs for the MDM Modernization Project. Utility wishes to reserve the amount of this contingency for those purposes to later determine if all, some or none of these funds will be required to satisfy the training objectives. Utility and Contractor will agree to the training approach and amount for services to implement the agreed upon approach. Final amount and scope will be document using the projects standard change control governance procedures.
2. Warranty Contingency - $145,000 = Utility wished for the amount of support from contractor for post "Go Live" support to be formally determined at a later state on the project. Utility wishes to reserve the amount of this contingency for those purposes to later determine if all, some or none of these funds will be required to for warranty support from the contractor. Utility and Contractor will agree to the warranty support approach and amount for services to implement the agreed upon approach. Final amount and scope will be document using the projects standard change control governance procedures.

7.2 Travel Expenses

Travel is estimated at $150,000 based on the travel frequency plan outlined in the Travel section of this SOW. These funds are to be reserved for any activities where Utilities and Contractor mutually agree that it would be beneficial to the project that certain activities be performed onsite. Travel funds will not be expended without this mutual agreement prior to incurring any travel expenses. Any travel agreed upon and incurred will be in accordance with Utilities' travel policy.

7.3 Deliverables Schedule and Pricing Chart

The following "Deliverables Schedule and Pricing Chart" contains the deliverables combined into monthly milestones and associated forecasted payment schedule. Contractor will invoice Utilities upon completion and acceptance of defined milestones. All activities for each deliverable will be reviewed and approved by Utilities before payment is issued.

~~While Work Products are not reviewable items and most must be completed to develop a specific work product, there are some work products that are designed to reduce risk for the latter phases of the project beyond this Statement of Work. Since those specific work products do not drive to a deliverable that will be completed within this SOW they are listed as part of the April milestone below. All of the work products of this type are to be completed at the end of the Statement of Work in April.~~

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xxx Milestone - $

May Milestone Deliverables:

Workstream	Identifier	Deliverable

xxx Milestone - $

June Milestone Deliverables:

Workstream	Identifier	Deliverable

xxx Milestone - $

July Milestone Deliverables:

Workstream	Identifier	Deliverable

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7.4 Deliverables Acceptance

All deliverables will be approved by Utilities for payment within the milestone structure above. Utilities will establish a secure location to document approval of deliverables.

The timely completion and approval of deliverables is key to the successful joint completion of the goals and objectives for the project. Contractor and Utilities will work together in good faith to present and approve deliverables in a timely manner. To foster timely completion and approval of deliverables, Utilities and Contractor will execute the following process:

- D1 – Directional Correctness – at the beginning of preparing a deliverable Utility and Contractor will review said deliverable and discuss expectations to ensure both parties agree on the direction and content of the final deliverable.
- D2 – Discretionary Reviews – during the development of the deliverable, one or multiple reviews will be conducted to ensure the deliverable is being developed in accordance with both parties' expectations defined in D1.
- D3 – Delivery – Contractor delivers what it believes to be the final version of the deliverable for review by Utility for approval.
- D4 - Done – Utility has approved final deliverable and the deliverable is available for payment within the milestone.

As part of the project management activities, Utilities and Contractor will prepare a schedule for the "4 D's" referenced above for each deliverable to track the progress and take appropriate action as necessary early in the process should any deliverable fall behind schedule. Should no response be received on any specific deliverable as to acceptance from step D3 to D4 within the agreed upon scheduled timeframe, the relevant deliverable will be deemed accepted. After acceptance, or deemed acceptance, by Utility of the deliverable, the deliverable will be deemed complete. Any deviation from the deliverables and schedule within this proposal will be reviewed weekly between Utility and Contractor by Project Management.

8. Work Authorization

I hereby authorize Red Clay to begin delivery of services as described in this Statement of Work.

For Utilities (JEA):

Signature: _____

Printed Name: _____

Title: _____

Signature: _____

Printed Name: _____

Title: _____

Company: JEA

Date: _____

For Contractor (Red Clay Consulting, Inc.):

Signature: _____

Printed Name: _____

Title: _____

Signature: _____

Printed Name: _____

Title: _____

Company: Red Clay Consulting, Inc.

Date: _____

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Approved by the JEA Awards Committee

Date: 05/05/2022 Item# 4

Formal Bid and Award System

Award #4 May 5, 2022

Type of Award Request:	CHANGE ORDER
Requestor Name:	Benavides, Maria L. - Mgr Technology Project Mgmt
Requestor Phone:	904-665-7046
Project Title:	Oracle Customer to Meter C2M Project Director Support and Critical Gap Assessment/Consulting
Project Number:	8004943
Project Location:	JEA
Funds:	Capital
Budget Estimate:	N/A

Scope of Work:

The purpose of this Request for Proposal (the "RFP") is to evaluate and select a vendor that can provide Project oversight and governance services for the successful completion of JEA's project to transition from Oracle Utilities Customer Care & Billing (CC&B) to Oracle Utilities Customer to Meter (C2M). These services will include placement of a Project Director to work alongside JEA and vendor, and Assessment services to address critical path items impacting the project. The two (2) areas of support are more specifically addressed below:

Support Area 1: Consultant to act as Project Director to work alongside JEA and vendor resources for successful completion of the project. Duration would be through Go-Live of system, currently planned for February 21, 2022. The Project Direction would partner with JEA resources and stakeholders to offer the following:

a. Project Leadership
   - Oversee Oracle, JEA and other resources assigned to the project
   - Conduct project review and progress meeting
   - Develop and implement a comprehensive program to manage risk
   - Review competing projects and potential resource constraints

b. Project Governance
   - Leverage JEA PM to make necessary adjustments to master project schedule
   - Implement project processes or tasks needed to ensure linkage to deliverable and reporting
   - Enhance systems or tools needed to effectively manage project costs, schedule and reporting

c. Executive Reporting
   - Proactively manage sponsor communication through duration of the project
   - Create and distribute monthly executive reports and hold Steering Committee meetings

Support Area 2: Assessment of current project to identify critical issues and gaps and remediation steps to help resolve issues and formulate the change management plan for the business units and technology teams that includes required policy and procedural modifications:

a. Review of project artifacts:
   - Reports, Interfaces, Customizations, Enhancements, and Forms
   - Conversion Strategy & execution status
   - Testing Strategy, Plan & execution status
   - Technical Architecture Diagram
   - Integration Architecture Diagram
   - ILM strategy & execution status
   - All Oracle SRs

b. Assess progress across critical work-streams, focused on governance, testing, and conversion progress to date, to understand the state of the project.

JEA IFB/RFP/State/City/GSA#: 1410332648
Purchasing Agent: Dambrose, Nick
Is this a Ratification?: No

RECOMMENDED AWARDEE(S):

Name	Contact Name	Email	Address	Phone	Amount
RED CLAY CONSULTING, INC.	Lynne Powers	lynne.powers@redclay.com	271 17TH ST NW, STE 610 Atlanta, GA 30363-6204	(678)445-3770 x284	$2,461,011.00

Amount of the Original Award: $299,860.00
Date of the Original Award: 06/04/2021
Change Order Amount: $2,461,011.00
List of Previous Change Orders / Amendments

CPA#	Amount	Date
199475	$517,535.00	08/19/2021
199475	$1,661,514.00	09/16/2021
199475	$247,890.90	12/31/2021

Length of Contract: Project Completion
New Not to Exceed Amount: $5,187,810.90
End Date: Project Completion (Estimated Go Live October 12, 2022)
JSEB Requirement: None. No JSEBs Available

Background/Recommendations:

Originally Advertised 05/05/2021 and awarded on 06/04/2021. Change orders were approved by Awards committee on 08/19/2021 and 09/16/2021 copies of the awards are attached as backup. On 12/13/2021, an increase of $247,890.90 was made for additional work to account for project delays.

This change order request is for additional funds in the amount of $2,461,011.00. These funds are needed to resolve the additional critical issues that have been identified and that must be addressed to ensure a successful C2M Implementation. Not proceeding with this change would be very detrimental to JEA (team members, pending endeavors, old systems not under support, etc.). Red Clay must continue to provide the structure and C2M knowledge required to get JEA live on C2M by October 14, 2022. Red Clay team will be adding resources to the project to accomplish these tasks. Details are shown it the State of Work (SOW) attached as backup.

The following recommendations are based on the output of the critical gap assessment:

- Aligning project team members to work streams to help focus and energize the current JEA team members
- Filling gaps in the project team roles with resources capable of ensuring the required tasks are completed for a successful go live
- Completing the recommended tasks across the work streams according to the updated schedule

Payment for this change order will be based on lump sum milestone payments which include $2,343,820.00 for fixed fee services detailed below, and $117,191.00 for travel expense according to JEA's travel policy for a total of $2,461,011.00. JEA attempted to benchmark this agreement with other public agreements however no similar agreements were available for comparison. It should be noted, Red Clay will continue to provide a

fixed milestone-based proposal at a 29% discount or blended rate of $165/hour for the remaining tasks which is alignment with other vendors used by JEA on similar work. See the table below for details:

Task Name	Amount
Billing Matrix	$98,100.00
Billing Test Execution Plan	$85,850.00
Design E2E Test Scenarios	$122,650.00
Non-Billing E2E Test Execution Plan	$98,100.00
Revised Environmental & Test Controls	$49,050.00
Initial Training Curriculum Validation & Augmentation	$40,000.00
Billing Test Execution 50%	$200,000.00
Mock Run F & Lessons Learned	$66,705.00
Non-Billing E2E Test Execution 50%	$200,000.00
OCM Stakeholder Analysis	$52,000.00
OCM Strategy Document	$47,250.00
Change Impact Analysis	$65,000.00
Communication Engagement Plan	$45,310.00
Mock Run G & Lessons Learned	$66,705.00
Billing Test Execution Meets Exit Criteria	$200,000.00
Non-Billing E2E Test Execution Meets Exit Criteria	$200,000.00
Performance Regression Testing	$61,300.00
Knowledge Transfer for UAT Complete	$40,000.00
Initial Dress Rehearsal & Mock	$55,200.00
Mock Run H & Lessons Learned	$66,705.00
"New Complex Process" Conceptual Training Material	$90,000.00
Workforce Analysis Impact	$65,000.00
Training Logistics & Scheduling Complete	$40,000.00
End User Training Delivery Complete	$46,542.00
Go-Live (additional cost)	$90,000.00
Solution Acceptance Received (additional cost)	$91,040.00
Project Support Month 1 Complete	$61,313.00
Travel - Optional	$117,191.00
Total	**$2,461,011.00**

Request approval to award a change order to Red Clay Consulting, Inc. for additional services needed for implementation support for the Oracle Customer to Meter C2M project in the amount of $2,461,011.00, for a new not-to-exceed amount of $5,187,810.90, subject to the availability of lawfully appropriated funds.

Director: Garcia, Jesus J. - Dir CRM Systems

VP: Datz, Stephen H. - VP Technical Services

Chief: Krol, Bradley D. (Brad) - Chief Information Officer

APPROVALS:

Stephen Datz 5/5/22

Chairman, Awards Committee **Date**

S. E. 05.06.22

Elmore, Steven D.
Budget Representative **Date**

C2M Path Forward Change Request – CR-002

JEA

CONTACT

Lynne Powers

Lynne.Powers@redclay.com

678-445-3770 ext.284

DATE

April 24, 2022

VERSION

4.0

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1.Documents Control

1.1 History

Revision	Date	Author	Purpose
1.0	4/8/22	Mike Bertsch	Initial Revisions

1.2 Reviewers

Name	Title / Role	Feature	Review Date

1.3 Document Approvers

Name	Title / Role	Feature	Review Date

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2. Purpose of Document

This Change Request (CR) C2M Path Forward – CR-002 is intended to provide the scope, deliverables, schedule, and cost estimate, of the requested change.

This effort will be charged on a **deliverable fixed fee** basis, governed by the terms and conditions of previously executed contracts:

Contract Info	File Name	Date
JEA10626	Amendment 1	Sept 27, 2021

To indicate acceptance of this CR, please review, sign, and return this CR.

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3.Scope of CR

3.1 Definition of Request

This change request reflects the changes necessary to mitigate risk related to the C2M Implementation Project go-live. The risk mitigation is focused on three workstreams and additional support activities :

Testing

JEA completed multiple rounds of testing and uncovered several defects. It was concluded that additional testing was needed to reduce the risk of incorrect billing and operational inefficiencies after Go-live. The JEA/Red Clay team will execute the following additional testing:

- Retest billing rates and scenarios to reduce the risk of incorrect bills at go-live
- Test operational scenarios end-to-end to ensure operational continuity.

OCM Support

It has been determined that the impact of upgrading the base CIS system from CCB to C2M and changing the Meter Data Management system from e-Meter to the “M Side” of the C2M system, will impose greater change on the organization than originally anticipated when the program was initiated. Red Clay will support JEA in managing this change by providing OCM leadership and execution support for OCM activities through go-live. Goals of the overall OCM effort encompass the following:

- Increase business involvement across the program
- Increase Organizational Change Management (OCM) and activities and visibility to ensure adoption of the new system and processes

Training Support

To support an increase in overall adoption and retention of new operational processes, Red Clay will augment JEA trainers in curriculum development, conceptual, design and execution support of training activities necessary for JEA to understand the changes imposed by the new system and processes.

Additional Post Go-Live Support

Due to the increased nature of change being placed on the organization, the amount of customization within the software, and breadth of impact the system has on JEA, post-live support will be extended from one month to two months to further reduce the risk of issues impacting the organization for long periods of time post go-live.

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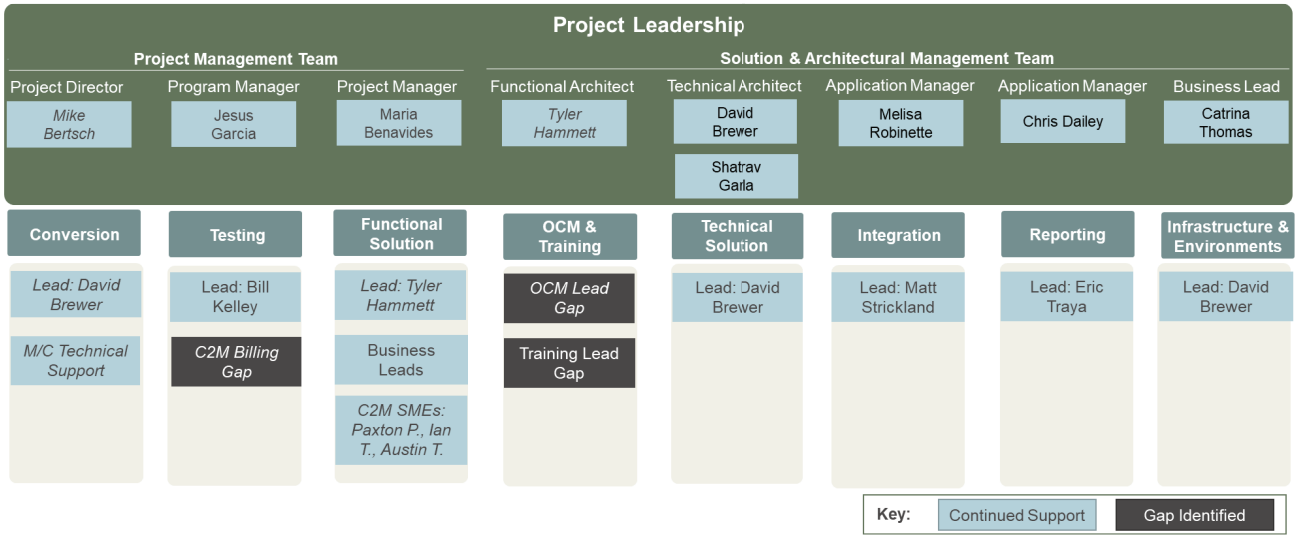
3.2 Description of Change

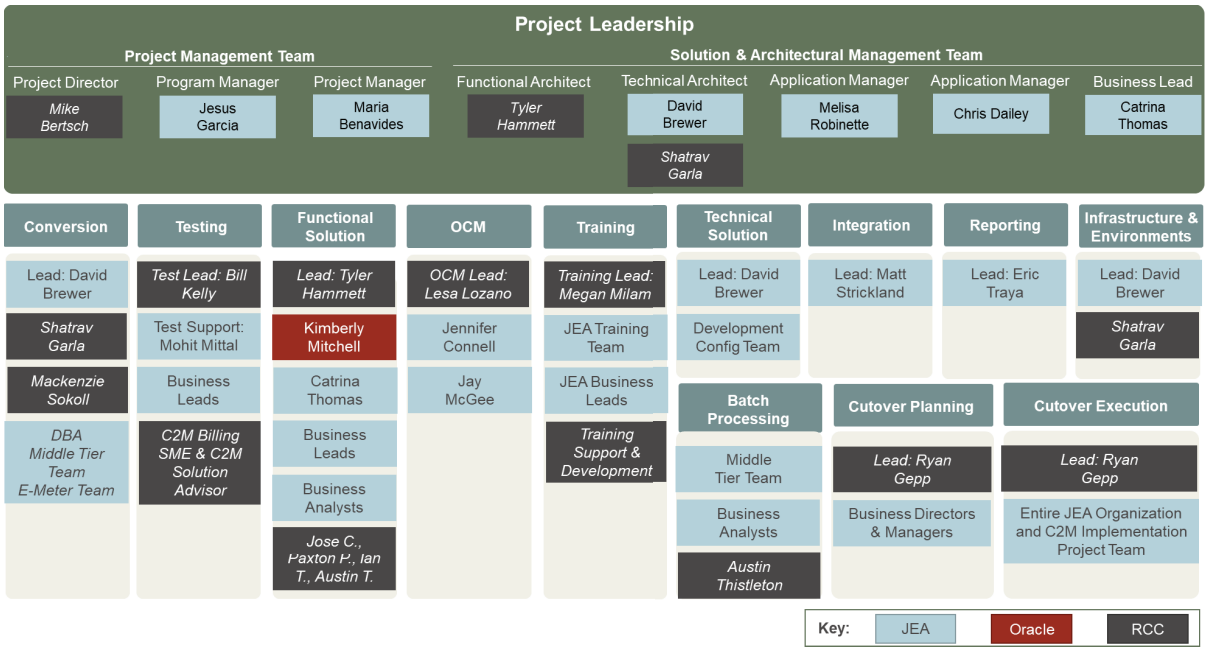
The items below depict the specific changes required to the SOW referenced in section 2 above.

INTRODUCTION SECTION – Project Resource Chart in the Introduction section will change to the following:



1. SCOPE – the initial introduction in the Scope section will be changed to read as follows:

   1.1. To provide the structure and C2M expertise required to get JEA live on C2M by October 14, 2022, the Red Clay team has proposed adding resources to the JEA team, identified below with italics and will make further resource adjustments as needed to accomplish tasks associated with project timelines and deliverables.



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1.2. KEY ACTIVITIES BY WORKSTREAM – The following will be added to the section:

Workstream	Key Activities
OCM & Training	• Conduct Training Needs Assessment • Deliver Train-the-Trainer Learning Skills • Develop Gap Training Content for Knowledge Transfer Sessions • Deliver C2M Gap Training for Train-the-Trainer to the Business Leads • Perform Training Curriculum Validation & Augmentation • Define & develop conceptual material for "**New Complex Processes**". • Provide Training Logistics & Scheduling Support • Provide Training Delivery Support • Support development and execution of readiness surveys • Design and facilitate leadership alignment core messaging sessions and core messaging platform • Provide OCM input into the cutover plan • Prepare initial, OCM Communications • Prepare core messaging and leadership alignment • Execute ongoing communications and customer engagement activities
Testing	• Revise Environmental Test Controls • Develop test plans for additional billing testing and End to End test scenarios • Provide additional test metric reporting • Provide Support for End-to-End Test execution and Bill Testing • Implement a more structured approach to testing based on the billing matrix and End to End scenario definitions • Support Performance Regression Testing

1.3. ROLES & RESPONSIBILITIES – The following will be added to the section:

Role	Key Responsibilities
Functional Architect	• Ensure Solution Configuration meets Business Requirements • Manage the overall design and implementation of the solution • Provide C2M expertise in relation to business processes • Support prioritization of work activities (system configuration, defect prioritization, etc.) • Drives best practices in configuration and testing • Provide functional/business operations support as needed to the test and training teams • Provide knowledge transfer activities to JEA team members • Support migration and go live efforts • Document a detailed Billing Test Matrix • Document End-to-End Test Scenarios
Technical Architect	• Lead evaluation of current Migration/Conversion Approach • Provide recommendations for M/C performance tuning • Lead performance tuning efforts for M/C

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Role	Key Responsibilities
	• Lead team through M/C Restructuring and follow-up activities • Provide C2M expertise in relation to technical operations, testing cycles, cutover preparation, and execution (integration, conversion, infrastructure, etc.) • Provide technical solution support as needed to the test team during test phases • Provide Mock Run Support • Support Performance Regression Testing • Support migration and go live efforts
Training Lead	• Perform training needs assessment • Support training delivery for soft skills modules (Adult Learning Styles, Classroom Management, etc.) • Review JEA end-user content for accuracy • Advise and assist with curriculum development • Support scheduling and logistics activities as needed • Support End User Training delivery • Perform Training Curriculum Validation & Augmentation • Develop conceptual training material for "**New Complex Processes**" • Support OCM activities as needed
Training Analyst	• Support training lead in validating training curriculum • Support development of training material • Support training delivery
C2M Solution Advisor	• Provide solution oversight • Ensure adherence to best practices • Provide recommendations for solution enhancement and defect remediation
OCM Lead	• Guide JEA through Readiness Checkpoints, Surveys and Ongoing Readiness Activities per the Communication & Engagement Plan • Provide input into the development of the Cutover Plan • Design and facilitate a leadership alignment/core messaging development session or series of sessions; develop core message platform. • Design communication and engagement plan • Execute on activities as outlined in the Communications and Engagement Plan. • Prepare initial OCM Communications

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1.4. RESPONSIBILITY MATRIX – The Responsibility Matrix will be changed to read as follows:

Phase	Task Name	Advisor	Owner	Participant
Foundation Phase	Provide appropriate access to applications, databases, and servers in all environments for Red Clay team	RCC	JEA	
	Establish Governance Infrastructure		RCC	JEA
	Provide Project Status Reporting	RCC	JEA	
	Provide Executive Status Report		RCC	JEA
	Manage RAID Register	RCC	JEA	
	Manage Change Control Register	RCC	JEA	
	Manage Implementation Plan		RCC	JEA
	Develop and Document Guiding Principles with Sponsors	RCC	JEA	
	Document Communications Plan	RCC	JEA	
	Develop and maintain documentation for configuration, designs and operational procedures.	RCC	JEA	
	Establish and enforce Requirement Change Management Process	RCC	JEA	
	Establish and enforce Test Case Change Management Process	RCC	JEA	
	Establish and enforce Environment & Release Management Process, including setting up environments to support project needs.	RCC	JEA	
	Manage migration and deployment of all code and configuration across the environments.	RCC	JEA	
	Establish Readiness Criteria		RCC	JEA
	Conduct Training Needs Assessment for Business Leads		RCC	JEA
	Deliver Train-the-Trainer Learning Skills Training		RCC	JEA
	Develop Gap Training Content for KT Sessions		RCC	JEA
	Deliver C2M Gap Training for Train-the-Trainer for Business Leads		RCC	JEA
	Build End-User Training Content	RCC	JEA	
	Review End-User Training Content	RCC	JEA	
	Develop End-User Training Schedule	RCC	JEA	
	Develop and execute on organizational change management activities.	RCC	JEA/RCC	
	Develop M/C Performance Tuning Plan		RCC	JEA

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Phase	Task Name	Advisor	Owner	Participant
	Perform M/C Performance Tuning to meet cutover window	RCC	JEA	
Validate Phase	Conduct Solution Readiness Checkpoint 1	RCC	JEA	
	Develop and deliver Readiness Survey for Checkpoint 1		RCC	JEA
	Create Test Cases C2M Functionality Gaps	RCC	JEA	
	Develop ICT Execution Plan		RCC	JEA
	Execute Integration Confidence Testing	RCC	JEA	
	Restructure M/C Execution Approach		RCC	JEA
	Develop Performance & Load Test Plan		RCC	JEA
	Execute Performance & Load Testing	RCC	JEA	
	Develop Parallel Bill Test Plan		RCC	JEA
	Execute Parallel Bill Testing	RCC	JEA	
	Configure the Enterprise Batch Scheduler	RCC	JEA	
	Establish SLAs for system processing	RCC	JEA	
	Develop Operational Readiness Testing (ORT) Plan & Criteria (Batch Testing)	RCC	JEA	
	Perform Training Curriculum Validation & Augmentation		RCC	JEA
	Develop training material for "**New Complex Processes**"		RCC	JEA
	Document the Communication & Engagement Plan		RCC	JEA
	Perform ongoing readiness activities per the Communication & Engagement Plan.	RCC	JEA	
	Execute on activities as outlined in the Communication & Engagement Plan.	RCC	JEA	
	Design and facilitate a leadership alignment/core messaging development session or series of sessions; develop core message platform.		RCC	JEA
	Document a detailed Billing Test Matrix		RCC	JEA
	Create Billing Re-Test Plan		RCC	JEA
	Revise Environmental Test Controls		RCC	JEA
	Document End-to-End Test Scenarios	RCC	JEA	
	Provide Support for End-to-End Test execution and Bill Testing	RCC	JEA	
	Create E2E Test Plan		RCC	JEA
	Plan Performance Regression Testing		RCC	JEA

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Phase	Task Name	Advisor	Owner	Participant
	Support Performance Regression Testing	RCC	JEA	
	Develop User Acceptance (UA2) Test Plan		RCC	JEA
Deploy Phase	Conduct Solution Readiness Checkpoint 2	RCC	JEA	
	Develop and deliver Readiness Survey for Checkpoint 2		RCC	JEA
	Deliver End-User Training	RCC	JEA	RCC
	Conduct End-User Training Assessment	RCC	JEA	
	Deliver End-User Reinforcement Training based on Assessment results	RCC	JEA	
	Execute Operational Readiness Testing	RCC	JEA	
	Execute UA2	RCC	JEA	
	Go-Live Planning	RCC	JEA	
	Plan Cutover Dress Rehearsals		RCC	JEA
	Execute Cutover Dress Rehearsals	RCC	JEA	
	Update Cutover Plan		RCC	JEA
	Update Disaster Recovery Plan	RCC	JEA	
	Conduct Solution Readiness Checkpoint 3	RCC	JEA	
	Develop and deliver Readiness Survey for Checkpoint 3		RCC	JEA
	Create Post Go-Live Support Plan (defect management, stabilization metrics & reporting)		RCC	JEA
	Conduct Dress Rehearsal	RCC	JEA	
	Conduct Go / No-Go Checkpoint	RCC	JEA	
	Exercise Post Go-Live Support	RCC	JEA	
	Execute Go-Live Activities	RCC	JEA	
Stabilize Phase	Stabilization Activities		JEA	RCC
	Deliver Stabilization Status Reports		RCC	JEA

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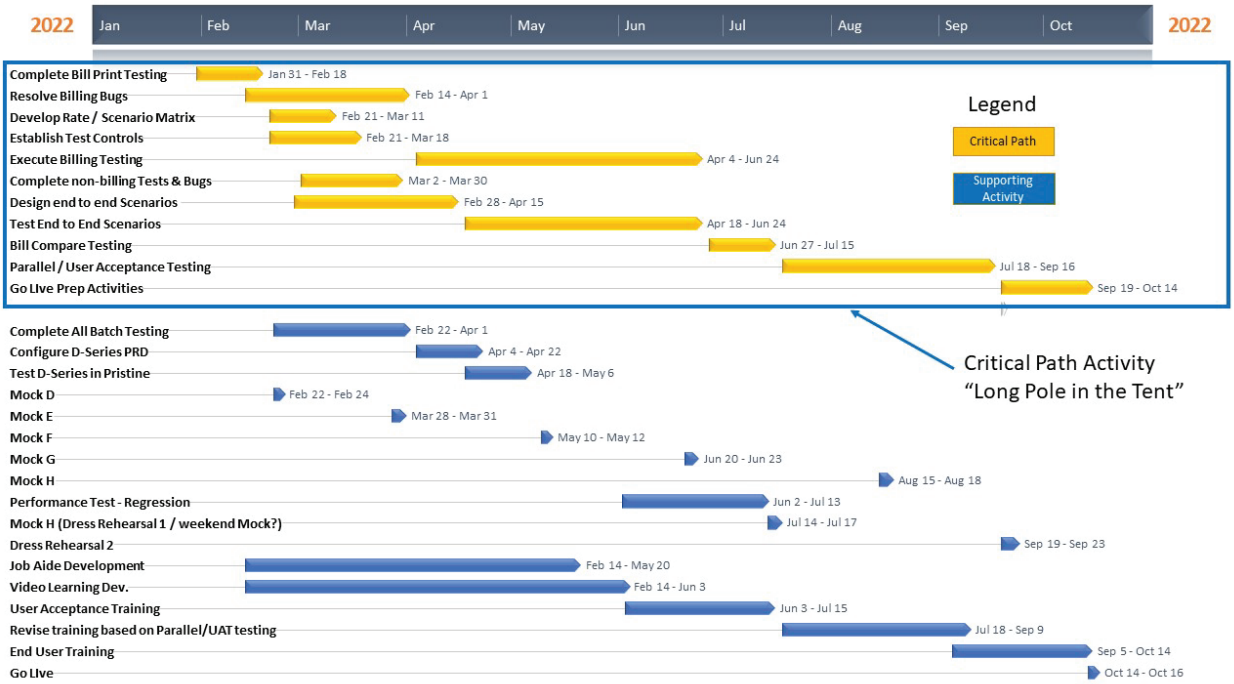
2. TIMELINE and STAFFING – this section will be changed to read as follows:

To ensure the required Go-Live Tasks and Activities occur in time to support going live on October 14, 2022, the Red Clay team added all activities to a project plan and will track progress against the plan moving forward (snapshot of key tasks provided below):



To accomplish these tasks within the identified timelines, Red Clay proposes adding the following team members for the duration of the project, plus 8 weeks of post go-live support.

Role	Resource	Percent Allocation
Project Director	Michael Bertsch	100%
Functional Architect	Tyler Hammett	100%
Test Lead	Bill Kelley	100%
DBA	Abimbola Makanjuola	10%
C2M SME	Paxton Parkhurst	100%
Infrastructure Engineer	Suchendra Ravinuthala	10%
Technical Analyst	Mackenzie Sokoll	100%
Conversion SME	Shatrav Garla	100%
C2M SME	Austin Thistleton	100%
C2M SME	Ian Tang	100%
OCM Lead	Lesa Lozano	100%
C2M Solution Advisor	Margarita Quintero	10%
C2M Billing SME	Jose Castellanos	50%
Training Lead, OCM Analyst	Megan Milam	100%
Training Developer	TBD	100%
Offshore Development Support	Offshore Development	33%
C2M Techno Functional Lead	TBD	100%
Cutover Lead	Ryan Gepp	75%

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2.1. Fees – The Fees section will be re-written as follows:

The total cost to JEA for the performance of the tasks contained in this CR shall not exceed the amount shown for CR 2, except in the case that Change Orders have been approved by both parties and executed.

The following contains an overview of the Fees related to Red Clay's work with JEA:

ID	Date	Description	Amount
PO 197933	June 4, 2021	Critical Gap Assessment	$ 291,208.50
PO 197933	August 22, 2021	Critical Gap Assessment CR for C2M Path Forward Limited Notice to Proceed	$ 517,535
PO 199475	September 16, 2021	C2M Path Forward Contract	$ 1,661,514
PO 202478	December 16, 2021	C2M Path Forward CR 1	$ 247,891
TBD	TBD	C2M Path Forward CR 2	$ 2,343,820
TBD	TBD	C2M Path Forward CR 2 – Travel*	$ 117,191
DELIVERABLE PAYMENTS TOTAL (No Travel)			$ 5,061,968.50
TOTAL (Including Travel)			$ 5,179,159.50

*Travel is an estimated cost at 5%.

Travel is estimated at 5% and is reserved for any activities where JEA and Red Clay mutually agree that it would be beneficial to the project that certain activities be performed onsite. Travel funds will not be expended without this mutual agreement prior to incurring any travel expenses. Any travel agreed upon and incurred will be in accordance with JEA travel policy.

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2.2. Deliverable Payments – The Deliverable Payments section will be re-written as follows:

The following contains the proposed deliverables payment schedule. Red Clay will invoice JEA upon completion and acceptance of deliverables. All activities for each deliverable must be completed and approved by JEA before payment is issued.

Task Name	Anticipated Invoice Date	Amount	PO Number	Hours based on a $165 blended rate*
Critical Issues Assessment (Support Area 2) to identify critical issues & gaps & remediation steps to resolve issues & formulate change management plan for business units & technology (1080 hours x $159.50/hr.)	21-Jul	$85,144.50	197933	N/A
Critical Issues Assessment (Support Area 2) to identify critical issues & gaps & remediation steps to resolve issues & formulate change management plan for business units & technology (1080 hours x $159.50/hr.)	21-Aug	$87,115.50	197933	N/A
Project Director (Support Area 1) consultant to act as Project Director to work alongside JEA and Vendor resources for successful completion of the project (800 hours x $159.50/hr.)	21-Aug	$12,021	197933	N/A
Project Director (Support Area 1) Consultant to act as Project Director to work alongside JEA and Vendor resources (800 hours x $159.50/hr.)	21-Sep	$106,927.50	197933	N/A
Establishing the C2M Project Governance Structure, update test strategy and training strategy and complete training needs assessment	21-Sep	$517,535	197933	N/A
Test Cases determined for gaps in C2M functionality, Integration Confidence Test Plan established, and Performance & Load Test Plan established	21-Nov	$199,671	200798	N/A
Performance Tuning Iteration 2	11/6/2021	$84,685	202478	N/A
Deliver Train-the-Trainer Learning Skills Class	11/6/2021	$28,000	202478	N/A
Develop/Deliver Gap KT Content	11/13/2021	$56,460	202478	N/A
Mock Run B and Lessons Learned	11/25/2021	$84,685	202478	N/A
Initial Environment Synchronization	11/27/2021	$56,695	202478	N/A
Initial Test Case Traceability Documentation (RC)	12/4/2021	$124,795	202478	N/A
M/C Iteration III	12/28/2021	$87,355	202478	N/A
All Bugs Assigned RC scheduled for Dec 20th are closed	12/27/2021	$87,355	202478	N/A

Task Name	Anticipated Invoice Date	Amount	PO Number	Hours based on a $165 blended rate*
Unit Test & Recommend Batch Job Fixes	1/22/2022	$39,470	202478	N/A
Mock Run C and Lessons learned	1/28/2022	$73,380	202478	N/A
Performance & Load Test Prep	1/29/2022	$44,470	202478	N/A
Develop Bill Compare Test Plan	2/26/2022	$50,590	202478	N/A
Conduct Performance & Load Testing	2/26/2022	$33,350	202478	N/A
Mock Run D & Lessons Learned	3/1/2022	$66,705	202478	N/A
Mock Run E & Lessons Learned	4/25/2022	$44,470	202478*	286.9
Billing Matrix	5/6/2022	$98,100		594.55
Billing Test Execution Plan	5/6/2022	$85,850		520.3
Design E2E Test Scenarios	5/6/2022	$122,650		743.33
Non-Billing E2E Test Execution Plan	5/6/2022	$98,100		594.55
Revised Environmental & Test Controls	5/6/2022	$49,050		297.27
Batch Test Execution	5/15/2022	$33,350	202478*	215.16
Initial Training Curriculum Validation & Augmentation	5/30/2022	$40,000		242.42
Billing Test Execution 50%	5/28/2022	$200,000		1,212.12
Mock Run F & Lessons Learned	5/28/2022	$66,705		404.27
Non-Billing E2E Test Execution 50%	6/11/2022	$200,000		1,212.12
OCM Stakeholder Analysis	6/30/2022	$52,000		315.15
OCM Strategy Document	6/30/2022	$47,250		286.36
Cutover Table Top Exercise	6/30/2022	$63,380	202478*	408.9
Change Impact Analysis	8/4/2022	$65,000		393.94
Communication Engagement Plan	7/5/2022	$45,310		274.61
Mock Run G & Lessons Learned	7/8/2022	$66,705		404.27
Billing Test Execution Meets Exit Criteria	7/9/2022	$200,000		1212.12
Non-Billing E2E Test Execution Meets Exit Criteria	7/9/2022	$200,000		1212.12
Performance Regression Testing	7/28/2022	$61,300		371.52
Conduct Bill compare Testing	8/1/2022	$50,030	202478*	322.77

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Task Name	Anticipated Invoice Date	Amount	PO Number	Hours based on a $165 blended rate*
Knowledge Transfer for UAT Complete	7/30/2022	$40,000		242.42
Initial Dress Rehearsal & Mock	8/1/2022	$55,200		334.55
Develop UA2 Test Plan	8/9/2022	$63,380		408.9
Mock Run H & Lessons Learned	9/1/2022	$66,705		404.27
"New Complex Process" Conceptual Training Material	9/4/2022	$90,000		545.45
Workforce Analysis Impact	9/9/2022	$65,000		393.94
Initial To Do Analysis & ToDo Disposition	9/14/2022	$66,705	202478*	430.35
Training Logistics & Scheduling Complete	9/14/2022	$40,000		242.42
Conduct UA2 Testing	10/1/2022	$50,030	202478*	322.77
Mocks and Dress Rehearsal Complete	10/8/2022	$51,705	202478*	333.58
Final Cutover Plan	10/15/2022	$83,380	202478*	537.94
End User Training Delivery Complete	10/25/2022	$46,542		282.07
Go-Live	10/29/2022	$235,480	Partial on 202478* ($145,480)	1484.04
Solution Acceptance Received	11/15/2022	$175,260	Partial on 202478* ($84,220)	1095.11
Project Support Month 1 Complete	11/26/2022	$61,313		371.59
Project Support Complete	12/24/2022	$55,608.90	202478*	358.77
Deliverable Payments Total		$5,061,968.40		

* - deliverables for PO 202478 are at a blended rate of $155 because the resource mix has less senior resources. This CR adds more senior resources to handle OCM and Billing support which increases the blended rate.

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2.3. Acceptance –

Within five business days of receipt of a deliverable, JEA will either accept the deliverable, or provide Red Clay with a written response. If Red Clay receives no response from JEA within said timeframe, the relevant deliverable will be deemed accepted. After acceptance, or deemed acceptance, by JEA of the deliverable, the services and deliverables outlined in this proposal will be deemed complete.

Any deviation from the deliverables and schedule within this proposal will be reviewed bi-weekly between JEA and Red Clay to communicate any risks. Should planned delivery dates need to change, or Red Clay faces any internal or external issues in completing deliverables by planned date, Red Clay will provide an alternate delivery timeline acceptable.

2.4. Change Procedures –

The change order mechanism will be utilized for scope, internal or external factors outside of Red Clays control that impact Responsibility Matrix assignments, the Go Live date or items not identified in this proposal. Change orders must be mutually agreed upon by all parties in writing by identified approvers. Red Clay's standard Change Order Procedures may be used to document these changes. Services in accordance with this SOW will continue to be performed until the parties agree in writing on the change in scope of Services, scheduling, and related fees.

2.5. Assumptions –

The Assumptions chart will be revised to read as follows:

ID	Workstream	Assumption
A1	General	Any delay that impacts the project Go Live Date due to external factors outside of the control of Red Clay, i.e., Hardware failures, Storm Delays, internal JEA project conflicts or impacts could impact the resource allocation, deliverables and cost of this Statement of Work. If such event occurs the parties will utilize the change order process to develop an agreed upon revision to this agreement.
A2	General	Resources will be onboarded and provided the required access in a timely manner to not impact the project schedule.
A3	General	Any functionality configured, developed, and passed testing prior to our engagement is working as designed.
A4	Governance	The Project Leadership Team will coordinate responsibilities across vendors working on the project.
A5	Governance	JEA is responsible for managing Oracle Consulting Services (OCS) contract. Red Clay will work with JEA to manage OCS work activities in alignment with the priorities of the project plan.
A6	Governance	JEA will adhere to project timelines. Delay in meeting timelines could result in schedule and resource impacts. Modifications to the operational project plan will be mutually agreed upon by Red Clay and JEA.
A7	Technical	Enhancement, Integration and Conversion development is assumed to be a shared responsibility of JEA with support from Oracle Consulting.
A8	Testing	JEA and Oracle will adhere to timelines set for defect resolution.
A9	Testing	The existing set of test cases, plus the incorporation of test cases to address C2M functionality gaps identified in the Critical Gap Assessment, represent the JEA requirements.
A10	Testing	JEA will assign qualified, dedicated testers to execute testing accurately within the defined timelines.

ID	Workstream	Assumption
A11	Training	JEA will provide training environment suitable for training end users on end-to-end process as needed.
A12	Training	JEA will continue with current micro-site training development (or other mechanism if JEA so decides) for low change current process functionality and less complex process training.
A13	OCM	JEA will own identification and communication related to customer change impacts.
A15	OCM	JEA will own updates related to job descriptions and performance metrics/performance management procedures.

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4.Work Authorization

I hereby authorize Red Clay to begin delivery of services as described in this CR-002 change request.

For Client:		For Red Clay Consulting:	
Signature:	_____	Signature:	_____
Printed Name:	_____	Printed Name:	_____
Title:	_____	Title:	_____
Signature:	_____	Signature:	_____
Printed Name:	_____	Printed Name:	_____
Title:	_____	Title:	_____
Company:	JEA	Company:	Red Clay Consulting
Date:	_____	Date:	_____

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Approved by the JEA Awards Committee

Date: 09/16/2021 Item# 3

Formal Bid and Award System

Award #3 September 16, 2021

Type of Award Request:	CONTRACT AMENDMENT/CHANGE ORDER
Requestor Name:	Edgar, Cindy L. - Dir Eng Systems & PMO
Requestor Phone:	904-665-7653
Project Title:	Oracle Customer to Meter C2M Project Director Support and Critical Gap Assessment/Consulting
Project Number:	8004943
Project Location:	JEA
Funds:	Capital
Budget Estimate:	N/A

Scope of Work:

The purpose of this Request for Proposal (the "RFP") is to evaluate and select a vendor that can provide Project oversight and governance services for the successful completion of JEA's project to transition from Oracle Utilities Customer Care & Billing (CC&B) to Oracle Utilities Customer to Meter (C2M). These services will include placement of a Project Director to work alongside JEA and vendor, and Assessment services to address critical path items impacting the project. The two (2) areas of support are more specifically addressed below:

Support Area 1: Consultant to act as Project Director to work alongside JEA and vendor resources for successful completion of the project. Duration would be through Go-Live of system, currently planned for February 21, 2022. The Project Direction would partner with JEA resources and stakeholders to offer the following:

a. Project Leadership
   - Oversee Oracle, JEA and other resources assigned to the project
   - Conduct project review and progress meeting
   - Develop and implement a comprehensive program to manage risk
   - Review competing projects and potential resource constraints

b. Project Governance
   - Leverage JEA PM to make necessary adjustments to master project schedule
   - Implement project processes or tasks needed to ensure linkage to deliverable and reporting
   - Enhance systems or tools needed to effectively manage project costs, schedule and reporting

c. Executive Reporting
   - Proactively manage sponsor communication through duration of the project
   - Create and distribute monthly executive reports and hold Steering Committee meetings

Support Area 2: Assessment of current project to identify critical issues and gaps and remediation steps to help resolve issues and formulate the change management plan for the business units and technology teams that includes required policy and procedural modifications:

a. Review of project artifacts:
   - Reports, Interfaces, Customizations, Enhancements, and Forms
   - Conversion Strategy & execution status
   - Testing Strategy, Plan & execution status
   - Technical Architecture Diagram
   - Integration Architecture Diagram
   - ILM strategy & execution status
   - All Oracle SRs

b. Assess progress across critical work-streams, focused on governance, testing, and conversion progress to date, to understand the state of the project.

JEA IFB/RFP/State/City/GSA#: 1410332648
Purchasing Agent: Dambrose, Nick
Is this a Ratification?: No

RECOMMENDED AWARDEE(S):

Name	Contact Name	Email	Address	Phone	Amount
RED CLAY CONSULTING, INC.	Lynne Powers	lynne.powers@redclay.com	271 17TH ST NW, STE 610 Atlanta, GA 30363-6204	(678)445-3770 x284	$1,661,514.00

Amount of the Original Award: $299,860.00
Date of the Original Award: 06/04/2021
Change Order Amount: $1,661,514.00
List of Previous Change Orders / Amendments

CPA#	Amount	Date
199475	$517,535.00	08/19/2021

Length of Contract: Project Completion
New Not to Exceed Amount: $2,478,909.00
End Date (mm/dd/yyyy): Project Completion (Estimated Go Live March 2022, Post Go Live June 2022)
JSEB Requirement: None. No JSEBs Available

Background/Recommendations:

Advertised RFP on 05/05/2021. Two (2) prime companies attended the optional pre-Response meeting held on 05/10/2021. At Response opening on 05/14/2021, JEA received one (1) Response. In addition to price, the supplier Responses were also evaluated on Past Performance, Professional Staff Experience, and Design Approach and Workplan. An informal PO was awarded to Red Clay Consulting, Inc. A copy of Red Clay Consulting, Inc original pricing and bid results are attached as backup.

On 08/19/2021, a change order of $517,535.00 was approved by the Awards Committee for activities associated with the first of several milestones identified as the outcome of the initial critical gap assessment planned to be completed by September 30, 2021. Below were the tasks to be performed:

- C2M Project Governance Structure Established
- Updated Test Strategy
- Updated Training Strategy
- Training Needs Assessment

This change order request is for additional funds of $1,661,514.00 to support the remaining identified workstream resources and project oversight identified as part of the critical gap assessment completed by Red Clay Consulting, Inc. for the Oracle Customer to Meter C2M project. The following recommendations are based on the output of the critical gap assessment:

- Aligning project team members to work streams to help focus and energize the current JEA team members
- Filling gaps in the project team roles with resources capable of ensuring the required tasks are completed for a successful go live
- Completing the recommended tasks across the work streams according to the updated schedule

Payment for this change order will be based on lump sum milestone payments which include $1,481,828.00 for fixed fee services detailed below and $179,686.00 for travel expense according to JEA's travel policy for a total of $1,661,514.00. Red Clay provided a fixed milestone-based proposal at a 29% discount.

Milestone	Milestone Description	Invoice Month	Amount
RCC-MP02	• Test Cases determined for gaps in C2M functionality • Integration Confidence Test Plan established • Performance & Load Test Plan established	Oct-2021	**$199,671**
RCC-MP03	• Integration Confidence Test Cycle complete • Parallel Bill Test Plan established • Operational Readiness Test Plan established	Nov-2021	**$310,521**
RCC-MP04	• User Acceptance Test Plan established • End-User Training Schedule established • Performance & Load Test cycle complete	Dec-2021	**$299,506**
RCC-MP05	• Operational Readiness Test cycle complete • Cutover Plan complete • C2M Solution Benefits Summary complete	Jan-2022	**$103,507**
RCC-MP06	• Dress Rehearsal complete • Post Go-Live Support Plan established • Post Go-Live Defect Management Plan established	Feb-2022	**$103,507**
RCC-MP07	•Go / No-Go Checkpoint complete •Go-Live activities complete •Post Go-Live Stabilization Metrics established	Mar-2022	**$199,671**
RCC-MP08	• Produce Stabilization metrics • Defect resolution support	Apr-2022	**$99,835**
RCC-MP09	• Produce Stabilization metrics • Defect resolution support	May-2022	**$82,805**
RCC-MP10	• Produce Stabilization metrics • Defect resolution support	Jun-2022	**$82,805**
	Travel Expenses According to JEA's Travel Policy		**$179,686.00**
		TOTAL	**$1,661,514.00**

Request approval to award a change order to Red Clay Consulting, Inc. for additional services needed for implementation support for the Oracle Customer to Meter C2M project in the amount of $1,661,514.00, for a new not-to-exceed amount of 2,478,909.00, subject to the availability of lawfully appropriated funds.

Director: Edgar, Cindy L. - Dir Eng Systems & PMO

VP: Datz, Stephen H. - Interim Chief Information Officer

APPROVALS:

Stephen Datz 9/16/21

Chairman, Awards Committee **Date**

9/16/21

Budget Representative **Date**

Approved by the JEA Awards Committee

Date: 08/19/2021 Item# 7

Formal Bid and Award System

Award #7 August 19, 2021

Type of Award Request:	CONTRACT AMENDMENT/CHANGE ORDER
Requestor Name:	Edgar, Cindy L. - Dir Eng Systems & PMO
Requestor Phone:	904-665-7653
Project Title:	Oracle Customer to Meter C2M Project Director Support and Critical Gap Assessment/Consulting
Project Number:	8004943
Project Location:	JEA
Funds:	Capital
Budget Estimate:	N/A

Scope of Work:

The purpose of this Request for Proposal (the "RFP") is to evaluate and select a vendor that can provide Project oversight and governance services for the successful completion of JEA's project to transition from Oracle Utilities Customer Care & Billing (CC&B) to Oracle Utilities Customer to Meter (C2M). These services will include placement of a Project Director to work alongside JEA and vendor, and Assessment services to address critical path items impacting the project. The two (2) areas of support are more specifically addressed below:

Support Area 1: Consultant to act as Project Director to work alongside JEA and vendor resources for successful completion of the project. Duration would be through Go-Live of system, current planned for September 6, 2021. The Project Direction would partner with JEA resources and stakeholders to offer the following:

a. Project Leadership
   - Oversee Oracle, JEA and other resources assigned to the project
   - Conduct project review and progress meeting
   - Develop and implement a comprehensive program to manage risk
   - Review competing projects and potential resource constraints

b. Project Governance
   - Leverage JEA PM to make necessary adjustments to master project schedule
   - Implement project processes or tasks needed to ensure linkage to deliverable and reporting
   - Enhance systems or tools needed to effectively manage project costs, schedule and reporting

c. Executive Reporting
   - Proactively manage sponsor communication through duration of the project
   - Create and distribute monthly executive reports and hold Steering Committee meetings

Support Area 2: Assessment of current project to identify critical issues and gaps and remediation steps to help resolve issues and formulate the change management plan for the business units and technology teams that includes required policy and procedural modifications:

a. Review of project artifacts:
   - Reports, Interfaces, Customizations, Enhancements, and Forms
   - Conversion Strategy & execution status
   - Testing Strategy, Plan & execution status
   - Technical Architecture Diagram
   - Integration Architecture Diagram
   - ILM strategy & execution status
   - All Oracle SRs

b. Assess progress across critical work-streams, focused on governance, testing, and conversion progress to date, to understand the state of the project.

JEA IFB/RFP/State/City/GSA#: 1410332648
Purchasing Agent: Dambrose, Nick
Is this a Ratification?: No

RECOMMENDED AWARDEE(S):

Name	Contact Name	Email	Address	Phone	Amount
RED CLAY CONSULTING, INC.	Lynne Powers	lynne.powers@redclay.com	271 17TH ST NW, STE 610 Atlanta, GA 30363-6204	(678)445-3770 x 284	$517,535.00

Amount of the Original Award: $299,860.00
Date of the Original Award: 06/04/2021
Change Order Amount: $517,535.00
Length of Contract: Project Completion
New Not to Exceed Amount: $817,395.00
End Date (mm/dd/yyyy): Project Completion (Estimated Go Live February 2022)
JSEB Requirement: None. No JSEBs Available

Background/Recommendations:

Advertised RFP on 05/05/2021. Two (2) prime companies attended the optional pre-Response meeting held on 05/10/2021. At Response opening on 05/14/2021, JEA received one (1) Response. In addition to price, the supplier Responses were also evaluated on Past Performance, Professional Staff Experience, and Design Approach and Workplan. An informal PO was awarded to Red Clay Consulting, Inc. A copy of Red Clay Consulting, Inc original pricing and bid results are attached as backup.

This change order request is for additional funds of $517,535.00 for additional services needed for Implementation support from Red Clay Consulting, Inc. for the Oracle Customer to Meter C2M project. Payment for this change order will be based on lump sum milestone payments once the milestones are completed and accepted by JEA. Red Clay provided a fixed milestone-based proposal at a 29% discount. See the attached limited notice to proceed proposal is attached backup. Note, JEA will come back to awards and request additional funds and services for FY22.

The following additional services and milestones will be included as part of the work planned to be completed by September 30, 2021:

- C2M Project Governance Structure Established
- Updated Test Strategy
- Updated Training Strategy
- Training Needs Assessment

Red Clay Consulting, Inc. is uniquely qualified to assist JEA at this critical point in the C2M Upgrade Project. Red Clay has been working with JEA since the beginning of June 2021. They have met with 40+ project team members and provided insights into the project's current state with recommended next steps. In this next phase, Red Clay will establish project governance infrastructure and provide C2M implementation expertise to enable the C2M project to go live successfully.

Request approval to award a change order to Red Clay Consulting, Inc. for additional services needed for implementation support for the Oracle Customer to Meter C2M project in the amount of $517,535.00, for a new not-to-exceed amount of $817,395.00, subject to the availability of lawfully appropriated funds.

Director: Edgar, Cindy L. - Dir Eng Systems & PMO

VP: Datz, Stephen H. - Interim Chief Information Officer

APPROVALS:

August 19, 2021

Chairman, Awards Committee **Date**

8/19/21

Budget Representative **Date**

Formal Bid and Award System

Award #8 April 13, 2023

Type of Award Request: REQUEST FOR PROPOSAL (RFP)
Request #: 679
Requestor Name: Breadon, William A. - Project Administrator Senior Construction
Requestor Phone: (904) 665-4285
Project Title: Westside Service Center Glove Lab and Admin Building Design Services
Project Number: 8007048
Project Location: JEA
Funds: Capital
Business Unit Estimate: $200,000.00
Scope of Work:

The scope of work includes engineering services for the design and construction of the Westside Service Center (WSSC) Glove Lab and Administration Building located at 6727 Broadway Avenue, Jacksonville, Florida. The new building will be located along the fence line on the southeast corner near building 6. The new facility will include administrative office space, updated lab, and a larger conference room for staff meetings.

JEA IFB/RFP/State/City/GSA#: 1411045446
Purchasing Agent: Selders, Elaine Lynn
Is this a ratification?: NO

RECOMMENDED AWARDEE(S):

Name	Contact Name	Email	Address	Phone	Amount
PQH GROUP DESIGN, INC.	Robert Hoenshel	hoenshelr@pqh.com	4141 Southpoint Drive East Jacksonville, Florida 32216	(904) 224-0001	$171,900.00

Amount for entire term of Contract/PO: $171,900.00
Award Amount for remainder of this FY: $143,150.00 (Remaining $28,750.00 for services during construction)
Length of Contract/PO Term: Project Completion
Begin Date (mm/dd/yyyy): 05/01/2023
End Date (mm/dd/yyyy): Project Completion (Expected by 10/31/2023 for design)
JSEB Requirement: Evaluation Criteria (10% Goal)
Comments on JSEB Requirements:

PQH Group Design, Inc. is a JSEB Firm.

PROPOSER:

Name	Amount	Rank
PQH GROUP DESIGN, INC.	$171,900.00	1

Background/Recommendations:

Advertised on 01/12/2023. Eight (8) companies attended the mandatory pre-proposal meeting held on 01/20/2023. PQH notified JEA that they had attempted to submit their response but had Zycus issues. The original due date for this RFP was 02/07/2023 but no responses were received. The bid due date was extended by two weeks and the pre-proposal attendees were contacted regarding their intent to participate. JEA also removed the mandatory pre-proposal requirement and notified all companies on the original mailing list. The due date was extended by one additional week in an additional attempt to increase competition. At Proposal opening on 02/28/2023, JEA received one (1) Proposal. JEA received feedback that Proposals were not submitted due to workload issues, concerns about surrendering the contract administration and unfamiliarity with the scope of work. The decision was made to open the one response and proceed with the evaluation of the Proposal, and JEA deemed PQH Group Design, Inc. the most qualified firm to perform the work. A copy of the fee proposal is attached as backup.

The proposed fees are approximately 14% lower than the business unit estimate and has been deemed reasonable. The award amount includes the contract administration alternate from the fee proposal in the amount of $28,750.00 for the design services during construction for a total award amount of $171,900.00. PQH has successfully completed a similar design services project for JEA in 2022 and their rates remained the same.

1411045446 - Request approval to award a contract to PQH Group Design, Inc. for Westside Service Center Glove Lab and Admin Building Design Services in the not-to-exceed amount of $171,900.00, subject to lawfully appropriated funds.

Manager:	Poteet, Matthew D. - Manager Facilities Construction & Planning
Director:	Brunell, Baley L. - Director, Facilities & Fleet Services
VP:	McElroy, Alan D. - VP Supply Chain & Operations Support

APPROVALS:

_____

Chairman, Awards Committee **Date**

_____

Budget Representative **Date**

PQH GROUP

▪ FRANK M. RINGHOFER, AIA ▪ JOSE M. PEREZ, CGC, AIA
▪ ALDO MINOZZI-FERNANDEZ, AIA ▪ RICARDO E. QUIÑONES, AIA
▪ CHRISTOPHER L. KAYE, AIA ▪ ROBERT D. HOENSHEL, AIA

ARCHITECTURE ▪ INTERIORS ▪ DESIGN BUILD SERVICES

April 3, 2023

JEA
21 West Church Street, 6th Floor
Jacksonville, Florida 32202-3139

Attn: Elaine Selders, Purchasing Agent Senior
Facilities Capital Projects

Re: Westside Service Center - Glove Lab Design Services
Solicitation No.: 1411044446
Jacksonville, Florida

Dear Elaine:

We are pleased to have the opportunity to submit a proposal for our services to provide Construction Documents for the construction of the new Glove Lab of approximately 3,500 SF to be used for testing Service personnel's field equipment.

PROJECT TEAM:

Architectural:	PQH Group, Inc.
Civil:	Connelly & Wicker, Inc.
Structural, MEP:	McVeigh and Mangum Engineering, Inc.

TOTAL CONTRACT PRICE: $143,150.00

(Includes Survey $8,250, Soil Borings $2,530, 3rd Party Opinion of Probable Cost [OPC] $10,560, Allowance for Civil Permitting $1,320 & Allowance for Lift Station $9,500. Allowance for Soft-Dig Survey $7,150)

CA ADD ALTERNATE: $28,750.00

Please reference the attached Proposal Conditions Summary for additional information on our understanding of the project scope and any assumptions or exclusions.

We look forward to working with JEA on this Project and should you have any questions about this proposal, please do not hesitate to call or email me directly.

Very truly yours,

Ricardo E. Quinones, AIA, LEED AP BD+C
Principal

REQ:RH:cbr: JEA Westside Service Center – Glove Lab Prop.
Attachments

4141 Southpoint Drive East ▪ Jacksonville, Florida 32216 ▪ (904) 224-0001 ▪ AA C000946 ▪ AA 26002996 ▪ www.pqh.com

Formal Bid and Award System

Award #9 April 13, 2023

Type of Award Request: RENEWAL/INCREASE
Requestor Name: Del Orbe, Zasha
Requestor Phone: (904) 665-7917
Project Title: Residuals Hauling and Disposal
Project Number: 30131, 30133, 30142, 30143
Project Location: JEA
Funds: O&M
Business Unit Estimate: $1,555,818.00
Scope of Work:

JEA requires the services of a Contractor to remove residuals and sludge cake from the various water reclamation facilities (WRFs), and other facilities within the JEA service area, including hauling and disposal at one (1) of three (3) locations; 1) the Buckman Water Reclamation Facility for further processing, 2) to several Contractor permitted and regulatory approved land application sites, or 3) landfill disposal.

JEA IFB/RFP/State/City/GSA#: 073-18
CPA#: 174352
Purchasing Agent: Rix, Lynn W.
Is this a Ratification?: NO

RECOMMENDED AWARDEE(S):

Name	Contact Name	Email	Address	Phone	Amount
MERRELL BROS, INC.	Blake Merrell	blake@merrellbros.com	8811 W 500 N Kokomo, IN 46901	765-438-5299	$1,555,818.00

Amount of Original Award: $3,291,555.20
Date of Original Award: 05/10/2018
Change Order Amount: $1,555,818.00

Previous Change Order:

CPA #	Amount	Date	Reason
174352	$329,155.52	11/23/2021	Contract increase due to un-forecasted demand at multiple treatment sites
174352	$924,690.51	12/16/2021	Contract increase due to CPI adjusted pricing and updated budgeting forecast
174352	$454,540.12	10/27/2022	Contract increase due to increased demand at Buckman WRF
174352	$625,213.13	11/17/2022	Contract increase due to increased demand at Buckman WRF

New Not-To-Exceed Amount: $7,180,972.48
Length of Contract/PO Term: Five (5) Years w/One (1) - 1 Yr. Renewals
Begin Date: 05/18/2018
End Date: 05/17/2024
Renewal Options: None remaining
JSEB Requirement: N/A – Optional JSEB

Background/Recommendations:

Originally approved by Awards Committee on 05/10/2018 in the amount of $3,291,555.20. Previous contract increases were approved on 12/16/2021 and 11/17/2022 for $924,690.51 and $625,213.13 respectively. Additionally, administrative increases were approved on 11/23/2021 and 10/27/2022. All increases are shown in the table above and copies of the previous awards are attached for reference.

This request is for a contract increase and renewal for residuals hauling and disposal from various JEA sites to an allowed disposal site. The unit prices were fixed for the first three years of the contract, and a unit price increase was approved in December 2021 based on the trucking CPI. The current increased usage of this contract is due primarily to the biosolids dryer at Buckman WRF being out of service. JEA is using Merrell Bros Inc. as an additional resource for hauling of biosolids from the Buckman WRF until the dryer returns to service. The current contract expires 05/17/2023, during the renewal process a 20% price increase was negotiated. The new rates were compared to other Florida utilities receiving similar services and deemed reasonable. The contract increase amount is based on the new pricing structure and historical usage.

Request approval to award a renewal to Merrell Bros, Inc. for Residuals Hauling and Disposal services in the amount of $1,555,818.00, for a new not-to-exceed amount of $7,180,972.48, subject to the availability of lawfully appropriated funds.

Director: Sgambettera, John J. – Dir. WW & Reuse Treatment
VP: Vu, Hai X. – VP Water Wastewater Systems

APPROVALS:

_____

Chairman, Awards Committee **Date**

_____

Budget Representative **Date**

Approved by the JEA Awards Committee

Date: 11/17/2022 Item# 12

Formal Bid and Award System

Award #12 November 17, 2022

Type of Award Request: CONTRACT INCREASE
Request #: 630
Requestor Name: Del Orbe, Zasha - Mgr Wastewater Treatment and Reuse - South Grid
Requestor Phone: (904) 665-7917
Project Title: Residuals Hauling and Disposal
Project Number: 8007131 & 30131
Project Location: JEA
Funds: Capital and O&M
Award Estimate: $625,213.13
Scope of Work:

JEA requires the services of a Contractor to remove residuals and sludge cake from the various water reclamation facilities (WRFs), and other facilities within the JEA service area, including hauling and disposal at one (1) of three locations;

1) Buckman Water Reclamation Facility for further processing;
2) Several Contractor permitted and regulatory approved land application sites; or
3) Landfill disposal

JEA IFB/RFP/State/City/GSA#: 073-18
Purchasing Agent: King, David
Is this a Ratification?: NO

RECOMMENDED AWARDEE(S):

Name	Contact Name	Email	Original Contract Amount	Previous Contract Increases	This Increase Request	New NTE Amount
MERRELL BROS, INC.	Blake Merrell	blake@ merrellbros.com	$3,291,555.20	$1,708,386.15	$625,213.13	$5,625,154.48

Amount of Original Award: $3,291,555.20
Date of Original Award: 05/10/2018
Contract Increase Amount: $625,213.13

List of Previous Change Order/Amendments:

CPA #	Amount	Date	Reason
174352	$329,155.52	11/23/2021	Contract increase due to un-forecasted demand at multiple treatment sites
174352	$924,690.51	12/16/2021	Contract increase due to CPI adjusted pricing and updated budgeting forecast
174352	$454,540.12	10/27/2022	Contract increase due to increased demand at Buckman WRF

New Not-To-Exceed Amount: $5,625,154.48

Contract Term Five (5) Years w/ One – 1 Yr. Renewals

Begin Date: 05/18/2018

End Date: 05/17/2023

Renewal Options: One (1) – 1 Yr. Renewals

JSEB Requirement: N/A

Background/Recommendations:

Originally approved by Awards Committee on 05/10/2018 in the amount of $3,291,555.20. On 12/16/2021, a contract increase was also approved for $924,690.51. Additionally, administrative increases were approved on 11/23/2021 and 10/27/2022 as shown in the table above. Copies of the previous awards are attached for reference.

This request is for a contract increase for residuals hauling and disposal from various JEA sites to an allowed disposal site. The unit prices were fixed for the three-year term of the contract, and a unit price increase was approved in December 2021 based on the trucking CPI. The current increased usage of this contract is due primarily to the biosolids dryer at Buckman WRF being out of service. JEA is using Merrell Bros Inc. as an additional resource for hauling of biosolids from the Buckman WRF until the dryer returns to service. The contract increase amount is based on historical usage; a summary table is attached as backup.

Request approval to award a contract increase to Merrell Bros Inc. for residuals hauling and disposal in the amount of $625,213.13, for a new total not-to-exceed amount of $5,625,154.48, subject to the availability of lawfully approved funds.

Director: Sgambettera, John J. - Dir WW & Reuse Treatment

VP: Vu, Hai X. - VP Water Wastewater Systems

APPROVALS:

Stephen Datz 11/17/2022

Chairman, Awards Committee **Date**

Stephanie M Realy 11/17/2022

Budget Representative **Date**

Approved by the JEA Awards Committee

Date: 12/16/2021 Item# 12

Formal Bid and Award System

Award #12 December 16, 2021

Type of Award Request: CONTRACT INCREASE
Requestor Name: Del Orbe, Zasha D. - Mgr Wastewater Treatment and Reuse - South
Requestor Phone: 904-665-7917
Project Title: Residuals Hauling and Disposal
Project Number: Various
Project Location: JEA
Funds: O&M
Budget Estimate: $924,690.51
Scope of Work:

JEA requires the services of a Contractor to remove residuals and sludge cake from the various water reclamation facilities (WRFs), and other facilities within the JEA service area, including hauling and disposal at one of three locations:
1) Buckman Water Reclamation Facility for further processing;
2) Several Contractor permitted and regulatory approved land application sites; or
3) Landfill disposal

JEA IFB/RFP/State/City/GSA#: 073-18
Purchasing Agent: Kruck, Dan
Is this a Ratification?: NO

RECOMMENDED AWARDEE(S):

Name	Contact Name	Email	Address	Phone	Amount
MERRELL BROS, INC.	Blake Merrell	blake@merrellbros.com	8811 W 500 N Kokomo, IN 46901	(765) 438-5299	$924,690.51

Amount of Original Award: $3,291,555.20
Date of Original Award: 05/10/2018
Change Order Amount: $924,690.51
List of Previous Change Order/Amendments:

CPA #	Amount	Date
174352	$329,155.52	11/23/2021

New Not-To-Exceed Amount: $4,545,401.23
Length of Contract/PO Term: Five (5) Years w/One (1) – 1 Yr. Renewal
Begin Date: 05/18/2018
End Date: 05/17/2023
Renewal Options: YES – One (1) – 1 Yr. Renewal
JSEB Requirement: N/A – Optional

Background/Recommendations:

Originally approved by Awards Committee on 05/10/2018 in the amount of $3,291,555.20 to Merrell Bros, Inc. A copy of the original award is attached as backup. An administrative contract increase was approved on 11/23/2021 to allow work to continue while pricing was finalized for the remainder of the contract.

This request is for a contract increase for residuals hauling and disposal from various JEA sites to an allowed disposal site. Merrell Bros, Inc. contacted JEA requesting a rate increase based on the trucking consumer price index (CPI) in October. The trucking CPI at that time represented 16.82% increase. JEA and Merrell Bros, Inc. agreed to a 14.86% rate increase instead of the full trucking CPI increase. The updated pricing is attached for reference. The award amount is the adjusted budget amount for hauling services with Merrell Bros, Inc.

Request approval to award a contract increase to Merrell Bros, Inc. for residuals hauling and disposal in the amount of $924,690.51, for a new not-to-exceed amount of $4,545,401.23, subject to the availability of lawfully appropriated funds.

Director: Sgambettera, John J. - Dir WW & Reuse Treatment

VP: Vu, Hai X. - VP Water Wastewater Systems

APPROVALS:

Stephen Daty 12/16/21

Chairman, Awards Committee **Date**

Laura A Whitmer 12/20/21

Budget Representative **Date**

Approved by the JEA Awards Committee
Date 5-10-18 Item# 5

Formal Bid and Award System

CPA 174352

Award #5 May 10, 2018

Type of Award Request: Invitation to Negotiate (ITN)
Request #: 6167
Requestor Name: Sgambettera, John J. - Mgr, WW Treatment Reuse North
Requestor Phone: (904) 665-7916
Project Title: Residuals Hauling and Disposal
Project Number: 30131, 30132,30133, 30135, 30140
Project Location: JEA
Funds: O&M
Award Estimate: $3,731,035.00
Scope of Work:

JEA requires the services of a Contractor to remove residuals and sludge cake from the various water reclamation facilities (WRFs), and other facilities within the JEA service area, including hauling and disposal at one (1) of three (3) locations; 1) the Buckman Water Reclamation Facility for further processing, 2) to several Contractor permitted and regulatory approved land application sites, or 3) landfill disposal.

JEA IFB/RFP/State/City/GSA#: 073-18
Purchasing Agent: Lovgren, Rodney Dennis
Is this a Ratification?: NO

RECOMMENDED AWARDEE(S):

Name	Address	Phone	Amount
MERRELL BROS., INC.	8811 W 500 N Kokomo IN 46901	(800) 663-8830	$3,291,555.20

Amount for entire term of Contract/PO: $3,291,555.20
Award Amount for remainder of this FY: $329,155.52
Length of Contract/PO Term: Five (5) Years w/One (1) – 1 Yr. Renewal
Begin Date (mm/dd/yyyy): 05/18/2018
End Date (mm/dd/yyyy): 05/17/2023
Renewal Options: YES – One (1) – 1 Yr. Renewal
JSEB Requirement: N/A - Optional JSEB

BIDDERS:

Name	Original Amount	Original Rank	BAFO Amount	BAFO Rank	Disqualified
MERRELL BROS, INC.	$3,291,555.20	1	$3,291,555.20	1	NO
H&H LIQUID SLUDGE DISPOSAL, INC.	$3,731,069.54	2	$3,730,415.53	2	NO
BDS LLC	$3,983,116.34	3	N/A	N/A	N/A
WATER RECOVERY LLC	$4,236,174.00	4	N/A	N/A	N/A
PRO LIME	$4,664,979.00	5	N/A	N/A	N/A

Background/Recommendations:

Advertised 03/05/2018. Eight (8) vendors attended the optional pre-response meeting on 03/20/2018. At Bid opening on 04/03/2018, JEA received five (5) responses. Merrell Bros and H&H were invited to submit Best and Final Offers (BAFO) on 04/20/2018. Merrell Bros is deemed the lowest responsible and responsive Respondent. A copy of the Response Form and Workbook is attached as backup.

When comparing Merrell Bros new rates with their current contract, the rates decreased by an average of thirteen percent (13%). This represents a savings of $503,823.21 over the five (5) year life of the contract. The rates are fixed through the first three years of the Contract. Thereafter, the Company may request a CPI adjustment annually.

073-18 - Request approval to award a five (5) year contract to Merrell Bros., Inc. to remove residuals and sludge cake from the various WRF and haul and dispose in the amount of $3,291,555.20, subject to the availability of lawfully appropriated funds.

Director: Calhoun Jr., Deryle I. - Dir, Water, Wastewater & Reuse Treatment

VP: Roche, Brian J. - VP/GM Water Wastewater Systems

APPROVALS:

5-10-18

Chairman, Awards Committee **Date**

5/10/18

Manager, Capital Budget Planning **Date**

Row Labels	Sum of Amount Billed	
FY18	$	166,830.06
FY19	$	754,305.26
FY20	$	857,801.46
FY21	$	922,810.08
FY22	$	1,117,504.70
FY23 YTD	$	-
Grand Total	**$**	**3,819,251.56**

745,003.13	Amount needed for 8 months of regular operations*
579,500.00	Amount needed for Project at Buckman
(244,749.88)	CPA Balance as of 10.14.22
(454,540.12)	10% admin increase
625,213.13	

Amount to be added
625,213.13

Note: Used average spend from FY22 only as there was a unit price increase that took place in that year.

Approved by the JEA Awards Committee

Date: 04/13/2023 Item# 10

Formal Bid and Award System

Award #10 April 13, 2023

Type of Award Request: CONTRACT EXTENSION/RATIFICATION
Requestor Name: Smith, Thaliah D.
Requestor Phone: (904) 665-8165
Project Title: Maintenance, Repair and Overhaul (MRO) Material Blankets
Project Number: Various (see attached)
Project Location: JEA
Funds: Capital & O&M
Award Estimate: N/A (See background)
Scope of Work:

JEA has previously issued an open qualification to invite vendors to submit discount pricing to JEA to provide Maintenance, Repair and Overhaul (MRO) materials on blanket orders, in lieu of purchasing cards (P-cards).

Blanket POs facilitate the buying of materials on a per release basis and tracking in the ERP system, in an expedited process as compared to pricing a purchase order or contract.

This request is to extend the contracts and increase the funds on the three (3) blankets, while new contracts, recently advertised, are awarded and executed.

JEA IFB/RFP/State/City/GSA#: 93087
Purchasing Agent: Brown, Darriel
Is this a Ratification?: YES, Partial

World Electric Supply ($358.810.28)
Jo Kell Inc. ($235,375.24)

RECOMMENDED AWARDEE(S):

Name	Contact Name	Address	Phone	Original Amount	Previous Increases	Increase Amount (this Award)	New Not to Exceed Amount
GRAINGER	Eileen Walker	720 Suemac Road Jacksonville, FL 32254	(904) 781-4913	$2,700,000.00	$94,000.00	$100,000.00	$2,894,000.00
WORLD ELECTRIC SUPPLY	Gerald Raulerson	569 Stuart Lane Jacksonville, FL 32254	(904) 378-4000	$1,800,000.00	$2,492,200.00	$551,566.73	$4,843,766.73
JO KELL INC.	Carl Alvstad	9655 Florida Mining Blvd W. Ste. 301 Jacksonville, FL 32257	(904) 260-8420	$1,200,000.00	~~$3,335,300.00~~ $3,680,000.00 JEM	$527,100.00	~~$5,062,400.00~~ $5,407,100.00 JEM

Amount of Original Award: $5,700,000.00
Date of Original Award: 03/22/2018
Contract Increase Amount: $1,178,666.73
List of Previous Change Order/Amendments

CPA #	Vendor	Date	Amount
173412	GRAINGER	03/03/2022	$94,000.00
173419	WORLD ELECTRIC SUPPLY	11/21/2019	$1,000,000.00
		03/25/2021	$634,000.00
		03/03/2022	$468,000.00
		04/08/2022	$390,200.00
173421	JO KELL INC.	11/21/2019	$1,400,000.00
		03/25/2021	$847,000.00
		03/03/2022	$676,000.00
		04/08/2022	$412,300.00

12/02/2021 $344,700.00 JLM

New Not-To-Exceed Amount: ~~$12,800,166.73~~ $13,144,866.73 JLM
Length of Contract/PO Term: Three (3) Years w/Two (2) - 1 Yr. Renewals
Begin Date: 03/22/2018
End Date: 06/21/2023
Renewal Options: No remaining renewals
JSEB Requirement: N/A

Background/Recommendations:

Originally awarded as informal blanket purchase agreements to support processing orders on blankets in lieu of P-cards. Use of blanket purchase agreement allows for spend consolidation and facilitates ordering.

This request for a 3-month contract extension is to allow additional time for the implementation of new contracts to be awarded under RFP 1411058846, which was advertised on 02/13/2023 and opened on 03/14/2023. The RFP opening had to be extended due to initial low vendor participation. JEA ultimately received good participation with six (6) Respondents, including the three (3) incumbents and an additional three (3) new MRO vendors. The contract extension will allow for time to negotiate, award and implement new contracts with the vendors, while ensuring continuity of services with the existing MRO blankets. The ratification is needed to account for spend that exceeded the previously approved contract amounts. The contract increases are based on current spend rates with each vendor, projected over three months.

Request approval to award a 3-month contract extension to Grainger (100,000.00), World Electric Supply ($551,566.73) and Jo Kell, Inc. ($527,100.00) to provide Maintenance, Repair and Overhaul (MRO) materials for a total amount of $1,178,666.73, and new not-to-exceed amount for all three contracts of ~~$12,800,166.73,~~ subject to availability of lawfully appropriated funds.
$13,144,866.73 JLM

Manager: Ruiz-Adams, Melinda M. - Manager Business Operations
Director: Smith, Carole F. - Director, W/WW Asset Mgmt & Performance
VP: Vu, Hai X. – VP Water/Wastewater Systems
APPROVALS:

Stephen Datz 4/13/2023
Chairman, Awards Committee **Date**

Stephanie M Realy 4/13/2023
Budget Representative **Date**

Approved by the JEA Awards Committee

Date: 03/03/2022 Item# 3

Formal Bid and Award System

Award #3 March 3, 2022

Type of Award Request: CONTRACT RENEWAL
Requestor Name: Smith, Thaliah D.
Requestor Phone: (904) 665-8165
Project Title: Maintenance, Repair and Overhaul (MRO) Material Blankets
Project Number: Various (see attached)
Project Location: JEA
Funds: Capital & O&M
Award Estimate: N/A (See background)
Scope of Work:

JEA has previously issued an open qualification to invite vendors to submit discount pricing to JEA to provide Maintenance, Repair and Overhaul (MRO) materials on blanket orders, in lieu of purchasing cards (P-cards).

Blanket POs facilitate the buying of materials on a per release basis and tracking in the ERP system, in an expedited process as compared to pricing a purchase order or contract.

This request is to renew the contracts and increase the funds on the three (3) blankets.

JEA IFB/RFP/State/City/GSA#: 93087
Purchasing Agent: King, David
Is this a Ratification?: NO

RECOMMENDED AWARDEE(S):

Name	Contact Name	Address	Phone	Original Amount	Previous Increases	Increase Amount (this Award)	New Not to Exceed Amount
GRAINGER	Eileen Walker	720 Suemac Road Jacksonville, FL 32254	(904) 781-4913	$2,700,000.00	$0.00	$94,000.00	$2,794,000.00
WORLD ELECTRIC SUPPLY	Gerald Raulerson	569 Stuart Lane Jacksonville, FL 32254	(904) 378-4000	$1,800,000.00	$1,634,000.00	$468,000.00	$3,902,000.00
JO KELL INC.	Carl Alvstad	9655 Florida Mining Blvd W. Ste. 301 Jacksonville, FL 32257	(904) 260-8420	$1,200,000.00	$2,247,000.00	$676,000.00	$4,123,000.00

Amount of Original Award: $5,700,000.00
Date of Original Award: 03/22/2018
Contract Increase Amount: $1,238,000.00
List of Previous Change Order/Amendments

CPA #	Vendor	Date	Amount
173419	WORLD ELECTRIC SUPPLY	11/21/2019	$1,000,000.00
173421	JO KELL INC.	11/21/2019	$1,400,000.00
173419	WORLD ELECTRIC SUPPLY	03/25/2021	$634,000.00
173421	JO KELL INC.	03/25/2021	$847,000.00

New Not-To-Exceed Amount: $10,819,000.00
Length of Contract/PO Term: Three (3) Years w/Two (2) - 1 Yr. Renewals
Begin Date (mm/dd/yyyy): 03/22/2018
End Date (mm/dd/yyyy): 03/21/2023
Renewal Options: NO – No remaining renewals
JSEB Requirement: N/A

Background/Recommendations:

Previously awarded informal blanket purchase agreements to support processing orders on blankets in lieu of P-cards. Use of blanket purchase agreement will allow spend consolidation and facilitate ordering.

Vendors commit to provide JEA a minimum of ten percent (10%) discount on materials purchased either off P-Card or blankets for their JEA account. Jo Kell, Inc., Grainger and World Electric Supply are the three (3) largest MRO P-Card spends at JEA.

Award amount contract increases were estimated by using current spend rates and forecasting over the remaining term of the contract (estimate calculations are attached as backup). Note, these MRO qualification agreements are non-requirements contracts that cover the whole organization. The approval to spend the funds takes place on the requisition from the already-approved fiscal year budget or capital project. This award will exercise the last renewal option for all three vendors.

Request approval to award a one year contract renewal and increase to Grainger ($94,000.00), World Electric Supply ($468,000.00) and Jo Kell, Inc. ($676,000.00) to provide Maintenance, Repair and Overhaul (MRO) materials for a total amount of $1,238,000.00, and new not to exceed amount for all three contracts of $10,819,000.00, subject to availability of lawfully appropriated funds.

Manager: Ruiz-Adams, Melinda M. - Manager Business Operations
Director: Smith, Carole F. - Director, W/WW Asset Mgmt & Performance
VP: Vu, Hai X. – VP Water/Wastewater Systems
APPROVALS:

Stephen Daly 3/03/22
Chairman, Awards Committee **Date**

Laura A Whitmer 3/3/22
Budget Representative **Date**

Approved by the JEA Awards Committee

Date: 03/25/2021 Item# 11

Formal Bid and Award System

Award #11 March 25, 2021

Type of Award Request: CONTRACT RENEWAL
Requestor Name: Smith, Thaliah D.
Requestor Phone: (904) 665-8165
Project Title: Maintenance, Repair and Overhaul (MRO) Material Blankets
Project Number: Various (see attached)
Project Location: JEA
Funds: Capital & O&M
Award Estimate: N/A
Scope of Work:

JEA has previously issued an open qualification to invite vendors to submit discount pricing to JEA to provide Maintenance, Repair and Overhaul (MRO) materials on blanket orders, in lieu of purchasing cards (P-cards).

Blanket POs facilitate the buying of materials on a per release basis and tracking in the ERP system, in an expedited process as compared to pricing a purchase order or contract.

This request is to renew the contracts and increase the funds on two (2) of the three (3) blankets.

JEA IFB/RFP/State/City/GSA#: 93087
Purchasing Agent: King, David
Is this a Ratification?: YES (partial - $41,000.00 to Jo Kell)

RECOMMENDED AWARDEE(S):

Name	Contact Name	Address	Phone	Original Amount	Increase Amount (this Award)	New Not to Exceed Amount (including Previous Increase)
GRAINGER	Eileen Walker	720 Suemac Road Jacksonville, FL 32254	(904) 781-4913	$2,700,000.00	$0.00	$2,700,000.00
WORLD ELECTRIC SUPPLY	Gerald Raulerson	569 Stuart Lane Jacksonville, FL 32254	(904) 378-4000	$1,800,000.00	$634,000.00	$3,434,000.00
JO KELL INC.	Carl Alvstad	9655 Florida Mining Blvd W. Ste. 301 Jacksonville, FL 32257	(904) 260-8420	$1,200,000.00	$847,000.00	$3,447,000.00

Amount of Original Award: $5,700,000.00
Date of Original Award: 03/22/2018
Contract Increase Amount: $1,481,000.00
List of Previous Change Order/Amendments

CPA #	Vendor	Date	Amount
173419	WORLD ELECTRIC SUPPLY	11/21/2019	$1,000,000.00
173421	JO KELL INC	11/21/2019	$1,400,000.00

New Not-To-Exceed Amount: $9,581,000.00
Length of Contract/PO Term: Three (3) Years w/Two (2) - 1 Yr. Renewals
Begin Date (mm/dd/yyyy): 03/22/2018
End Date (mm/dd/yyyy): 03/21/2022
Renewal Options: Yes - One (1) Yr. Renewal
JSEB Requirement: N/A

Background/Recommendations:

Previously awarded informal blanket purchase agreements to support processing orders on blankets in lieu of P-cards. Use of blanket purchase agreement will allow spend consolidation and facilitate ordering.

Vendors commit to provide JEA a minimum of ten percent (10%) discount on materials purchased either off P-Card or blankets for their JEA account. Jo Kell, Inc., Grainger and World Electric Supply are the three (3) largest MRO P-Card spends at JEA.

Award amount contract increases were estimated by using current spend rates and forecasting over the remaining term of the contract (estimate calculations are attached as backup). Note, these MRO qualification agreements are non-requirements contracts that cover the whole organization. The approval to spend the funds takes place on the requisition from the already-approved fiscal year budget or capital project. This award will exercise one of the renewal options for all three vendors.

Request approval to award a one year contract renewal to Grainger, World Electric Supply, and Jo Kell, Inc, and contract increases to World Electric Supply in the amount of $634,000.00, and Jo Kell, Inc. in the amount of $847,000.00 to provide Maintenance, Repair and Overhaul (MRO) materials for a total amount of $1,481,000.00, and new not to exceed amount for all three contracts of $9,581,000.00, subject to availability of lawfully appropriated funds.

Manager: Ruiz-Adams, Melinda M. - Manager Business Operations
VP: Vu, Hai X. – VP Water/Wastewater Systems

APPROVALS:

03/25/2021

Chairman, Awards Committee **Date**

3/25/21

Budget Representative **Date**

Approved by the JEA Awards Committee

Date: 11/21/2019 Item# 10

Formal Bid and Award System

Award #10 November 21, 2019

Type of Award Request: CONTRACT INCREASE
Request #: N/A
Requestor Name: Lovgren, Rodney D.
Requestor Phone: (904) 665-6631
Project Title: Maintenance, Repair and Overhaul (MRO) Material Blankets
Project Number: Various (see attached)
Project Location: JEA
Funds: O&M
Award Estimate: N/A
Scope of Work:

JEA has previously issued an open qualification to invite vendors to submit discount pricing to JEA to provide Maintenance, Repair and Overhaul (MRO) materials on blanket orders, in lieu of and in concert with purchasing cards (P-cards).

Blanket POs facilitate the buying of materials on a per release basis and tracking in the ERP system, in an expedited process as compared to pricing a purchase order or contract.

This request is to increase the funds on two (2) of the three (3) blanket contracts, previously informally awarded.

JEA IFB/RFP/State/City/GSA#: 93087
Purchasing Agent: Lovgren, Rodney Dennis
Is this a Ratification?: NO
RECOMMENDED AWARDEE(S):

Name	Contact Name	Address	Phone	Increase Amount	New Not To Exceed Amount
GRAINGER	Eileen Walker	720 Suemac Road Jacksonville, FL 32254	(904) 781-4913	$0.00	$2,700,000.00
WORLD ELECTRIC SUPPLY	Gerald Raulerson	569 Stuart Lane Jacksonville, FL 32254	(904) 378-4000	$1,000,000.00	$2,800,000.00
JO KELL INC	Carl Alvstad	9655 Florida Mining Blvd W. Ste. 301 Jacksonville, FL 32257	(904) 260-8420	$1,400,000.00	$2,600,000.00

Amount of Original Award: $5,700,000.00
Date of Original Award: 03/22/2018
Change Order Amount: $2,400,000.00
New Not-To-Exceed Amount: $8,100,000.00
Length of Contract/PO Term: Three (3) Years, Two (2), 1-Yr. Renewals
Begin Date (mm/dd/yyyy): 03/22/2018
End Date (mm/dd/yyyy): 03/21/2021

Background/Recommendations:

Previously awarded informal blanket purchase agreements to support processing orders on blankets in lieu of P-cards. Use of blanket purchase agreement will allow spend consolidation and facilitate ordering, while procurement evaluates ERP system automation of procurement processes.

Vendors commit to provide JEA a minimum of ten percent (10%) discount on materials purchased either off P-card or blankets for their JEA account. Jo Kell, Inc., Grainger and World Electric Supply are the three (3) largest MRO P-card spends at JEA.

World Electric Supply's had a cost avoidance of $303,694.62 on a spend of $749,641.91 during the FY19. On average, JEA receives a range for discounts off list from 0-70%.

Jo Kell, Inc. had a cost avoidance of $907,265.00 on a spend of $1,028,476.00 for FY19. On average, JEA receives a forty-seven percent (47%) discount off list.

Award amount contract increases were estimated by using current spend rates and forecasting over the remaining term of the contract (estimate calculations are attached as backup). Note, these MRO qualification agreements are non-requirements contracts that cover the whole organization. The approval to spend the funds takes place on the requisition from the already-approved fiscal year budget or capital project.

Request approval to award two (2) contract increases to World Electric Supply in the amount of $1,000,000.00 and Jo Kell, Inc. in the amount of $1,400,000.00 to provide Maintenance, Repair and Overhaul (MRO) materials, for a new not-to-exceed total amount of $8,100,000.00, subject to availability of lawfully appropriated funds.

Manager:	Ruiz-Adams, Melinda M. - Manager Business Operations
Director:	Vu, Hai X. - Dir W/WW & Reuse Treatment
VP:	Calhoun Jr., Deryle I. - VP/GM Water/Wastewater Systems

APPROVALS:

11/21/19

Chairman, Awards Committee **Date**

11/21/19

Manager, Capital Budget Planning **Date**

Formal Bid and Award System

Award #11 April 13, 2023

Type of Award Request: SINGLE SOURCE
Requestor Name: Oca, Christi - Associate Mgr Fleet Capital & Logistics Support
Requestor Phone: (904) 665-4269
Project Title: Electric Vehicle Replacement Project
FY23 Project Numbers: 8008221
Project Location: JEA
Funds: Capital
Business Unit Estimate: $439,599.00
Scope of Work:

The purpose of this Single Source is to solicit pricing for the purchase of three (3) Altec L42A Over Center Bucket Trucks and a Freightliner DM47B Derrick Digger for fleet capital requirements for FY23 for replacement for the Electric department.

JEA IFB/RFP/State/City/GSA#: NA
Purchasing Agent: Bayouth, Eddie
Is this a Ratification?: No

RECOMMENDED AWARDEE(S):

Name	Contact Name	Email	Address	Change Amount
GLOBAL RENTAL COMPANY, INC.	Charlie Mathews	Charlie.Mathews @altec.com	33 Inverness Center Pwy, Suite 250 Birmingham, AL 35242	$439,599.00

Amount for entire term of Contract/PO: $439,599.00
Award Amount for remainder of this FY: $439,599.00
Length of Contract/PO Term: Project Completion (May 2023)
Begin Date (mm/dd/yyyy): 04/13/2023
End Date (mm/dd/yyyy): Project Completion (May 2023 Estimate)
JSEB Requirement: N/A – No JSEBs available

BIDDERS:

Name	Amount
GLOBAL RENTAL COMPANY, INC.	$439,599.00

Background/Recommendations:
JEA Fleet and Procurement recently talked to Altec and Terex to get a better understanding of the market conditions for aerial trucks in preparation for upcoming bid preparation. Because of continuing supply chain issues, Altec currently has a forty-eight to seventy (48-70) month lead time depending on the truck type. Terex has a twenty-four to thirty-six (24-36) month lead time for their similar offerings.

Based on the extremely long lead times to acquire new trucks, JEA approached Global Rental Company, Inc. about the possibility of purchasing the equipment it has been renting. JEA fleet has been renting a derrick digger since September of 2020 at the rate of $3,400.00 per month and three (3) L42A over center bucket trucks since June of 2022 at the rate of $3,000.00 per month from Global Rental Company, Inc.

Global Rental Company, Inc. agreed to apply 50% of the rental costs already paid to the cost of purchasing the three (3) L42A trucks. For the derrick digger, which JEA has been renting since September of 2020, they applied 50% of the first-year rental and 30% of subsequent rental fees paid towards the purchase price. Global Rental Company, Inc. has also proposed to sell JEA an extended warranty for the two (2) newer L42A trucks. JEA would have continued to rent these four (4) trucks until new trucks arrive to meet the needs of the business groups. These trucks still have a useful lifespan of five to seven (5-7) more years, so it is more cost effective to purchase these vehicles and incorporate them into the fleet. The three (3) year extended warranty for the newer trucks will reduce repair costs if anything needs to be fixed. The average price of the three (3) L42A trucks is $102,940.00 each while the last price paid for a 40-foot bucket truck (not over center and with less features) was $161,737.00. The derrick truck cost is $122,507.00, much lower than the last price paid of $314,824.00. Based on the immediate availability of the trucks, the lower cost to purchase these than renting them for the next five (5) years and the availability of an extended warranty for two (2) of the trucks, Procurement and Fleet have deemed this purchase to be in the best interest of JEA.

Request approval to award a contract to Global Rental Company, Inc. for the purchase of four (4) trucks for FY23 in the amount of $439,599.00, subject to the availability of lawfully appropriated funds.

Manager: Hightower, Justin - Manager, Fleet Services & Business Operations
Director: Brunell, Baley – Director, Facilities and Fleet Services
VP: McElroy, Alan - VP of Supply Chain and Operations Support

APPROVALS:

_____

Chairman, Awards Committee **Date**

_____

Budget Representative **Date**

Certification of Single Source or Emergency Procurement

Please use this form to certify a Single Source or Emergency Procurement complies with the requirements of the JEA Procurement Code. The JEA Procurement Code defines a Single Source and Emergency Procurement as follows:

3-112 Single Source

A Contract may be awarded for Supplies or Services as a Single Source when, pursuant to the Operational Procedures, the Chief Procurement Officer determines that:

(a) there is only one justifiable source for the required Supplies or Services;

(b) the Supplies or Services must be a certain type, brand, make or manufacturer due to the criticality of the item or compatibility within a JEA utility system, and such Supplies or Services may not be obtained from multiple sources such as distributors;

(c) the Services are a follow-up of Services that may only be done efficiently and effectively by the Vendor that rendered the initial Services to JEA, provided the Procurement of the initial Services was competitive;

(d) at the conclusion of a Pilot Project under Section 3-118 of this Code, the Procurement of Supplies or Services tested during the Pilot Project, provided the Vendor was competitively selected for the Pilot Project.

3-113 Emergency Procurements

In the event of an Emergency, the Chief Procurement Officer may make or authorize an Emergency Procurement, provided that Emergency Procurements shall be made with as much competition as practicable under the circumstances. A written Determination of the basis for the Emergency and for the selection of the particular Vendor shall be included in the Procurement file.

For purposes of this Section 3-113, an "Emergency" means any one of the following:

(a) a reasonably unforeseen breakdown in machinery;

(b) an interruption in the delivery of an essential governmental service or the development of a circumstance causing a threatened curtailment, diminution, or termination of an essential service;

(c) the development of a dangerous condition causing an immediate danger to the public health, safety, or welfare or other substantial loss to JEA;

(d) an immediate danger of loss of public or private property;

(e) the opportunity to secure significant financial gain, to avoid delays to any Governmental Entity or avoid significant financial loss through immediate or timely action; or (f) a valid public emergency certified by the Chief Executive Officer.

Please provide the following information:

1. Vendor Name:

Global Rental

2. Description of Services or Supplies provided by Vendor:

Fleet has been renting 3 42' over center buckets since June 2022 and 1 47' derrick digger since September 2020. We are requesting to buy these since we will need these long term due to new aerial truck delays and to avoid all of the rental costs associated with these units.

3. Certification:

I the undersigned certify that to the best of my knowledge, no JEA employee has, either directly or indirectly, a financial interest in this Single Source Emergency Procurement, and

I the undersigned certify that this procurement meets the requirements of a (choose one of the following):

☑ **Single Source Procurement**. Please state which subsection of Section 3-112 above applies to this Single Source Procurement: 3-112 (a)

OR

☐ **Emergency Procurement** - Please state which subsection of Section 3-113 above applies to this Emergency Procurement:_____

Christi Oca Digitally signed by Christi Oca Date: 2023.04.05 14:23:33 -04'00' 4/5/2023

Signature of JEA Business Unit Manager **Date**

Christi L. Oca

Name of JEA Business Unit Manager

This certification shall be attached to the Purchase Order when it is routed for approval. A Single Source or Emergency Procurement shall be reported to the JEA Board in accordance with Section 1-110 of the JEA Procurement Code.