

# **Dielectric PPE Testing Equipment**

## **Appendix A Technical Specifications**

### **1. SCOPE OF WORK**

- 1.1 JEA is looking for a company to provide them with Dielectric Rubber Goods PPE Testing Equipment.
- 1.2 Dielectric Testing Equipment must be able to test AC Proof Test Class 00 through Class 4 electrical protective equipment. (Per OSHA Standard Number 1910.137 - Electrical Protective Equipment)
- 1.3 Types of electrical protective equipment JEA needs tested:
  - 1.3.1 Glove/Sleeve Tester of at least 12 positions. Can be multiple machines.
  - 1.3.2 Rubber Insulating Matting/Blanket Tester of at least 4 positions, up to 8 positions. Ability to test a variety of split/square blankets. Can be multiple machines.
  - 1.3.3 Hose/Hood/Stick Tester that has the ability to test 4-6 hose or hoods and test 21' long sticks. Can be multiple machines.
  - 1.3.4 Each machine must have its own power source to allow maximum testing capability. Voltage will be specified by JEA when ordering.

### **2. GENERAL REQUIREMENTS**

- 2.1 Contractor must provide set up, training and certification of service for their machines.
- 2.2 Although sub-contracting will be allowed, the Company will be responsible for satisfactory results.
- 2.3 The Company must supervise and direct the work efficiently and with its best skill and attention. The Company must be solely responsible for the means, methods, techniques, and procedures of maintenance and for the supervision of its employees and subcontractors while performing work under this contract.
- 2.4 The Company must designate a "Quality Control Inspector" who will verify that all items reported as complete are in conformance with the quality standards set forth in these contract documents.
- 2.5 At the start of the contract, the Company must furnish the JEA Contract Administrator with a single phone number where service management personnel can be contacted by JEA. The Company must provide the JEA Contract Administrator the revised phone number at least five (5) days prior to any change.
- 2.6 The Company must be accountable for timely clean-up and remediation associated with any contaminant spills, accidental or otherwise, including, but not limited to chemicals, diesel fuel, gasoline, lubricants, cleaning fluids, or toxic chemicals.

### **3. PERMITS**

- 3.1 The Company must secure and pay for all permits which may be required to accomplish the specified work and must conduct work in accordance with the permit requirements.

### **4. SITE CONDITIONS**

- 4.1 The Company must prevent access by the public to materials, tools, and equipment during the course of the work.
- 4.2 All doors and gates must be locked and secured at all times when unattended.
- 4.3 The Company must be responsible for securing and clean-up of its equipment at the facility daily, and, after all work has been completed.
- 4.4 It is the policy of JEA to provide healthy, tobacco-free facilities for all employees and visitors. This policy prohibits the smoking of any tobacco product and the use of oral tobacco products, as well as e-cigarettes and it applies to employees, contractors and visitors. Company employees and

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subcontractors will not use tobacco products while on JEA property or in the course of performing work on behalf of JEA.

### 6. SAFETY

- 6.1. The Company must familiarize all employees with fire and safety regulations recommended by OSHA and other industry or local governmental groups and must maintain a safe working environment at all times.
- 6.2. All Company personnel who perform work on JEA property must be JEA safety certified and adhere to JEA Safety and Training regulations.
- 6.3. The Company must take all precautions to protect the safety of its employees and others. Work safety requirements must comply with JEA Company Safe Work Practices Manual, available on-line at: [https://www.jea.com/About/Procurement/Become\\_a\\_Vendor/Contractor\\_Safety/Contractor\\_Safety\\_Manual.aspx](https://www.jea.com/About/Procurement/Become_a_Vendor/Contractor_Safety/Contractor_Safety_Manual.aspx)
- 6.4. The Company must provide and personnel must wear Personal Protective Equipment (PPE), as required by OSHA and JEA. PPE minimums include steel toed boots, plastic hard hat (no metal), and safety glasses. Hearing protection is required while operating machinery or equipment (including saws) or other loud equipment. Boots must have steel toe caps. The company must comply with all future OSHA and JEA PPE requirements and training. In addition, the Company must provide JEA with a copy of written proof of compliance within 48 hours of request by the JEA Contract Administrator or Safety representative.
- 6.5. The Company must be responsible for all damages to JEA property and personal injury caused by negligence or non-compliance with Safety and training requirements.
- 6.6. All chemicals used must have labels along with the most current Safety Data Sheets and maintained in the Company truck with the chemical. The Safety Data Sheets must be made available to the JEA Contract Administrator upon request.
- 6.7. The Company must exercise extreme care when working around energized lines or equipment to prevent accidents and interrupting service. If any such incident should result, the JEA Contract Administrator must be immediately notified of the location of such incident.
- 6.8. The Company must ensure that all maintenance crews consist of at least two (2) individuals. For Safety reasons, no Company employee is to work alone at a site.
- 6.9. The Contract Administrator shall have the authority to suspend work, wholly or in part, for such periods as he/she deems necessary. These periods of suspension include adverse weather conditions, heavy traffic conditions due to special events, and other situations which may cause a hazardous condition for motorists and/or pedestrians. The Contract Administrator will order such suspensions of work explaining the reasons for the suspension. Normal operations may resume when directed by the Contract Administrator.

### 7. COMPANY PERSONNEL

- 7.1. The Company must provide competent, experienced employees. Any worker employed by the Company, who exhibits inadequate experience and knowledge or is incapable in his/her field, shall be removed from the work site at the discretion of the JEA Contract Administrator.
- 7.2. All services must be rendered by uniformed employees wearing company identified shirts or aprons, at all times during performance of this work.
- 7.3. Shirts with offensive logos or messages, ripped jeans, shorts, and sleeveless shirts are not acceptable.
- 7.4. As required and at no additional cost to JEA, the Company is responsible for completing a Seven (7) Year Background Check for each employee assigned to work at any JEA site prior to a JEA badge being issued for unescorted access to JEA facilities. For each background check, the Company must send the completed **Personnel Risk Assessment (PRA)** form to [security@jea.com](mailto:security@jea.com), (The PRA template is attached as Appendix C - JEA Contractor Personnel Risk Assessment (PRA) Jan. 2023).

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- 7.5. The JEA Security team will review the completed PRA for “Meets Requirements” / “Does Not Meet Requirements” based on Florida statutes. Any Company employee with a “Does Not Meet Requirements” determination shall be disqualified for unescorted access to JEA facilities.
- 7.6. Assigned Company personnel must be issued JEA badges and access to non-occupied areas. This badging process may require mandatory training and may take up to two (2) weeks for approval. Badges must be visible at all times while on JEA Property.
  - 7.6.1. The Company should allow two (2) weeks for background checks and badge processing.
  - 7.6.2. **No sharing of JEA badges is allowed and no Company employee shall be granted access without his/her JEA badge.**
  - 7.6.3. Should a Company employee’s badge become inactive due to non- use for a period of ninety (90) or more days, the Company may be asked to provide an additional Seven (7) Year Background Check on that employee at no additional cost to JEA prior the reactivating the badge.
  - 7.6.4. The JEA Contract Administrator will be notified within twelve (12) hours of any worker, that resigns and immediately if an employee is dismissed for cause or if a badge is lost or stolen. Badges should be turned in to the JEA Contract Administrator.
- 7.7. Parking is the responsibility of the Company. Parking on JEA property may be approved at the sole discretion of the JEA Contract Administrator.
- 7.8. All vehicles must display company identification and must be moved when requested by the JEA Contract Administrator (or his/her designee) or Security Personnel.
- 7.9. The JEA Contract Administrator will be notified within six (6) hours of any workers that are dismissed or resign or if a badge is lost or stolen. Badges should be turned in to the JEA Contract Administrator.