

ELECTRICAL ENGINEERING SERVICES FOR THE
FARMINGTON ELECTRIC UTILITY SERVICE
PRE-PROPOSAL MEETING

RFQP #14-103074

March 10, 2014

9:00 a.m.

Present were:

Eli ImMasche, ESC Engineering

Lloyd Marquardt, Commonwealth

L. Gilbert, Electric Power Systems

Dave Rightley, Exponential Engineering

Sean Clifton, Exponential Engineering

Andrew Merritt, NEI Electric Power Engineering

Scott Davis, Ellett & Gaynor, LLC

Greta Quintana, Souder Miller & Associates

Broc Finnegan, Eaton

Mark VanDelst, Eaton

Brock Darrell, Eaton

Rustin Hartman, EPS

James McLane, WH Pacific

Norman Wasson, WH Pacific

Kenny Adams, T&D Services

Joshua Earle, T&D Services

Tim McLellan, T&D Services

Harry Barnes Jr., T&D Services

Anthony Hanson, Leidos Engineering

Gary Horner, Horner Development

Tim Turnbull, Burns & McDonnell

Jeff Hart, ECI

Dave South, ECI

Richard Johnson, TRC

Rahn Peterson, TRC

Matt Cramer, Geomat Inc.

Polo Nov, HDR Engineering

City of Farmington Representatives:

John Armenta, Electric

Emily Foucault, Purchasing

Kristi Benson, Purchasing

Jim McNicol, Electric

Denise Gibson, Electric

Luwil Aligarbes, Electric

Nicki Parks, Electric

Mitchell Betonie, Electric

Roy Waters, Electric

KRISTI: We are here for the Request of Qualification-based Proposal for the Electrical Engineering Services for the Farmington Electric Utility Service. There is a Sign-In sheet going around. Please sign it before you leave. This is very important for us to have a good record of everyone who was here. We are recording the meeting. Minutes of the meeting will be provided on-line. It will take us a little bit of time to get that transcribed and on-line. I can't give you a certain date but we will get it out there as soon as we possibly can. Handout map of the project location, everyone should have a copy of the handouts of the map. So hopefully we will have transportation at the end of this meeting to go to the sites. We will have two buses for everyone to get on and go to and then we will come back here.

JOHN: We might be a little overloaded. I think there are more people here than I was given a head-count. We will see what we can do for transportation. We definitely have two buses.

KRISTI: Introductions. If we can all go around the room and introduce ourselves for the recording. (Introductions were made around the room) Ok great. Thank you all very much. The next item is our project summary. I will let John take care of that portion.

JOHN: You should have a colored handout. This is the outline of the entire Farmington Electric Utility Service territory. There are 5 major areas of construction that we are going to be looking at. From the left, we will start with TwinPeaks area. I will not be following the format that is in the RFQP. This is Cottonwood. There is Animas Power Plant. We have the Aztec Substation here. This entire project is called Knickerbocker. There are three substations here: Speedway, Ancient Trails, and Knickerbocker Substation which is a KV-69 transmission line between them. This is not the entire service territory shown. For security purposes, we will just show you enough to let you know where

these areas are located.

There is an aerial photo of the existing Aztec Substation and a proposed substation. I will tell you, last week I met with my Engineering team and it looks like we are going to change this drastically. This is what the area looks like now. This is the existing sub. This was the proposed substation, but this is the kind of substation that we are really going to need. I am going to jump ahead a little bit. This substation combines both the Aztec and the Speedway Substation. You can see how close they are here. We figure we can just put the two together and build-out a portion that Farmington will need. Changes so far as, it is not a 70.5/9.4 MVA it is a 12/16/20 MVA. And we are going to be serving underground, not overhead. Also this will be a ringbus, as you can tell, instead of a tap, so that has increased the scope of the project significantly.

TwinPeaks area, you can see the aerial photo and the land we have here for the TwinPeaks Substation. This is the existing Praxair Tap and here is the Praxair Facility. There is an existing transmission line that runs this way (this all 115 KV). And the point of this substation is to provide backup services for one of our substations in Mesa and perhaps Fruitland. It will also intercept the transmission line between the Praxair Tap-Station and the Praxair facility, and we are going to abandon the Praxair Tap.

This is in the Cottonwood area. Here is the existing Sullivan Substation. If we had our way, Sullivan would be a ring bus. There is no way we have enough property to make this into a viable ring bus. So we are in the process of purchasing some property here from the State, and at this point we are going to break into the existing 115KV line here and have the 115 in and 115 out and will serve two substations. (Two 20 MVA Substations) Right now Sullivan Substation is a single 12/16/20 MVA bank and every summer it is overloaded. It is over 30 years old and we can't use that property anymore. The land will not accommodate the expansion required. This is what I had in mind for this substation.

This is the City of Aztec area and the Knickerbocker Project. This is showing the Aztec Substation. Now for the Knickerbocker project, that includes Knickerbocker itself, the Ancient Trails Substation, and what we have here for Aztec and Speedway. This is all going to be an estimate. That is the first thing we want is an estimate. The reason we need an estimate is because we need to bring that number to the City of Aztec. We are going to share 50/50 in that cost. If they can't come up with the money, then this project won't go, but we do need estimates. Knickerbocker Substation, one line of it, the one that I had with 115KV Ring to a 69KV Ring, Ancient Trails Substation goes to a 115 KV Ring and it will serve two substations, one for the City of Farmington and one for the City of Aztec. Aztec will pay exclusively for its own substation. We are going to share the cost of the Ring and City of Farmington will pay for its own substation. This is Speedway Substation again. It actually divides the Speedway and Aztec together, so it looks like I am showing two different substations together, it is

actually one substation.

This is the aerial photo of the Animas Power Plant with the adjacent switch yard. There is a zoom-in of the switch yard. There is some 69KV work that needs to be done in here and quite a bit of relay and so-forth that needs to be done.

Again this is all just an introductory-type thing to give you a flavor of what is going on here for the projects. This is a qualifying proposal, not a cost proposal. That is all I have for projects.

KRISTI: Next on the agenda is the RFQP documents. So I want to go through the documents and talk about dates and times that we are going to have to look at.

First is the Acknowledgment of Receipt Form, which is page 3 of the RFQP document. We ask that you complete that send it back to us if you want us to send you any correspondence, which would be the addendums, of course. If you don't send that back to us, then we don't know that you are interested. Definitely get that back to us and we will get you all the information.

The Request for Proposals Submittal Form, which is page 4. This needs to be with your proposal when you submit it. You need to sign it and return it with your proposal. The proposal due date that we have right now is for Tuesday, March 25, 2014 at 2:00 p.m. We need those in our office before 2 p.m. We will not have a public opening, these are Request for Qualification-Based so this is a private opening. So will need those in our office. I believe page 4 has all of the information to either mail it or physically bring it. So don't bring it to this building. Take it to the Purchasing Office at 805 Municipal Drive if you are going to personally bring it up. Don't bring it to this building. They will not know what you are doing or know what it is. And it needs to be there before 2 p.m.

The addendum is scheduled to be due on Wednesday, March 12th, so I know that Emily has received some of the questions that we have started answering and those will be part of the addendum. I think the deadline for questions was on Friday. We realize that you might still get into the document and have more questions, so please don't hesitate to call and ask questions or send an email if you feel that you need to ask a question. We can try to deal with it. We don't want any questions gone unanswered, so please let us know.

John: Make sure all your questions go through Emily. Don't call me. I can't help you.

Kristi: So the cost proposal will be requested from the top evaluated firm only. In the RFQP document it shows you how that will happen. Do not include any costs in your initial proposal that you send to us. We will only request that from the top evaluated firm.

There is a Campaign Contribution Disclosure Form, which is Exhibit B of the RFQP document. That has to be returned with your proposal. We will have to have that to move forward.

Any questions on the documents themselves? Like I said, if you go back to your office and have questions, please let us know. We don't want any unanswered questions.

Attendee: My question is, in the event that you have selected the top bidder, you will need the cost proposal from that bidder in like 2 days, or so?

Kristi: Yes it is 48 business-hours, so it gives you about a week.

Attendee: In your preliminary schedule, you show presentations tentatively April 25th. Would that be only with the top bidder?

Kristi: That would be to a short-list. So it could be the top 3 or the top 5. It depends on how the numbers shake out.

Attendee: Did you say 48 business hours, so you actually have 5 days for the cost proposal?

Kristi: Right.

Attendee: I have a question on Aztec. The emailed scope has changed substantially , will it also be changed financially?

John: Most likely yes. To answer that question, I would like for you to get it in no later than the 30th.

Attendee: In-Service or Engineering?

John: That would be In-Service. Thanks for keeping me straight on that. This is an Engineering contract, not a Construction contract.

Attendee: All the dates, tentively, that you have mentioned, you want here on the spot?

John: Yes that is the plan.

Attendee: When you were talking about the Animas Substation, you had some relay work to be done. Are you asking all of these firms to do the relay design? That is going to take a lot of system information to understand.

John: Yes that is correct. The qualifications as-listed, show that this will be part of it.

Kristi: The next item on our agenda is the Scope of Services which begins on page 14, actually the qualifications. Contract time will of course, be with each project itself. You and the Electric Utility will come to an agreement on when the design needs to be done.

Kristi: There is a Responsibility Matrix on page 17. That will give you a little bit better idea of what you'll be looking at. Any questions on that? I'm not going to read it to you.

John: You mentioned the relay work. That is not just at Animas. That is at the new substations.

Kristi: The Proposal Process, which begins on 18. The timetable is on page 18. This is our tentative schedule to get this complete. Of course, it is subject to change given any unforeseen circumstances. Again, inquires need to go to Emily. It should not go to anyone else. It needs to go straight to Emily or myself if she is not available.

John: Don't copy me or any of the engineers on it.

Kristi: Page 22 begins with the Proposal Format Requirements. This is how you need to put your proposal together. This is so everyone's is the same and everyone's information is in the same place. Please take a look at that and make sure you are ok with it. We do have a maximum page limitation of your qualifications as 15 pages. Be aware of that so you don't go over that.

Emily: One of the questions about that, was about the resumes. If that was included in the 15 pages, and it is not. The resumes are separate.

Kristi: Next are the Evaluations, pages 26- 27. Those are the points you will receive for each category. That is what the evaluation committee will be looking at and these are set by statute by the State of New Mexico. We changed the numbers a little bit, but it is set by state standards.

Attendee: We signed up through the Mesa Arizona office, but we have a branch in the State of New Mexico and obviously with the points, we want to submit it with that branch name. Is there going to be a problem with that?

Kristi: No there shouldn't be just as long as it comes from a New Mexico firm and you can provide the

In-State Preference information. Just as long as the proposal comes from the New Mexico office with all the documents you should be ok. Yes there is In-State Preference or Veterans Preference that will be applied if equitable. So we will need all proper documentation in order to extend those preferences. Actually either-or; they are not combined.

We do have a Presentation Agenda and Schedule if we decide that we need to do that then that is what we will be following so you will be notified if that happens.

The Draft Agreement is attached and there is a portion in your proposal that allows you to tell us if you are ok with that or if you would like to see any changes to that, so that needs to be submitted with your proposal. There will be insurance requirements and certificate that will be required and also negotiations that is a negotiable thing but we still would like to know up front what you would like to see changed if anything.

Attendee: Is the City of Farmington going to provide everything, breakers, wires, relays? It looks that way to me.

John: Yes we provide all the equipment. It's good that you bring that up. We have to have a very accurate Bill of Material; you can read through that. I am holding the awarded offeror responsible for accurate counts and mention two different ways in there. One, is that I don't want somebody to say, "well it looks like 15 connectors so I'm going to say 30" and there is only 12 needed, I will hold you accountable for that. At the same time there is 15 connectors and you missed counted and there is 14, well same kind of thing. And we are not going through and counting the material for the project. That is your job. That is why we are hiring you. You have the in house talent to do it, we don't have the time.

Attendee: I also worry about nuts and bolts for the connectors and bigger pieces, the connector itself.

John: We are going to buy what's on the Bill of Materials. Are we all in agreement with that? So make sure your bills of material are accurate.

Attendee: Would the construction contractor be responsible for things of conduit fittings and things of that nature or do we need to provide that?

John: That should be on the Bill of Materials. The idea is that I want to get from the engineering firm a stack of paper that shows everything that we need to go build the substation. We will award everything and if we need 2 1/4" stainless steel 1/2" threaded bolts of 250 of them, then that's what you

need to put down.

Attendee: In addition to his question on typical land billed material, you have a section who is providing it. We are going to be telling you guys what you are going to be supplying and what you contractor is supplying, correct?

John: No we are to buy everything.

Attendee: You are buying everything?

John: That is correct.

John: Josh

Attendee: Concrete and all that as well?

John: That is correct.

Attendee: So this is, to be clear, an all inclusive award to one prime that would handle all three facets of the scope as that I understand it?

John: That is correct.

Attendee: They would handle the engineering design, the build, and exceptions testing and commission? So there is not portions that would be evaluated or awarded? It is all in one or nothing?

John: That is correct.

Attendee: To add to that, when you say "build" you expect the winning firm, I thought I saw in the documents you expect us to put specs together to actually get a contract?

John: Yes you are going to help us get the contract, don't let me speak over purchasing.

Kristi: No you are fine

Attendee: The building material as if City of Farmington was building it itself.

John: Right.

Kristi: It sounds like everyone is good with the documents with no question on those. So now we just have questions from you, so I think we are already in that. So go ahead and if there is anything else that you wanted bring up please do it now.

Attendee: Just one question, I have talked about being available for site and section and what not. Are we anticipating needing someone down here full time when construction starts or mostly during interferences like pouring foundations, big transformers, etc. ?

John: I won't expect, I can only go by my experience, when I was in engineering, I was not in the field all the time and if I was called to be there, that's when I was there. Once construction starts I do not anticipate having one of your staff members to be there full time. If I do call on the phone, I do expect you to answer it.

Attendee: OK

John: If you can image, this is what I had in mind, I do have the engineering talent in-house to do this. I don't have enough so I am hiring an engineer, an engineer that can do everything. So think of it as a extension of Farmington, double or triple the size of our engineering department, for a little while anyway.

Attendee: Do you have an existing transmission and distribution like model for software?

John: Yes we do.

Shawn: We have Power World and Aspen.

Luwil: For distribution we have Milsoft.

Attendee: I need clarify on the testing, you would want an engineer there to make sure everything is functioning to what you expect, to actually hire a full time testing firm that has (not audible)

John: In our history that seems to be the bottleneck on our projects. We seem to have no problem putting in concrete or steel. It's getting commission. Getting all the pieces and parts that fit and work.

Attendee: Could you repeat your question

Attendee: There was a note in the matrix that the engineering firm will help with commissioning, but it was clarified that there would be a full-time testing firm high potting plus high potting, Double test and that stuff and the engineering firm was not expected to do that but help with functional test and walk-thru. Would the engineering firm be responsible for contracting that testing firm?

John: No we would get that contracted out. You would be there to help us do it.

Attendee: It's on the documents that the Soils Reports were provided by the City. Has that already been done or will be contracted at a later date?

John: It has been done for Aztec. It has not been done for either of the stations. More than likely we are going to need another one for Animas. I don't think we have one done for Animas. If we did, it was decades ago.

Attendee: Is that something you will get contracted separately down the road?

John: That is correct. The city will provide it; we will actually hire somebody.

Attendee: Similarly you will hire a local right-away agent for the transmission line signal Knickerbocker to deal with any right away issues

John: Yes, correct.

Attendee: Or archeological issues.

John: Yes that is correct. We are just looking for engineering designs. In particular Knickerbocker is just an estimate for us. I would like to point out to pay attention to the qualifications. This is what we are after. I asked the buses to be in the parking lot. This field-trip will go into lunch.

FIELD-TRIP NOTES

Monday, March 10th

10 a.m.

Knickerbocker:

- This has 115 KV Transmission Line that serves a 115 kV Ring to a 69KV Ring
- This will be a joint project with City of Farmington and City of Aztec
- The 69 KV Transmission Line is 1.5 miles long to Ancient Trails Substation (which is inside City of Aztec limits), takes a left at Santa Fe Trails Road and the 69KV follows its way down to Aztec Substation.
- In the opposite direction, the 69KV runs to Pump Canyon Station (as an FYI), but this is beyond scope of the RFQP.
- This project will back up Aztec, Bloomfield, and Bergin subs
- The Right-of-Way, Site-Surveying, & Land Surveying will be done by the City of Farmington
- Stability studies are beyond this scope of work.
- The City will provide information on the sizing of breakers.
- Largest Fault Current is 12,000 amps.

Aztec:

- Originally built in 1958. It is out-of-code and will need to be scraped and start over.
- The City of Farmington is going to purchase land for this.
- There will need to be a temporary metering station.
- This will be a five-breaker ring bus with 5 switch bays. One for Bloomfield, 2 for Aztec, one for Ancient Trails, and one for the substation itself.
- There will need to be some leveling of the property. This ground is extremely hard.
- Please use approved manufacturers for all equipment.
- Vendor reports on wood transmission poles can be given.

Kirtland:

- Excavating Twin Peaks Site. There is a 150 ft. wide easement for the transmission line.
- This will be a 5 Breaker Ring Bus with a 20 MVA Bank with underground metal switchgear
- This services Fruitland Station and Mesa

- Cracks in the ground due to undermining. This subsides in 24 hours so we should have no issues.
- We will abandon the original Praxair Tap.
- There will be a metering station here. City of Farmington will do modifications to existing transmission lines.
- UW Line and Shiprock Line run parallel and belong to City of Farmington.
- Ultimate Configuration will be Ringbus not breaker and a half.

Cottonwood:

- Substation will be on the knoll. Knoll will need to come down 10 to 15 feet.
- It will be a 400 x 400 sq. piece of land with a 300 x 300 sq. pad.
- 30th and Sullivan will be by-passed.
- 115 KV Transmission line with line splitting
- 2- 20 MVA banks
- We produce 135 megawatts on our own (this is a system-wide question, not specific to Cottonwood or Sullivan Substations.)

Animas:

- 115 KV Ring
- This will be a whole new switching station
- Concrete trench with conduit or above ground control cabling
- This station will be a peak operating plant.
- We can possibly take extended outages with the power plant.
- 115KV Breakers need to be replaced due to oil leakage.
- Control Building will be Metal-Clad Switchgear with Scada system.