

## Pre-Bid Meeting Report ADDENDUM NO.1

Meeting Date: **Tuesday 4/20/2021**  
Time: **10:00 AM**  
Location: **Virtual**  
From: **Tony Chartrand**  
Subject: **Pre-Bid Meeting**

Project Name: **Barlow to Parsons Transmission Line  
Engineering & Contract**  
Project No.: **309**  
Issue Date: **4/22/2021**

Attendees: **TCL&P**  
**Tony Chartrand**

Distribution: **Attendees**

**Power System Engineering**  
**Erik Sonju**  
**Mike Mereza**

**Enercon**  
**Anthony Pasquarella**  
**Mihai Podaru**

**GRP Engineering**  
**Michael McGeehan**  
**Nic Winsemius**

**Stanley Consultants**  
**Casey Crain**  
**Matt Grylicki**  
**Tom Mergen**  
**Brian Schoer**  
**Matthew Wong**

**HDR Inc.**  
**Randy LaRiviere**  
**Jim Bauman**

**Finley Engineering**  
**Sean Middleton**  
**Chad Wolfe**

This report will confirm those items discussed and/or reached. Unless information to the contrary is received within five (5) working days, the writer will assume all participants agree with the contents of this Report. These minutes part of Addendum No.1 and this contract.

1. **Bid opening is on Tuesday May 4, 2021, 2:00 PM** at Traverse City Light & Power, 1131 Hastings St, Traverse City, MI. In order to prevent the spread of COVID-19 we ask anyone interested in attending contact Tony ahead of time.
2. Projected Completion date (energization) is **November 30, 2022**.
3. Tony Chartrand reviewed overall project.
4. Tony reviewed internal work portion to be lowering 477 ACSR conductor along Steele and 8<sup>th</sup> St. Construction contractor responsible for all other work on project.

5. Tony reviewed possible TART trail link to cemetery as well as planned roundabout, and mentioned that these elements would need to be considered in the final design. This may lead to an extension of the underground portion.
6. Tony reviewed engineering contractor scope. This includes providing a drawing package and EJCDC contracts for underground cable, poles & structures, and construction contractor.
7. Tony reviewed material list provided by contractor must match TCL&P standard material items. Material spreadsheet will be provided to winning bidder. There may be some items required that are not listed, which TCL&P would consult with the contractor on a specification or part number.
8. Engineering contractor to provide alignment staking for construction contractor.
9. TCL&P will add \$10,000 to the bids to account for extra miscellaneous work that may arise during construction. Engineering contractor to provide hourly rate sheet with bids. **DO NOT INCLUDE THIS \$10,000 IN YOUR BID.**
10. Engineering company to provide plan and profile drawings of entire new transmission line. Plan and profile drawings for portion of old transmission line being converted to distribution as well as any structure calculations along this section are not required. Underground plan and profile drawings will also be required as TCL&P will need them in order to obtain a right of way permit.
11. Okonite has determined that three runs of 1000 MCM CU will obtain TCL&P's desired ampacity of 1,862.6 amps to match TCL&P's 250 C rating of 795 ACSS. However other equipment is limiting the line to 1,200 amps, so only two runs are needed to be installed at this time. Thus the base bid will be to install two runs, with an alternate option for installing the third.
12. If depth or any other aspect of the basic duct bank layout must be changed then engineering contractor would contact TCL&P to send revisions to Okonite to ensure duct bank still meets required ampacity of 1,862.6 Amps.
13. PE stamp is not required for rating of underground cable, TCL&P accepts Okonite's calculations.
14. Okonite has only completed basic design of the duct to ensure TCL&P can obtain their desired ampacity rating. Engineering contractor is responsible for detail drawings and site layout of the duct bank itself. Engineering contractor will also be responsible for determining if any structures should be added to the design such as vaults or manholes for cable pulling or ease of installation purposes.
15. Utilities are difficult to accurately locate without digging them up prior to the project start. Engineering contractor should plan to call a design Miss Dig ticket to gather approximate locations and depths of other utilities facilities. Engineering contractor should allow for some wiggle room in the design as to total installed length and route for the duct bank if minor adjustments have to be made due to unforeseen field conditions.
16. According to records TCL&P has, a 24" water main should be the only utility located near where the duct bank is to be installed on the north side of Parsons Rd. According to the city records this line is as close as 6' to Parsons Rd near Airport Access Rd, and quickly becomes 14-16' away from the edge of pavement. It continues approximately 1,750' west of Airport Access Rd before crossing Parsons Rd. The line is assumed to be 5-6' deep. Attached is an old map obtained from the city.
17. TCL&P desires to save as many trees as possible, so placing the duct bank in an area where trees would not have to be removed would be preferable.

18. All invoices are sent to Tony for approval. After approval Tony will forward on for payment. Schedule of payments is negotiable.
19. Engineering contract terms are nonnegotiable.
20. Tony to perform construction inspections and administration. If any further work is required of the engineering contractor it shall be billed according to the hourly rate provided.
21. Engineering contractor representative and Tony shall perform a walkthrough of the entire line to ensure that the engineering contractor's design will be the same as Tony's vision.
22. Engineering contractor to plan a 90% project review to ensure everything with the design is satisfactory, and to incorporate any minor changes.
23. Engineering contractor to design underground termination structure, this includes any geo-engineering work required. Structures used shall be self supporting laminated wood or steel.
24. Engineering contractor to advise TCL&P on pole material selection given the current pricing. TCL&P would prefer wood, but if the price approaches or exceeds other materials then TCL&P would like to explore utilizing another material.
25. There are a number of short guy lead lengths on the route that may require self supporting structures due to lack of space for extending the lead lengths. Engineering contractor should make themselves aware of the existing site conditions and make a high level determination of if additional self supporting structures will need to be utilized, as engineering contractor will be responsible for engineering work for all required self supported structures.
26. There is no existing survey data for this line, engineering contractor to hire or perform themselves the required survey work.
27. TCL&P will hold the contracts, engineering contractor will not have to be a third part to the material or labor contracts.
28. TCL&P would like the engineering contractor to optimize structure placement and minimize cost. TCL&P recognizes that there may not be much that can be done due to the nature of the city environment.
29. TCL&P will coordinate directly with MDOT and Great Lakes Central. Engineering contractor only has to provide required materials to submit with permit to MDOT.
30. TCL&P will fill out FAA 7460-1 forms. Engineering contractor to provide coordinates and height of poles above sea level.
31. Engineering contractor to update TCL&P's line impedance chart and update relay setting files for (4) existing SEL 311B relays at the substations. TCL&P will provide the existing settings, so all that would be required is updated impedance values.
32. A typo was found in the Iran Sanctions Act. This has been corrected and the revised version of the bid document has been attached. Please use this revised version for the bid.
33. Record drawings for the original line have been found and attached here.

Signed: Tony Chartrand  
Traverse City Light & Power