Town of Forest City

Request for Qualifications

Electric Substation Project Engineering Services Addenda

1. **Other Opportunities:** Will there be any additional RFQ opportunities for the electric substation project?
    a. Yes.
2. **Clarification Regarding Federal Funding Experience**
    a. *Question:* Should responding firms discuss their experience working on federally funded projects?
    b. *Response:* Yes. Responding firms are encouraged to describe their experience providing engineering services for projects supported by federal funding, including experience with applicable federal grant requirements, documentation, and project administration.
3. **Scope boundaries and utility coordination:**
    a. *Question:* How will responsibilities be divided among the Town, Duke Energy, and the selected engineer for the transmission connection, off-site feeders, protection, metering, and SCADA? What interconnection studies, agreements, or utility design work are already complete or underway?
    b. *Answer:* The selected engineer will coordinate the Town-side substation, transmission connection, feeder connections, protection, metering, and SCADA design with Duke Energy and other providers. Existing interconnection studies, agreements, and utility design work will be discussed during scope negotiation.

4. **Current budget and schedule:**
    a. *Question:* What current project budget, target in-service date, and mandatory funding milestones should firms address in their approach? Which services are expected in the initial engineering authorization, and are later phases dependent on additional funding or approvals?
    b. *Answer:* The PER estimates $9,710,600 for construction and equipment related components and contingency. This initial authorization includes the entire

engineering services which includes confirming the design basis, investigation permits and utility coordination, design and project management, procurement of construction and equipment, and commissioning and closeout. See below for the estimated project schedule:

i. **Phase 1 (Months 1-6)**: Obtain property rights and begin Engineering Design (non-EDA funded)
ii. **Phase 2 (Months 6-12):** Permitting and formal bidding of major substation equipment and materials
iii. **Phase 3 (Months 12-20)**: Equipment procurement (lead times 12 -30 months). Competitive bidding for Sitework and Substation Construction
iv. **Phase 4 (Months 20–32):** Substation Construction Period
v. **Phase 5 (Months 32-36)**: Testing, commissioning, and grid integration.
vi. **Completion**: Projected for Q1 2029.

5. **Construction and commissioning support:**
    a. *Question:* Does the Town anticipate periodic construction observation or a resident representative? For commissioning, will the engineer coordinate and witness testing, or also provide personnel to perform equipment and relay testing?
    b. *Answer:* The PER includes construction and commissioning but does not specify resident observation or who performs equipment and relay testing. Observation levels, testing personnel, and the engineer's coordination and witnessing responsibilities will be established during scope negotiation.
6. **Procurement strategy:**
    a. *Question:* Does the Town anticipate separate equipment purchases or multiple construction contracts? Have any major equipment procurements already started, and who will hold the purchase orders and manage vendor coordination?
    b. *Answer:* The PER originally anticipated one construction contract covering site preparation, installation, construction, and commissioning. Its original schedule also contemplates advanced bidding of major equipment. However, a minor amendment with the Economic Development Administration is being considered to procure the equipment prior to procuring a construction firm. Additionally, a geotechnical study will be procured through a separate RFQ process since that is being funded with federal money and must follow federal procurement requirements. The Town and the chosen firm will manage vendor coordination together.
7. **Project priorities and design flexibility:**
    a. *Question:* What operational needs and outcomes are most important to the Town? Which requirements from the PER are established, and which does the Town expect the selected engineer to evaluate or recommend alternatives for?
    b. *Answer:* The priorities are a third delivery point, greater reliability and redundancy, disaster resilience, and capacity for future growth. The preliminary concept is a 30 MVA, 46 kV-to-12.47 kV station with two transformers and provision for six outgoing circuits. The engineer must verify these criteria and resolve differing PER references to voltages, transformer ratings, feeder quantities, and yard dimensions. Alternatives may be recommended subject to Town and applicable Economic Development Administration approvals.
8. **Evaluation of system familiarity:**
    a. *Question:* How will familiarity with Forest City's electric system be evaluated within the references, past-performance, and system-familiarity criterion? What

evidence would demonstrate sufficient understanding for firms without prior Town assignments?

b. *Answer:* References, past performance, and system familiarity collectively receive 15 points. Prior Town assignments and familiarity with the Town's electric system are not required but are preferred. Firms may demonstrate understanding through comparable utility and federal grant experience.