

CITY OF AUSTIN

SCOPE OF WORK

AERIAL MAINTENANCE SERVICES

**GENERAL REQUIREMENTS**

The City of Austin Electric Utility Department, hereinafter referred to Austin Energy (AE), seeks a qualified contractor to provide aerial maintenance services for energized and de-energized lines rated at 345kV, 138kV, and 69kV. By submission of a bid, Contractor acknowledges that it has satisfied itself as to the nature of the work and all requirements therein. Contractor shall perform the work in accordance with this Scope of Work (Section 0500), Specification E-1634 (Attachment 1) and with the understanding of the general tower dimensions shown in Attachment 2.

1. **DELIVERY REQUIREMENTS:**

Contractor shall perform all work properly, in a timely manner and in accordance with Austin Energy's (AE) schedule including, providing services seven (7) days a week in addition to holidays as directed.

AE's representative may be required to accompany Contractor personnel in the execution of this work, when required, the Contractor shall provide aircraft space.

- A. Contractor shall arrive on site ready to work at most seven (7) calendar days after written Delivery Order is issued, unless specified later by AE.
- B. Contractor shall confirm work order release within twenty-four hours of receipt from AE (either by fax or e-mail)
- C. A circuit map will be provided to Contractor prior to project commencement.
- D. AE requires 72 hour pre-notice per circuit prior to Contractor's start.
- E. Contractor will perform necessary switching if required to de-energize conductors. Contractor will be required to ground if necessary.
- F. Contractor shall provide AE's representative at the conclusion of each workday a detailed listing of hours worked, personnel and equipment utilized, summary of work performed with corresponding circuit and structure numbers completed.
- G. All issued work must be completed prior to Contractor demobilization unless approved by AE in writing. AE will not compensate contractor for demobilization and remobilization of uncompleted scheduled work.

2. **CONTRACTOR'S FACILITIES:** If required, AE can provide equipment parking during project duration.

3. **CREW DESCRIPTION**

- A. Contractor shall submit to AE resumes of all personnel assigned to this project prior to the start of each work release. All Contractor personnel must obtain from AE an identification badge. This badge must be worn and displayed properly at all times while on and when servicing AE's property.
- B. Crew make up shall be mutually agreed upon between Contractor and AE prior to project commencement.

4. **FURNISHED MATERIALS**

A. Austin Energy

Unless specifically stated otherwise or special provisions are made, AE shall furnish all materials and hardware entering into permanent construction including but not limited to mounting hardware, insulators, conductors, and any associated miscellaneous hardware. AE shall provide only the correct amount of materials necessary for the permanent installation of required facilities.

B. Contractor

Unless otherwise stated herein or in the detail drawings, the Contractor shall furnish all required labor, non-specified materials, equipment and/or machinery, and all safety equipment necessary for the execution and completion of the scope of work specified by this agreement. Additionally, all required hand tools for performing work and appropriate first-aid supplies shall be standard equipment.

AE shall not be held responsible for the care, preservation, maintenance or protection of any materials, tools, machinery, or safety devices. Nor shall the AE be responsible for any part of the work until it is completed and accepted.

5. **MATERIAL ACCEPTANCE BY CONTRACTOR**

Materials furnished by AE will be received by the Contractor at locations designated by AE. Generally, AE will group materials in accordance to specific projects or jobs in designated areas in AE services center yards. The Contractor shall:

- A. Accept the materials at delivery points specified;
- B. Verify to satisfaction that the delivered materials are in good condition and the quantities are correct;
- C. Load, unload, haul, distribute, and store all materials furnished by AE.
- D. Execute receipt for all materials accepted from AE.
- E. Report to the AE and return any materials that do not meet specifications, broken, damaged or unused

After materials acceptance as specified above, Contractor shall become solely responsible for their care, storage, and protection. In the event materials are lost, stolen, or destroyed after the Contractor receipt, their repair or replacement shall be entirely at the Contractor's expense.

6. **MATERIAL STORAGE**

After any materials is issued to Contractor, all materials and equipment shall be stored so as to protected from damage, degradation by the elements, theft, breakage, and in a neat and orderly fashion.

7. **RESPONSE TIME / DELAYS**

Contractor must be able to provide services seven (7) days a week in addition to holidays as directed by AE.

Regular Service

On a routine bases throughout the term of the contract, AE will issue work releases in which the contractor must arrive onsite with a seven day notice.

### Emergency Response

AE may require contractor to perform work on an emergency basis. This is applicable when service is requested within the regular services notification of seven (7) calendar days. When emergency service is required, the contractor must provide helicopter services with Aerial Inspection and Photography Crews that will be required to be onsite and ready to commence work within twenty-four (24) hours of notification. Any additional crews must arrive and be available to commence work within forty-eight (48) hours of notification.

### Delays

Contractor shall not charge AE for any delays due to fueling, maintenance, or mechanical failure of Contractor's equipment. If after work commences and there is a delay due to inclement weather, Contractor may only charge AE for the actual time that work was performed.

While performing work on a planned line outage, it may be necessary on a short notice bases to re-energize the line. This may be due to load requirements or at the direction of the Electric Reliability Council of Texas (ERCOT). Time spent by the Contractor in putting the line back in service and proceeding to the next scheduled circuit, may be charged to AE