

**Power & Control Engineering
Professional Services Agreement Appendix
To be attached to CBS's standard agreement
May 14, 2012**

Appendix A Scope of Work

The intent of this contract is to allow the City of Sitka to continue to utilize Mr. Dryden's engineering power system expertise and familiarity with the system to complete many tasks related to the Blue Lake Expansion, and to complete or help others complete a list of Electric Dept. Capital Projects still in progress.

Attached are two spreadsheets made part of this agreement and attached:

- a. One showing all the ongoing tasks related to the Blue Lake Expansion Project
- b. One showing all the other tasks not related to Blue Lake Expansion.

Appendix B Compensation

Compensation

Compensation for Power & Control Engineering will be based on actual hours, expenses and the cost of third party services.

- 1) Hourly rates for Robert Dryden are \$140.00/hr for engineering, which is expressed in US dollars. Rates will be adjusted to include an annual 2.5% increase effective each year, with the first increase occurring on January 1, 2013.
- 2) Overtime will be billed at straight time rate.
- 3) Internal expenses, such as IT (computer, standard software, etc.) are included in the hourly rate and will not be charged separately.
- 4) External expenses (express mail, travel, hotel, etc.) billed at cost plus 5% mark-up.
- 5) Sub-consultants' invoices will be marked up 5%.
- 6) Compensation for field services during construction involves housing, subsistence and other assignment costs, which will be negotiated at the time that services are required.
- 7) Power & Control Engineering is based in Sitka, but has work throughout the State. If on assignment outside Sitka and City's needs require travel back to Sitka, not in the Contractor's normal schedule, CBS will be responsible for those charges.
- 8) Per Diem, if applicable would be at the current CBS rates of Breakfast \$10, Lunch \$19, Dinner \$32.
- 9) Support staff of Power & Control Engineering currently amounts to Lucia A. Dryden. The majority of her work is in support of Mr. Dryden and incorporated within his

rates. Should she be required to assist in engineering tasks (for example, survey or data reduction) she will be charged at \$35 per hour and overtime at the same rate.

Appendix C Communication

Communication Organization

Communications between the Contractor and the CBS shall include Chris Brewton, the Electric Dept. Director and the CBS's Blue Lake Expansion Project Manager, Dean Orbison PE for the CBS and Robert Dryden PE for the contractor.

All communications regarding scope, schedule or budget shall be directed to the CBS's Project Manager or the Electric Dept. Director. All communications requesting agreement or confirmation of technical decisions or conclusions shall be directed to the CBS's Project Manager or Electric Dept. Director as appropriate.

Communications directly between the Contractor, the general engineering consultant, CBS staff or the CBS's individual consultants may take place, provided that all such communications are appropriately copied to the CBS's Project Manager.

Direction of Work by Designated Contacts

Contractor's work to perform tasks shall be directed and requested by the CBS's Blue Lake Expansion Project Manager, or Electric Dept. Director. Requests and direction will be submitted to the contractor in writing usually by e-mail. The contractor shall acknowledge each request and provide a short proposal to perform the work and timetable to complete it. POs will be issued by the CBS in the form of a general retainer for the work performed.

Reporting

Contractor shall provide a monthly report summarizing work performed during the month, and status of the work in progress. This report is to be submitted with all monthly invoices.

Appendix D Work Products

Work Products / Deliverables

Most work performed under this contract need not be stamped by a professional engineer. True engineering design work or studies, will be stamped if appropriate, or if requested.

All deliverables must be submitted in the electronic format that it was generated (i.e. WORD, Excel, ACAD), so that it may be modified, a pdf format for publication, and paper copies when and as requested by the CBS.

Progress submittals shall also be submitted in Adobe Acrobat .pdf format. As needed, the underlying documents shall be edited as needed to provide easily readable .pdf format documents.

Use of Deliverables

The CBS retains the right to use all work products paid for by the CBS to continue the development and construction of the Blue Lake Expansion Project. The work products may be released to third parties to continue the work if necessary.

Appendix E Schedule

The Scope of Work related to Blue Lake will be performed as the Blue Lake Expansion Project progresses to completion. The Project is scheduled for completion in late 2014 or early 2015. The non Blue Lake Expansion task list will be scheduled with the City as specific Work Orders are issued.

Appendix F Additional Firm Information

Firm Qualifications – Power & Control Engineering

Power & Control Engineering is a sole proprietorship currently consisting of one Owner – Robert E. Dryden PE and one staff, Lucia A. Dryden. Mr. Dryden has 40 years experience in the Electric Power industry, having worked on hundreds of generation, distribution, transmission, tank farms, and pipelines. This work included system planning, finance, design, construction management, startup and troubleshooting.

Mr. Dryden is very familiar with the design of the Blue Lake Expansion, helping to select and develop this project in his role as System Engineer via as a staff reviewer of the Hatch Consultants design of the project, as well as designing switchgear, controls, and related projects in support of the expansion.

Experience in Construction Management

The attached resume' describes some of Mr. Dryden's major construction management experience, extending over 40 years and over the entire State of Alaska.

Proposed Staff Organization

Our proposed staff includes Robert E. Dryden PE as an individual engineer and Lucia A. Dryden as staff. It is possible that the firm may add staff in the future and that staff might be available for work to support the City of Sitka Electric Dept. The employment of staff other than Robert Dryden would only be provided following written approval of these individuals by the City of Sitka project manager or Electric Dept. Director.

Resumes of Key Staff

The resume for Robert E. Dryden PE is attached.

Robert E. Dryden PE worked for the City and Borough of Sitka Electric Dept. as the System Engineer from May 2003 to May 2012. He was in charge of system planning, system capital improvements, design of large customer services, project manager for many capital projects, system troubleshooting, etc.

Blue Lake Expansion Project: He worked closely as a member of staff to choose this project between several alternatives. He has worked with Hatch Energy on the design of all the electrical systems, particularly the switchgear, control systems, and communications.

Hydro Governor Systems: He was the project manager and primary designer of the digital governor control systems upgrade for both Green Lake Hydro and Blue Lake Hydro. He has an excellent understanding of the Sitka governor systems.

Hydro Regulator Systems: He was the project manager and primary designer of the voltage regulator upgrades of Blue Lake and very familiar with the Green Lake voltage regulator systems.

Communications System: He has worked with the primary SCADA consultant over these nine years, designed the control system for Industrial Park Substation, developed the overall SCADA communications plan to be utilized for entire system.

A current resume' is attached.