

Scott,

Here is the estimate from Mill Drill for the change orders we discussed to install a bore heading south on Franklin as part of the future Davis Road circuit as well as the additional bores near The Depot to tie in the fiber lines for IT. We would include this change order as part of the original phase 3 quote from Mill Drill for the work heading north along the East side of Franklin, then east down the Pensy Trail, then tying into the risers for the remaining Riley Sub circuits. Let me know if you have any questions, but if you approve this change order please just reply to this email and I will make sure this work gets approved for Mill Drill to start work.

Thanks,



Bill Castrodale

Senior Project Engineer

IMPA Service Corp

A: 11610 N. College Ave., Carmel, IN 46032

P: 317-575-3869 | M: 317-726-7261

E: billyc@impa.com | W: www.impa.com



From: MillDrill Inc. <quickbooks@notification.intuit.com>

Sent: Wednesday, February 28, 2024 2:44 PM

To: Bill Castrodale <billyc@impa.com>

Cc: andrew@milldrill.net

Subject: Estimate 1051 from MillDrill Inc.

ESTIMATE 1051 DETAILS

Mill
Drill

MillDrill Inc.

MillDrill Inc.
708 West 2nd Street
Rushville, IN 46173
+1 7655610920



ADDRESS

Bill Castrodale
IMPA
11610 N College Avenue
Carmel, IN 46032

Estimate 1051

DATE 02/28/2024

CUSTOMER JOB #

GP&L Phase 3 Change Order

LOCATION

Franklin St. - Depot Street Pk.

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	Bore 6" Conduit Bore approximately 805ft - Install 6" conduit from Davis Road Circuit Junction Box to Riser Pole	1	18,112.50	18,112.50
	Install (3) 1000MCM Primary Cable Install approximately 900ft of (3) 1000 Primary Cable, 15kva Rated, into 6" HDPE	1	5,850.00	5,850.00
	Sales Directional Bore approximately 475ft from Fiber Box PB10 to existing Fiber Box, Install (2) 1 1/4" conduits for fiber	1	3,087.50	3,087.50
	Sales Install approximately 525ft of 48ct Fiber Cable into 1 1/4" Conduit	1	525.00	525.00

TOTAL \$27,575.00

Accepted By

Accepted Date

**POSITION DESCRIPTION
CITY OF GREENFIELD, INDIANA**

Formatted: Left: 0.75", Top: 0.5"

POSITION: Technical Services Supervisor
DEPARTMENT: Power and Light
WORK SCHEDULE: 7:00 a.m. - 4:00 p.m., M-F
JOB CATEGORY: LTC (Labor, Trades, Crafts)

DATE WRITTEN: August 2020

STATUS: Full-time

DATE REVISED: March 2024

FLSA STATUS:

Non-exempt

To perform this position successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed in this document are representative of the knowledge, skill, and/or ability required. The City of Greenfield provides reasonable accommodation to qualified employees and applicants with known disabilities who require accommodation to complete the application process or perform essential functions of the job, unless the accommodation would cause an undue hardship.

Formatted: Justified

Incumbent serves as the Technical Services Supervisor for the Power and Light Department, responsible for supervising the technical services for the daily operations of the system.

Duties:

Supervises technical services for the operation of the electric distribution system and load management including but not limited to monitoring distribution circuits and substation switching, design, deployment, maintenance, and operation of the Supervisory Control and Data Acquisition (SCADA) system, project management of electrical substation facilities, and coordinate mapping of the electrical grid.

Work involves hardware and software configuration, systems installation, maintenance and repair, and the support of various technical equipment, systems and services, including installing wiring, troubleshooting, repair/replacement, configuration of programmable logic controllers (PLCs), remote terminal units (RTUs), intelligent electronic devices (IED), Human Machine Interfaces (HMIs), relays, sensors, switches, routers, Ethernet, fiber optic networks, radio telemetry/communications equipment, communication protocols.

Ensure the efficient and reliable operation of SCADA systems, monitoring real-time data, and collaborating with cross-functional teams to optimize process control and data management. Ensures that system performance meets dependability targets and that all outages or problems are analyzed for cause, trends, and duration, then documented.

Monitors processes, testing, and implementation of system upgrades and enhancements as well as data backups for specialized Electric Utility software and hardware.

Collaborates with other Power and Light supervisors to monitor and manage distribution load.

Analyze real-time and historical data to identify trends, anomalies, and potential issues within the SCADA and Advanced Metering Infrastructure (AMI) systems for reliability tracking and report any incidents to the Reliability Coordinator.

Assist with managing projects related to the electrical substation maintenance and distribution system.

Elect/Tech Svs Supr

Work closely with the T&D Field Services Supervisor to monitor and maintain the Outage Management software programs and activities.

Ensure that all GIS mapping and records are properly maintained and updated as warranted.

Serves as the utility's liaison to the ArcGIS mapping functions within the utility as well as to other utility departments and maintains communication with contractors to coordinate mapping system planning, and studies.

Collaborate with cross-functional teams to implement and maintain cybersecurity measures to protect SCADA systems from unauthorized access, cyber threats, and vulnerabilities.

Coordinates and performs repair and maintenance activities with other staff to minimize disruptions. Supervises technical services for the operation of the electric distribution system, load management, including monitoring circuits and substation switching.

Formatted: Justified

Serves as the utility's liaison to the ARC GIS mapping functions within the utility.

Serves as a liaison to other utility departments and maintains communication with contractors to coordinate mapping system planning, and studies.

Coordinates power distribution system construction and maintenance projects.

Assists contractors and homeowners with electric utility requirements, specifications and scheduling.

Collaborate with the Operations Supervisor to monitor and manage the SCADA system to insure that data is acquired and proper responses are incorporated into the load management.

Supervises the Reliability Tracking and reporting to FERC and other agencies.

Assist with managing projects related to the electric distribution system by preparing work orders.

Work closely with the T&D Field Services Supervisor to monitor and maintain the Outage Management software programs and activities.

Insure that all "Beacon" GIS mapping and records are properly maintained and updated as warranted.

Serves on 24-hour call for emergencies.

Performs related duties as required.

Formatted: Font: Not Bold

I. SKILLS AND KNOWLEDGE:

Two-year associate degree in job-related technical training or equivalent work experience.

Ability to meet all hiring requirements, including department-required certifications, passage of a medical exam, and a drug test.

Working knowledge of distribution system switching and substations, and working knowledge of and ability to make practical application of Department and OSHA safety policies and procedures and concepts of electricity.

Knowledge of the North American Electric Reliability (NERC) Critical Infrastructure Protection (CIP) requirements dealing with SCADA.

Knowledge of cyber security principles and best practices.

Ability to work with computer applications related to AutoCAD, ArcGIS Mapping, SCADA Systems configuration (e.g. Human Machine Interface (HMI) as well as status/analog input and output points in the database), SCADA report creation, Load Management, online forms management, and the NISC Suite of Programs.

Strong knowledge of communications protocols such as Modbus, SEL, DNP3, TCP/IP, IEC 61850, etc.

Experience with programming, configuration, maintenance, and troubleshooting of Intelligent Electronic Devices (IEDs) and Remote Terminal Units (RTUs).

Ability to read and interpret maps, electrical diagrams, specifications, and safety manuals.

Understand basic AC and DC circuitry.

Perform various basic mathematical calculations.

Proficient with electronic test equipment used in the installation, maintenance, calibration, and repair of substation equipment, AC/DC circuits, SCADA systems, relays, sensors, computer networks, etc.

Knowledge of NISC, Tantalus, Survalent, ArcGIS, AutoCAD, NovaTech, Schweitzer Engineering Laboratories (SEL), and Electro Industries software and hardware.

Ability to understand and effectively carry out verbal and written instructions and the ability to give clear and concise verbal and written instructions.

Ability to work alone and with others in a team environment with minimum supervision, often under time pressure.

Ability to provide public access to or maintain confidentiality of department information and records according to state requirements.

Ability to comply with all employer and department policies and work rules, including, but not limited to, attendance, safety, drug-free workplace, and personal conduct.

Ability to effectively communicate with co-workers, other City departments, and the public, including being sensitive to professional ethics, gender, cultural diversities, and disabilities.

Ability to occasionally work extended, weekend and/or evening hours.

~~Ability to serve on 24-hour call and respond swiftly, rationally, and decisively to emergency situations.~~

Formatted: Justified

~~High school diploma or GED.~~

~~Ability to collaborate with work crews while conducting switching, including load management instruction and providing training.~~

~~Ability to meet all hiring requirements, including department required certifications, passage of a medical exam and a drug test.~~

~~Working knowledge of distribution system switching and substations, and working knowledge of and ability to make practical application of Department and OSHA safety policies and procedures and concepts of electricity.~~

~~Ability to work with computer applications related to AutoCAD, the GIS Mapping System, SCADA System, Load Management, NISC Suite of Programs including Outage Management.~~

~~Ability to physically perform assigned duties, including hearing mechanical sounds, close vision, standing/walking for long periods, lifting/carrying objects weighing up to 90 pounds, pushing/pulling objects, reaching, bending, crawling, crouching/kneeling, climbing poles, and handling/grasping/fingering objects.~~

~~Ability to read and interpret maps, mechanical drawings, specifications, and safety manuals.~~

~~Ability to provide public access to or maintain confidentiality of department information and records according to state requirements.~~

~~Ability to comply with all employer and department policies and work rules, including, but not limited to, attendance, safety, drug-free workplace, and personal conduct.~~

~~Ability to understand and follow written and oral instructions and work alone and with others in a team environment with minimum supervision, often under time pressure.~~

~~Ability to effectively communicate with co-workers, other City departments and the public, including being sensitive to professional ethics, gender, cultural diversities and disabilities.~~

~~Ability to occasionally work extended, weekend and/or evening hours.~~

~~Ability to serve on 24-hour call and respond swiftly, rationally and decisively to emergency situations.~~

~~Possession of a valid Commercial Driver's License with required endorsements and demonstrated safe driving record.~~

II. RESPONSIBILITY:

Incumbent receives detailed instructions and work is reviewed for accuracy and compliance with instructions. Incumbent must work carefully to avoid injury or damage to the self of equipment.

Incumbent reports directly to the Electric Utility Manger.

III. PHYSICAL EFFORT:

Incumbent performs a variety of monitoring activities on power lines involving hearing mechanical sounds, close vision, standing/walking for long periods, lifting/carrying objects weighing up to 90 pounds, pushing/ pulling objects, reaching, bending, crawling, crouching/kneeling, and handling/grasping/fingering objects.

IV. WORKING CONDITIONS:

Incumbent performs duties inside and outside with some exposure to extreme weather. At times, the incumbent works around ~~high-voltage~~high-voltage lines and in high places on ladders and poles, for which safety precautions must be followed at all times.

Formatted: Justified

APPLICANT/EMPLOYEE ACKNOWLEDGMENT

The job description for the position of Technical Services Supervisor for the Power and Light Department describes the duties and responsibilities for employment in this position. I acknowledge that I have received this job description, and understand that it is not a contract of employment. I am responsible for reading this job description and complying with all job duties, requirements, and responsibilities contained herein, and any subsequent revisions.

Is there anything that would keep you from meeting the job duties and requirements as outlined?

YES _____ NO _____
~~Yes _____ No X _____~~

Applicant/Employee signature

Date

Print or Type Name



GREENFIELD POWER & LIGHT

333 South Franklin Street
Greenfield, Indiana 46140
www.GreenfieldIN.org
Phone: (317) 477-4370
Fax: (317) 477-4371

March 7, 2024

Mayor Guy Titus
Board of Works and Public Safety
City of Greenfield
10 South State Street
Greenfield, Indiana 46140

Re:

Honorable Mayor Titus and Board Members,

I would like to request that Pat Byerley be promoted to the position of Technical Services Supervisor. This will be effective as of March 16, 2024, with a bi-weekly pay rate of \$3,428.43.

Sincerely,

Scott Yost
Electric Utility Manager