



# City of Denton

City Hall  
215 E. McKinney St.  
Denton, Texas 76201  
[www.cityofdenton.com](http://www.cityofdenton.com)

## Meeting Agenda Public Utilities Board

---

Monday, October 27, 2025

9:00 AM

Council Work Session Room

---

### **REGISTRATION GUIDELINES FOR ADDRESSING THE PUBLIC UTILITIES BOARD**

Citizens will be able to participate in the following way:

- eComment – The agenda was posted online at <https://tx-denton.civicplus.com/242/Public-Meetings-Agendas>. Once the agenda is posted, a link to make virtual comments using the eComment module will be made available next to the meeting listing on the Upcoming Events Calendar. Using eComment, Individuals may indicate support or opposition and submit a brief comment about a specific agenda item. eComments may be submitted up until the start of the meeting at which time the ability to make an eComment will be closed. eComments will be sent directly to members of the Public Utilities Board immediately upon submission and recorded by the Secretary into the Minutes of the Meeting.

After determining that a quorum is present, the Public Utilities Board of the City of Denton, Texas will convene in a Regular Meeting on Monday, October 27, 2025, at 9:00 a.m. in the Council Work Session Room at City Hall, 215 E. McKinney Street, Denton, Texas at which the following items will be considered:

### **REGULAR MEETING**

#### **1. PRESENTATIONS FROM MEMBERS OF THE PUBLIC**

This section of the agenda permits a person to make comments regarding public business on items as listed on the agenda. Each speaker will be allowed a maximum of four (4) minutes. Such person(s) shall have registered under the REGISTRATION GUIDELINES FOR ADDRESSING THE PUBLIC UTILITIES BOARD detailed at the beginning of this agenda. Registration is required prior to the time this agenda item is read into the record.

#### **2. CONSENT AGENDA**

Each of the items on the Consent Agenda is recommended by the Staff and approval thereof will be strictly on the basis of the Staff recommendations. Approval of the Consent Agenda authorizes the City Manager or designee to implement each item in accordance with the Staff recommendations. The Public Utilities Board has received background information and has had an opportunity to raise questions regarding these items prior to consideration.

Listed below are bids, purchase orders, contracts, and other items to be approved for payment or other action under the Consent Agenda (Agenda Items A). This listing is provided on the Consent Agenda to allow Public Utilities Board Members to discuss or withdraw an item prior to approval of the Consent Agenda. If no items are pulled, the Consent Agenda Items will be approved with one motion. If items are pulled for separate discussion, they may be considered as the first items following approval of the Consent Agenda.

- A. [PUB25-200](#) Consider recommending adoption of an ordinance of the City of Denton, a Texas

home-rule municipal corporation, authorizing the approval of Change Order No. 10 to the Design-Build Agreement between the City of Denton and Beta Engineering, LLC, for the design and construction of the Hickory Gas Insulated Substation for Denton Municipal Electric; providing for the expenditure of funds therefor; and providing an effective date (RFQ 7670 - Change Order No. 10 in the not-to-exceed amount of \$1,008,314.26, for a total contract award aggregated to \$44,446,058.31).

**Attachments:**      [Exhibit 1 - Agenda Information Sheet](#)  
[Exhibit 2 - Original Ordinance, Contract, Ordinances, and Change Orders 1-9](#)  
[Exhibit 3 - Ordinance and Change Order 10](#)

### 3. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. [PUB25-202](#) Consider approval of the October 13, 2025 minutes.

**Attachments:**      [10.13.25 PUB Minutes](#)

- B. [PUB25-201](#) Consider recommending adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to execute a contract with Exceleron Software, LLC., for a prepaid utilities solution for the Customer Service Department, which is the sole provider of this software, in accordance with Texas Local Government Code 252.022, which provides that procurement of commodities and services that are available from one source are exempt from competitive bidding, and if over \$50,000, shall be awarded by the governing body; providing for the expenditure of funds therefor; and providing an effective date (File 8923 - awarded to Exceleron Software, LLC., through September 30, 2038, in the not-to-exceed amount of \$15,460,605.23).

**Attachments:**      [Exhibit 1 - Agenda Information Sheet](#)  
[Exhibit 2 - Original Contract](#)  
[Exhibit 3 - Presentation](#)  
[Exhibit 4 - Ordinance and Amendment 1](#)

- C. [PUB25-187](#) Management Reports
1. Integrated Utility Payment Solutions Memo
  2. FM 1515 Utilities Relocation Memo
  3. Bond Rates Memo
  4. Future Agenda Items
  5. New Business Action Items

**Attachments:**      [1. Integrated Utility Payment Solutions Memo](#)  
[2. FM 1515 Utilities Relocation Memo](#)  
[3. Bond Rates Memo](#)  
[4. Future Agenda Items](#)  
[5. New Business Action Items](#)

### 6. CONCLUDING ITEMS

A. Under Section 551.042 of the Texas Open Meetings Act, respond to inquiries from the Public Utilities Board or the public with specific factual information or recitation of policy, or accept a proposal to place the matter on the agenda for an upcoming meeting AND Under Section 551.0415 of the Texas Open Meetings Act, provide reports about items of community interest regarding which no action will be taken, to include: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen; a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; or an announcement involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

#### CERTIFICATE

I certify that the above notice of meeting was posted on the official website (<https://tx-denton.civicplus.com/242/Public-Meetings-Agendas>) and bulletin board at City Hall, 215 E. McKinney Street, Denton, Texas, on October 21, 2025, in advance of the three (3) business day posting deadline, as applicable, and in accordance with Chapter 551 of the Texas Government Code.

---

OFFICE OF THE CITY SECRETARY

NOTE: THE CITY OF DENTON'S DESIGNATED PUBLIC MEETING FACILITIES ARE ACCESSIBLE IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT. THE CITY WILL PROVIDE ACCOMMODATION, SUCH AS SIGN LANGUAGE INTERPRETERS FOR THE HEARING IMPAIRED, IF REQUESTED AT LEAST TWO (2) BUSINESS DAYS IN ADVANCE OF THE SCHEDULED MEETING. PLEASE CALL THE CITY SECRETARY'S OFFICE AT 940-349-8309 OR USE TELECOMMUNICATIONS DEVICES FOR THE DEAF (TDD) BY CALLING 1-800-RELAY-TX SO THAT REASONABLE ACCOMMODATION CAN BE ARRANGED.



# City of Denton

City Hall  
215 E. McKinney Street  
Denton, Texas  
www.cityofdenton.com

## AGENDA INFORMATION SHEET

**DEPARTMENT:** Procurement  
**ACM:** Christine Taylor  
**DATE:** October 27, 2025

### SUBJECT

Consider recommending adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the approval of Change Order No. 10 to the Design-Build Agreement between the City of Denton and Beta Engineering, LLC, for the design and construction of the Hickory Gas Insulated Substation for Denton Municipal Electric; providing for the expenditure of funds therefor; and providing an effective date (RFQ 7670 – Change Order No. 10 in the not-to-exceed amount of \$1,008,314.26, for a total contract award aggregated to \$44,446,058.31).

### STRATEGIC ALIGNMENT

This action supports Key Focus Area: Enhance Infrastructure and Mobility.

### INFORMATION/BACKGROUND

The work to be provided under this Change Order to contract 7670 includes additional scope added by Denton Municipal Electric (DME), construction complications due to unforeseen obstructions, sidewalk additions, delays by DME, and a reel of spare transmission cable. DME anticipates no future changes for this contract. The costs of change order #10 are detailed below.

<b>Project Description</b>	<b>Contract Estimate</b>
4" Conduit Installation	\$6,916.79
Oak Street Underground Obstruction	103,827.39
Bonnie Brae Road Cave-in	84,193.40
HK221, HK223, and HK232 Duct Bank Underground Obstruction	168,261.64
HK234 and HK244 Duct Bank Underground Obstruction	150,796.32
Southwire Remobilization	86,605.75
Spare Transmission Conductor	300,000.00
Pegoda Design	28,820.00
Transmission Line Shroud	65,657.53
Sidewalk Installation	13,235.44
<b>Total</b>	<b>\$1,008,314.26</b>

## **PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On December 14, 2021, City Council approved a contract with Beta Engineering, LLC, in the not-to-exceed amount of \$40,469,000 (Ordinance 21-2701).

On August 16, 2022, City Council approved Change Order No. 1 with Beta Engineering, LLC, in the not-to-exceed amount of \$811,000 for a total contract amount of \$41,280,000 (Ordinance 22-1540).

On May 12, 2023, Purchasing approved Change Order No. 2 with Beta Engineering, LLC, in the not-to-exceed amount of \$37,000, for a total contract amount of \$41,317,000.

On June 6, 2023, Purchasing approved Change Order No. 3 with Beta Engineering, LLC, in the contract credit amount of -\$1,325.61 for Beta Engineering's purchase of material owned by the City of Denton.

On February 27, 2024, Purchasing approved Change Order No. 4 with Beta Engineering, LLC, in the contract credit amount of -\$13,102 for Beta Engineering's purchase of material owned by the City of Denton.

On July 16, 2024, City Council approved Change Order No. 5 with Beta Engineering, LLC, in the not-to-exceed amount of \$248,569.09, for a total contract amount of \$41,551,141.48 (Ordinance 24-1344).

On October 22, 2024, City Council approved Change Order No. 6 with Beta Engineering, LLC, in the not-to-exceed amount of \$750,934.78, for a total contract amount of \$42,302,076.26 (Ordinance 24-2080).

On November 19, 2024, City Council approved Change Order No. 7 with Beta Engineering, LLC, in the not-to-exceed amount of \$1,087,043.85, for a total contract amount of \$43,389,120.11 (Ordinance 24-2228).

On May 28, 2025, Purchasing approved Change Order No. 8 with Beta Engineering, LLC, in the not-to-exceed amount of \$46,666.79, for a total contract amount of \$43,435,786.90.

On August 22, 2025, Purchasing approved Change Order No. 9 with Beta Engineering, LLC, in the not-to-exceed amount of \$1,957.15, for a total contract amount of \$43,437,744.05.

## **RECOMMENDATION**

Award Change Order No. 10 with Beta Engineering, LLC, for the design and construction of the Hickory Gas Insulated Substation for Denton Municipal Electric, in a not-to-exceed amount of \$1,008,314.26, for a total amended contract price of \$44,446,058.31.

## **PRINCIPAL PLACE OF BUSINESS**

Beta Engineering, LLC  
Pineville, LA

## **ESTIMATED SCHEDULE OF PROJECT**

Construction is currently underway, with an estimated completion date of October 31, 2025.

## **FISCAL INFORMATION**

These services will be funded from DME's Capital Improvement Program account 603234500. Purchase Order #207680 will be revised to include the Change Order 10 amount of \$1,008,314.26. The total amended amount of this contract is \$44,446,058.31.

## **EXHIBITS**

Exhibit 1: Agenda Information Sheet

Exhibit 2: Original Ordinance, Contract, Ordinances, and Change Orders 1-9

Exhibit 3: Ordinance and Change Order 10

Respectfully submitted:  
Lori Hewell, 940-349-7100  
Purchasing Manager

For information concerning this acquisition, contact: Mark Zimmerer, 940-349-7169.

Legal point of contact: Marcella Lunn at 940-349-8333.

ORDINANCE NO. 21-2701

AN ORDINANCE OF THE CITY OF DENTON, A TEXAS HOME-RULE MUNICIPAL CORPORATION, AUTHORIZING THE CITY MANAGER TO EXECUTE A DESIGN-BUILD AGREEMENT WITH BETA ENGINEERING, LLC, FOR THE DESIGN AND CONSTRUCTION OF THE HICKORY GAS INSULATED SUBSTATION (GIS) FOR DENTON MUNICIPAL ELECTRIC; PROVIDING FOR THE EXPENDITURE OF FUNDS THEREFOR; AND PROVIDING AN EFFECTIVE DATE (RFQ 7670 – AWARDED TO BETA ENGINEERING, LLC, IN THE NOT-TO-EXCEED AMOUNT OF \$40,469,000.00).

WHEREAS, the City has solicited, received, and evaluated competitive proposals for the design and construction of the Hickory Gas Insulated Substation (GIS) for Denton Municipal Electric; and

WHEREAS, the City Manager, or a designated employee, has received, reviewed, and recommended that the herein described proposals are the most advantageous to the City considering the relative importance of price and the other evaluation factors included in the request for proposals; and

WHEREAS, the City Council has provided in the City Budget for the appropriation of funds to be used for the purchase of the materials, equipment, supplies, or services approved and accepted herein; NOW, THEREFORE,

THE COUNCIL OF THE CITY OF DENTON HEREBY ORDAINS:

SECTION 1. The items in the following numbered request for proposal for materials, equipment, supplies, or services shown in the “Request Proposals” on file in the office of the Purchasing Agent, are hereby accepted and approved as being the most advantageous to the City considering the relative importance of price and the other evaluation factors included in the request for proposals.

<u>RFP</u> <u>NUMBER</u>	<u>CONTRACTOR</u>	<u>AMOUNT</u>
7670	Beta Engineering, LLC	\$40,469,000.00

SECTION 2. That by the acceptance and approval of the above numbered items of the submitted proposals, the City accepts the offer of the persons submitting the proposals for such items and agrees to purchase the materials, equipment, supplies, or services in accordance with the terms, specifications, standards, quantities, and for the specified sums contained in the Proposal Invitations, Proposals, and related documents.

SECTION 3. That should the City and person submitting approved and accepted items wish to enter into a formal written agreement as a result of the acceptance, approval, and awarding of the proposals, the City Manager, or their designated representative, is hereby authorized to execute the

written contract which shall be attached hereto; provided that the written contract is in accordance with the terms, conditions, specifications, standards, quantities, and specified sums contained in the Proposal and related documents herein approved and accepted.

SECTION 4. The City Council of the City of Denton, hereby expressly delegates the authority to take any actions that may be required or permitted to be performed by the City of Denton under this ordinance to the City Manager of the City of Denton, or their designee.

SECTION 5. By the acceptance and approval of the above enumerated bids, the City Council hereby authorizes the expenditure of funds therefor in the amount and in accordance with the approved bids.

SECTION 6. This ordinance shall become effective immediately upon its passage and approval.

The motion to approve this ordinance was made by Gerard Hudspeth and seconded by Paul Meltzer. This ordinance was passed and approved by the following vote [6 - 1]:

	Aye	Nay	Abstain	Absent
Mayor Gerard Hudspeth:	<u>✓</u>	_____	_____	_____
Vicki Byrd, District 1:	<u>✓</u>	_____	_____	_____
Brian Beck, District 2:	<u>✓</u>	_____	_____	_____
Jesse Davis, District 3:	<u>✓</u>	_____	_____	_____
Alison Maguire, District 4:	<u>✓</u>	_____	_____	_____
Deb Armintor, At Large Place 5:	_____	<u>✓</u>	_____	_____
Paul Meltzer, At Large Place 6:	<u>✓</u>	_____	_____	_____

PASSED AND APPROVED this the 14<sup>th</sup> day of December, 2021.

  
 \_\_\_\_\_  
 GERARD HUDSPETH, MAYOR

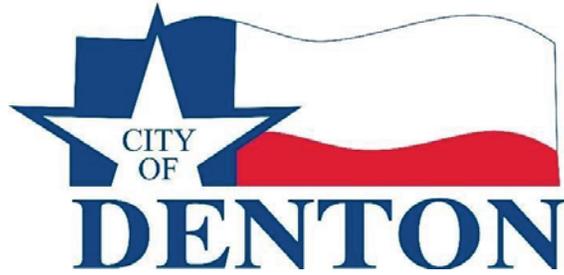
ATTEST:  
ROSA RIOS, CITY SECRETARY



BY: *Rosa Rios*

APPROVED AS TO LEGAL FORM:  
MACK REINWAND, CITY ATTORNEY

BY: *Marcella Lunn*  
Digitally signed by Marcella Lunn  
DN: cn=Marcella Lunn, o, ou=City of Denton, email=marcella.lunn@cityofdenton.com, c=US  
Date: 2021.11.30 14:01:38 -06'00'



## DocuSign City Council Transmittal Coversheet

RFP	7670
File Name	Hickory GIS Substation Design Build
Purchasing Contact	Christa Christian
City Council Target Date	DECEMBER 14, 2021
Piggy Back Option	Not Applicable
Contract Expiration	N/A
Ordinance	21-2701

**DESIGN BUILD AGREEMENT**

**BY AND BETWEEN**

**CITY OF DENTON (as Owner)**

**AND**

**[Beta Engineering, LLC] (as  
Contractor)**

**FOR THE CONSTRUCTION OF THE HICKORY GIS SUBSTATION**

**DATED AS OF DECEMBER 14, 2021**

## LIST OF EXHIBITS

- A. Scope of Work & Design Basis (Exhibit A on file at the office of the Purchasing Agent)
  - i. Appendix A – RFP Introduction, Scope Discussion, Discussion of Sequencing and Work Already Performed.
  - ii. Appendix B – Design Basis Documents
  - iii. Appendix C – Wall System Drawings and Specifications
  - iv. Appendix D – Building Drawings and Specifications
  - v. Appendix E – Site Development Drawings and Specifications
  - vi. Appendix F – Underground Transmission Drawings and Specification
  - vii. Appendix G – GIS Drawings and Specification
  - viii. Appendix H – Outdoor Substation Drawings and Specifications
  - ix. Appendix I – Distribution Drawings and Specifications
  - x. Appendix J – Geotechnical Report
  - xi. Appendix K – Bid Checklist
  - xii. Appendix L – Existing Switchgear Building Drawings
  - xiii. Appendix M – Laydown Yard and Items Complete
  - xiv. Appendix N – Existing Hickory Substation
  - xv. Supplementals
- B. Form of Change Order
- C.
  - (1) Form of Partial Lien Waivers and Release
  - (2) Form of Final Lien Waiver and Release
- D.
  - (1) Form of Mechanical Completion Certificate
  - (2) Form of Substantial Completion Certificate
  - (3) Form of Final Completion Certificate
- E. Notice to Proceed
  - (1) Form of Limited Notice to Proceed

(2) Form of Final Notice to Proceed

- F Permit Responsibility
- G. Milestone Payment Schedule
- H. Form of Performance Security

4894-5228-1604, v. 1

- I. Form of Monthly Progress Report
- J. Key Personnel
- K. Not used
- L. Not used
- M. Project Schedule
- N. Contractors Rate Sheet

## DESIGN BUILD AGREEMENT

**THIS DESIGN BUILD AGREEMENT (this “Agreement”)** dated as of and effective the DECEMBER 14, **2021** (“Effective Date”), is by and between **Beta Engineering, LLC** (hereinafter referred to as “Contractor”) and **City of Denton**, a home-rule municipal corporation organized under the laws of the State of Texas (hereinafter referred to as “Owner”). Contractor and Owner may be referred to collectively as the “Parties” or individually as a “Party”.

### RECITALS

**WHEREAS**, Owner has determined the need to replace the existing Hickory Street Substation with a new Hickory Gas Insulated Substation (“GIS”) facility and owns the property for the new substation;

**WHEREAS**, Contractor has represented to Owner that it is qualified to perform engineering, procurement, construction, testing, start-up, commissioning and training services of the nature contemplated by this Agreement; and

**WHEREAS**, Owner desires to engage Contractor to perform engineering, procurement, construction, testing, start-up, commissioning and training services related to Owner’s planned GIS facility, which is to be located at 2600 W. Hickory St. in the City of Denton, Texas, and Contractor desires to perform such services for Owner;

**NOW, THEREFORE**, in consideration of the mutual terms, covenants and conditions set forth in this Agreement, Contractor and Owner agree as follows:

### ARTICLE I

#### DEFINITIONS

##### SECTION 1.1. Definitions.

In addition to other defined terms contained in this Agreement, the following terms shall have the meaning specified below in this Article.

“**Adjusted Reference Price**” means the Reference Price for Copper, Steel and PVC Resin adjusted up or down five percent (5%), as applicable.

“**Affiliate**” of a Party means any other entity directly or indirectly Controlling or Controlled by or under direct or indirect common Control with such Party.

“**Applicable Law**” means any law, including, but not limited to, Environmental Laws, statute, rule, regulation, ordinance, code, judgment, decree, injunction, writ, order, license, regulation of any Governmental Authority having jurisdiction over a Party or any portion of the Work, in each case applicable to the Work or the rights and obligations of a Party under this Agreement.

“**Business Day**” means a day other than Saturday, Sunday, or a day other than on which banks are legally closed for business in the State of Texas.

“**Change in Law**” means the enactment, adoption, promulgation, modification (including a written or oral change in interpretation by a Governmental Authority) or repeal of any Applicable Law or Permit after the Effective Date that has or will have an adverse effect on Contractor’s costs and/or schedule for performing the Work; provided, however, that no Change in Law pursuant to the Contract Documents shall arise or be deemed to arise by reason of (a) any applicable national, federal, state or provincial (other than City of Denton) income tax law (or any other applicable tax law based on income), (b) a labor wage law or other Applicable Law (other than imposed by City of Denton) that affects Contractor’s or its Subcontractor’s costs of employment, and (c) the final enactment, modification, amendment or repeal of an Applicable Law prior to the Effective Date with an effective date of such action that falls after the Effective Date.

“**Change Order**” means a written instrument, in substantially the form attached hereto as **Exhibit B**, signed by Owner and Contractor in accordance with **Article V**.

“**Commodity Price Change Order**” means a change order pursuant to Section 5.3(b)(6) and shall be; (a) a credit to Owner for quantities of Copper, Steel and PVC Resin, if the Copper Index Price, the Steel Index Price or the PVC Resin Price is less than ninety five percent (95%) of the Reference Price for such commodity on the day such commodity is purchased by Contractor for the Work; and/or (b) a price increase to Contractor for the quantities of Copper, Steel and PVC Resin, if the Steel Index Price, the Cooper Index Price or the PVC Resin Price is greater than one hundred and five percent (105%) of the Reference Price on the day such commodity is purchased by Contractor for the Work. The Section 5.3(b)(6) Change Order shall be for the quantity of the commodity purchased (Copper, Steel or PVC Resin) multiplied by the difference between the Adjusted Reference Price and applicable Steel Index Price, Copper Index Price or PVC Resin Price. Contractor shall provide commercially reasonable documentation to Owner documenting the basis for the Commodity Price Change Order associated with each requested Change Order.

“**Confidential Information**” means information or data that the Disclosing Party considers to be a trade secret or competitively sensitive and which is designated as such in writing by the Disclosing Party. In order to be considered Confidential Information, written information has to be identified at the time of the disclosure with an appropriate legend, marking, stamp or positive written identification on the face thereof as Confidential Information. In order to be considered Confidential Information, verbal or visual information has to be so identified at the time of the verbal or visual disclosure and the Disclosing Party will notify the other Party (the “**Receiving Party**”) in writing within thirty (30) days of the disclosure and specifically identify the Confidential Information previously disclosed. Confidential Information does not include information or data that:

(a) was in the public domain at the time of the disclosure or is subsequently made available to the general public without restriction and without breach of this Agreement;

(b) was known by the Receiving Party at the time of disclosure without restrictions on its use or independently developed by the Receiving Party, as shown by adequate documentation;

(c) is disclosed to the Receiving Party by a third person without restriction and without breach of any agreement or other duty to keep the information confidential; or

(d) is disclosed in compliance with the requirements of Applicable Law, including the Texas Public Information Act, Tex. Gov. Code Ch. 552 et al.

“**Contamination**” means any Hazardous Material present at the Site or which has been brought to the Site by a party other than Contractor or its Subcontractors.

“**Contract Completion Date**” means October 25, 2024 as may be adjusted pursuant to the Agreement.

“**Contract Documents**” means this Agreement plus all attachments, exhibits, specifications, schedules, and drawings and any Change Orders or amendments thereto.

“**Contract Interest Rate**” shall have the meaning set forth in **Section 4.3(c)**.

“**Contract Price**” means [CONTRACT AMOUNT] U.S. dollars (**\$40,469,000**), which is the total amount payable to Contractor pursuant to this Agreement in accordance with the “Milestone Payment Schedule” in **Exhibit G**, as adjusted pursuant to the terms hereof.

“**Contractor**” shall have the meaning set forth in the preamble to this Agreement.

“**Contractor Payment, Maintenance & Performance Bond**” shall have the meaning set forth in **Section 4.7(b)**.

“**Contractor’s Project Manager**” or “**Project Manager**” shall mean the person identified in **Section 7.2**.

“**Control**” means the power to direct or cause the direction of the management and policies of a person or entity, whether through ownership of voting securities, by contract, or otherwise, and “**Controlled**” and “**Controlling**” shall have correlative meaning.

“**Copper**” means any Copper purchased by the Contractor for the Work.

“**Copper Index Price**” means the daily index price of Copper as published by the Chicago Mercantile Exchange as the closing price as represented by trading symbol HG:CMX.

“**Corrective Action Plan**” shall have the meaning set forth in **Section 3.2(c)**.

“**Delay Damages**” shall have the meaning set forth in **Sections 9.6 and 12.8** and as follows: \$10,000 per calendar day after Contract Completion Date.

“**Delivery Point**” means the point of delivery for the Owner-Supplied Equipment as set forth in Section 2.20(a).

“**Design Warranty**” shall have the meaning set forth in **Section 6.2**.

“**Disclosing Party**” means the Party disclosing information in **Section 15.2**.

“**Early Substantial Completion**” shall mean the number of days Substantial Completion is achieved prior to the Contract Completion Date.

“**Effective Date**” shall have the meaning set forth in the preamble to this Agreement.

“**Engineering Services**” shall have the meaning set forth in **Section 6.2**. “**Environmental Laws**” means all federal, state and local laws, rules, regulations and ordinances governing, regulating or relating to public health, pollution, or the protection of the environment (including ambient air, noise, soil, surface water, ground water, wastewater, wetlands, land or subsurface strata), including, but not limited to, those relating to (a) emissions, discharges, releases or threatened releases of Hazardous Materials into the environment, (b) manufacture, generation, processing, distribution, use, treatment, storage, disposal, transport or handling of Hazardous Materials, and (c) human exposure to Hazardous Materials or conditions, including the laws and regulations promulgated pursuant to: the Comprehensive Environmental Response, Compensation, and Liability Act of 1980, 42 U.S.C. § 9601 et seq., as amended by the Superfund Amendments and Reauthorization Act of 1986, 42 U.S.C. § 9601 et seq., as amended, the Hazardous Materials Transportation Act, 49 U.S.C. § 5101 et seq., as amended, the Resource Conservation and Recovery Act of 1976, 42 U.S.C. § 6901 et seq., as amended, the Federal Water Pollution Control Act, 33 U.S.C. § 1251, et seq., as amended, the Clean Air Act, 42 U.S.C. § 7401 et seq., as amended, the Toxic Substances Control Act, 15 U.S.C. § 2601 et seq., as amended, the Oil

Pollution Act, 33 U.S.C. §2701 et seq., the Occupational Safety and Health Act, 29 U.S.C. § 651 et seq., the Emergency Planning and Community Right-to-Know Act, 42 U.S.C. § 11001 et seq., the Endangered Species Act, 16 U.S.C. § 1531 et seq., as amended, the Safe Drinking Water Act, 42 U.S.C. § 300f et seq., as amended, and the National Environmental Policy Act, 42 U.S.C. § 4321 et seq., as amended, together with all applicable similar and related federal, state and local laws, rules, regulations and ordinances, as may be amended from time to time.

**“Facility”** means all of the equipment and systems related to Hickory Gas Insulated Substation including all other equipment, systems and materials, including associated and ancillary systems, subsystems, assemblies, instruments, equipment, apparatus, materials, structures, facilities, appliances, lines, conductors, and all other components and documents comprising, describing and integrating the entire facility into a fully operational gas insulated substation as described in **Exhibit A**.

**“Facility CPM Schedule”** shall have the meaning set forth in **Section 3.2(b)**.

**“Final As-Built Drawings and Documentation”** means all drawings, specifications and other documentation prepared by Contractor to construct the Facility in accordance with the standards of performance set forth in **Section 6.2**, which accurately and completely represent in detail in all material respects the physical placement of all Facility components and systems as installed and/or constructed as at the time of Final Completion, including “as-built” surveys illustrating the established building setback lines, if any, and the location of the Facility on the Site and within any established boundaries and setback lines.

**“Final Completion”** shall have the meaning set forth in **Section 9.5(b)**.

**“Final Notice to Proceed”** means the written notice delivered from Owner to Contractor indicating that the Bond Financial Closing has occurred.

**“Force Majeure”** shall have the meaning set forth in **Section 16.1**.

**“Governmental Authority”** means any United States federal, state, local or other governmental, regulatory or administrative agency, governmental commission, department, board, subdivision, court, tribunal, or other governmental arbitrator, arbitral body or other authority. **“Hazardous Materials”** means, collectively, (a) any hazardous, toxic, or polluting substance, material, or waste as defined or regulated under any Applicable Law; (b) any petroleum or petroleum products, flammable materials, explosives, radioactive materials, asbestos, urea formaldehyde foam insulation, and transformers or other equipment that contain polychlorinated biphenyls, and (c) any other chemical or other material or substance, exposure to which is prohibited, limited or regulated by a Governmental Authority.

**“Initial Notice to Proceed”** shall have the meaning set forth in **Section 3.1**.

**“Key Personnel”** means those Contractor positions identified in **Section 2.17**.

“**Lien**” means with respect to any property or asset, any mortgage, deed of trust, lien, pledge, charge, security interest or encumbrance of any kind, whether or not filed, recorded or otherwise perfected or effective under Applicable Law, as well as the interest of any lessor under any conditional sale agreement, capital lease or other title retention agreement relating to such asset.

“**Major Subcontractors**” means any Subcontractor with a scope of work having consideration due to such Subcontractor greater than \$500,000.

“**Major Subcontracts**” means all of the contracts between Contractor and Major Subcontractors.

“**Mechanical Completion**” shall have the meaning set forth in **Section 9.1**.

“**Milestone Payment Schedule**” means the summary schedule of values as shown in **Exhibit G**.

“**Milestone Payment**” shall have the meaning set forth in **Section 4.3(a)**.

“**Other Equipment Delivery Site Work**” means the Work comprised of Contractor’s timely making available of sufficient space at the Site for to complete Other Owner-Supplied Equipment Deliveries, in each case which tasks are more particularly described in **Exhibit A**.

“**Other Owner-Supplied Equipment Delivery**” means each delivery of all Owner-Supplied Equipment available for loading onto Contractors truck at the Owner’s Brinker Substation, complete with corresponding packing lists supplied by Owner.

“**Owner**” shall have the meaning set forth in the preamble hereto.

“**Owner’s Representative**” means the person identified pursuant to **Section 7.1**.

“**Owner-Supplied Equipment**” means the equipment, and its associated drawings, installation instructions, operation and maintenance manuals, spare parts and technical advisor services associated with two (2) 15 kV Switchgear Buildings provided by Owner and furnished to Contractor as described in **Exhibit A**.

“**Performance Security**” shall have the meaning set forth in **Section 4.7(a)**.

“**Permits**” means any permit, license, authorization, consent, registration, approval, permission, ruling, certification, or exemption that must be obtained from any Governmental Authority for the performance of this Agreement, as set forth in **Exhibit F**.

“**Project Milestone**” means those activities and associated deadlines set forth in the Project Milestone Schedule.

“**Project Milestone Schedule**” means the schedule of dates for completion of each principal category of the Work for achieving each Project Milestone and for achieving Substantial Completion by the Contract Completion Date. The Project Milestone Schedule is set forth in **Exhibit M**.

“**Prudent Utility Practice**” means that degree of skill and judgment and the utilization of practices, methods, and techniques and standards that are generally expected of skilled and experienced engineering and construction firms in the electric power industry in the United States of America. Prudent Utility Practice is not limited to the optimum practice, method or act to the exclusion of all others, but rather to a spectrum of reasonable and prudent practices, methods, standards and procedures.

“**Punch List**” means a listing of all incomplete or deficient Work, prepared and agreed to by the Parties pursuant to **Section 9.5**.

“**PVC Resin**” means PVC piping purchased by Contractor from a third party for the Work.

“**PVC Resin Price**” means the actual price paid by Contractor (\$/ton) to a third party for any PVC pipe required for the Work.

“**Receiving Party**” shall have the meaning set forth in the definition of “Confidential Information”.

“**Reference Price**” means \$4.74/lb for Copper, \$1,330/ton for PVC Resin and \$1,919/ton for Steel.

“**Services**” means the engineering, procurement, construction, testing, start-up and commissioning services to be performed by Contractor in accordance with the Contract Documents.

“**Site**” means the Owner’s site on which the Facility is located, which is more particularly described in **Exhibit A**.

“**Steel**” means any structural, architectural, or other Steel purchased by Contractor required for the Work.

“**Steel Index Price**” means the daily index price of Steel as published by the Wall Street Journal as the closing price reported as the NYSE American Steel Index.

“**Subcontractors**” means any person with whom Contractor has entered into any subcontract, purchase order or other agreement for such person to perform any part of the Work or to provide any materials, equipment, supplies or services, including any person at any tier with whom any Subcontractor has further subcontracted any part of the Work.

“**Substantial Completion**” shall have the meaning set forth in **Section 9.2**.

“**Warranty Period**” means the period commencing on the date of Substantial Completion and ending on the third anniversary thereof; provided, however, any Work repaired or replaced shall be re-warranted for a three year period that shall not, however, extend beyond the fourth anniversary of the date of Substantial Completion. Owner Supplied Equipment will not have a Warranty Period under this Agreement but all work to integrate Owner Supplied Equipment will be subject to the Warranty Period.

“**Work**” means the Services and all things to be designed, engineered, manufactured, procured, furnished, executed, installed, constructed, tested, completed, made good or otherwise provided by Contractor in accordance with the Contract Documents, all as more particularly described by the descriptions contained in **Exhibit A**.

SECTION 1.2. Rules of Interpretation.

(a) Terminology. Unless otherwise required by the context in which any term appears:

(i) The singular shall include the plural and the masculine shall include the feminine and neuter.

(ii) References to “Articles,” “Sections,” “Annexes,” or “Exhibits” shall be to articles, sections, annexes, or exhibits of the relevant Contract Document, and references to paragraphs or clauses shall be to separate paragraphs or clauses of the section or subsection in which the reference occurs.

(iii) The words “herein,” “hereof” and “hereunder” shall refer to this Agreement as a whole and not to any particular section or subsection of this Agreement; the words “include,” “includes” or “including” shall mean “including, but not limited to.”

(iv) The term “day” shall mean calendar day (beginning at 12:00 a.m. and ending at 11:59 p.m.), in the location where the relevant (a) payment of funds is to be received, (b) notice is to be received, or (c) performance is to be made. Whenever an event is to be performed by a particular date, or a period ends on a particular date, and the date in question falls on a weekend, or on a day which is not a Business Day, the event shall be performed, or the period shall end, on the next succeeding Business Day.

(v) All accounting terms not specifically defined herein shall be construed in accordance with generally accepted accounting principles in the United States of America, consistently applied.

(vi) All references to a particular entity shall include such entity's successors and permitted assigns.

(vii) All references herein to any contract (including the Contract Documents) or other agreement shall be to such contract or other agreement as amended and supplemented or modified to the date of reference.

(viii) All references to any Applicable Law includes any amendment, modification or successor thereto.

(ix) Words and abbreviations that have well-known technical or trade meanings are used in these Contract Documents in accordance with such recognized meanings, except to the extent a definition herein set forth requires otherwise.

1.1.2 Headings. The titles of the articles and sections herein have been inserted as a matter of convenience or reference only, and shall not control or affect the meaning or construction of any of the terms or provisions hereof.

1.1.3 Joint Responsibility for Drafting. This Agreement was negotiated and prepared by both Parties and none of the provisions hereof shall be construed against one Party on the ground that such Party is the author of this Agreement or any part thereof.

1.1.4 Obligation to Act in Good Faith, Etc. The Parties shall act reasonably and in accordance with the principles of good faith and fair dealing in the performance of this Agreement. Unless otherwise expressly provided herein, where the Agreement requires the consent, approval, or similar action by a Party, such consent or approval shall not be unreasonably withheld or delayed, and wherever the Agreement gives a Party a right to determine, require, specify or take similar action with respect to a matter, such determination, requirement, specification or similar action shall be reasonable. This Agreement may not be complete in every detail. Owner and Contractor shall comply with its intent and general purpose, and shall not avail itself of manifest errors or omissions herein to the detriment of the Facility.

## ARTICLE II

### THE WORK AND OBLIGATIONS OF THE PARTIES

#### SECTION 2.1. The Work

Contractor agrees to timely perform the Work for the Contract Price in accordance

with the Scope of Work set forth in **Exhibit A**. Time is of the essence in completion of the Work and Owner will suffer financial if Final Completion is not achieved by the Contract Completion Date, plus any extensions thereof allowed by this Agreement. Contractor shall fully perform the Work in accordance with Prudent Utility Practice, all Applicable Laws and all other terms and provisions of this Agreement. Contractor shall design, engineer, procure and construct the Facility so that the Facility reaches Final Completion. Contractor acknowledges that it shall carry out all of the supply and services specified in the Contract Documents to satisfy the requirements of the Contract Documents, and to the extent not specifically addressed by the Contract Documents, in accordance with Prudent Utility Practice. The Parties shall cooperate fully in all regards with the intent to improve the performance of the Work and reduce the likelihood of operating and maintenance impacts consistent with the requirements of the Contract Documents.

SECTION 2.2. Specific Obligations for the Work

Without limiting the generality of **Section 2.1** or the requirements of any other provision of this Agreement (including, but not limited to, **Exhibit A**), Contractor shall:

- (a) Protect from damage and properly store all equipment procured by Contractor or accepted by Contractor at the Site or other location (including Owner-Supplied Equipment);
- (b) Provide construction, construction management (including the furnishing of all field supplies, tools, construction equipment, and all Site supervision and craft labor), engineering, procurement, inspection and quality control services required under this Agreement;
- (c) Coordinate all delivery schedules and performance obligations of all Subcontractors so that performance under such subcontracts and purchase orders, as the case may be, is enforced in accordance with the terms thereof and as required by this Agreement;
- (d) Perform inspections of the Work of Subcontractors as reasonably required to determine conformance with all of the requirements of this Agreement;
- (e) Comply with all Applicable Laws, including, but not limited to, state and federal occupational, safety and health laws and regulations;
- (f) Perform all quality control and quality assurance activities (including witnessing tests) to confirm that the Work complies with this Agreement;
- (g) Perform the Work in accordance with the Project Milestone Schedule; and
- (h) Perform commissioning and start-up, including the turnover packages, technical direction, and Owner interfaces.

### SECTION 2.3. Spare Parts

Contractor shall provide Owner with a recommended spare parts list as equipment is procured with a final list, including prices, for the Facility within twelve (12) months after receiving a Final Notice to Proceed. The spare parts list shall identify those spare parts that are recommended for operations. Contractor shall supply the spare parts necessary for testing, startup and commissioning. Subject to Owner's consent, which shall not be withheld unreasonably, Contractor may use any spare parts maintained on the Site by Owner. Contractor shall reimburse Owner for Owner's replacement cost of the Owner-supplied spare parts used by Contractor, unless replaced by an equipment supplier as a warranty replacement. Contractor's obligations to provide the spare parts list does not include any spare parts for Owner-Supplied Equipment.

### SECTION 2.4. Contractor's Tools and Equipment

Contractor shall furnish all tools and equipment necessary and appropriate for the timely and safe performance and completion of the Work.

### SECTION 2.5. Employment of Personnel

(a) Contractor shall not employ, or permit any Subcontractor to employ, in connection with its performance under this Agreement, any unfit person or anyone not skilled in the Work assigned to such person. Contractor agrees to promptly remove (or to require any Subcontractor to remove) from its services in connection with the Work any employee who is unfit or unskilled. If Owner has any objection to the fitness or qualifications of any person retained by Contractor to perform the Work, Owner shall so notify Contractor in writing. Upon receipt of such notice, Contractor shall investigate Owner's concerns and take appropriate action, which may include the reassignment or removal of such person. Notwithstanding any other provisions in this Agreement to the contrary, Contractor shall provide workers qualified, skilled and specialized (and duly licensed as required) in the Work to which they are assigned.

(b) Owner reserves all rights to deny placement of any of Contractor's workers on Owner premises, property, equipment or projects in its reasonable discretion. Such denial of placement of subject workers shall be conveyed subject to the provisions of **Section 7.3** "Notices".

(c) Contractor shall use its commercially reasonable efforts to maintain good labor relations, shall comply with the applicable project labor agreement, and shall implement actions designed to avoid labor disputes that might adversely affect performance of the Work.

### SECTION 2.6. Clean-up and Non-Interference

Contractor shall at all times keep the Site free from waste materials or rubbish

caused by its activities. As soon as practicable after the completion of all Punch List items, Contractor shall remove all of its equipment and materials not constituting part of the Facility and remove all waste material and rubbish generated by Contractor or that Contractor has brought to the Site, in connection with Contractor's performance of the Work, from the Site to a permitted disposal facility, and restore the Site in accordance with all Applicable Laws and this Agreement.

#### SECTION 2.7. Safety and Security

Contractor recognizes and agrees that safety is of significant importance in the performance of the Work and that Contractor is responsible for performing the Work in a safe manner. Contractor agrees to perform the Work, and Contractor shall require all Subcontractors to perform their portion of the Work, in accordance with the safety and health rules and standards of Applicable Law and the safety program developed by Contractor and submitted to Owner. Contractor further agrees to provide necessary training to its employees and Subcontractors to inform them of the foregoing safety and health rules and standards. Should Owner at any time observe Contractor, or any of its Subcontractors, performing the Work in an unsafe manner, or in a manner that may, if continued, become unsafe, then Owner shall have the right (but not the obligation) to require Contractor to stop the Work affected by the unsafe practice until such time as the manner of performing the Work has been rendered safe. Contractor shall be responsible for the security and care of the Facility as set forth in **Section 2.13**. Nothing in this **Section 2.7** shall affect Contractor's status as an independent contractor.

#### SECTION 2.8. Emergencies

In the event of any emergency endangering life or property, Contractor shall take such action as may be reasonable and necessary to prevent, avoid or mitigate injury, damage, or loss and shall, as soon as possible, report any such incidents, including Contractor's response thereto, to Owner. If Contractor has not taken reasonable precautions for the safety of the public or the protection of the Work, and such failure creates an emergency requiring immediate action, then Owner, with or without advance notice to Contractor may, but shall be under no obligation to, provide reasonable protection as required to address such emergency; provided, however, that Owner shall in any event notify Contractor of any actions taken by Owner within ten (10) Business Days of taking such action. All reasonable direct costs so incurred by Owner as a result of any emergency caused by Contractor shall be reimbursed by Contractor.

#### SECTION 2.9. Approvals, Certificates, Permits and Licenses

Contractor shall obtain all approvals, certificates, and licenses required to be in Contractor's name to perform the Work and provide the Permits set forth in **Exhibit F**. Contractor shall promptly, within such time period as may be agreed upon by the Parties, provide Owner with reasonable assistance that Owner may require to secure the approvals, certificates, Permits and licenses required to be in the name of Owner as set forth in **Exhibit F**.

#### SECTION 2.10. Taxes

The Contract Price includes and Contractor shall be liable for and pay to the applicable Governmental Authority all taxes and contributions for unemployment insurance, benefits, withholding taxes, and similar benefits, as well as taxes measured by or imposed on the net income of Contractor by Applicable Law or collective bargaining agreements with respect to persons employed by Contractor for performance of the Work. **Contractor shall indemnify Owner from, all such taxes and contributions, including any interest accrued and penalties imposed thereon.**

On all invoices, Contractor shall separately show all sales, use, value added, excises, assessments, charges, and other similar taxes imposed by any Governmental Authority on the Work, or any part thereof, including but not limited to Contractor's purchase or sale of equipment or other materials installed in, incorporated into, or affixed or attached to the Facility, the Site, or the Work (collectively, "**Owner Taxes**").

Contractor shall reasonably cooperate with Owner to utilize appropriate nontaxable transaction exemptions and certificates or similar certificates from other states (a properly completed form of which shall be timely provided to Contractor by Owner), where allowed by Applicable Law, to minimize such Owner Taxes. Charges not subject to Owner Taxes shall be identified and no such Owner Taxes shall be charged to Owner thereon. In the event, however, that despite the use of nontaxable transaction certificates or the identification by Owner of charges not subject to Owner Taxes, such taxes are imposed by any Governmental Authority, such taxes and any resulting interest, fines, penalties, audit costs, and defense costs shall be invoiced to and reimbursed by Owner as set forth herein. Owner agrees to timely pay or reimburse Contractor for the disputed taxes once they are assessed to avoid any further tax liabilities, interest, penalties or fines against Contractor. Contractor shall provide sufficient detail, as requested by Owner, as to document the Work which was subject to Owner Taxes which are invoiced to Owner. Owner shall have the right to inspect and audit the records of Contractor with respect to such invoiced amounts. In the event of an audit by any Governmental Authority with respect to such taxes, Contractor shall provide reasonable cooperation to Owner to defend and document the amount of such taxes paid on the Work. Owner qualifies for sales tax exemption pursuant to the provisions of Article 20.04 (F) of the Texas Limited Sales, Excise and Use Tax Act. In the performance of its Work for Owner, Contractor may, by separate agreement, purchase materials and supplies and rent or lease equipment sales tax free. In connection with any such transaction, Owner would issue exemption certificates to Contractor in compliance with the State Comptroller's ruling #95-0.07 and #95-0.09. SECTION 2.11. Hazardous Materials

Contractor shall design, construct, pre-commission, test and start-up the Facility and otherwise perform the Work in compliance with the requirements of all Applicable Laws. If, during the course of the performance of the Work, Contractor or any Subcontractor discovers, or reasonably believes it has discovered in, on or under any part of the Site, any Hazardous Materials (other than Hazardous Materials that Contractor or a Subcontractor has brought onto the Site, produced, created or used), Contractor shall proceed in accordance with **Section 13.4(c)**. Except to the extent of Contractor's responsibility under **Section 13.4(b)**, Owner shall be solely responsible and liable for all liabilities arising from: (i) Hazardous Material existing at the Site as

of the date of this Agreement, and (ii) all other Hazardous Material brought to, or produced at, the Site by Owner, or others (other than Contractor or its Subcontractors) on or after the date of this Agreement.

#### SECTION 2.12. Progress Meeting and Reports

Contractor shall hold a bi-weekly progress meeting during construction at the Site, or at an alternate location mutually agreeable to Owner and Contractor, for the purpose of reviewing the monthly progress report for the previous month with Owner. Contractor shall provide Owner with monthly progress reports, the following other information relating to the progress of the Work, and such other information as may be reasonably requested by Owner:

- (a) Minutes for all meetings involving the Owner within four (4) Business Days following such meeting;
- (b) Weekly progress reports of construction activities;
- (c) Incident reports within three (3) Business Days of the occurrence of safety incidents, environmental incidents or incident involving damage to the Facility (preliminary written notice is to be provided to Owner within eight (8) hours of a such incidents; provided, however, that verbal notice of critical or fatal injuries shall be provided to Owner within three (3) hours);
- (d) Monthly construction milestone status reports and monthly progress reports no later than the fifth (5th) Business Day of each month, which shall cover activities up to the end of the previous month;
- (e) Updates every month to the Facility CPM Schedule pursuant to **Section 3.2**;

#### SECTION 2.13. Care, Custody and Control/Risk of Loss

Upon the issuance of a Final Notice to Proceed pursuant to **Section 3.1**, Contractor shall have the full responsibility for care, custody and control and risk of loss of the Facility including the Owner-Supplied Equipment upon transfer of risk of loss from the Owner. While Contractor bears responsibility for care, custody and control and risk of loss of the Owner-Supplied Equipment, Owner shall, with Contractor's cooperation, obtain any repair services or replacements for the Owner-Supplied Equipment or otherwise from Owner or any service provider of Owner including the allocation between Owner and Contractor of the responsibility for the costs thereof in accordance with the terms of this Agreement. Care, custody and control and risk of loss of the Facility shall transfer to Owner upon the earlier of (a) Substantial Completion (unless Owner specifically elects in writing to accept care, custody and control of the Facility prior to Substantial Completion) or (b) the date of termination of this Agreement pursuant to the provisions of **Article X**. If Owner elects to take care custody and control of the Facility before Substantial Completion is achieved, then Contractor may be entitled to a Change Order pursuant to the provisions of

**Article V**; provided, however, that Contractor shall not be entitled to a Change Order if Owner elects to take care, custody and control of the Facility prior to Substantial Completion but after the Contract Completion Date and the resulting delay was not excusable under the Contract. Notwithstanding anything to the contrary contained herein, if Owner takes possession or uses any portion of the Work prior to Substantial Completion or termination of this Agreement as set forth herein, such possession shall constitute acceptance of that portion of the Work and the risk of loss for such Work passes to Owner at the time Owner takes possession of such portion of the Work. Any such early Owner possession shall remain subject to the Warranty Period however, the period of such 3-year warranty shall begin at the time of early Owner possession. In connection with Contractor's risk of loss obligation, Contractor shall be responsible for and obligated to replace, repair, or reconstruct, and to furnish any material, equipment, or supplies furnished by Contractor or Owner-Supplied Equipment (after transfer of risk of loss from the Owner upon delivery to the Facility), which are lost, damaged, or destroyed prior to transfer of care, custody, and control of the relevant portion of the Facility or the affected portion thereof to Owner.

#### SECTION 2.14. Interpretation

In the event of any inconsistencies between Applicable Laws and the Contract Documents, Contractor shall comply with Applicable Laws. If Contractor finds a conflict, error, omission, inconsistency or discrepancy in the Contract Documents, then Contractor shall notify Owner before proceeding with the portion of the Work affected thereby.

#### SECTION 2.15. Operational Supervision

Prior to Substantial Completion, Contractor shall supervise Owner's relevant operations and maintenance personnel; provided, however, that Owner shall be responsible for the failure of its personnel to follow the reasonable direction of Contractor. Owner shall provide competent substation technicians and electric operations personnel required for training and commissioning assistance in a timely manner.

#### SECTION 2.16. Responsibility for Subcontractors

(a) Contractor may subcontract portions of the Work to any Subcontractor without further approval by Owner except for any Major Subcontracts, which for any Major Subcontractor not identified in **Exhibit A** are subject to Owner's review and approval, which approval shall not be unreasonably withheld or delayed. Contractor may have portions of the Work performed by its Affiliates or their employees. Contractor shall be responsible for such Work performed by a Subcontractor, Major Subcontractor or Affiliate and Owner will look solely to Contractor as if the Work were performed by Contractor.

(b) The issuance of subcontracts shall not relieve Contractor of any of its obligations under the Contract Documents, including, among other things, the obligation to properly supervise and coordinate the work of Subcontractors. Work

performed by Contractor's Affiliates shall be treated as if the Contractor had performed the Work.

(c) Owner's approval of any proposed Major Subcontract shall not constitute an approval of any portion of the Work or a waiver of any of Owner's rights hereunder or reduce Contractor's responsibilities hereunder. Contractor shall provide to Owner, on request, information concerning the status of the performance under and any disputes under each Major Subcontract, including information concerning specifications and cancellation terms.

(d) Notwithstanding any agreement with any Subcontractor(s), Contractor shall be solely responsible for the Work. Contractor has complete and sole responsibility as a principal for its agents and all others it hires to perform or assist in performing the Work. Except as otherwise provided in this Agreement, Owner shall not be deemed to have any contractual obligation to any Subcontractor and nothing contained in any subcontract shall create a contractual relationship between any Subcontractor and Owner.

#### SECTION 2.17. Key Personnel

Contractor shall appoint a Project Manager, a Construction Site Manager, and an Engineering Manager (together the "**Key Personnel**"), as set forth in **Exhibit J**. The Project Manager shall have full responsibility and authority for the Work on behalf of Contractor and shall act as Owner's primary point of contact with Contractor with respect to prosecution of the Work. Contractor shall not change a Key Personnel position, or the person appointed to such position without the prior written consent of Owner, which shall not be unreasonably withheld or delayed.

#### SECTION 2.18. Co-operation and Coordination

Upon prior reasonable notice by Owner, Contractor shall cooperate with, and grant reasonable access to the Site to, any person whom Owner appoints in writing to provide services with respect to the Facility, including, without limitation, any person, whether employed by Owner or not, carrying out interface work in relation to the transmission and distribution systems, SCADA systems, protection systems, fiber optics and communications systems and the water supply and discharge system; provided, that Owner obtains agreement from such persons to coordinate with Contractor's work activities, comply with Contractor's health and safety requirements, Applicable Law and Prudent Utility Practices. Subsequent to Substantial Completion (or, if care, custody and control of the Facility is transferred to Owner prior to Substantial Completion), Owner and Contractor shall cooperate and coordinate so that Contractor's activities with respect to the Facility do not interfere with the operation and maintenance of the Facility and so that Owner's operation and maintenance of the Facility does not interfere with Contractor's completion of the Work with respect to the Facility.

SECTION 2.19. Start-Up, Commissioning and Testing

(a) Contractor shall perform all startup, commissioning and testing of the Facility and shall coordinate energization of the Facility with Owner consistent with Prudent Utility Practices. Contractor should be aware and, and take into consideration, work will be occurring on both the transmission and distribution systems during construction. Contractor must consider and take actions or make proper notification to Owner if this work impacts the acceptance testing and must work with Owner to facilitate transmission and distribution construction and timely acceptance testing.

SECTION 2.20. Owner-Supplied Equipment

(a) **Care, Custody and Control.** From the date that Contractor removes the Owner-Supplied Equipment from Owner's premises (the "**Delivery Point**") Contractor shall have care, custody and control of such Owner-Supplied Equipment until transferred to Owner as part of the Facility pursuant to **Section 2.13**. The Parties agree to develop a mutually agreeable inspection procedure of the Owner-Supplied Equipment upon receipt at the Delivery Point.

(b) **Separate Undertaking.** Subject to the other provisions of this Agreement, Contractor shall not be responsible for providing or furnishing the Owner-Supplied Equipment, and Owner shall provide or cause the Owner-Supplied Equipment to be provided or furnished. Contractor shall be responsible for receiving, handling, installing, testing and other tasks with respect to incorporating the Owner-Supplied Equipment into the Facility, as set forth in **Exhibit A**. The Owner-Supplied Equipment shall be made available to Contractor at the Delivery Point.

(c) **Administration of Owner-Supplied Equipment.** Contractor shall conduct receiving inspection at the Delivery Point and shall be responsible for loading, shipping, unloading and storage of Owner-Supplied Equipment at the Facility. Contractor shall be responsible for installation of the Owner-Supplied Equipment in accordance with the Contract Documents. Notwithstanding any of the foregoing, Contractor shall not be liable to pay the Owner for any Owner-Supplied Equipment, this being the sole responsibility of Owner.

(d) Notwithstanding the foregoing, Contractor's authority in connection with Contractor's administration of the Owner-Supplied Equipment shall be limited such that Contractor shall neither do nor undertake to do any of the following without Owner's prior written consent in each case:

- (i) amend or modify the Owner-Supplied Equipment; or

(ii) bring or commence any lawsuit, arbitration or other action in Owner's name or otherwise to enforce any of the Owner-Supplied Equipment;

or

.

SECTION 2.21. Owner Obligations

(a) **Site.** As set forth in **Exhibit A**, Owner shall make the Site available to Contractor to support the project schedule, which, as of the Effective Date, reflects a plan to mobilize Contractor's activities on the Site on June 1, 2022.

(b) **Owner-Supplied Equipment.** No later than the date of the Final Notice to Proceed, Owner shall make available to Contractor the Owner-Supplied Equipment

(c) **Operations Personnel.** Owner shall provide, at its cost, a complement, consistent with normal staffing levels for the Facility of appropriately qualified, competent, and, where necessary, substation technicians when required by Contractor to support the commissioning, initial operation of the Facility and all Performance Tests.

(d) **Construction Power** – Contractor shall arrange for and be responsible for all costs associated with installation, consumption, and removal of any required construction power.

(e) **Scheduling of Commissioning and Testing.** Contractor shall comply with the schedule developed by the Parties prior to the date for such delivery set out in the Project Milestone. Any delays may be cause for extended time and cost under Article V.

(f) **Licenses and Permits.** Contractor shall obtain any approvals, certificates, Permits and other licenses required to be obtained and held in its name for the Facility and as set forth in **Exhibit F**, Owner shall be responsible for all water and sewer impact fees payable to the City of Denton. Contractor's project schedule shall incorporate any schedule requirements associated with invoicing and payment of such impact fees and Owner shall not be responsible for any delays incurred by Contractor due to payment of such impact fees.

(g) **Property Taxes.** The Owner is a Texas home-rule municipality and as such is generally exempt from ad valorem property taxation under Texas law.

Contractor shall confirm that the Owner is exempt before paying ad valorem taxes for that may not be lawfully charged to the Owner.

(h) **Drawings and Specifications.** Owner shall provide Contractor with access to and the right to use all drawings and specifications, if any, prepared for the Owner-Supplied Equipment, that are necessary for Contractor's performance of the Work.

(i) **Subsurface Conditions.** To the extent that actual subsurface conditions are substantially different from those identified in the geotechnical study set forth in Contractor's proposal and adversely affect the Work, as notified to Owner by Contractor, Contractor shall be entitled to a Change Order pursuant to **Article V** and Owner shall then perform, at its cost and upon Contractor's written request, an additional geotechnical analysis. For the avoidance of doubt, if Contractor alleges substantially different subsurface conditions are present, Contractor shall immediately contact Owner or Owner's Representative to obtain consent, such consent shall not be unreasonably withheld, that soil or other subsurface conditions are substantially different before claiming any Change Order pursuant to Article V. Project schedule delays will not be considered excusable due to substantially different soil conditions except for contaminated soil due to unknown hazardous materials not disclosed in any geotechnical study.

#### SECTION 2.22. Commercial Activities

Contractor shall not, and shall ensure that any Subcontractors do not, engage in any commercial activity or permit any third parties, under the Contractor's control, to establish commercial activities on the Site that are unrelated to the performance of the Work. Contractor shall not allow its employees to engage in any commercial activity on the Site other than the performance of the Work.

### ARTICLE III

#### CONSTRUCTION SCHEDULE AND COST

##### SECTION 3.1. Commencement of the Work and Contract Completion Date

(a) Upon delivery of the initial notice to proceed (the "**Initial Notice to Proceed**") and Owner's payment to Contractor of the initial Milestone Payment, Contractor shall diligently prosecute only the limited Work set forth in **Exhibit M** associated with such initial Milestone Payment. Contractor shall diligently prosecute the rest of the Work on an unrestricted basis in accordance with the Contract Documents upon Owner's issuance of a Final Notice to Proceed. Owner anticipates that the Final Notice to Proceed will be issued on or about May 1, 2022 and if such anticipated date is a later date, then Owner shall provide Contractor with

ten (10) Business Days' notice of the anticipated issuance of the Final Notice to Proceed. Contractor acknowledges and agrees that all amounts payable or to be paid by Owner under or in connection with this Agreement, other than the initial Milestone Payment, are in all respects subject to and conditioned upon the relevant governmental budget appropriation of sufficient funding to pay for the Facility (including the Owner's costs and obligations arising under the Contract Documents). Until a Final Notice to Proceed is issued, Contractor shall not perform any Work not associated with the initial Payment Milestone as described in **Exhibit M** and shall not be entitled to any payment other than the initial Milestone Payment. If the Final Notice to Proceed is received later than April 1, 2022 then Contractor shall be entitled to seek a Change Order in accordance with Article V to account for cost and schedule impacts. If the Agreement is so terminated, Contractor shall deliver to Owner promptly any documentation with respect to preliminary design and engineering Work performed in connection with the initial Payment Milestone promptly after such termination without representation or warranty as to usability, completeness or accuracy.

### SECTION 3.2. Project Milestone Schedule and Facility CPM Schedule

(a) Following receipt of the Final Notice to Proceed, Contractor shall perform the Work continuously and with due diligence in accordance with the Project Milestone Schedule, as may be adjusted from time to time in accordance with this Agreement, so that each Project Milestone is timely achieved and so that Substantial Completion will be achieved by the Contract Completion Date.

(b) Within thirty (30) days after the issuance of an Initial Notice to Proceed, Contractor shall submit for Owner's review and approval a "Level II" schedule, in both electronic and hardcopy form, which shall use Microsoft Project, conform to the Project Milestone Schedule, and identify the critical path for the Work. Within ninety (90) days after the issuance of an Initial Notice to Proceed, Contractor shall submit for Owner's review and approval a "Level III" critical path method schedule (the "**Facility CPM Schedule**"), in both electronic and hardcopy form, which shall use Microsoft Project, conform to the Project Milestone Schedule, and set forth the timing of all elements of the Work and the interrelationship of such elements. The Facility CPM Schedule shall describe comprehensively, and in a form and to the level of detail agreed to by Owner, the activities required to complete the Work. The Facility CPM Schedule shall be a resource-loaded, integrated project schedule that includes all significant activities divided into specific, identifiable tasks according to their importance, together with a critical path schedule. The Facility CPM Schedule shall highlight selected activities by time period and type of activity showing the sequence in which Contractor proposes to perform the Work and the date by which Contractor reasonably requires that Owner shall have fulfilled

its obligations under this Agreement and Contractor intends to rely upon the Facility CPM Schedule in connection therewith. Contractor shall not change the dates set forth in the Facility CPM Schedule for Owner's obligations unless approved by Owner.

(c) The Facility CPM Schedule shall be periodically (but at least monthly) updated and delivered to Owner, in both electronic and hard copy form, with the monthly progress report. Contractor shall provide an explanation of any expected delay in achieving a Project Milestone designated in **Exhibit M** by the date therefor in the Project Milestone Schedule and Contractor's plan (in a level of detail reasonably requested by Owner) to remedy such delay as necessary to achieve Substantial Completion by the Contract Completion Date and any additional costs associated with such plan. If at any time the Facility CPM Schedule shows that any Project Milestone (including Substantial Completion) will not be achieved within fifteen (15) days of such Project Milestone (and the Contract Completion Date with respect to Substantial Completion), Contractor shall advise Owner and submit to Owner for its review, a recovery plan that demonstrates Contractor's commercially reasonable efforts to recover lost time or, if the delay cannot be recovered using commercially reasonable efforts, provide a plan to mitigate further delays (a "**Corrective Action Plan**"). Upon receipt of Owner's approval (which shall not constitute or require a waiver of any right of Owner to Delay Damages or to declare or exercise remedies for any Contractor Default hereunder), which shall not be unreasonably withheld, Contractor shall implement such Corrective Action Plan as approved. The submission of a schedule under this Section 3.2 shall not, without a Change Order, change any contractual guarantee dates.

### SECTION 3.3. Delays

Without limiting the obligations of Contractor set forth in **Sections 3.2(b)** and **3.2(c)**, Contractor shall promptly notify Owner in writing of any actual or anticipated event that is delaying or could delay completion of the Facility in accordance with the Contract Completion Date. Contractor shall indicate the expected duration and anticipated effect of the delay, and the action being taken to correct the problem and make up for lost time. Subject to receipt of the appropriate Change Order for delays not caused by Contractor, Contractor shall take all steps reasonably available to Contractor to mitigate any impacts to the Contract Completion Date.

## ARTICLE IV

### COMPENSATION

#### SECTION 4.1. Compensation

Owner shall pay Contractor, as full compensation and consideration for Contractor's complete and timely performance of the Work and its other obligations hereunder, the fixed, turnkey lump sum Contract Price, subject only to adjustments by Change Order under the terms of this Agreement. Contract Price includes all Work, including equipment, materials, supplies, labor, intellectual property rights, transportation, and services to be provided by Contractor hereunder and all remedial work to be performed with respect to Contractor's warranties under Article VI or as otherwise required under the Contract Documents. SECTION 4.2. Other Payments

In addition to, but not as part of, the Contract Price, Owner shall pay to Contractor:

- (a) payments with respect to any Owner Taxes pursuant to **Section 2.10**;
- (b) reimbursements to Contractor pursuant to **Section 5.3(c)**;
- (c) the costs of any termination or suspension pursuant to **Article X**;
- (d) any payments due to Contractor pursuant to **Article XII**; and
- (e) any other amounts due to Contractor under the terms of this Agreement.

#### SECTION 4.3. Monthly Billing

(a) Subject to the terms of this Agreement, each month Owner shall make progress payments to Contractor in accordance with the Milestone Payment Schedule (Exhibit G) with respect to progress completed in accordance with the Facility CPM Schedule in the prior month and properly invoiced by Contractor to Owner hereunder, subject to Owner's right to retain payment pursuant to **Section 4.7** or withhold amounts pursuant to **Section 4.3(b)**. All payments shall be made by wire transfer to a bank account of which due notice shall have been given to Owner by Contractor. Payments as set out in the Milestone Payment Schedule for Work properly invoiced and encompassed within the progress invoice submitted pursuant to **Section 4.4** below shall be due and payable on the last day of the month in which such progress invoice was received; provided, however, that Owner's obligation to make payment shall be a minimum of 30 Business Days after the date of such invoice and shall be extended on a day-for-day basis for any failure by Contractor to submit its progress invoice on a timely basis in accordance with **Section 4.4**. Invoices shall be sent directly to the address of Owner set forth in Article VII but to the attention of: City of Denton Accounts Payable Department, with a copy to Denton Municipal Electric at the street and email address set forth in Article VII. Invoices must specifically reference this Agreement and Owner's Purchase Order Number.

(b) Payments to be made by Owner to Contractor shall be subject to withholding on the following basis:

(i) Owner withholds monies otherwise due by way of a refund of any earlier overpayments by Owner not in dispute by Contractor;

(ii) Any Delay Damages not in dispute that are due and payable by Contractor to Owner;

(iii) Work not in accordance with the requirements of the Contract Documents;

(iv) Claims filed against Owner, the Facility or the Site arising from Contractor's actions or inactions in connection with the performance of the Work, other than claims for which Liens have been filed against Owner, the Facility or the Site that Contractor has fully bonded;

(v) Damages to Owner not covered by insurance as a result of Contractor's failure to comply with the Contract Documents for which Contractor is required to indemnify Owner pursuant to the Contract Documents; and

(vi) Where Owner has made demand in respect of any other monies which are due and payable to Owner in accordance with the terms of the Agreement which are not being disputed in good faith by Contractor; provided, Contractor has thereafter failed to make such payment.

(c) In the event Owner disputes any invoiced item, including the completion of Work for which payment is sought, Owner shall give Contractor written notice of such disputed item within ten (10) Business Days after receipt of the invoice. Owner may withhold the related portion of the payment from its payment of the progress invoice. If Contractor disputes such withholding, such dispute shall be resolved pursuant to **Article XI**, "Dispute Resolution"; provided, however, the Parties shall use their reasonable efforts to resolve any such dispute within twenty (20) days of the due date for Owner's payment of the related progress invoice. To the extent such dispute resolution determines that a Party improperly withheld payment owed to the other Party, the Party which improperly withheld payment shall make such payment to the other Party, with interest accruing from the original due date for such payment at the maximum rate required by Sec. 2251.025 of the Texas Government Code (Prompt Payment Act).

(d) To the extent Contractor fails to deliver the monthly progress report as outlined in **Exhibit I**, Owner's obligation to make payment shall be extended on a day-for-day basis.

(e) Contractor shall continue to perform the Work notwithstanding a withholding or set off by Owner or a dispute over amounts due.

SECTION 4.4. Contents of Progress Invoices

Contractor shall submit its monthly progress invoice no later than the fifth (5th) day of each month. Each progress invoice shall set forth the amount from the Payment Schedule, the accumulated payments of the Contract Price to date, the applicable Owner Taxes under **Section 2.10**, and any other entitlement to payment or reimbursement claimed by Contractor under this Agreement (including an explanation thereof). Each progress invoice shall be supported by (i) Contractor's partial waiver of mechanic's liens and all other actual or potential encumbrances and rights of recovery against Owner for work that has been completed and payment received by Contractor in the form attached hereto as **Exhibit C-1** and (ii) partial lien waivers in the form attached hereto as **Exhibit C-1** from all Major Subcontractors.

SECTION 4.5. Final Payment; Liens

The final payment of the Contract Price set forth in the Payment Schedule in **Exhibit G** shall be made only upon the accomplishment of the following:

(a) Contractor shall complete all Work (other than any Work under **Sections 6.1** and **6.2** to the extent the Warranty Period applicable thereto extends beyond the date of the final payment), including Punch List Work; and

(b) Contractor shall execute and deliver to Owner Contractor's final waiver of liens in the form attached hereto as **Exhibit C-2** and final waivers of liens (in the form attached hereto as **Exhibit C-2**) executed by all Major Subcontractors.

**Contractor shall indemnify, defend and save Owner harmless from all laborers', materialmen's, and mechanic's liens arising out of the Work and from all reasonable attorneys' fees relating thereto incurred by Owner so long as Owner has paid Contractor all undisputed amounts required by this Agreement.**

SECTION 4.6. Effect of Payment

No payment, final or otherwise by Owner, shall be considered or deemed to represent that Owner or Owner's Representative or any other representative of Owner has inspected the Work, nor shall it constitute or be deemed an acceptance, in whole or in part, of any portion of the Work not, or subsequently determined not to be, in accordance with the Contract Documents.

SECTION 4.7. Security of Performance

(a) Owner shall retain and withhold payment of ten percent (10%) of all payments due to be made to Contractor (the "**Retainage**"). Such amount shall be held by Owner. Retainage shall be released by Owner upon its receipt of corresponding Performance Security satisfying the requirements of this Section. Except as provided in the immediately preceding sentence, Owner

shall release the Retainage or, if applicable, the Performance Security, returning it to Contractor upon Substantial Completion; provided, however, that notwithstanding such a release of Retainage or the Performance Security, Owner will retain Retainage or Performance Security equal to 200% of the Punch List value until Final Completion.

(b) In order to secure Contractor's performance obligations under this Agreement, Contractor shall within ten (10) days after receipt of the Final Notice to Proceed deliver to Owner a payment maintenance and performance bond in substantially the form set forth in **Exhibit H** and otherwise in form and substance compliant with the Law of the State of Texas for such bonds for projects similar to the Facility, duly issued by a reputable national underwriter reasonably acceptable to Owner (collectively, the "**Contractor Payment, Maintenance & Performance Bond**").

#### SECTION 4.8. Wire Transfer Instructions

Owner shall make all payments due Contractor via wire transfer to Contractor's account as follows:

Bank:	Capital One, N.A.
ABA:	065000090
Account:	Checking
Name:	Crest Operations, LLC
Address:	201 St. Charles Ave., 29th Floor, New Orleans, LA 70170
Reference:	

## ARTICLE V

### CHANGES IN THE WORK

#### SECTION 5.1. Change Order

Change Orders may be initiated by either Owner or Contractor in accordance with this **Article V**. The Work, Contract Price, Contract Completion Date and any other obligation under this Agreement shall only be adjusted as allowed under this Agreement and any adjustment shall be documented by a Change Order. It is the desire of the Parties to keep changes in the Work and the Contract Completion Date at a minimum, but the Parties recognize that such changes may become necessary and agree that they shall be handled as follows.

## SECTION 5.2. Individuals Authorized to Make Changes

All Change Orders must be approved and signed on behalf of Owner by Owner's Representative. Contractor's Project Manager may approve and sign any Change Order on behalf of Contractor.

## SECTION 5.3. Change Orders

(a) To the extent that Contractor notifies Owner, within twenty (20) days of Contractor becoming aware of the impact of the relevant circumstances, and demonstrates that a Change (as defined in Section 5.3(b) below) (i) adversely affects Contractor's (or its Subcontractor's) ability to perform the Work, (ii) increases the cost of the Work or its other obligations under this Agreement, or (iii) causes a delay in the Project Milestone Schedule, the Target Substantial Completion Date or the Contract Completion Date or adversely impacts Contractor's critical path schedule, Contractor shall be entitled to claim an equitable and appropriate adjustment to the Contract Price, Contract Completion Date and any other affected obligation under this Agreement pursuant to a Change Order. Within a reasonable period of time after the Notice required by this section, but in no event later than thirty (30) days after such Notice, Contractor shall provide Owner with the information and other documentation then known to Contractor substantiating such claim. Contractor shall periodically update Owner with additional information as it becomes available until the claim is resolved. Failure of Contractor to provide the initial Notice of such claim within such twenty (20) day period shall constitute a waiver of any effect of such claimed Change and the right to request a Change Order therefor. If any Change affects Contractor's ability to achieve Substantial Completion by the Contract Completion Date, Contractor shall at Owner's request prepare a draft Change Order that, to the extent practical, does not adjust the Contract Completion Date, but compensates Contractor, as the case may be, for the effect of such Change by adjusting other milestones in the Project Milestone Schedule or other provisions of this Agreement pursuant to a Change Order. Adjustments to any price or scheduled date shall reflect only the reasonable and necessary impact of such Change. Within seven (7) days of receipt of all such information from Contractor, Owner and Contractor shall meet and, acting reasonably and in good faith, negotiate a mutually acceptable Change Order in accordance with the principles set forth herein. Contractor shall not, and shall not be obligated to proceed with, any changes or extra work until the price of such change or extra work and its effect has been agreed upon in writing with Owner in a Change Order. Upon mutual approval of such Change Order, Contractor shall diligently perform the changes contemplated by such Change Order in accordance with the Contract Documents. Contractor shall not suspend, in whole or in part, performance of the undisputed Work during any dispute over the scope of the Work or during the review and negotiation of any proposed Change Order unless directed in writing to do so by Owner, and if so directed, Contractor shall do so without waiving any right with respect to such

change or disputed item. During the deliberations as to the Change Order specified herein, Contractor shall diligently pursue completion of the Facility using commercially reasonable efforts.

(b) Contractor shall be entitled in accordance with and subject to the other provisions of this Section to an equitable and appropriate adjustment to the Contract Price, Contract Completion Date and any other affected obligation under this Agreement pursuant to a Change Order in any of the following events: (1) Owner-directed changes (including suspensions or stoppages of the Work not due to the fault of Contractor), including those caused by Owner's contractors other than Contractor or its Subcontractors, or by any third party not under control of Contractor; (2) the occurrence of an event of Force Majeure; (3) an act or omission of Owner in breach of its obligations under this Agreement (including an act or omission of Owner caused by Owner's contractors other than Contractor or any Subcontractor, or by any third party not under control of Contractor); (4) any Change In Law; (5) differing site conditions under **Section 8.1**; (6) increases and/or decreases of greater than five percent (+/-5%) in the Reference Price for each commodity (Steel, Copper and PVC Resin) purchased by Contractor to complete the Work ("Commodity Price Change Orders"); and (7) as otherwise provided in this Agreement (each of the foregoing being a "**Change**" for purposes of this Contract).

(c) Owner may initiate a change by advising Contractor in writing of the change believed to be necessary or desirable. As soon as practicable, Contractor shall prepare and forward to Owner a cost estimate and a schedule impact of the change, which shall include any applicable adjustment to the Contract Price, Contract Completion Date and any effect on Contractor's ability to comply with any of its obligations under this Agreement, including warranties. Contractor shall also consider any potential adjustments to the Work or the Project Milestone Schedule that may be undertaken to mitigate the effects of the change. Contractor shall be reimbursed for the reasonable costs incurred to prepare any estimate. Reimbursement shall be at the rates specified by Contractor consistent with **Exhibit N**. Owner shall advise Contractor in writing of its approval or disapproval of the change. If Owner approves the change, Contractor shall perform the Work as changed.

(d) With respect to any such Change Order to adjust the Contract Completion Date, the Parties agree that such adjustment shall preserve the period of time between Contractor's "Target Substantial Completion Date" (which date shall be identified in the Project Milestone Schedule and updated from time to time as part of the Facility CPM Schedule to be provided by Contractor pursuant to **Section 3.2**) and the Contract Completion Date that would have existed absent the event giving rise to the Change Order other than any portion of such period of time between Contractor's "Target Substantial Completion Date" and the Contract Completion

Date that is solely attributable to the actions of Owner in the performance of its obligations hereunder to preserve or extend such period of time.

SECTION 5.4. If No Agreement

If in connection with this **Article V** either Owner or Contractor disputes the existence, extent, validity of a Change or is unable to reach agreement on the terms of any Change in the Work, including, but not limited to, an adjustment in the Contract Price or Contract Completion Date, then either Party may notify the other Party that it desires to meet and resolve the dispute in accordance with **Article XI**. If the disputed portion of the proposed change to the Contract Price is less than \$100,000, Contractor shall proceed with the Work described in the disputed Change Order pending resolution of the dispute. If such disputed portion is equal to or greater than \$100,000, Contractor shall proceed with the associated work on a time and materials basis which time and materials payments to Contractor shall be subject to adjustment upon the resolution of the dispute. Under no circumstances, however, shall Contractor delay its performance of the Work because of an inability to agree on the terms of a Change Order.

**ARTICLE VI**

**INSPECTION AND WARRANTY**

SECTION 6.1. Warranty

(a) Contractor warrants (i) it will at all times be fully qualified and capable of performing the Work to complete the Facility according to the terms of this Agreement, (ii) it will perform the Work (other than the portions of the Work described in **Section 6.2**), in accordance with Prudent Utility Practice and in accordance with Applicable Law, **Exhibit A** and as otherwise specified in this Agreement, and that such Work shall be free of Liens (to the extent Owner is compliant with its undisputed payment obligations hereunder) or defects in title and free from any defect in workmanship performed by Contractor and its Subcontractors, and (iii) the materials and equipment provided under this Agreement shall be new, unused, undamaged and comply with **Exhibit A** and the Contract Documents. If Contractor fails to meet the standards set forth in this Section and Owner gives Contractor notice of any such failure or defect as promptly as practicable after discovery of such failure, but in no event later than the expiration of the Warranty Period, Contractor shall remedy such deficiency so that such Work conforms to those standards. Contractor's costs for such remedy shall be borne solely by Contractor. Contractor's obligation to correct defects and deficiencies shall include labor, parts, transportation, insurance, factory repair and testing, dismantling, re-erecting, re-testing and commissioning.

(b) Contractor shall, for the protection of Owner, use commercially reasonable efforts to obtain from all Subcontractors from which Contractor procures

machinery, equipment or materials or Work, warranties and guarantees with respect to such machinery, equipment, materials or Work consistent with the foregoing, except warranties for machinery and equipment from any original equipment manufacturer (“OEM”), which shall be as specified by such OEM’s standard terms, which shall be made available to Owner to the full extent of the terms thereof; provided, however, that the inability of Contractor to obtain such warranties or guarantees shall not limit or reduce Contractor’s obligations under this Agreement. Unless otherwise specified in the Contract Documents or as otherwise agreed by Owner, all materials and equipment so procured by Contractor shall be new, and both workmanship and material shall comply with the specifications and requirements set forth by the Contract Documents. Equipment and material which are procured by Contractor, but fail to comply with the requirements of the Contract Documents, shall be removed and replaced with complying equipment and material. However, if the progress of Work is such to make such removal impractical, Owner shall have the right to accept equipment or material and reduce the Contract Price by an amount equivalent to any recovery from the relevant Subcontractor for the difference in its value and the value of complying equipment or material. Contractor shall perform such factory or field tests as are necessary to verify that equipment meets the requirements of the Contract Documents. Contractor shall provide Owner with reasonable notice of such tests and Owner shall be permitted to witness such tests. All Subcontractors’, manufacturers’, and suppliers’ warranties and guaranties, express or implied, respecting any part of the Work and any materials used therein shall be deemed obtained by Contractor for the benefit of Owner without the necessity of separate transfer or assignment thereof. Contractor shall assign such warranties and guaranties to Owner upon the end of the Warranty Period.

(c) All Work repaired or replaced during the Warranty Period shall be rewarranted for an additional three years from the date of completion of the repair or replacement; provided, however, in all cases the Warranty Period shall expire four years following Substantial Completion of the original Work.

(d) If requested by Owner, Contractor will assist Owner in obtaining and administering any other warranties with respect to the Owner-Supplied Equipment and such request shall be treated as an Owner-directed change under **Article V**.

## SECTION 6.2. Engineering and Design Warranty

Contractor warrants it will cause to be performed the engineering and design Services, as more particularly described in **Exhibit A** (the “**Engineering Services**”) in accordance with Prudent Utility Practice and otherwise in compliance with **Exhibit A** and the Work will be free from errors or omissions in engineering and design (the “**Design Warranty**”). Contractor shall provide a State of Texas professional engineering stamp on all drawings and designs. If within the Warranty Period it is shown that there is an error in the Engineering Services or a breach of the

Design Warranty as a result of a failure of Contractor or Contractor's engineering Subcontractor to meet those standards and Owner has notified Contractor in writing of any such error within thirty (30) days after the expiration of that period, Contractor promptly shall investigate and determine the cause of the deficiency or defect, promptly correct or cause to be corrected any deficient design that resulted therefrom, promptly issue corrected final as-built drawings, if applicable, and promptly replace or cause to be replaced all equipment and materials associated with the defective design and re-perform all other work necessary to cure the breach of the Design Warranty. All costs incurred by Contractor in performing such corrective services shall be borne solely by Contractor.

### SECTION 6.3. Inspection and Testing

(a) All Work shall be subject to reasonable inspection by Owner, or its representatives or consultants, at all times to determine whether or not the Work conforms to the Contract Documents. Contractor shall provide Owner access to the Work wherever located. Owner may visit and inspect the Work, or any part thereof, at any time during normal business hours, and Contractor shall provide safe and proper access for inspection of the Work. Owner may be present at any test to be performed. Contractor shall promptly furnish all reasonable facilities, labor, and materials necessary for the safe and convenient inspection and testing that may be required by Owner. All inspections and tests by Owner shall be performed in such manner as not to unnecessarily interfere, hinder or delay the Work. All such tests and inspections shall not relieve Contractor of its obligations.

(b) If Contractor fails to provide Owner with reasonable opportunity to inspect the Work, and if in the opinion of Owner it is necessary to uncover or dismantle such Work for such inspection, then Contractor shall uncover, dismantle and recover the Work as necessary for such inspection. If such inspection reveals a defect or deficiency in the Work, Contractor's cost of uncovering, dismantling and recovering the Work shall be borne solely by Contractor. If such inspection does not reveal a defect or deficiency in the Work, Contractor shall be entitled to a Change Order pursuant to the terms of **Section 5.3(c)** for the impact to Contractor of uncovering, dismantling and recovering the Work and to the extent of any effect on Contractor's ability to comply with its obligations under this Agreement.

(c) Where Owner has a reasonable belief that there is a defect or deficiency, even though Contractor has given Owner reasonable opportunity to inspect the Work and Owner subsequently requires uncovering, having made no comment during the original inspection, Contractor shall nevertheless uncover, dismantle and recover the Work as necessary for such inspection. If such inspection reveals a defect or deficiency in the Work, Contractor's cost of uncovering, dismantling and recovering the Work shall be borne solely by Contractor. If such inspection does not reveal a defect or deficiency in the Work, Contractor shall be entitled to a Change Order pursuant to the terms of **Section 5.3(c)** for the cost(s) and

impact to Contractor of uncovering, dismantling and recovering the Work and to the extent of any effect on Contractor's ability to comply with its obligations under this Agreement.

#### SECTION 6.4. Correction of Defects

If Contractor does not take action to correct any defects or deficiencies for which it is responsible under the Contract Documents within a reasonable time after receipt of Owner's written notice thereof, Owner may, as its sole option, (a) take such corrective action itself or through contract with others the costs of which shall be reimbursed by Contractor; (b) deduct an equitable amount from the Contract Price pursuant to a Change Order for defects or deficiencies in the Work in lieu of correcting Work that was not performed in accordance with the Contract Documents; or (c) exercise any other remedy available under this Agreement, including requiring Contractor to perform the corrective action if the relief under sub-clause (a) or (b) is not practicable.

#### SECTION 6.5. Limitations

The obligations contained in this **Article VI** govern and supersede any other terms in this Agreement which address warranties, guarantees, or the quality of the Work and are Contractor's sole warranty and guarantee obligations and Owner's exclusive remedies with respect to defects and deficiencies in the Work. Contractor makes no other warranties or guarantees, express or implied, including, but not limited to, warranties of merchantability and fitness for a particular purpose which are expressly disclaimed and waived. Contractor shall have no warranty obligation or liability for defects in the Work caused by normal wear and tear, Owner's improper operation or maintenance of the Facility, alterations that are not in compliance with the guidelines of the original equipment manufacturer, and any event of Force Majeure.

#### SECTION 6.6. Title

(a) Contractor shall include, as a term of each Subcontract, a warranty that all materials and equipment furnished by its Subcontractors that become part of the Facility or are purchased by Contractor for Owner for the operation, maintenance or repair thereof shall be legally and beneficially owned by the Owner free from any Lien and any defects in title whatsoever, without regard to any expiration of the Warranty Period. Title to all such materials and equipment shall pass to Owner upon delivery to the Site. Notwithstanding passage of title, Contractor shall retain sole care, custody and control of, and retain risk of loss for, such materials and equipment and shall exercise due care with respect thereto in accordance with **Section 2.13**. (b) In order to protect Owner's interest in all materials and equipment with respect to which title has passed to Owner but which remain in the possession of a third party, Contractor shall follow the directions of Owner with respect to the action to be taken by Contractor to maintain Owner's clear title and to protect Owner against claims by other parties with respect thereto, and the costs incurred by Contractor in curing any defect in title shall be borne solely by Contractor; provided, however, Contractor

shall be entitled to a Change Order pursuant to the terms of **Section 5.3(c)** for any costs incurred by Contractor at the direction of Owner to protect Owner's title, including, for example, the filing of financing statements.

(c) To the extent Owner is compliant with its undisputed payment obligations hereunder, Contractor agrees that it shall not establish, and shall not allow its employees, agents or Subcontractors to maintain, any contractor's or laborer's Lien on the Work or the Facility or any part thereof.

(d) Contractor shall not file or permit any Liens on the Work or the Facility; provided, however, that this clause shall not prohibit Contractor from taking any action allowed under Applicable Law to secure amounts due from Owner under this Agreement. Contractor shall follow the directions of Owner with respect to the action to be taken by Contractor regarding any mechanics' or materialmen's Liens arising from the Work and Contractor shall, if ordered by Owner, as soon as practical discharge or file a bond naming Owner as sole beneficiary in lieu of any Lien filed by any Subcontractor against the Facility based on a claim for payment in connection with the Work, and the costs incurred by Contractor in so doing be borne solely by Contractor.

(e) Contractor shall provide prompt notice to Owner of any Lien of which it receives notice.

(f) In the event Contractor fails to discharge or bond over any such encumbrance within a reasonable period or otherwise provide Owner with adequate assurances or security with regard to any such Lien arising in respect of the Work or the Facility, Owner shall have the right to discharge the same and Contractor shall reimburse Owner for the costs incurred to obtain such discharge.

## ARTICLE VII

### REPRESENTATIVES AND NOTICES

#### SECTION 7.1. Owner's Representative

Owner appoints the following individual as its "**Owner's Representative**":

Name:	Mark Zimmerer
Address:	Denton Municipal Electric 1685 Spencer Road Denton, TX 76205
E-mail:	mark.zimmerer@cityofdenton.com
Phone:	940-349-7169

The Owner's Representative shall be authorized to act on behalf of Owner, with whom Contractor may consult at all reasonable times, and whose instructions, requests, and decisions shall be binding upon Owner as to all matters pertaining to this Agreement and the performance of the Parties hereunder. Without limiting the foregoing, the responsibilities of Owner's Representative shall encompass but not be limited to (1) issuance of instructions, (2) review and inspection of Contractor's Work, (3) rejection of nonconforming Work, (4) determination of when the Work is complete, (5) approval of milestone payments, and (6) approval of certain Change Orders as set forth in **Article V** "Changes in the Work". All communications from Contractor to Owner shall be directed to Owner's Representative and all communications from Owner to Contractor shall be directed from the Owner's Representative. Owner may appoint another person as Owner's Representative at any time by written notice to Contractor from the current Owner's Representative. Only the Owner's Representative may provide binding direction to the Contractor.

**SECTION 7.2. Contractor's Project Manager**

Contractor shall appoint, subject to the approval of Owner (which shall not be withheld unreasonably) an individual as its "Project Manager" in charge of Contractor's performance and execution of the Work. Contractor shall provide Owner with the Project Manager's address, e-mail address, telephone number, cell phone number and facsimile number. All instructions, requests for Change Orders and all other communications from Owner to the Contractor shall be directed to the Project Manager.

Name:	Dane Anderson
Address:	4725 Highway 28E Pineville, LA 71360
E-mail:	Dane.anderson@betaengineering.com
Phone:	847.494.6609

**SECTION 7.3. Notices**

Except as expressly provided otherwise herein, any formal notice, demand, or request provided for in the Contract Documents shall be in writing and shall be effective upon delivery (electronic transmission to the e-mail address specified above may be done in addition to delivery of a paper copy). Copies of Notices from Owner to Contractor shall also be provided to Contractor's Project Manager.

With a copy to:

Name:	Crest Operations, LLC
Address:	Crest Operations, LLC

	General Counsel 4725 Hwy 28E, Bldg. 1 Pineville, LA 71360
E-mail:	Generalcounsel@crestoperations.com
Phone:	318-767-5530

#### SECTION 7.4. Changes

Each Party shall provide the other Party with notice when its respective address, contact person, telephone number, e-mail address, or facsimile number changes to which notices are to be sent.

#### SECTION 7.5. Ordinary Course

Nothing contained herein shall preclude the transmission of routine invoices or correspondence, messages and information between the Parties by a representative of a Party in the ordinary course of performing their respective obligations under the Contract Documents.

### ARTICLE VIII

#### SITE

#### SECTION 8.1. Site Investigation

The Site characteristics are described in **Exhibit A**. Contractor represents and warrants that it knows and has carefully reviewed and taken account of all visible and disclosed conditions at the Site, including, the topography, utilities, traffic and weather patterns at the Site and surrounding area, the management and storage of materials, the availability of labor, construction water, construction electricity, and construction communications, the access routes to the Site, and soil and subsoil (to the extent expressly disclosed and described in the geotechnical report referred to in **Exhibit A**) characteristics. The Parties understand and agree that if Owner has conducted any geotechnical investigations of the Site, such investigations and resulting reports will be included in **Exhibit A** and shared with Contractor, and that Contractor has a right to reasonably rely upon such without independent verification. Contractor's failure to acquaint itself with such general or local conditions or circumstances affecting the Work existing as of the Effective Date of this Agreement shall neither relieve Contractor from the responsibility for successfully performing this Work nor entitle Contractor to an adjustment to the Contract Price or Project Milestone Schedule. Contractor shall be entitled to a Change Order under **Article V** with respect to subsurface conditions or other differing or changed site conditions which were not known or disclosed to Contractor and which Contractor could not have anticipated from a thorough site investigation.

## SECTION 8.2. Lines and Grades

Contractor shall establish construction base lines and benchmarks for the Work. Said base lines and benchmarks, and all stakes or other markers established, shall be preserved by Contractor until their removal is authorized by Owner. Owner may, from time to time, check the layout of Contractor, but such checking shall in no way relieve Contractor of its responsibility for the accuracy of the Work. Contractor shall provide, at the request of Owner, competent personnel to assist in this checking.

## SECTION 8.3. Specifications and Drawings

(a) Contractor shall maintain at the Site a copy of the “approved for construction” working specifications and drawings (including “as-built drawings”) applicable to the Work with all changes and modifications, and shall at all times give Owner access thereto. Anything mentioned in the specifications and not shown on the drawings or shown on the drawings and not mentioned in the specifications, shall be of like effect as if shown or mentioned in both.

(b) **“As-Built” Drawings.** Contractor shall provide and keep at the Site a complete “as-built” record set of drawings (also called “**record drawings**”) that shall be updated periodically. The drawings shall reflect exact and actual “as-built” conditions of construction, installation, and erection as it progresses. Where drawings are not adequate to show “as-built” conditions, Contractor shall prepare sketches which delineate the necessary “as-built” information. Contractor shall furnish two (2) sets of all paper “blue-line” prints “approved” drawings for use in accomplishing specified mark-up. Final “as-built” drawings, and a computerized disk of such drawings, with respect to the Facility shall be delivered to Owner by Contractor on or before Final Completion. Contractor represents that the specifications and drawings submitted by it to Owner hereunder are all those customary and necessary for the operation and maintenance of a facility such as the Facility.

## SECTION 8.4. Use of Premises

Contractor shall confine the storage of materials and construction equipment in connection with the Work in accordance with all Applicable Law, and Contractor’s safety procedures. Contractor shall provide adequate safety barriers, signs, lanterns, and other warning devices and services to properly protect any person having access to or near the areas where Work is being performed at the Site. Contractor shall follow Owner’s instructions concerning the location of signs and posters, the time and location of the burning of debris, and any other similar nuisance items.

## SECTION 8.5. Cleaning Up

Contractor shall, at all times, keep the Site and other locations on the Site where the Work is performed, including storage areas used by it, in a clean and orderly condition and free from combustible debris and waste materials. Upon completion of the Work, Contractor shall remove all rubbish from and about the premises and restore the Site to its original condition with special respect to ruts and debris of all kinds.

SECTION 8.6. Underground Facilities

Contractor shall be familiar with the requirements of the respective underground facility laws of the State of Texas. Contractor shall identify (through “as-built” drawings as provided by Owner and reasonable inspection) to the extent necessary to perform the Work all underground facilities in the areas on the Site where Work is to be performed, including, but not limited to, gas, electric, telephone, water, drain lines, sewer, and the like. Contractor will take the necessary steps to safeguard these underground facilities. If, however, Contractor encounters underground facilities that could not be reasonably identified through compliance with underground facilities laws, review of any Owner-provided as-built drawings, or Site walk-downs, Contractor shall be entitled to a Change. With respect to areas outside of the Site, Contractor may rely on third parties, as necessary and appropriate, and in compliance with Applicable Laws. Contractor shall notify the appropriate agency or owner of the underground property and Owner’s Representative. Contractor shall file a report of accident with the relevant local official, owner or agency at the time of any damage.

SECTION 8.7. Other Contracts

Owner may undertake or award other contracts for additional work at or near the Site. The Parties shall coordinate the performance of any such additional work to avoid any adverse impact on the performance by Contractor of its obligations under this Agreement.

**ARTICLE IX**

**COMPLETION OF THE WORK**

SECTION 9.1. Mechanical Completion

(a) “**Mechanical Completion**” shall occur when the following requirements have been satisfied:

(i) Contractor has constructed and installed all materials, equipment (including Owner-Supplied Equipment), components and systems necessary to begin commissioning of Owner-Supplied Equipment and the Facility (except for completion of minor portions of the Work such as painting, final grading, landscaping, final insulation, and any other portion of the Work not affecting the reliability, dependability, testing, operability, safety, and mechanical and electrical integrity of the Facility) in accordance with the Contract;

(ii) Contractor has made available for inspection by Owner all systems necessary to begin Commissioning in accordance with procedures mutually agreed to at the time by Contractor and Owner;

(iii) the Work with respect to the Facility is mechanically and electrically sound, all systems necessary to begin commissioning of Owner-Supplied Equipment and the Facility, and all required pre-operations checking and testing (including construction, electrical, control) have been completed satisfactorily;

(iv) the Work is ready to allow start-up testing, preliminary operation and commissioning of the Facility; and

(v) all Facility systems and subsystems have been installed, the equipment and systems included therein (can be operated in a manner that does not void any Subcontractor or system warranty and Contractor has made the Facility available for interconnection with the ERCOT transmission grid and Owner's distribution system;

(b) When Contractor believes that the requirements of Mechanical Completion have been met, Contractor shall issue a notice of Mechanical Completion to Owner in substantially the form attached hereto as **Exhibit D-1**. Within five (5) Business Days after receiving such notice of Mechanical Completion, Owner shall advise Contractor, in writing, with reasonable precision, of any known reason(s) that Contractor has not met the criteria for Mechanical Completion. If Owner advises of any such reason(s), Contractor shall then take appropriate corrective action and again notify Owner, in writing, that the Facility has achieved Mechanical Completion. Owner shall have five (5) Business Days after receipt of such notification to advise Contractor of any remaining known reason(s) under the preceding paragraph why Contractor has not met the criteria for Mechanical Completion. This process shall be repeated as necessary until Owner agrees that no such reasons remain and Mechanical Completion is achieved. If Owner fails to notify Contractor of any such known reasons within the allotted time, the Facility shall be deemed to have achieved Mechanical Completion as of the date of such notification. Otherwise, subject to Contractor's right to dispute Owner's assertion that Mechanical Completion has not been achieved, Mechanical Completion shall not be achieved until Owner and Contractor agree that all of the criteria for Mechanical Completion have been achieved. If Owner does agree that the Contractor has meet the requirements of Mechanical Completion then the date of Mechanical Completion shall as per the date of the Contractor's notice.

## SECTION 9.2. Substantial Completion

(a) "**Substantial Completion**" shall occur on the date on which:

(i) the conditions for Mechanical Completion have been satisfied;

(ii) all services, materials and equipment comprising the Facility have been completed in accordance with the requirements of this Agreement (other than Punch List items);

(iii) the Performance Tests have been satisfactorily completed with respect to the Facility and by Contractor with respect to the Performance Tests and that Contractor's performance of the Work does not prevent the Facility from achieving the - interconnections and performance guarantee levels;

(iv) the Punch List has been provided to Owner as set forth in **Section 9.3**.

(b) Owner and Owner's Representative shall have the right and opportunity to be present and observe the Performance Tests and to inspect and validate all meters, meter readings and other pertinent data necessary to verify the results of the Performance Tests. Contractor and Owner shall coordinate such observation, inspection and validation so as not to interfere with the Performance Tests yet provide for a verifiable result.

(c) When Contractor believes it has achieved Substantial Completion, Contractor shall tender a certificate of Substantial Completion to Owner in substantially the form attached hereto as **Exhibit D-2**. Owner shall accept or reject Contractor's certification in writing within three (3) Business Days after receipt of Contractor's tender. If Owner fails to notify Contractor of any such known reasons within the allotted time, Substantial Completion shall be deemed to have been achieved as of the date of the tender of the certificate. If Owner rejects Contractor's certification, Owner shall identify its reasons for rejection in detail sufficient for verification and thereafter Contractor shall:

(i) take prompt corrective action, as necessary, to achieve the requirements of Substantial Completion and then submit a new certification to Owner as provided for above; or

(ii) disagree with Owner's reasons for such rejection, promptly notify Owner, and the Parties shall attempt to resolve the disagreement without delay. If the disagreement cannot be resolved within five (5) Business Days, then Contractor may seek a determination whether or not Substantial Completion has been achieved under **Article XI** "Dispute Resolution".

(d) The date of Substantial Completion shall be the date of the relevant notice that Owner accepts or is deemed to have accepted under the procedures outlined in **Section 9.2(c)**.

### SECTION 9.3. Punch List

At the time of submitting a certificate of Substantial Completion, Contractor shall prepare and submit to Owner a Punch List for the Facility and an estimate of costs necessary to complete the Punch List. Owner shall have seven (7) Business Days from receipt of said Punch List or update to provide any comments to the Punch List. The Parties shall review the Punch List and discuss the items to be included in a mutually agreed Punch List, with an estimate of the cost to complete the Punch List items; provided, however, that pending resolution of any dispute with respect to the Punch List, Owner may withhold from any payment of the Contract Price due on Substantial Completion, draw on the Retainage or, if applicable, draw on the Performance Security, in an amount equal to two hundred percent (200%) of the estimated cost of completing the Punch List items of work. Owner shall provide Contractor with reasonable access to the Facility to complete the Punch List. Contractor shall diligently pursue completion of the Punch List within sixty (60) days following Substantial Completion and shall notify Owner in writing upon Contractor's determination that Punch List Work is complete. Owner shall have seven (7) Business Days to accept or reject Contractor's determination that the Punch List Work is complete. If Owner rejects Contractor's determination, then Contractor may seek a determination whether or not the Punch List Work is complete under **Article XI** "Dispute Resolution".

### SECTION 9.4. Remedy of Failure to Achieve Performance Guarantees

Subject to the provisions of **Article V**, during the one hundred twenty (120) day period following the relevant date of Substantial Completion, Owner may direct Contractor to undertake remedial action with respect to the Facility to achieve such performance guarantees.

### SECTION 9.5. Final Completion

(a) "**Final Completion**" with respect to the Facility shall occur on the date on which:

- (i) Mechanical Completion has occurred;
- (ii) Substantial Completion has occurred;
- (iii) all Punch List items have been completed;
- (iv) the Performance Tests have all been completed;
- (v) Contractor has paid all undisputed Delay Damages as set forth in **Section 9.7**;
- (vi) Contractor has executed and delivered to Owner Contractor's final waiver of liens in the form attached hereto as **Exhibit C-2** and final waivers of

liens (in the form attached hereto as **Exhibit C-2**) executed by all Subcontractors with subcontracts having a value, individually or in the aggregate, in excess of one hundred thousand dollars (\$100,000) and Contractor's certification that, to the best of Contractor's knowledge after reasonable inquiry, (1) all indebtedness, including liens, with respect to or in connection with the Work has been paid and (2) all claims for payment for labor and materials for which Contractor is responsible in connection with the construction of the Facility have been paid or satisfied; and/or bonded off;

(vii) all Final As-built Drawings and Documentation have been delivered by Contractor to Owner; and

(viii) Contractor shall have reimbursed Owner for or shall have, without cost to Owner, ordered or replaced any of Owner's spare parts used to perform the Work.

(b) When Contractor believes it has achieved Final Completion of the Facility, Contractor shall tender a certificate of Final Completion to Owner substantially in the form attached hereto as **Exhibit D-3**. Owner shall accept or reject Contractor's determination of Final Completion in writing within five (5) Business Days after receipt of Contractor's tender. If Owner fails to notify Contractor of any such known reasons within the allotted time, the Facility shall be deemed to have achieved Final Completion as of the date of the tender of the certificate. If Owner rejects Contractor's determination of Final Completion, Owner shall identify its reasons for rejection in detail sufficient for verification and thereafter Contractor shall:

(i) take prompt corrective action, as necessary, to achieve the requirements for Final Completion, and then submit a new determination of Final Completion to Owner as provided for above; or

(ii) disagree with Owner's reasons for such rejection, promptly notify Owner, and the Parties shall attempt to resolve the disagreement without delay. If the disagreement cannot be resolved within five (5) Business Days, then Contractor may seek a determination whether or not Final Completion has been achieved under **Article XI** "Dispute Resolution".

#### SECTION 9.6. Schedule Guarantee and Delay Damages

Contractor shall perform the Work so that Substantial Completion is achieved no later than the Contract Completion Date. Contractor agrees that if Substantial Completion is not achieved by the Contract Completion Date because of Contractor's unexcused performance failure, Contractor shall pay Delay Damages to Owner until Substantial Completion (or a percent thereof if there is only partial Substantial Completion of the Facility) occurs. . Subject to Owner's rights under Article X, the receipt by Owner of Delay Damages shall be Owner's sole and exclusive

remedy, and Contractor's sole and exclusive obligation, for a failure to achieve Substantial Completion by the Contract Completion Date.

**SECTION 9.7. Payment of Delay Damages**

Contractor shall pay Delay Damages in arrears every fifteen (15) days within seven (7) days of receipt of an invoice from Owner delivered after the end of such fifteen (15) day period.

Owner's invoice for Delay Damages shall specify the amount due and shall include reasonable data and calculations on the basis of which such amount has been determined.

**SECTION 9.8. Payment of Early Substantial Completion**

Owner shall compensate Contractor \$2,000 per calendar day for each day that Substantial Completion is achieved prior to the Contract Completion Date. Owner shall make payment for Early Substantial Completion within seven (7) days of receipt of an invoice from Contractor. Contractor's invoice for payment of Early Substantial Completion shall specify the amount due and shall include reasonable data and calculations on the basis of which such amount has been determined.

**ARTICLE X**

**DEFAULT AND TERMINATION**

**SECTION 10.1. Contractor Default**

Contractor shall be deemed to be in default if it at any time during the performance of the Work Contractor shall:

- (a) Materially fail to prosecute the Work or any portion thereof with sufficient diligence or otherwise commit a substantial breach of any material provision of this Agreement and Contractor does not commence and diligently proceed to cure such failure or breach within fifteen (15) calendar days following delivery of a notice from Owner to Contractor to remedy such failure or breach or, if a cure of such failure or breach cannot be effected within such fifteen (15) day period, Contractor has commenced such cure within such period and diligently pursues such cure thereafter;
- (b) Become insolvent or make a general assignment for the benefit of its creditors;
- (c) File a petition in bankruptcy or have a petition in bankruptcy filed against it or an attachment or execution levied upon any of its property used

hereunder, or have a receiver for its business appointed on account of the condition of such business or of insolvency;

(d) Materially disregard or fail to comply with laws, ordinances, rules, regulations, or orders of any public authority having jurisdiction and Contractor does not commence and diligently proceed to cure such failure within twenty (20) calendar days following delivery of a notice from Owner to Contractor to remedy such failure or, if such cure cannot be effected within such twenty (20) day period, Contractor has commenced such cure within such period and diligently pursues such cure thereafter;

(e) Attempt to assign this Agreement without obtaining Owner's prior consent;

(f) Fail to make an undisputed payment to Owner when due hereunder and Contractor does not cure such failure within ten (10) days following delivery of a notice from Owner to Contractor to remedy such failure.

(g) Failure to maintain insurance coverage required of Contractor as specified in **Article XIV** of this Agreement and Contractor does not commence and diligently proceed to cure such failure or breach within fifteen (15) calendar days; provided, however, Contractor shall not be allowed to continue any Work until such insurance coverage is reinstated and such stoppage shall not constitute a delay due to a third party hereunder. Contractor shall use best efforts to ensure that any stoppage of Work due to this Section does not impact any Subcontractor or other applicable third party.

(h) The issuer of the Contractor Payment & Performance Bond disavows its obligations under the Contractor Payment & Performance Bond, respectively, the Contractor Payment & Performance Bond ceases to be in full force and effect for the duration required under this Agreement and Contractor does not promptly, using best efforts, replace such Contractor Payment & Performance Bond with an equivalent security acceptable to Owner.

## SECTION 10.2. Right to Terminate for Cause

If at any time Contractor shall be deemed in default pursuant to **Section 10.1** "Contractor Default", Owner may elect to terminate this Agreement in accordance with **Section 10.3** "Termination by Owner for Cause" and Owner may draw on the Retainage or, if applicable, the Performance Security for any amounts due from but not paid by Contractor under this Agreement.

### SECTION 10.3. Termination by Owner for Cause

(a) If Owner elects to terminate this Agreement due to Contractor's default under the terms of **Sections 10.1** and **10.2**, Owner shall give written notice of termination to Contractor specifying the date of termination and in such event:

(i) Owner, without incurring any liability to Contractor, shall have the right to have the Work finished either by itself, its affiliates or by a third-party contractor. In such event, Owner shall not be liable to make further payments to Contractor until the Work is completed and Contractor shall be liable to Owner for costs incurred by Owner in accordance with Prudent Utility Practices in completing the Work, including without limitation, costs of accelerated or expedited construction methods actually performed in an attempt to achieve Substantial Completion by the Contract Completion Date, and/or to mitigate any delay by Contractor, and costs for administering any subcontracts associated with the termination, but only to the extent such foregoing costs exceed the portion of the Contract Price that, absent such termination, remained to be paid to Contractor under this Agreement; and

(ii) upon termination of the Work pursuant to this **Section 10.3**, Contractor shall promptly submit to Owner an accounting of Contractor's costs for the Work performed prior to the date of termination, which shall not exceed the sum of all milestone and other payments paid or owed as of the date of termination, plus a portion of the milestone payment immediately next due after the date of termination corresponding to that portion of the Work which has been satisfactorily completed but not previously invoiced. Where Owner does not exercise its rights under **Section 10.3(a)(i)** to complete the Work, Owner shall pay Contractor, not later than sixty (60) days after receipt of Contractor's accounting of costs, Contractor's costs of the Work, less the sum of all milestone payments of the Contract Price and other payments previously paid. Where Owner completes the Work for less than the Contract Price, Owner shall pay Contractor, not later than sixty (60) Days after the Work is completed, Contractor's costs of the Work, less the sum of all milestone payments and other payments previously paid.

(b) Termination of the Work in accordance with this Article shall not relieve Contractor of its responsibilities for Work performed.

(c) Delay Damages and Performance Damages, if any, shall cease to accrue as of the date of termination.

(d) Nothing in these Contract Documents with respect to Delay Damages or any payment of any of the same to Owner shall be construed as limiting or relieving (a) Contractor's obligations generally to achieve its Project Milestones, (e) warranties granted under these Contract Documents, or (c) Owner's remedies for Contractor's default as provided herein.

(e) If Owner terminates this Agreement for cause and the grounds for such termination are subsequently found to be invalid, such termination will be treated as a termination for convenience by Owner and payment to Contractor shall be in accordance with **Section 10.4**.

#### SECTION 10.4. Termination by Owner for Convenience

(a) Owner may, upon thirty (30) calendar days' advance written notice to Contractor, suspend, abandon, or terminate the Work, or any portion thereof, and terminate this Agreement, for any reason whatsoever, including for the convenience of Owner without regard to whether or not Contractor has defaulted or failed to comply with the provisions of the Contract Documents, except for the purpose of substituting another contractor in place of the Contractor.

(b) If Owner terminates the Work, or any portion thereof for convenience, Contractor shall be entitled to amounts paid previously or invoiced and unpaid to Contractor hereunder and in addition Owner shall pay, without duplication of the milestone or other payments paid previously, Contractor for all its costs for the parts of the Work done prior to the effective date of termination, including materials provided, plus any Subcontractor or vendor cancellation costs, plus an amount for the Contractor's substantiated, reasonable direct costs plus reasonable overhead and profit incurred in preparation for the parts of the Work not yet performed and in demobilization.

(c) Contractor shall not be entitled to any other costs or damages whatsoever arising out of Contractor's performance of the Work for the termination by Owner for convenience.

#### SECTION 10.5. Stopping Work

(a) When Owner terminates the Work in accordance with **Section 10.3** "Termination by Owner for Cause" or **10.4** "Termination by Owner for Convenience", Contractor shall take the actions set forth below.

(b) Unless Owner directs otherwise, after receipt of a written notice of termination for either cause or convenience, Contractor shall promptly:

(i) stop performing Work on the date and as specified in the notice of termination;

(ii) place no further orders or subcontracts for materials, equipment, services or facilities, except as may be necessary for completion of such portion of the Work that is not terminated;

(iii) cancel all orders and subcontracts, upon commercially reasonable terms acceptable to Owner, to the extent that they relate to the performance of Work terminated;

(iv) assign to Owner all of the right, title, and interest of Contractor in all orders and subcontracts;

(v) deliver completed Work to Owner and take such action as may be necessary or as directed by Owner to preserve and protect the Work, Site, and any other property related to the Work in the possession of Contractor in which Owner has an interest; and

(vi) continue performance only to the extent not terminated.

(c) In the case of any termination, Contractor shall proceed with the orderly demobilization and closeout of the Work.

#### SECTION 10.6. Suspension of the Work

(a) Owner may, for any reason, at any time suspend the carrying out of the Work or any part thereof by advance written notice to Contractor. Any such notice shall specify the date of suspension, the expected duration of the suspension and any other information relevant to the scope of work being suspended. Whereupon, Contractor shall suspend the carrying out of the Work or any part thereof for such time or times and in such manner as Owner may require. During any such suspension, Contractor shall properly protect and secure the Work in such manner as Owner may reasonably require. Unless otherwise instructed by Owner, Contractor shall, during any such suspension, maintain its staff and labor on or near the Site and otherwise be ready to proceed with the Work upon receipt of Owner's further instructions. Should the Work be so suspended, Owner and Contractor shall negotiate a Change Order to address the impact of any suspension by Owner hereunder on the Contract Price, the Project Milestone Schedule and Contract Completion Date in accordance with **Article V** "Changes in the Work" of the Agreement. When a suspension equals or exceeds one hundred eighty (180) days in the aggregate, Contractor may elect to treat such suspension as a Termination for Convenience of Owner pursuant to **Section 10.4**.

#### SECTION 10.7. Owner Default

Owner shall be deemed to be in default if at any time during the performance of this Agreement:

(a) Owner commits a breach or default of any of its covenants or obligations hereunder and fails to commence proceedings to remedy such breach or

default within twenty (20) Business Days after written notice thereof from Contractor and thereafter diligently proceeds with such remedy;

(b) Owner becomes insolvent or makes a general assignment for the benefit of its creditors;

(c) Owner files a petition in bankruptcy or has a petition in bankruptcy filed against it or an attachment or execution levied upon any of its property used hereunder, or has a receiver for its business appointed on account of the condition of such business or of insolvency;

(d) Owner materially disregards or fails to comply with laws, ordinances, rules, regulations, or orders of any public authority having jurisdiction and Owner does not commence and diligently proceed to cure such failure within thirty (30) calendar days following delivery of a notice from Contractor to Owner to remedy such failure or, if such cure cannot be effected within such thirty (30) day period, Owner has commenced such cure within such period and diligently pursues such cure thereafter; or

(e) Owner fails to make an undisputed payment to Contractor when due hereunder and Owner does not cure such failure within thirty (30) days following delivery of a notice from Contractor to Owner to remedy such failure.

In the event of an Owner default, Contractor may, at its option, suspend performance or terminate this Agreement thirty (30) Business Days following notice thereof to Owner; provided, however, that Contractor may, at its option, suspend performance of this Agreement ten (10) Business Days following notice to Owner of a failure by Owner to make an undisputed payment to Contractor when due hereunder if Owner has not cured such non-payment within such notice period. Should Contractor so suspend or terminate this Agreement, it shall be paid for all costs incurred and Work performed to the date of suspension/termination, including any cancellation charges by Subcontractors (including suppliers, vendors and OEMs), and the cost of all standby and demobilization/remobilization expenses pursuant to the provisions of **Section 10.4**.

#### SECTION 10.8. Delivery of Documents

Upon the termination of this Agreement, in whole or in part, pursuant to either **Section 10.3** "Termination by Owner for Cause", **10.4** "Termination by Owner for Convenience", or **10.7** "Owner Default", Contractor shall execute and deliver all such instruments and take all such steps, including assignment of its contractual rights with third parties, as may be required to fully vest in Owner all right, title, and interest in all Work, subject to **Section 15.1**, including, but not limited to, all plans, specifications, deliverables, materials, and equipment procured and all contractual rights, and/or cancel or terminate, at Owner's option, such of those contractual rights including, but not limited to, subcontracts and purchase orders as may be requested in writing by Owner.

## ARTICLE XI

### DISPUTE RESOLUTION

#### SECTION 11.1. Dispute Resolution

(a) **Dispute.** Any dispute, controversy or claim involving the Parties arising out of or relating to this Agreement or any related contract or the validity, interpretation, breach or termination hereof or thereof (a “**Dispute**”), including claims seeking redress or asserting rights under Applicable Law, shall be resolved in accordance with the procedures set forth in this **Article XI**. Until completion of such procedures, no Party may take any action not contemplated herein to force a resolution of the Dispute by any judicial, arbitral or similar process, except to the limited extent necessary to avoid expiration of a claim that could eventually be permitted hereby or as provided in **Section 11.3**.

(b) **Discovery Exemption.** All communications between the Parties or their respective representatives in connection with the attempted resolution of any Dispute shall be deemed to have been delivered in furtherance of a Dispute settlement and shall be exempt from discovery and production, and shall not be admissible in evidence (whether as an admission or otherwise), in any proceeding for the resolution of the Dispute.

#### SECTION 11.2. Consideration by Senior Management

In the event a Dispute cannot be resolved by the Contractor’s Project Manager and Owner’s Representative, either Party may, by notice to the other Party, request referral to the senior management of Owner and Contractor for their consideration. Such request shall be accompanied by a written statement of the Dispute and of each Party’s position. Within ten (10) days following such request, the non-requesting Party shall either concur in such statement or prepare its own, and such statement shall be delivered to such senior management. Such senior management shall meet in person or by telephone within ten (10) days thereafter to seek a resolution. In the event no resolution is reached by the expiration of thirty (30) days following the referral request, then the Parties may agree to submit such Dispute to resolution as further provided in **Section 11.3** by notice to the other Party (“**Mediation Notice**”) or proceed directly to resolution as provided in **Section 11.4**.

#### SECTION 11.3. Mediation

(a) Any Dispute arising out of or relating to this Agreement or the breach thereof which has not been resolved through negotiation in accordance with the procedures set forth in Section 11.2 may be submitted to non-binding mediation upon agreement of the Parties. The decision of the mediator shall be in writing and shall give reasons for the decisions reached by the mediator, but it shall not be binding on the Parties. Prior to commencement of the mediation, the mediator shall

be required to enter into a confidentiality agreement to keep the information disclosed during mediation and the occurrence of the mediation confidential.

#### SECTION 11.4. Jurisdiction

Each of the Parties expressly irrevocably agrees that any legal action or proceeding with respect to this Agreement or the transactions contemplated hereby shall be brought and determined in Denton County, Texas and each Party hereby irrevocably submits to the exclusive jurisdiction of such court in respect of any such action or proceeding and waives any defense of forum non conveniens, provided, however, that the foregoing shall not limit the rights of either Party to obtain execution or enforcement of judgment in any other jurisdiction. The Parties further agree that, to the extent permitted by Law, a final and unappealable judgment against a Party from any action or proceeding contemplated above in this Section 11.4 shall be conclusive and may be enforced in any other jurisdiction within or outside the United States of America by suit on the judgment, a certified copy of which shall be conclusive evidence of the amount of such judgment.

### ARTICLE XII

#### INDEMNITY AND LIMITATIONS OF LIABILITY

##### SECTION 12.1. General Liability

**(a) CONTRACTOR ON BEHALF OF ITSELF, AND ITS AFFILIATES, SUCCESSORS, ASSIGNS, OFFICERS, DIRECTORS, EMPLOYEES, AND AGENTS, AGREES TO INDEMNIFY, DEFEND, AND HOLD HARMLESS OWNER, OWNER'S REPRESENTATIVE, ANY LENDER PROVIDING OWNER WITH FINANCING FOR THE FACILITY AND THEIR RESPECTIVE SUCCESSORS, ASSIGNS, OFFICERS, DIRECTORS, EMPLOYEES, AND AGENTS, FROM AND AGAINST ANY AND ALL LIABILITIES, LOSSES, EXPENSES, AND CLAIMS FOR THIRDPARTY PERSONAL INJURY, INCLUDING INJURIES TO EMPLOYEES OF CONTRACTOR OR EMPLOYEES OF SUBCONTRACTOR OR THIRD-PARTY PROPERTY DAMAGE (EXCEPT TO THE WORK) TO THE EXTENT CAUSED BY CONTRACTOR'S OR ITS SUBCONTRACTORS' ACTS OR OMISSIONS IN THE PERFORMANCE OF THE WORK.**

##### SECTION 12.2. Liability for Owner Property

The Parties agree that builder's all-risk property insurance, which is to be provided pursuant to **Section 14.2(f)** will(subject to policy terms, limitations and exclusions) cover risks, damage and losses to the Work prior to Substantial Completion. Notwithstanding **Section 2.13**, after Substantial Completion, (a) Owner's property insurance, which is to be provided pursuant to **Section 14.2(a)**, will cover all risks, damage and, on industry standard forms, losses to property owned by or in the custody of Owner(subject to policy terms, limitations and exclusions); (b)

deductibles for losses covered under the property coverage and non-covered losses shall be paid by Owner, unless such loss is caused by the negligence of Contractor and its Subcontractors, in which case Contractor shall be liable for applicable deductibles not to exceed 1,000,000] each occurrence; and (c) except as otherwise provided in clause (b), Owner hereby releases Contractor and its Subcontractors from any liability for property damage arising from the ownership, use or operation of the Facility or any part thereof, subsequent to the transfer of care, custody and control to Owner.

### SECTION 12.3. Trespass

Contractor shall be solely responsible for any act of trespass or any injury to adjacent third party property resulting from Contractor's performance of the Work. Contractor shall be liable for any claims that may arise from Contractor's deposit of debris of any kind upon adjacent property.

### SECTION 12.4. Intellectual Property Rights Infringement Indemnity

Contractor warrants that none of the Work performed by Contractor, or the documents, goods or equipment produced, designed, fabricated, or assembled by Contractor (which excludes Owner-Supplied Equipment) pursuant to this Agreement infringe upon or violate any North American patent, copyright, trade secret, or any other intellectual or proprietary rights of any third party. If any third party makes a claim or commences a proceeding against Owner regarding the Work, alleging such an infringement or violation, then subject to this **Section 12.4, Contractor shall indemnify, defend and save harmless Owner, its directors, officers, employees, agents and affiliates from and against all damages and costs incurred by or awarded against Owner (including court costs and reasonable attorneys' fees)**. Contractor agrees to include, as a term or condition of each purchase order employed by it in the performance of the Work, a patent indemnification provision extending from the Subcontractor under such purchase order to Owner and Contractor and to render such assistance to Owner as may be reasonably required, to enforce the terms of such indemnification by such Subcontractors. Owner will notify Contractor if any such claim is made or proceeding is commenced. Owner may, at its option, be represented by separate legal counsel in any such claim or proceeding; however, Contractor shall not be obligated to reimburse Owner the costs and expenses incurred by Owner in being so represented. If the use of any of the Work, or the results of such Work, or documents, goods, or equipment, or any part thereof, furnished under this Agreement in connection with the Work is held in any such claim or proceeding to constitute an infringement and/or is enjoined, whether temporarily or permanently, Contractor shall, at its sole cost and expense, do any of the following (the selection of which shall be at the sole discretion of the Contractor):

- (a) Procure for Owner the right to use the Work or results of such Work or such documents, goods and equipment; or
- (b) Replace the Work or the results of such Work or such documents, goods, or equipment with non-infringing Work, documents, goods or equipment

having the equivalent functionality as the infringing or allegedly infringing Work, documents, goods or equipment; or

(c) Modify such Work, documents, goods, or equipment so as to make them non-infringing, but equivalent in functionality.

#### SECTION 12.5. Owner's Use of Drawings and Specifications

Drawings and specifications prepared by Contractor specifically for Owner pursuant to this Agreement, which Owner may require Contractor to supply in accordance with the Agreement, shall become the property of Owner upon payment, and Owner agrees to use the information contained therein solely for the purpose of facilitating or completing construction, maintenance, operation, modification and repair of the Facility (and not for duplication of the Facility, in whole or part) and agrees to treat such as Confidential Information. Nothing herein shall be construed as limiting Contractor's ownership of all rights to use its know-how, experience and skills, whether or not acquired during performance of the Work or to perform any engineering design or other Work for any other party.

#### SECTION 12.6. Consequential Damages

Neither Owner nor Contractor and its Subcontractors shall not be held responsible to the other for consequential, incidental, special, exemplary, punitive, or indirect damages, including, without limitation, liability for loss of production or use of the Facility, or loss of profits or revenue, interest, product or business interruption, increased costs of operations and maintenance or staffing needs, however the same may be caused. The waiver in this Section shall not be construed to apply to indemnity obligations for any third party claims concerning damage to property, bodily injury or death for which Contractor owes an indemnity under **Section 12.1** or to any liquidated Delay Damages.

#### SECTION 12.7. Compliance with Laws

(a) **To the extent authorized by the laws of the State of Texas, Contractor on behalf of itself, and its affiliates, successors, assigns, officers, directors, employees, and agents, agrees to indemnify Owner, Owner's Representative, and their respective successors, assigns, officers, directors, employees, and agents, from and against any and all losses, expenses, and damages, including any fines or penalties, that arise from or out of Contractor's or its Subcontractors' failure to comply with Applicable Law.**

(b) **To the extent authorized by the laws of the State of Texas, Owner on behalf of itself, and its affiliates, successors, assigns, officers, directors, employees, and agents, agrees to indemnify Contractor and its Subcontractors, and their respective successors, assigns, officers, directors, employees, and agents, from and against any and all losses, expenses, and**

**damages, including any fines or penalties, that arise from or out of Owner's failure to comply with Applicable Law.**

**SECTION 12.8. Limitation of Liability**

Except for (i) liability arising out of the fraud, gross negligence, or willful misconduct of Contractor or (ii) liability arising out of Contractor's indemnity obligations as contemplated by **Section 12.1**, Contractor's aggregate liability shall not exceed one hundred (100%) of the Contract Price; provided, that the aggregate liability of Contractor for any Delay Damages shall be limited in the aggregate to twenty-five (25%) percent of the Contract Price.

**ARTICLE XIII**

**DRUG, ALCOHOL, SAFETY AND HAZARDOUS MATERIALS**

**SECTION 13.1. Drug and Alcohol Policy**

During the term of the Agreement, Contractor shall have in place and comply with a drug and alcohol policy that at a minimum is consistent with Owners such policy. Contractor's policy shall include: reasonable testing procedures. Further, Contractor is responsible for testing and other related costs, for providing required reports to any government agency, and, at Owner's request, Contractor shall make its policy and drug/alcohol testing statistics available to Owner's drug and alcohol testing program administrators as identified by Owner from time to time.

**SECTION 13.2. Safety Materials**

Contractor agrees and warrants that all materials supplied by Contractor and articles and/or Work provided by Contractor in connection with the Work meet the safety standards established and promulgated under the Federal Occupational Safety and Health Act of 1970 and, if applicable, the Federal Motor Carrier Safety Act, or under any Applicable Law of a state in lieu thereof, for the protection of employees who will be affected by the use or performance of said articles and/or Work. Contractor shall comply with all federal, state, and local rules and regulations governing safety and the safe operation of commercial motor vehicles and the safe performance of the Work. Contractor's safety procedures and guidelines will be prepared and submitted to Owner thirty (30) days after the Effective Date.

**SECTION 13.3. Safety Precautions**

Contractor shall be solely responsible for initiating, maintaining and supervising all safety precautions and programs concerning the performance of the Work in accordance with all Applicable Laws. Contractor shall provide and be directly responsible for its own safety program for its employees and for the safe operation of its own vehicles and equipment. Contractor shall furnish Owner with a copy of its safety manual which has been compiled and designed for the Facility. Contractor shall comply with its own safety manual.

(a) In carrying out its responsibilities according to the Contract Documents, Contractor shall (i) protect the lives and health of employees performing the Work and other persons who may be affected by the Work, and shall erect and maintain all reasonable safeguards for such safety and protection; (ii) prevent damage to materials, supplies, and equipment whether on-site or stored off-site; (iii) prevent damage to other property at the Site or adjacent thereto; and (iv) notify Owner's Representative when prosecution of the Work may affect owners of adjacent properties and utilities.

(b) In reporting an accident involving Contractor and the Work, the requirements of **Section 2.12(c)** shall apply.

(c) In the event Owner has a reasonable objection to any employee of Contractor, Contractor shall investigate and take appropriate disciplinary action, up to and including removal of the employee from the Site or Owner's premises.

(d) Owner's Representative and Owners safety specialists shall have the right to demand Contractor or its Subcontractors, stop work in the event of an observed unsafe work practice or procedure. In the event that work is stopped pursuant to Section 13.3(d), Contractor shall not resume work on that portion of the Facility impacted by the unsafe practice or procedure until the situation is resolved to an acceptable level by the Owner's Representative or the Owner's safety specialist. and delays caused by such a safety related work stoppage shall not excuse Contractor from meeting any Project Milestone.

#### SECTION 13.4. Hazardous Materials

(a) **Hazardous Materials to Be Brought onto Site.** Contractor shall not, nor shall it permit or allow any Subcontractor to, bring Hazardous Materials onto the Site and shall bear all responsibility and liability for such materials; provided, however, that Contractor and its Subcontractors may bring onto the Site such Hazardous Materials as are necessary to perform the Work so long as the same is done in compliance with Applicable Laws and Contractor shall remain responsible for the management, transportation, treatment and disposal of all such Hazardous Materials. Contractor shall provide Owner's Representative (or his designated representative) the following information with respect to any Hazardous Materials: (i) material safety data sheet ("**MSDS**"), (ii) quantity (volume/mass), (iii) length of time on Site, (iv) container type, and (v) disposal location if disposed or otherwise managed. Contractor shall require all Subcontractors and suppliers to provide the information required under this sub-article to Owner prior to bringing any Hazardous Materials to the Site. Contractor shall exclude the use of lead paint and material containing asbestos and Contractor shall minimize the use of acetone and chlorinated solvents and similar substances at the Site, and shall require all Subcontractors and suppliers to adhere to the same restrictions.

**(b) INDEMNIFICATION. CONTRACTOR HEREBY INDEMNIFIES OWNER FROM ANY AND ALL LOSS, DAMAGE, COST, OR EXPENSE TO THE EXTENT CAUSED BY THE HANDLING, STORAGE, REMOVAL, REMEDIATION, OR OTHER APPROPRIATE ACTION (IF ANY), WITH RESPECT TO ANY HAZARDOUS MATERIALS THAT (I) WERE BROUGHT OR CAUSED TO BE BROUGHT ON THE SITE BY CONTRACTOR OR ANY SUBCONTRACTOR AND RELEASED TO THE ENVIRONMENT BY ANY ACT OR OMISSION OF CONTRACTOR OR ANY SUBCONTRACTOR IN THE COURSE OF PERFORMANCE OF THE WORK OR (II) WERE EXISTING AT THE SITE AS OF THE EFFECTIVE DATE TO THE EXTENT THE LOSS, LIABILITY, CLAIM, CAUSE OF ACTION, SUIT, DAMAGE, COST, ATTORNEYS' FEES, OR EXPENSE ARISES FROM A NEGLIGENT ACT OR OMISSION RESULTING IN A RELEASE BY CONTRACTOR OR ANY SUBCONTRACTOR OF HAZARDOUS MATERIALS IDENTIFIED IN THE CONTRACT DOCUMENTS AS EXISTING AT THE SITE WITH REGARD TO LOCATION, QUANTITY, AND NATURE, SUCH THAT A REASONABLE CONTRACTOR OR SUBCONTRACTOR WITH THE SAME INFORMATION WOULD HAVE ACTED DIFFERENTLY THAN CONTRACTOR OR SUBCONTRACTOR AND WOULD HAVE AVOIDED SUCH RELEASE (PROVIDED, THAT, FOR THE AVOIDANCE OF DOUBT, CONTRACTOR'S OBLIGATIONS UNDER THIS SECTION SHALL APPLY ONLY TO THE RELEASE RESULTING FROM SUCH ACTS OR OMISSIONS AND NOT FOR THE PRE-EXISTING CONDITION OF THE SITE), OR (III) WERE THE RESULT OF ANY INTENTIONALLY WRONGFUL OR UNLAWFUL ACT OR OMISSION OF CONTRACTOR OR ANY SUBCONTRACTOR.**

**(c) Discovery of Hazardous Materials at Site.** If, during the course of the performance of the Work, Contractor or any Subcontractor discovers, or reasonably believes it has discovered in, on or under any part of the Site, any Hazardous Materials (other than Hazardous Materials that Contractor or a Subcontractor has brought onto the Site, generated or produced by Contractor (or its Subcontractors) from materials brought to the Site by Contractor (or its Subcontractors)), Contractor shall promptly advise Owner and shall follow Owner's direction with respect to such Hazardous Materials. Owner shall undertake the abatement and disposal of any Hazardous Materials existing at the Site which are encountered by Contractor in the performance of the Work, and dispose of waste generated by the Facility during start-up, testing and operation of the Facility.

**(i)** Contractor shall be entitled to a Change Order for Contractor's costs and schedule impacts resulting from its compliance with Owner's direction pursuant to this **Section 13.4(c)**. Owner is responsible for the cost and actions

necessary for removing Hazardous Materials not brought onto the Site by Contractor (or its Subcontractors) or not generated or produced by Contractor (or its Subcontractors) from materials brought to the Site by Contractor (or its Subcontractors).

(ii) To the extent Contractor encounters Hazardous Materials not introduced by Contractor, Contractor shall use reasonable efforts to minimize the consequences to the Project Milestone Schedule of dealing with such Hazardous Materials.

(iii) Owner has disclosed or shall promptly disclose to Contractor as information becomes available (i) any reports, test results, public records and other sources of information known to Owner which show areas of Contamination at the Site and (ii) any other information related to the condition of the Site, and Contractor has a right to reasonably rely upon any such information without independent verification. Anything herein to the contrary notwithstanding (but without limiting liability Contractor may have under **Sections 13.4(b)** or **13.4(d)(iii)**), title to, ownership of, and legal responsibility and liability for any Contamination shall remain with Owner. Owner shall, at Owner's sole expense and risk, arrange for handling, storage, transportation, treatment and delivery for disposal of Contamination. Owner shall be solely responsible for obtaining a disposal site for such material. Contractor shall not have or exert any control over Owner in Owner's obligations or responsibilities as a generator in the storage, transportation, treatment or disposal of any Contamination. Owner shall complete and execute, in accordance with Applicable Law, any required governmental forms relating to regulated activities, including, but not limited to, generation, storage, handling, treatment, transportation, or disposal of Contamination. In the event that Contractor executes or completes any required governmental forms relating to regulated activities, including, but not limited to, storage, generation, treatment, transportation, handling or disposal of Hazardous Materials (other than in connection with Contractor's responsibilities under **Section 13.4(a)**), Contractor shall be and be deemed to have acted as Owner's agent. To the extent allowed by the laws of the State of Texas, Owner shall indemnify, defend, release and hold Contractor, its Affiliates, and their respective officers, directors, agents and employees harmless from all costs, liability, damages and penalties assessed against or paid by Owner or Contractor resulting from Contamination other than costs, liability, damages and penalties for which Contractor provides indemnification pursuant to **Section 13.4(b)**.

(d) **Contractor's Responsibility.** Contractor shall be responsible for the handling, management, treatment, storage, removal, remediation, avoidance, or other appropriate action (if any), with respect to any Hazardous Materials present at, on, in or under, or migrating and/or emanating to or from the Site that: (i) were brought or caused to be brought on to the Site and released to the environment by

any act or omission of Contractor or any Subcontractor in the course of performance of the Work; (ii) were brought to the Site or caused to be brought to the Site by Owner for Contractor's use in the performance of the Work and that are released to the environment by any act or omission of Contractor or any Subcontractor in the course of performance of the Work; or (iii) were the result of any wrongful or unlawful act of Contractor or any Subcontractor. Notwithstanding the provisions of clause (i) of this **Section 13.4(d)**, Contractor shall not be liable for any Hazardous Materials brought, or caused to be brought, to the Site by Contractor that are released to the environment by the act or omission of Owner or any other party not under Contractor's direction and control.

## **ARTICLE XIV**

### **INSURANCE**

#### **SECTION 14.1. STANDARD PROVISIONS**

Without limiting any of the other obligations or liabilities of the Contractor, the Contractor shall provide and maintain until the Work has been completed and accepted by the Owner insurance coverage as indicated hereinafter.

As soon as practicable after notification of bid award, Contractor shall file with the Purchasing Department satisfactory certificates of insurance, containing the bid number and title of the Project. **Contractor shall not commence any work or deliver any material until it receives notification that the Agreement has been accepted, approved, and signed by the Owner.**

All insurance policies proposed or obtained in satisfaction of these requirements shall comply with the following general specifications, and shall be maintained in compliance with these general specifications throughout the duration of the Contract, or as otherwise specified herein:

- Each policy shall be issued by a company authorized to do business in the State of Texas with an A.M. Best Company rating of at least **A- VII or better**.
- Liability policies shall be endorsed to provide the following:

- Other than Workers Compensation and Professional Liability policies, name or include as additional insured the City of Denton, its Officials, Agents, Employees, and volunteers.
- That such insurance(Other than Workers Compensation and Professional Liability policies) is primary to any other insurance available to the additional insured with respect to claims covered under the policy and that this insurance applies separately to each insured against whom claim is made or suit is brought. The inclusion of more than one insured shall not operate to increase the insurer's limit of liability.
- Other than Professional Liability, provide a waiver of subrogation in favor of the City of Denton, its officials, agents, employees, and volunteers.
- ***Cancellation: Owner requires 30 day written notice should any of the policies described on the certificate be cancelled before the expiration date (ten (10) days for non-payment of premium). Contractor shall provide such notice of cancellation for any cancellation if insurer will not provide such notice pursuant to policy terms.***
- Should any of the required insurance be provided under a claims-made form, Contractor shall maintain such coverage continuously throughout the term of this Agreement and, without lapse, for a period of three years beyond the Agreement expiration, such that occurrences arising during the Agreement term which give rise to claims made after expiration of the Agreement shall be covered.
- Should any required insurance lapse during the Agreement term, requests for payments originating after such lapse shall not be processed until the Owner receives satisfactory evidence of reinstated or replacement coverage as required by this Agreement, effective as of the lapse date. If insurance is not reinstated or replaced, Owner may, at its sole option, terminate this Agreement effective on the date of the lapse.

#### SECTION 14.2. SPECIFIC ADDITIONAL INSURANCE REQUIREMENTS:

*All insurance policies proposed or obtained in satisfaction of this Agreement shall additionally comply with the following marked specifications, and shall be maintained in compliance with these additional specifications throughout the duration of this Agreement, or longer or as otherwise specified herein:*

##### A. General Liability Insurance

General Liability insurance with combined single limits of not less than **\$1,000,000.00** shall be provided and maintained by the Contractor. The policy shall be written on an occurrence

basis either in a single policy or in a combination of underlying and umbrella or excess policies.

If the Commercial General Liability form (ISO Form CG 0001 current edition) is used:

- Coverage A shall include (subject to policy terms, limitations and exclusions) premises, operations, products, and completed operations, independent contractors, contractual liability and broad form property damage coverage.
- Coverage B shall include (subject to policy terms, limitations and exclusions) personal injury.
- Coverage C, medical payments, is not required.

If the Comprehensive General Liability form (ISO Form GL 0002 Current Edition and ISO Form GL 0404) is used, it shall include at least (subject to policy terms, limitations and exclusions):

- Bodily injury and Property Damage Liability for premises, operations, products and completed operations, independent contractors and property damage resulting from explosion, collapse or underground (XCU) exposures.
- Broad form contractual liability (preferably by endorsement), personal injury liability and broad form property damage liability.

#### B. Automobile Liability Insurance

Contractor shall provide Commercial Automobile Liability insurance with Combined Single Limits (CSL) of not less than \$500,000.00 either in a single policy or in a combination of basic and umbrella or excess policies. The policy will include bodily injury and property damage liability arising out of the operation, maintenance and use of all automobiles and mobile equipment used in conjunction with this Agreement.

Satisfaction of the above requirement shall be in the form of a policy endorsement for:

- any auto, or
- all owned, hired, and non-owned autos.

#### C. Workers Compensation Insurance

Contractor shall purchase and maintain Worker's Compensation insurance which, in addition to meeting the minimum statutory requirements for issuance of such insurance,

has Employer's Liability limits of at least \$100,000 for each accident, \$100,000 per each employee, and a \$500,000 policy limit for occupational disease. The Owner need not be named as an "Additional Insured" but the insurer shall agree to waive all rights of subrogation against the Owner, its officials, agents, employees and volunteers for any work performed for the Owner by the Named Insured. For building or construction projects, the Contractor shall comply with the provisions of Attachment 1 in accordance with §406.096 of the Texas Labor Code and rule 28TAC 110.110 of the Texas Worker's Compensation Commission (TWCC).

#### D. Owner's and Contractor's Protective Liability Insurance

The Contractor shall obtain, pay for and maintain at all times during the prosecution of the work under this Agreement, a Contractor's Protective Liability insurance policy naming the Owner as insured for property damage and bodily injury which may arise in the prosecution of the work or Contractor's operations under this Agreement. Coverage shall be on an "occurrence" basis, and the policy shall be issued by the same insurance company that carries the Contractor's liability insurance. Policy limits will be at least combined bodily injury and property damage per occurrence with a \$2,000,000 limit per occurrence and \$4,000,000 aggregate limit.

#### E. Professional Liability Insurance

Professional liability insurance with limits not less than \$1,000,000 per claim with respect to negligent acts, errors or omissions in connection with professional services is required under this Agreement.

#### F. Builder's Risk Insurance

Builders' Risk Insurance, on an All-Risk form for 100% of the completed value shall be provided. Such policy shall include as "Named Insured" the City of Denton and all Subcontractors and Major Subcontractors as their interests may appear.

#### G. Commercial Crime

Provides coverage for the theft or disappearance of cash or checks, robbery inside/outside the premises, burglary of the premises, and employee fidelity, subject to policy terms, limitations, and exclusions; provided, however, that such coverage will not be extended to theft of Owner's property except during the period the Contractor is integrating Owner's property to the project. The employee fidelity portion of this coverage should be written on a "blanket" basis to cover all employees, including new hires. Limits of not less than \$500,000 each occurrence are required.

## H. Worker's Compensation Coverage for Building or Construction Projects for Governmental Facilities

### i. Definitions:

Certificate of coverage ("certificate")- Contractor shall provide a copy of a certificate of insurance, a certificate of authority to self-insure issued by the commission, or a coverage agreement (TWCC-81, TWCC-82, TWCC-83, or TWCC-84), showing statutory workers' compensation insurance coverage for the person's or entity's employees providing services on the Project, for the duration of the Project.

Duration of the project - includes the time from the beginning of the work on the Project until the Contractor's Work on the Project has been completed and accepted by Owner.

Persons providing services on the project ("subcontractor" in §406.096) - includes all persons or entities performing all or part of the services the contractor has undertaken to perform on the project, regardless of whether that person contracted directly with the Contractor and regardless of whether that person has employees. This includes, without limitation, independent contractors, subcontractors, leasing companies, motor carriers, owner-operators, employees of any such entity, or employees of any entity which furnishes persons to provide services on the project. "Services" include, without limitation, providing, hauling, or delivering equipment or materials, or providing labor, transportation, or other service related to a project. "Services" does not include activities unrelated to the project, such as food/beverage vendors, office supply deliveries, and delivery of portable toilets.

- ii. The Contractor shall provide coverage, based on proper reporting of classification codes and payroll amounts, which meets the statutory requirements of Texas Labor Code, Section 401.011(44) for all employees of the Contractor providing services on the Project, for the duration of the Project.
- iii. The Contractor must provide a certificate of coverage to the Owner prior to being Initial Notice to Proceed.
- iv. If the coverage period shown on the Contractor's current certificate of coverage ends during the duration of the Project, the Contractor must, prior to the end of the coverage period, file a new certificate of coverage with the Owner showing that coverage has been extended.
- v. The Contractor shall obtain from each person providing services on the Project, and provide to the governmental entity:

- a. a certificate of coverage, prior to that person beginning work on the Project, so the Owner will have on file certificates of coverage showing coverage for all persons providing services on the Project; and
  - b. no later than seven days after receipt by the Contractor, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate of coverage ends during the duration of the Project.
- vi. The Contractor shall retain all required certificates of coverage for the duration of the Project and for one year thereafter.
- vii. The Contractor shall notify the Owner within 30 days after the Contractor knew, or should have reasonably known, of any change that materially affects the provision of coverage of any person providing services on the Project.
- viii. The Contractor shall post on the Site a notice, in the text, form and manner prescribed by the Texas Workers' Compensation Commission, informing all persons providing services on the Project that they are required to be covered, and stating how a person may verify coverage and report lack of coverage.
- ix. The Contractor shall contractually require each person with whom it contracts to provide services on the Project, to:
  - a. provide coverage, based on proper reporting of classification codes and payroll amounts and filing of any coverage agreements, which meets the statutory requirements of Texas Labor Code, Section 401.011(44) for all of its employees providing services on the Project, for the duration of the Project;
  - b. provide to the Contractor, prior to that person beginning work on the Project, a certificate of coverage showing that coverage is being provided for all employees of the person providing services on the Project, for the duration of the Project;
  - c. provide the Contractor, prior to the end of the coverage period, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate of coverage ends during the duration of the Project;
  - d. obtain from each other person with whom it contracts, and provide to the Contractor:
    - i. certificate of coverage, prior to the other person beginning work on the Project; and

- ii. a new certificate of coverage showing extension of coverage, prior to the end of the coverage period, if the coverage period shown on the current certificate of coverage ends during the duration of the Project;
  - e. retain all required certificates of coverage on file for the duration of the Project and for one year thereafter;
  - f. notify the Owner in writing by certified mail or personal delivery, within 30 days after the person knew, or should have reasonably known, of any change that materially affects the provision of coverage of any person providing services on the Project; and
  - g. Contractually require each person with whom it contracts, to perform as required by paragraphs (a) - (f), with the certificates of coverage to be provided to the person for whom they are providing services.
- x. The Contractor represents that all employees of the Contractor who will provide services on the Project will be covered by workers' compensation coverage for the duration of the Project, that the coverage will be based on proper reporting of classification codes and payroll amounts, and that all coverage agreements will be filed with the appropriate insurance carrier or, in the case of a self- insured, with the commission's Division of Self-Insurance Regulation. Providing false or misleading information may subject the Contractor to administrative penalties, criminal penalties, civil penalties, or other civil actions.
- xi. The Contractor's failure to comply with any of these provisions is a Default which entitles the Owner to terminate the Agreement if the Contractor does not remedy the breach within ten days after receipt of notice of breach from the Owner.

## **ARTICLE XV**

### **OWNERSHIP OF PLANS; REPRESENTATIONS AND WARRANTIES**

#### **SECTION 15.1. Title to Plans and Specifications**

(a) Any and all products of the Work performed by Contractor, any Subcontractor and any of their employees under the Contract Documents, including but not limited to, all inventions, discoveries, formulas, processes, devices, methods, compositions, compilations, outlines, notes, reports, system plans, flow charts, source code, and other forms of computer software including computer modeling, algorithms,

procedures, policies, data, documentation, and other materials or information which Contractor, any Subcontractor or any of their employees may conceive, invent, author, create, reduce to practice, construct, compile, develop, or improve in the course of performing the Work or otherwise delivered to Owner as part of the Work, specifically for Owner (collectively, "Work Product") shall be the sole and exclusive property of Contractor from and after the time it is created; provided, however, that notwithstanding the foregoing the specific documents (including drawings, manuals and reports) and models delivered by Contractor to Owner shall be the property of Owner for use of Owner, its contractors and successors in operating and maintaining the Facility and in administering these Contract Documents (and not for duplication of the Facility, in whole or part), and Owner agrees to treat such as Confidential Information. Contractor and all Subcontractors shall retain all rights and title in all Intellectual Property, which shall include by way of example, its standard drawing details, designs, specifications, databases, computer software, all preexisting or independently developed Intellectual Property, Intellectual Property conceived, created, or first reduced to practice by Contractor in the performance of this Agreement, and all know-how developed in the course of performing the Work and any other proprietary and intellectual property, whether or not such Intellectual Property is used or incorporated into the Work, either alone or in contribution from Owner ("Contractor Intellectual Property").

(b) License. To the extent Contractor Intellectual Property is incorporated into the Work pursuant to the Contract Documents and necessary for Owner to fully utilize the Work, Contractor will obtain and grant to Owner upon Substantial Completion (together with its successors and assigns) a perpetual, non-transferable, non-exclusive, royalty free license in Contractor Intellectual Property and all Work Product, including any and all related patent, copyright, trademark, and other property or proprietary rights of any nature whatsoever to use such Work Product for the limited purposes of operation and maintenance of the Plant. Contractor shall use commercially reasonable efforts to obtain for the benefit of Owner a similar license from any Major Subcontractor, as may be necessary for Owner to operate, monitor and maintain the Plant in accordance with Prudent Utility Practice. Contractor further agrees that the sums paid to Contractor by Owner in connection with Contractor's performance of the Work serve, in part, as full consideration for the foregoing license, and that said consideration is fair and reasonable, and was bargained for by Contractor. Contractor represents that it has full right, power and authority to grant the license granted under this Section.

(c) Knowledge. Nothing in this Section should be construed to prohibit Contractor or Subcontractor from using its skills, knowledge and experience that have a general applicability, including such skills, knowledge or experience gained by Contractor or any Subcontractor in connection with performing services for Owner in performing services for other clients; provided, however, that Contractor's or any Subcontractor's knowledge or use thereof shall not include any Confidential Information of Owner.

(d) Use of Work Product. Owner agrees not to use any Contractor Intellectual Property or any Work Product subject to the provisions of Section 15.1(a), including any drawings, specifications, reports or any unique design aspects of the Project in any other project without the prior written approval of Contractor.

(e) Contractor Indemnity. **Contractor agrees to indemnify and hold Owner harmless, to the fullest extent permitted under Applicable Law, against any claim that the Work Product infringes on the intellectual property rights of a third party or was misappropriated from a third party, except to the extent such Work Product was modified by Owner, including any modifications directed by Owner, and such modification resulted in the claim.**

(f) Survivability. The obligations of this Section shall survive any termination of this Contract

#### SECTION 15.2. Confidentiality

Neither Party shall disclose any Confidential Information to a third party, other than (a) such Party's employees, lenders, counsel, accountants, advisors, rating agencies, equity investors, subcontractors and affiliates, potential lenders or potential equity investors who have a need to know such information with respect to the performance of the relevant Party's obligations under this Agreement and have agreed to keep such terms confidential; or (b) in order to comply with any Applicable Law, regulation, or any exchange, control area or ISO rule, or order issued by a Governmental Authority with competent jurisdiction over the disclosing Party ("**Disclosing Party**"). In connection with disclosures pursuant to clause (b), each Party shall, to the extent practicable, use reasonable efforts to: (i) notify the other Party prior to disclosing the Confidential Information and (ii) prevent or limit such disclosure. After using such reasonable efforts, the Disclosing Party shall not be: (i) prohibited from complying with a disclosure order or making the regulatory disclosures or (ii) liable to the other Party for monetary or other damages incurred in connection with such disclosures of the Confidential Information. Except as provided in the preceding sentence, the Parties shall be entitled to all remedies available at law or in equity to enforce, or seek relief in connection with, this confidentiality obligation. The confidentiality obligation hereunder shall not apply to any information that was or hereafter becomes available to the public other than as a result of a disclosure in violation of this **Section 15.2**. If this Agreement is terminated pursuant to **Article X**, each Party will promptly return or certify the destruction of, if so requested by the other Party, any Confidential Information provided to it and will use commercially reasonable efforts to return any copies thereof that may have been provided to others in accordance with this **Section 15.2**. The obligations of the Parties in this **Section 15.2** will survive the termination of this Agreement and the discharge of all other obligations owed by the Parties to each other.

SECTION 15.3. Owner's Representations and Warranties. Owner hereby represents and warrants to Contractor that

(a) Corporate Matters. Owner is a home-rule municipal corporation duly organized, validly existing and in good standing under the laws of the State of Texas. Owner has all the requisite corporate power and authority to conduct its business and to own, lease and operate its properties as presently conducted, owned or leased. Owner has all requisite legal power and authority to execute and deliver this Agreement, to consummate the transactions contemplated hereby and to perform its obligations hereunder.

(b) Validity of Agreement; No Conflicts. The execution, delivery and performance of this Agreement and the consummation of the transactions contemplated hereby have been duly and validly authorized and approved by all requisite corporate action on the part of Owner. This Agreement constitutes a legal, binding and valid obligation of Owner, enforceable against it in accordance with its terms, except as enforceability may be limited by applicable bankruptcy, insolvency, reorganization, moratorium or similar laws from time to time in effect that affect creditors' rights generally and by legal and equity principles relating to the availability of specific remedies. The execution and performance by Owner of this Agreement, the consummation of the transactions contemplated hereby, and the compliance with the provisions hereof by Owner will not (a) conflict with, constitute a breach of, or violate any provision of the formation, charter, organizational or governing documents of Owner or violate in any material respect any Law applicable to it, (b) require Owner to file or obtain any Permit with or from any Governmental Authority which has not already been filed or obtained or (c) require any consent under or constitute a breach or default under any material contract to which Owner is a party or any of its assets, properties or businesses is bound.

(c) No Litigation. There is no action, claim, suit or proceeding by or before any Governmental Authority pending, or to the actual knowledge of Owner, threatened that seeks to prevent the consummation of, or that would materially adversely affect the ability of Owner to consummate, the transactions contemplated hereby.

#### SECTION 15.4. Representations and Warranties of Contractor.

(a) Corporate Matters. Contractor is a limited liability company duly organized, validly existing and in good standing under the laws of the State of Delaware. Contractor has all the requisite corporate power and authority to conduct its business and to own, lease and operate its properties as presently conducted, owned or leased. Contractor has all requisite legal power and authority to execute and deliver this Agreement, to consummate the transactions contemplated hereby and to perform its obligations hereunder.

(b) Validity of Agreement; No Conflicts. The execution, delivery and performance of this Agreement and the consummation of the transactions contemplated hereby have been duly and validly authorized and approved by all requisite corporate

action on the part of Contractor. This Agreement constitutes a legal, binding and valid obligation of Contractor, enforceable against it in accordance with its terms, except as enforceability may be limited by applicable bankruptcy, insolvency, reorganization, moratorium or similar laws from time to time in effect that affect creditors' rights generally and by legal and equity principles relating to the availability of specific remedies. The execution and performance by Contractor of this Agreement, the consummation of the transactions contemplated hereby, and the compliance with the provisions hereof by Contractor will not (a) conflict with, constitute a breach of, or violate any provision of the formation, charter, organizational or governing documents of Contractor or violate in any material respect any Law applicable to it, (b) require Contractor to file or obtain any Permit with or from any Governmental Authority which has not already been filed or obtained or (c) require any consent under or constitute a breach or default under any material contract to which Contractor is a party or any of its assets, properties or businesses is bound.

(c) No Litigation. There is no action, claim, suit or proceeding by or before any Governmental Authority pending, or to the actual knowledge of Contractor, threatened that seeks to prevent the consummation of, or that would materially adversely affect the ability of Contractor to consummate, the transactions contemplated hereby.

(d) Expertise and Capability. Contractor has substantial experience and expertise in the engineering and design of GIS substations, and installation of, GIS Equipment and the capability to carry out its obligations under this Agreement. Contractor acknowledges that Owner is relying upon such experience, expertise and capability in executing this Agreement. Contractor has the financial resources, personnel, equipment, and other resources necessary to perform the Work under this Agreement on a timely basis.

## ARTICLE XVI

### FORCE MAJEURE

#### SECTION 16.1. Force Majeure

“**Force Majeure**” shall mean any event or circumstance to the extent beyond the control of, and not the result of the negligence of, or caused by, the Party seeking to have its performance obligation excused thereby, which by the exercise of due diligence such Party could not reasonably have been expected to avoid and which by exercise of due diligence it has been unable to overcome, including but not limited to (but only to the extent that the following examples satisfy all of the foregoing elements of this definition):

(a) acts of God, such as droughts, floods, earthquakes, hurricanes, tornadoes, fires (but not including fires caused by the negligent or willful acts or omissions of Contractor or its Subcontractors or fires caused by improper

installation, or operation during testing), epidemic and pandemic (including impacts of the current COVID-19 pandemic which arise after the effective date of this Agreement);

(b) war (declared or undeclared), riots, insurrection, rebellion, acts of the public enemy and other forms of civil unrest, acts of terrorism and sabotage, blockades, and embargoes; and

(c) industry-wide, regional or general (*i.e.*, not directed specifically at or by the Party claiming Force Majeure) strikes, lockouts or other labor disputes.

Notwithstanding the foregoing, Force Majeure shall not include (A) weather conditions reasonably to be expected for the climate in the geographic area of the Site where the Work is to be performed, (B) any delay, default or failure (direct or indirect) in the performance of the Work by any Subcontractor or any other delay, default or failure (financial or otherwise) attributable to a Subcontractor unless such delay, default or failure results from any act, event or condition which would, with respect to such Subcontractor, constitute an event of Force Majeure, (C) failure to timely apply for Permits, (D) breakage or malfunction of equipment (except to the extent that such failure was caused by an event that would otherwise qualify as a Force Majeure), or (E) a Party's financial inability to perform under this Agreement.

#### SECTION 16.2. Applicability of Force Majeure

(a) Notwithstanding any terms herein to the contrary, neither Party shall be responsible or liable for any delay or failure in its performance under this Agreement, nor shall any delay, failure, or other occurrence or event become an event of default, to the extent such delay, failure, occurrence or event is substantially caused by conditions or events of Force Majeure; provided, that:

(i) the non-performing Party gives the other Party notice within the four (4) days after the date on which the non-performing Party becomes aware of the impact of an event of Force Majeure on the affected Party and documentary evidence with respect to such event of Force Majeure promptly but in no event later than twenty-eight (28) days after such initial notice;

(ii) the suspension of performance is of not greater scope and of no longer duration than is required by the Force Majeure;

(iii) the non-performing Party proceeds with reasonable diligence to use all reasonable efforts to mitigate the effects of the Force Majeure and to remedy its inability to perform and provides weekly progress reports to the other Party describing actions taken to end the Force Majeure;

(iv) when the non-performing Party is able to resume performance of its obligations under this Agreement, that Party shall give the other Party written notice to that effect; and

(v) the affected Party shall continue to perform its other obligations hereunder not affected by such Force Majeure.

## **ARTICLE XVII**

### **OTHER PROVISIONS**

#### **SECTION 17.1. Assignment**

This Agreement and all provisions hereof shall inure to and be binding upon the respective Parties, their successors, and assigns. Since Contractor was selected to perform the Work covered by this Agreement based on its professional and creditworthiness qualifications, among other considerations, Contractor shall not assign this Agreement or any part hereof without the prior written consent of Owner which shall not be unreasonably withheld, conditioned or delayed; provided, however, that Contractor may (i) subcontract the Work in accordance with the terms hereof, and (ii) assign its accounts receivable without consent of Owner. Owner shall have the right, with Contractor's consent which shall not be unreasonably withheld, to assign its interests in this Agreement (i) as security to entities providing financing for the Facility, or (ii) to any Affiliate of Owner. Notwithstanding the foregoing, this Agreement may be assigned without consent to the successor of either Party, or to a person, firm or corporation acquiring all or substantially all of the business assets of such Party or to a wholly-owned subsidiary of either Party.

#### **SECTION 17.2. Independent Contractor**

In performing the Work, Contractor is acting as, and shall be deemed for all purposes to be, an independent contractor. Owner and Contractor are not partners, agents or joint ventures with each other, and this Agreement is not intended to nor shall it be construed to create a partnership, joint venture, or agency relationship between Owner and Contractor. Contractor shall complete the Work according to Contractor's own procedures, techniques, sequences, means and methods of work, which shall be in the exclusive charge and control of Contractor, and which shall not be subject to the control and supervision of Owner, except as to the results of the Work. Contractor shall be entirely and solely responsible for its acts and the acts of its employees and agents while engaged in the performance of the Work. Except as allowed by this Agreement, Contractor, its employees and agents shall not hold themselves out as employees or agents of Owner. Contractor and its employees are hereby expressly precluded from and not entitled to any employee benefits from Owner. For the purpose of clarifying the ineligibility of the Contractor under Owner's employee benefits plans or programs, Contractor and its employees are hereby specifically excluded from any eligibility and/or are deemed a "temporary employee" when such term is used to define ineligibility in benefits in any Owner employee benefit plan or program.

SECTION 17.3. No Waiver

No term, covenant or condition of the Contract Documents or any breach thereof shall be deemed waived, unless such waiver shall be in writing and executed by the Party claimed to have waived the same. The waiver of any breach by a Party, whether express or implied, shall not constitute a waiver of any subsequent breach.

SECTION 17.4. Gratuities

Contractor shall not, under any circumstances, extend any gratuity or special favor to employees of Owner that might be reasonably construed as an attempt to influence the recipients in the conduct of their official duties.

SECTION 17.5. Severability

If a court or regulatory agency or arbitrator having jurisdiction over the Parties determines that a condition of this Agreement, or any part thereof, is void, illegal or unenforceable, said condition or part shall be deemed to have been severed from this Agreement, and the remaining conditions, or parts, shall be unaffected and shall be enforced to the fullest extent allowed by law.

SECTION 17.6. Governing Law

This Agreement shall be governed and interpreted in accordance with the laws of the State of Texas, without regard to the conflicts of law rules of that State that would require the application of the laws of another jurisdiction.

SECTION 17.7. Counterparts

This Agreement may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, but all such counterparts shall together constitute but one and the same instrument. Owner may retain a duplicate copy (*e.g.*, electronic image, photocopy, facsimile) of this Agreement, which shall be considered an equivalent to this original.

SECTION 17.8. Entire Agreement

The Contract Documents represent the entire agreement and understanding between Owner and Contractor with respect to the subject matter hereof and performance of the Work, and supersede any prior understandings, representations or agreements, whether verbal or written, prior to execution of this Agreement. No prior course of dealing between the Parties shall form part of, or be used in the interpretation or construction of, any of the Contract Documents. Headings and titles of Sections, paragraphs and other subparts of this Agreement are for

convenience of reference only and shall not be considered in interpreting the text of this Agreement. Modifications or amendments to this Agreement must be in writing and executed by a duly authorized representative of each Party. The Contract Documents set forth the full and complete understanding of the Parties as of the date first above stated, and it supersedes any and all agreements and representations made or dated prior thereto. In the event of conflict between the Contract Documents and any of the Exhibits hereto, the terms and provisions of the Contract Documents shall control. In the event of any conflict among the Exhibits, the Exhibit of the latest date shall control.

#### SECTION 17.9. Agreement Authors

This Agreement has been agreed to by the Parties and no ambiguity shall be construed against any Party based on the identity of the author or authors of this Agreement. THE PARTIES ACKNOWLEDGE AND AGREE THE TERMS AND CONDITIONS OF THIS AGREEMENT HAVE BEEN FREELY, FAIRLY AND THOROUGHLY NEGOTIATED. FURTHER, THE PARTIES ACKNOWLEDGE AND AGREE SUCH TERMS AND CONDITIONS, INCLUDING BUT NOT LIMITED TO THOSE RELATING TO WAIVERS, ALLOCATIONS OF, RELEASES FROM, INDEMNITIES AGAINST AND LIMITATIONS OF LIABILITY, WHICH MAY REQUIRE CONSPICUOUS IDENTIFICATION, HAVE NOT BEEN SO IDENTIFIED BY MUTUAL AGREEMENT AND THE PARTIES HAVE ACTUAL KNOWLEDGE OF THE INTENT AND EFFECT OF SUCH TERMS AND CONDITIONS. EACH PARTY ACKNOWLEDGES THAT IN EXECUTING THIS AGREEMENT THEY RELY SOLELY ON THEIR OWN JUDGMENT, BELIEF, AND KNOWLEDGE, AND SUCH ADVICE AS THEY MAY HAVE RECEIVED FROM THEIR OWN COUNSEL, AND THEY HAVE NOT BEEN INFLUENCED BY ANY REPRESENTATION OR STATEMENTS MADE BY ANY OTHER PARTY OR ITS COUNSEL. NO PROVISION IN THIS AGREEMENT IS TO BE INTERPRETED FOR OR AGAINST ANY PARTY BECAUSE THAT PARTY OR ITS COUNSEL DRAFTED SUCH PROVISION.

#### SECTION 17.10. Survival of Obligations

The provisions of this Agreement which by their nature are intended to survive the termination, cancellation, completion or expiration of the Agreement, including but not limited to any expressed limitations of or releases from liability, shall continue as valid and enforceable obligations of the Parties notwithstanding any such termination, cancellation, completion or expiration. Specifically, Contractor's warranty obligations under **Article VI** "Inspection & Warranty" and indemnity obligations, including those under **Articles IV, XII, and XVI** "Compensation", "Liability", and "Other Provisions" and **Section 13.4** "Hazardous Materials", respectively, of this Agreement, and all other warranty and performance obligations, guaranties, and indemnity obligations in the Contract Documents shall survive any termination of the Agreement, and the suspension, completion and acceptance of the Work, or any part thereof, or final payment to Contractor, it being agreed that said obligations and rights are and shall be of a continuing nature. The terms of **Article XI** "Dispute Resolution" and this **Article XVII** shall also survive termination, suspension and completion of this Agreement.

SECTION 17.11. No Third Party Beneficiaries

There are no third party beneficiaries to this Agreement and no third person or entity shall claim that any portion of this Agreement creates a duty running to that third person or entity. The Parties agree to look solely to each other with respect to the obligations and liability arising in connection with this Agreement and the Work performed hereunder. This Agreement and each and every provision hereof is for the exclusive benefit of Owner and Contractor and not for the benefit of any third party, except to the extent such benefits have been expressly extended pursuant to this Agreement.

SECTION 17.12. Further Assurances

Subject to the terms and conditions of this Agreement, the Parties shall use all reasonable efforts to take, or cause to be taken, all action, and to do, or cause to be done, all things reasonably necessary, proper or advisable under Applicable Law to consummate the transactions contemplated under this Agreement. Contractor shall cooperate with and provide reasonable assistance to Owner in the financing of the Facility, including the execution of any certificates or consent to assignment of this Agreement requested by Owner's lenders in a form consistent with industry practice and reasonably acceptable to Contractor.

SECTION 17.13. Exclusivity of Remedies

The remedies expressly afforded by this Contract with respect to a particular matter are intended to be the sole and exclusive remedies of the Parties to this Contract for the liabilities of such Parties arising out of or in connection with such matter, notwithstanding any remedy otherwise available at law or in equity.

SECTION 17.14. Right to Audit

Owner has the right to audit all of Contractor's records and billings relating to the performance of the Work under this Agreement for compliance with any state, federal or local law that is applicable to the Project; provided, however, that Contractor shall have the right to redact such records to remove confidential and proprietary pricing information on lump sum billings to the extent such information is not required to document compliance with law, as well as any personally identifiable information of individual persons. Contractor agrees to retain records related to the Project for a minimum of five (5) years following completion of the Work. Any payment, settlement, satisfaction, or release made or provided during the course of performance of this Agreement shall be subject to Owner's rights as may be disclosed by an audit under this section.

SECTION 17.15. Proportionate Liability

To the extent permitted by the laws of the State of Texas and without waiving any applicable immunity, as it pertains to the acts and/or failure to act, or any negligent or willful misconduct of a Party in performing the Work or meeting their respective obligations pursuant to the Contract

Documents and set forth herein, if the joint, concurring, comparative or contributory fault or negligence of the Parties gives rise to damages for which a Party may be entitled to recover from the other, or from any other person in connection with this Agreement, any such damage(s) or liability shall be allocated among and between all Parties involved in proportion to their respective degree of fault, liability, or negligence contributing to any such damage(s), as the case may be.

[Remainder of Page Left Blank Intentionally]

**EXHIBIT B**  
**FORM OF CHANGE ORDER**

CHANGE ORDER NO.     Date

In accordance with **Article V** of that certain Engineering, Procurement and Construction Agreement, dated \_\_\_\_\_ (the “**Agreement**”), between Beta Engineering, LLC (“**Contractor**”) and (“**Owner**”), Contractor Cityof Denton and Owner agree as follows:

Description of Change:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Original Contract Price                     \$ \_\_\_\_\_  
Previous Change Orders                     \$ \_\_\_\_\_  
Amount of this Change Order             \$ \_\_\_\_\_  
New Contract Price                         \$ \_\_\_\_\_

This Change Order will modify the Contract Completion Date as follows:

\_\_\_\_\_ Increase \_\_\_\_\_ Decrease \_\_\_\_\_ No Effect \_\_\_\_\_ Calendar Days

Capitalized terms used and not defined herein shall have the meaning set forth in the Agreement. Except as modified hereby, the Agreement shall remain in full force and effect and unmodified.

**ACCEPTED BY CONTRACTOR**

**ACCEPTED BY OWNER**

**By:** \_\_\_\_\_

**By:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Its:** \_\_\_\_\_

**Its:** \_\_\_\_\_

EXHIBIT C  
FORM OF PARTIAL LIEN WAIVERS AND RELEASE

EXHIBIT C-1  
FORM OF PARTIAL LIEN WAIVER AND RELEASE

**CONDITIONAL WAIVER AND RELEASE ON PROGRESS PAYMENT**

Project \_\_\_\_\_

Job No. \_\_\_\_\_

On receipt by the signer of this document of a check from \_\_\_\_\_ (maker of check) in the sum of \$\_\_\_\_\_ payable to \_\_\_\_\_ (payee or payees of check) and when the check has been properly endorsed and has been paid by the bank on which it is drawn, this document becomes effective to release any mechanic's lien right, any right arising from a payment bond that complies with a state or federal statute, any common law payment bond right, any claim for payment, and any rights under any similar ordinance, rule, or statute related to claim or payment rights for persons in the signer's position that the signer has on the property of \_\_\_\_\_ (owner) located at \_\_\_\_\_ (location) to the following extent: \_\_\_\_\_ (job description).

This release covers a progress payment for all labor, services, equipment, or materials furnished to the property or to \_\_\_\_\_ (person with whom signer contracted) as indicated in the attached statement(s) or progress payment request(s), except for unpaid retention, pending modifications and changes, or other items furnished.

Before any recipient of this document relies on this document, the recipient should verify evidence of payment to the signer.

The signer warrants that the signer has already paid or will use the funds received from this progress payment to promptly pay in full all of the signer's laborers, subcontractors, materialmen,

and suppliers for all work, materials, equipment, or services provided for or to the above referenced project in regard to the attached statement(s) or progress payment request(s).

Date \_\_\_\_\_

\_\_\_\_\_  
(Company name)

By \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

STATE OF TEXAS                    §  
COUNTY OF \_\_\_\_\_       §

ACKNOWLEDGED, SUBSCRIBED AND SWORN TO BEFORE ME, by  
\_\_\_\_\_ who is the \_\_\_\_\_ of \_\_\_\_\_ on this  
the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public In and For  
The State of Texas

**NOTICE: THIS DOCUMENT WAIVES RIGHTS UNCONDITIONALLY AND STATES THAT YOU HAVE BEEN PAID FOR GIVING UP THOSE RIGHTS. IT IS PROHIBITED FOR A PERSON TO REQUIRE YOU TO SIGN THIS DOCUMENT IF YOU HAVE NOT BEEN PAID THE PAYMENT AMOUNT SET FORTH BELOW. IF YOU HAVE NOT BEEN PAID, USE A CONDITIONAL RELEASE FORM.**

**UNCONDITIONAL WAIVER AND RELEASE ON PROGRESS PAYMENT**

Project \_\_\_\_\_

Job No. \_\_\_\_\_

The signer of this document has been paid and has received a progress payment in the sum of \$ \_\_\_\_\_ for all labor, services, equipment, or materials furnished to the property or to \_\_\_\_\_ (person with whom signer contracted) on the property of \_\_\_\_\_ (owner) located at \_\_\_\_\_ (location) to the following extent: \_\_\_\_\_ (job description). The signer therefore waives and releases any mechanic's lien right, any right arising from a payment bond that complies with a state or federal statute, any common law payment bond right, any claim for payment, and any rights under any similar ordinance, rule, or statute related to claim or payment rights for persons in the signer's position that the signer has on the above referenced project to the following extent:

This release covers a progress payment for all labor, services, equipment, or materials furnished to the property or to \_\_\_\_\_ (person with whom signer contracted) as indicated in the attached statement(s) or progress payment request(s), except for unpaid retention, pending modifications and changes, or other items furnished.

The signer warrants that the signer has already paid or will use the funds received from this progress payment to promptly pay in full all of the signer's laborers, subcontractors, materialmen, and suppliers for all work, materials, equipment, or services provided for or to the above referenced project in regard to the attached statement(s) or progress payment request(s).

Date \_\_\_\_\_

\_\_\_\_\_  
(Company name)

By \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

STATE OF TEXAS                    §  
COUNTY OF \_\_\_\_\_       §

ACKNOWLEDGED, SUBSCRIBED AND SWORN TO BEFORE ME, by \_\_\_\_\_ who is the \_\_\_\_\_ of \_\_\_\_\_ on this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public In and For  
The State of Texas

EXHIBIT C-2  
FORM OF FINAL LIEN WAIVER AND RELEASE

**CONDITIONAL WAIVER AND RELEASE ON FINAL PAYMENT**

Project \_\_\_\_\_

Job No. \_\_\_\_\_

On receipt by the signer of this document of a check from \_\_\_\_\_ (maker of check) in the sum of \$ \_\_\_\_\_ payable to \_\_\_\_\_ (payee or payees of check) and when the check has been properly endorsed and has been paid by the bank on which it is drawn, this document becomes effective to release any mechanic's lien right, any right arising from a payment bond that complies with a state or federal statute, any common law payment bond right, any claim for payment, and any rights under any similar ordinance, rule, or statute related to claim or payment rights for persons in the signer's position that the signer has on the property of \_\_\_\_\_ (owner) located at \_\_\_\_\_ (location) to the following extent: \_\_\_\_\_ (job description).

This release covers the final payment to the signer for all labor, services, equipment, or materials furnished to the property or to \_\_\_\_\_ (person with whom signer contracted).

Before any recipient of this document relies on this document, the recipient should verify evidence of payment to the signer.

The signer warrants that the signer has already paid or will use the funds received from this final payment to promptly pay in full all of the signer's laborers, subcontractors, materialmen, and suppliers for all work, materials, equipment, or services provided for or to the above referenced project up to the date of this waiver and release.

Date \_\_\_\_\_

\_\_\_\_\_

(Company name)

By \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

STATE OF TEXAS                    §  
COUNTY OF \_\_\_\_\_       §

ACKNOWLEDGED, SUBSCRIBED AND SWORN TO BEFORE ME, by  
\_\_\_\_\_ who is the \_\_\_\_\_ of \_\_\_\_\_ on this  
the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public In and For  
The State of Texas

**NOTICE: THIS DOCUMENT WAIVES RIGHTS UNCONDITIONALLY AND STATES THAT YOU HAVE BEEN PAID FOR GIVING UP THOSE RIGHTS. IT IS PROHIBITED FOR A PERSON TO REQUIRE YOU TO SIGN THIS DOCUMENT IF YOU HAVE NOT BEEN PAID THE PAYMENT AMOUNT SET FORTH BELOW. IF YOU HAVE NOT BEEN PAID, USE A CONDITIONAL RELEASE FORM.**

**UNCONDITIONAL WAIVER AND RELEASE ON FINAL PAYMENT**

Project \_\_\_\_\_

Job No. \_\_\_\_\_

The signer of this document has been paid in full for all labor, services, equipment, or materials furnished to the property or to \_\_\_\_\_ (person with whom signer contracted) on the property of \_\_\_\_\_ (owner) located at \_\_\_\_\_ (location) to the following extent: \_\_\_\_\_ (job description).

The signer therefore waives and releases any mechanic's lien right, any right arising from a payment bond that complies with a state or federal statute, any common law payment bond right, any claim for payment, and any rights under any similar ordinance, rule, or statute related to claim or payment rights for persons in the signer's position.

The signer warrants that the signer has already paid or will use the funds received from this final payment to promptly pay in full all of the signer's laborers, subcontractors, materialmen, and suppliers for all work, materials, equipment, or services provided for or to the above referenced project up to the date of this waiver and release.

Date \_\_\_\_\_

\_\_\_\_\_  
(Company name)

By \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

STATE OF TEXAS                    §  
COUNTY OF \_\_\_\_\_       §

ACKNOWLEDGED, SUBSCRIBED AND SWORN TO BEFORE ME, by  
\_\_\_\_\_ who is the \_\_\_\_\_ of \_\_\_\_\_ on this  
the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public In and For  
The State of Texas

EXHIBIT D-1  
FORM OF MECHANICAL COMPLETION CERTIFICATE

[\_\_\_\_\_], a [\_\_\_\_\_] (“**Contractor**”) does hereby certify that Mechanical Completion has been achieved in accordance with the terms of the Agreement.

**IN WITNESS WHEREOF**, Contractor has caused this Certificate of Substantial Completion to be duly executed and delivered this \_\_\_\_ day of \_\_\_\_\_.

[\_\_\_\_\_]

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Its: \_\_\_\_\_

EXHIBIT D-2  
FORM OF SUBSTANTIAL COMPLETION CERTIFICATE

[\_\_\_\_\_], a [\_\_\_\_\_] (“**Contractor**”) does hereby certify that Substantial Completion has been achieved in accordance with the terms of the Agreement.

**IN WITNESS WHEREOF**, Contractor has caused this Certificate of Substantial Completion to be duly executed and delivered this \_\_\_\_ day of \_\_\_\_\_.

[\_\_\_\_\_]

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Its: \_\_\_\_\_

EXHIBIT D-3  
FORM OF FINAL COMPLETION CERTIFICATE

[\_\_\_\_\_] , a [\_\_\_\_\_] ("**Contractor**") does hereby certify that Final Completion of the Facility has been achieved in accordance with the terms of the Agreement.

**IN WITNESS WHEREOF**, Contractor has caused this Certificate of Final Completion to be duly executed and delivered this \_\_\_\_ day of \_\_\_\_\_.  
[\_\_\_\_\_]

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Its: \_\_\_\_\_

EXHIBIT E-1 LNTP

January

[Contractor Name]

[Address]

[Address]

Telephone:

Facsimile:

Attention: [\_\_\_\_\_]

**Subject: Hickory GIS Substation  
Design/Build Agreement  
Limited Notice to Proceed (“LNTP Agreement”)**

---

City of Denton (“**Owner**”) hereby notifies Beta Engineering, LLC. (“**Contractor**”, together with Owner, the “**Parties**”) that, subject to the terms of this LNTP Agreement, Contractor is authorized to perform certain preliminary work as described below.

**RECITALS**

**WHEREAS**, the Parties have entered into that certain Engineering, Design/Build Agreement (the “Contract”) dated as of [\_\_\_\_\_], 20[\_\_\_] for the Hickory GIS Substation. Capitalized but undefined terms have the meaning set forth in the “Contract”, and the terms of the “Contract” shall govern this LNTP Agreement as if fully set forth herein.

**WHEREAS**, pursuant to Section [\_\_\_\_\_] of the “Contract”, Owner hereby authorizes Contractor to commence certain limited portions of the Work, as further specified below.

**WHEREAS**, this LNTP Agreement is intended to allow the Contractor to proceed with certain preliminary work (“**LNTP Work**”) authorized by Owner pending Owner’s authorization of a full Notice to Proceed pursuant to the “Contract” .

NOW, THEREFORE, in consideration of the mutual promises and obligations set forth below, the Parties agree as follows:

**1. NOTICE TO PROCEED**

1.1 Owner hereby directs Contractor to commence the LNTP Scope of Work (as hereinafter defined) in accordance with all terms of the “Contract” and the LNTP Pricing Schedule attached as **Exhibit B** and Scope of Work attached as **Exhibit A**. Contractor shall commence performing the LNTP Work immediately upon the execution of this LNTP Agreement.

1.2 Contractor shall not incur any costs during the performance of the LNTP Work to be paid by the Owner in excess of \$4,355,263 Dollars without obtaining prior written approval from the Owner.

**2. EPC CONTRACT**

- 2.1 The LNTP Work shall be merged into and included within the “Contract” and the “Contract” will supersede this LNTP Agreement and will apply retroactively to all matters pertaining to the LNTP Work, except as expressly provided otherwise in the “Contract”.
- 2.2 The capitalized terms used, but not defined herein, shall have the meanings ascribed thereto in the “Contract”, and the “Contract” shall govern this LNTP as if fully set forth herein.

**3. SCOPE OF WORK**

- 3.1 Subject to any limitations set forth in this LNTP Agreement, the Owner authorizes Contractor to proceed with the LNTP Work as more fully described in **Exhibit A** attached hereto.
- 3.2 This scope is sufficient to permit Contractor to maintain the contemplated schedule for the Project.
- 3.3 If additional preliminary work is required to support the “Contract” project schedule, the Parties may negotiate further agreements in substantially the same form as this LNTP.

**4. PAYMENT**

Owner shall pay Contractor the amounts in accordance with the Payment Schedule attached hereto as **Exhibit B**. Contractor shall invoice the Owner monthly with respect to the LNTP Work covered therein. Within thirty (30) days of receiving an invoice in satisfactory form, the Owner shall make payment of all undisputed amounts indicated on the invoice.

**5. AMENDMENTS AND WAIVERS**

Any term of this Agreement may be amended or waived only with the written consent of both parties.

**6. SOLE AGREEMENT**

This Agreement, including the Exhibits hereto, constitutes the sole agreement of the parties and supersedes all oral negotiations and prior writings with respect to the subject matter hereof.

**7. NOTICES**

Any notice required or permitted by this Agreement shall be in writing, signed by the party giving such notice, and shall be deemed sufficient upon receipt, when delivered personally or by courier, overnight delivery service or confirmed facsimile, if such notice is addressed to the party to be notified at such party’s address or facsimile number as set forth below. The effective date of any notice issued pursuant to this Agreement shall be as of the addressee’s receipt of such notice.

To Owner: As set forth in the “Contract”.

To Contractor: As set forth in the “Contract”.

**8. SEVERABILITY**

If one or more provisions of this Agreement are held to be unenforceable under applicable law, the parties agree to renegotiate such provision in good faith. In the event that the parties cannot reach a mutually agreeable and enforceable replacement for such provision, then (i) such provision shall

be excluded from this Agreement, (ii) the balance of the Agreement shall be interpreted as if such provision were so excluded and (iii) the balance of the Agreement shall be enforceable in accordance with its terms.

**9. COUNTERPARTS**

This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together will constitute one and the same instrument.

**10. ADVICE OF COUNSEL**

EACH PARTY ACKNOWLEDGES THAT, IN EXECUTING THIS AGREEMENT, SUCH PARTY HAS HAD THE OPPORTUNITY TO SEEK THE ADVICE OF INDEPENDENT LEGAL COUNSEL, AND HAS READ AND UNDERSTOOD ALL OF THE TERMS AND PROVISIONS OF THIS AGREEMENT. THIS AGREEMENT SHALL NOT BE CONSTRUED AGAINST ANY PARTY BY REASON OF THE DRAFTING OR PREPARATION HEREOF.

**11. GOVERNING LAW**

This LNTP Agreement is governed by the laws of the State of Texas.

**[OWNER NAME]**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Acceptance**

The terms and conditions of this LNTP Agreement are hereby accepted by Contractor on \_\_\_\_\_, 20\_\_.

**[CONTRACTOR NAME]**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Exhibit A**

**Scope of Work**

**Contactors Services**

**Engineering**

**SITE DEVELOPMENT – THROUGH IFC**

- Design Packages
- Stormwater Pollution Prevention Plan (SWPPP)
- Grading Plan and Details
- Subsurface Drainage Plan and Details
- Finish Grading Plan and Details
- Access Drive Plan and Details
- Retaining Wall Details
- Landscaping and Irrigation Plan
- Landscaping and Irrigation Details

**GIS BUILDING – THROUGH IFC**

- Design Packages
- Code Information
- Cover Sheet
- Site Plan
- Floor Plan
- Reflected Ceiling Plan, Finish Plan, Roof Plan
- Exterior Elevations
- Building Sections
- Wall Sections
- Details
- Door Schedule
- Legend and Notes - Electrical
- One-Line Diagram
- Floor Plan - Lighting
- Floor Plan - Power
- Floor Plan - Power to mechanical
- Schedules - Mechanical
- First Floor Plan - HVAC
- Roof Plan - HVAC
- General Notes
- Typical Details - Foundation
- Typical Details - Foundation Schedules
- Typical Details - Tilt-Wall Panel
- Typical Details - Masonry
- Foundation Plan
- Roof Framing Plan
- Foundation Details

**PRELIMINARY ENGINEERING TO SUPPORT PERMITTING**

- Outdoor Substation Drawings
- 138kV GIS Drawings
- Screen Wall Drawings

Procurement

GENERAL

- Performance and Payment Bond
- Builder's Risk Insurance

138kv GIS

- Issue Purchase Order

138/13.2kV Transformer

- Issue Purchase Order



EXHIBIT E-2 LNTP

[Date], 20\_\_

[Contractor Name]

[Address]

[Address]

Telephone:

Facsimile:

Attention: [\_\_\_\_\_]

**Subject: Hickory GIS Substation  
Design/Build Agreement  
Full Notice to Proceed (“FNTP Agreement”)**

City of Denton (“**Owner**”) hereby notifies Beta Engineering, LLC. (“**Contractor**”), together with Owner, the “**Parties**”) that Contractor is authorized to proceed as described below.

**WHEREAS**, the Parties have entered into that certain Design/Build Agreement (the “Contract”) dated as of [\_\_\_\_\_], 20[\_\_\_] for the Hickory GIS Substation. Capitalized but undefined terms have the meaning set forth in the “Contract”, and the terms of the “Contract” shall govern this FNTP Agreement as if fully set forth herein.

NOW, THEREFORE, pursuant to Section [\_\_\_\_\_] of the “Contract”, Owner hereby directs Contractor to fully perform the “Contract” Scope of Work in accordance with all terms of the “Contract” and Exhibits attached thereto.

**[OWNER NAME]**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Acceptance**

The terms and conditions of this FNTP Agreement are hereby accepted by Contractor on \_\_\_\_\_, 20\_\_.

**[CONTRACTOR NAME]**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

---

EXHIBIT F  
PERMITS

Contractor and Owner shall be each responsible for obtaining and maintaining all permits with respect to the Facility as specified in the following table:

	Permit, License, Approval Name	Approval Authority	DME	Design Build Firm
1	Preliminary Plat	City of Denton	X	
2	Final Plat	City of Denton	X	
3	Driveway/Curb Cut Permit	City of Denton		X
4	Clearing & Grading Permit	City of Denton		X
5	Drilled Pier Permit	City of Denton		X
6	Foundation Permit	City of Denton		X
7	Building Permit	City of Denton		X
8	Fence/Wall Permit	City of Denton		X
9	Electric Generating Air Quality Standard Permit	TCEQ	N/A	N/A
10	NPDES Permit for Construction Activities	TCEQ	N/A	N/A
11	Aeronautical Obstruction Clearance	FAA	N/A	N/A

12	US Army Corps of Engineers (USACE) Section 404/401 Permit	USACE/ TCEQ	N/A	N/A
----	--	----------------	-----	-----





EXHIBIT H  
FORM OF PERFORMANCE SECURITY



1 This bond is made and executed in compliance with the provisions of Chapter 2253 of the  
2 Texas Government Code, as amended, and all liabilities on this bond shall be determined in  
3 accordance with the provisions of said statute.

4 **IN WITNESS WHEREOF**, the Principal and the Surety have SIGNED and SEALED  
5 this instrument by duly authorized agents and officers on this the \_\_\_\_\_ day of \_\_\_\_\_  
6 \_\_\_\_\_, 20\_\_\_\_.

7 PRINCIPAL:  
8 \_\_\_\_\_  
9 \_\_\_\_\_

10 BY: \_\_\_\_\_  
11 Signature

12 ATTEST:  
13 \_\_\_\_\_  
14 \_\_\_\_\_  
15 \_\_\_\_\_

16 (Principal) Secretary \_\_\_\_\_  
17 Name and Title

18 Address: \_\_\_\_\_  
19 \_\_\_\_\_  
20 \_\_\_\_\_

21 \_\_\_\_\_  
22 Witness as to Principal

23 SURETY:  
24 \_\_\_\_\_  
25 \_\_\_\_\_

26 BY: \_\_\_\_\_  
27 Signature

28 \_\_\_\_\_  
29 Name and Title

30 Address: \_\_\_\_\_  
31 \_\_\_\_\_  
32 \_\_\_\_\_

33 \_\_\_\_\_  
34 Telephone Number: \_\_\_\_\_  
35 \_\_\_\_\_

36 \_\_\_\_\_  
37 Witness as to Surety

38 \*Note: If signed by an officer of the Surety Company, there must be on file a certified extract  
39 from the by-laws showing that this person has authority to sign such obligation. If  
40 Surety's physical address is different from its mailing address, both must be provided.  
41 The date of the bond shall not be prior to the date the Contract is awarded.  
42  
43  
44

45



1           **IN WITNESS WHEREOF**, the Principal and Surety have each SIGNED and SEALED  
 2 this instrument by duly authorized agents and officers on this the \_\_\_\_\_ day of  
 3 \_\_\_\_\_, 20\_\_\_\_.

4

PRINCIPAL:

\_\_\_\_\_  
\_\_\_\_\_

ATTEST:

BY: \_\_\_\_\_  
Signature

\_\_\_\_\_  
(Principal) Secretary

\_\_\_\_\_  
Name and Title  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Witness as to Principal

SURETY:

\_\_\_\_\_  
\_\_\_\_\_

ATTEST:

BY: \_\_\_\_\_  
Signature

\_\_\_\_\_  
(Surety) Secretary

\_\_\_\_\_  
Name and Title  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Witness as to Surety

Telephone Number: \_\_\_\_\_

5

6 Note: If signed by an officer of the Surety, there must be on file a certified extract from the  
 7 bylaws showing that this person has authority to sign such obligation. If Surety's physical  
 8 address is different from its mailing address, both must be provided.

9

10           **THE DATE OF THE BOND SHALL NOT BE PRIOR**  
 11           **TO THE DATE THE CONTRACT IS AWARDED.**

12

**END OF SECTION**

13

EXHIBIT H-3  
FORM OF MAINTENANCE BOND

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33

MAINTENANCE BOND

**THE STATE OF TEXAS**                    §  
   §            **KNOW ALL BY THESE PRESENTS:**  
**COUNTY OF DENTON**                    §

That we \_\_\_\_\_, known as  
“Principal” herein and \_\_\_\_\_, a corporate surety  
(sureties, if more than one) duly authorized to do business in the State of Texas, known as  
“Surety” herein (whether one or more), are held and firmly bound unto the City of Denton, a  
municipal corporation created pursuant to the laws of the State of Texas, known as “City” herein,  
in the sum of \_\_\_\_\_ Dollars  
(\$ \_\_\_\_\_), lawful money of the United States, to be paid in Denton, Denton  
County, Texas, for payment of which sum well and truly be made unto the City and its  
successors, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly  
and severally, firmly by these presents.

**WHEREAS**, the Principal has entered into a certain written contract with the City awarded  
the \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, which Contract is hereby  
referred to and a made part hereof for all purposes as if fully set forth herein, to furnish all  
design, materials, equipment labor and other accessories as defined by law, in the prosecution of the  
Work, including any Work resulting from a duly authorized Change Order (collectively herein,  
the “Work”) as provided for in said contract and designated as \_\_\_\_\_ ; and

**WHEREAS**, Principal binds itself to use such materials and to so construct the Work in  
accordance with the plans, specifications and Contract Documents that the Work is and will  
remain free from defects in design, materials, or workmanship for and during the period of **three (3) years**  
after the date of Substantial Completion of the Work and any extension thereof as provided in the Contract  
(“Warranty Period”); and

**WHEREAS**, Principal binds itself to repair or reconstruct the Work in whole or in part  
upon receiving notice from the City of the need therefor at any time within the Warranty  
Period.



1           **NOW THEREFORE**, the condition of this obligation is such that if Principal shall  
2   remedy any defective Work that arises during the Warranty Period, for which timely notice was provided by  
3   City, to a completion  
4   satisfactory to the City, then this obligation shall become null and void; otherwise to remain in  
5   full force and effect.

6           **PROVIDED, HOWEVER**, if Principal shall fail so to repair or reconstruct any timely  
7   noticed defective Work, it is agreed that the City may cause any and all such defective Work to  
8   be repaired and/or reconstructed with all associated costs thereof being borne by the Principal and  
9   the Surety under this Maintenance bond; and

10  
11           **PROVIDED FURTHER**, that if any legal action be filed on this Bond, venue shall lie in  
12   Denton County, Texas or the United States District Court for the Eastern District of Texas,  
13   Sherman Division; and

14  
15           **PROVIDED FURTHER**, that this obligation shall be continuous in nature and  
16   successive recoveries may be had hereon for successive breaches.

17  
18  
19

1 **IN WITNESS WHEREOF**, the Principal and the Surety have each SIGNED and SEALED this  
 2 instrument by duly authorized agents and officers on this the \_\_\_\_\_ day of \_\_\_\_\_  
 3 \_\_\_\_\_, 20\_\_\_\_\_.

4  
 5  
 6  
 7  
 8  
 9  
 10  
 11  
 12  
 13

PRINCIPAL:  
 \_\_\_\_\_  
 \_\_\_\_\_

BY: \_\_\_\_\_  
 Signature

ATTEST:  
 \_\_\_\_\_

14 (Principal) Secretary  
15  
16  
17  
18  
19 \_\_\_\_\_

\_\_\_\_\_  
Name and Title  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

20 Witness as to Principal

SURETY:  
\_\_\_\_\_  
\_\_\_\_\_

21  
22  
23  
24  
25  
26  
27  
28

BY: \_\_\_\_\_  
Signature

29 ATTEST:  
30  
31 \_\_\_\_\_

\_\_\_\_\_  
Name and Title  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

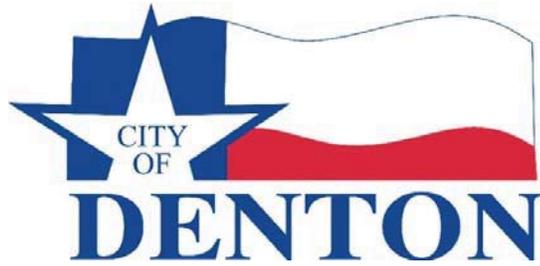
32 (Surety) Secretary  
33  
34 \_\_\_\_\_

Telephone Number: \_\_\_\_\_

35 Witness as to Surety  
36  
37 \*Note: If signed by an officer of the Surety Company, there must be on file a certified extract  
38 from the by-laws showing that this person has authority to sign such obligation. If  
39 Surety's physical address is different from its mailing address, both must be provided.  
40 The date of the bond shall not be prior to the date the Contract is awarded.

41

EXHIBIT I  
FORM OF BI-WEEKLY PROGRESS REPORT



**City of Denton**

**Hickory GIS Substation**

**BI-WEEKLY PROGRESS REPORT**

**Month / Year**



**BI-WEEKLY PROGRESS REPORT- MONTH / YEAR**

**TABLE OF CONTENTS**

**1.0 EXECUTIVE SUMMARY ..... 5**  
**2.0 SAFETY ..... 5**  
**3.0 PERMITS ..... 5**  
**4.0 ENGINEERING ..... 5**  
**5.0 PROCUREMENT ..... 5**  
**6.0 CONSTRUCTION PROGRESS ..... 5**  
**7.0 COMMISSIONING & TESTING ..... 6**  
**8.0 PROJECT CHANGES ..... 6**  
**9.0 PROJECT SCHEDULE..... 6**  
**10.0 CRITICAL ACTION ITEMS..... 6**

**APPENDIX A – PHOTOS**

**APPENDIX B – PROJECT SCHEDULE**

## **EXECUTIVE SUMMARY**

This progress report covers the project execution activities for the design, procurement and construction of the Hickory GIS for the weeks of XYZ.

Safety:

Schedule:

Contractual:

### **1.0 SAFETY**

In order to track our performance, we are tracking the following safety statistics; hours worked, first aid cases, property damage incidents and OSHA recordable incidents:

### **2.0 PERMITS**

The permitting matrix was updated as follows:

### **ENGINEERING**

Engineering progress for the month includes the following:

- X,Y,Z

### **PROCUREMENT**

Procurement Packages awarded to date:

- CXYZ - 1

Procurement Packages currently in Bid & Procurement process:

- CXYZ - 2

### **3.0 CONSTRUCTION PROGRESS**

Construction Progress for the week is as follows:

Civil

Structural

Mechanical

Electrical

Building

#### **4.0 COMMISSIONING & TESTING**

Update:

#### **5.0 PROJECT CHANGES**

Contractor Change Notices:

Potential Change Orders:

Executed Change Orders to date:

#### **6.0 PROJECT SCHEDULE**

The project schedule is included in Exhibit M.

#### **7.0 CRITICAL ACTION ITEMS**

The Action Item list is filled out and updated through our bi-weekly coordination meetings, however, below are Action Items that are either past due or need attention soon to avoid contract impacts:

None to report at this time.

\* \* \* \* \*

# BETA<sup>®</sup> Project Organization Chart

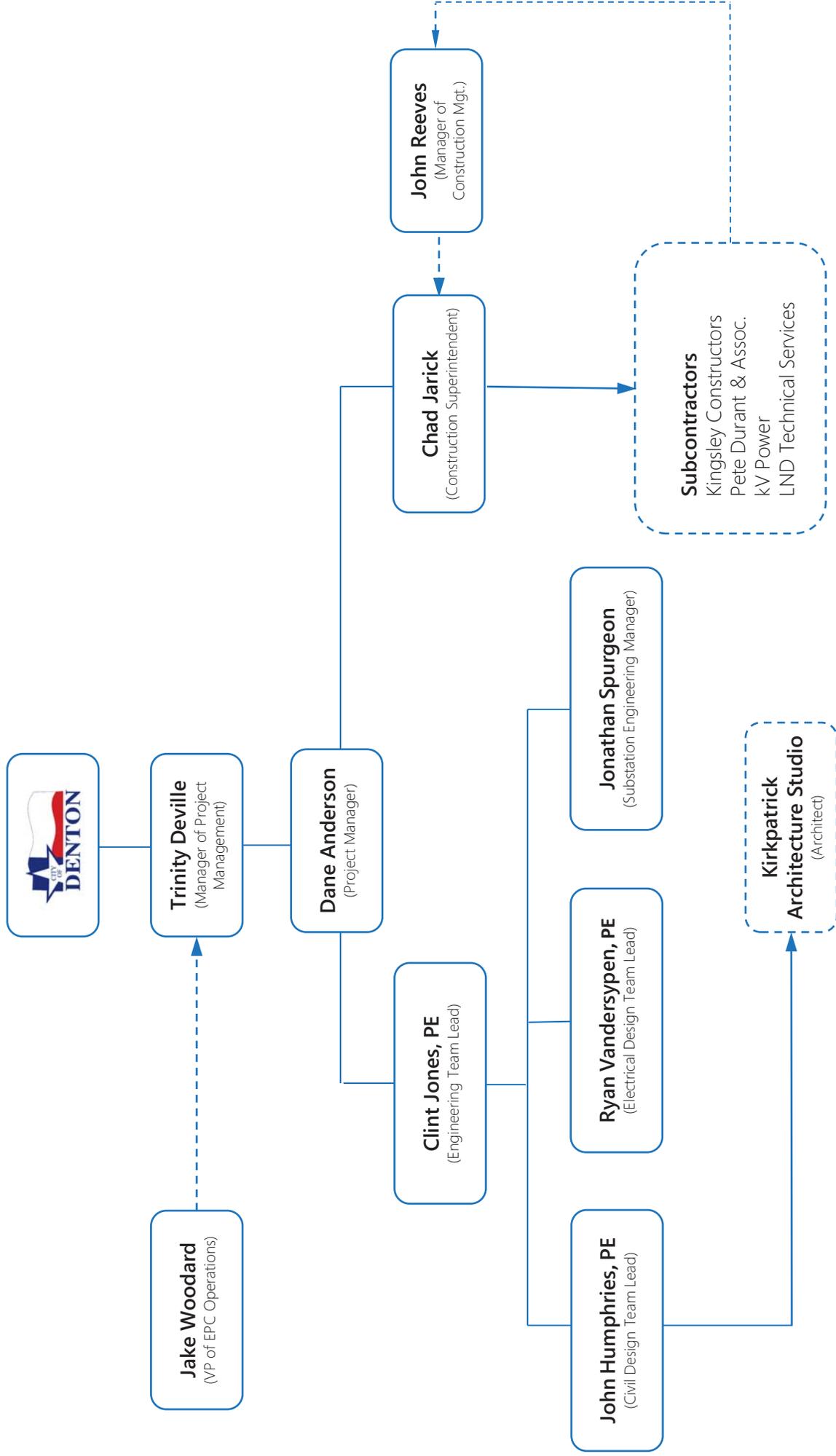


EXHIBIT K  
GUARANTEES AND PERFORMANCE TESTS

Not Used

EXHIBIT L – Not Used

EXHIBIT M

CITY OF DENTON

DME 138/13.2KV HICKORY GIS SUBSTATION PROJECT

PROJECT SCHEDULE

ID	Task Name	Start	Finish	Duration	2022	2023	2024	2025
1	DME HICKORY 138/13.2KV GIS SUBSTATION PROJECT	Fri 1/14/22	Tue 4/15/25	848 days				
2	LIMITED NOTICE TO PROCEED	Fri 1/14/22	Fri 1/14/22	1 day				
3	ENGINEERING	Mon 1/17/22	Fri 1/6/23	265 days				
4	PERMITTING	Mon 1/17/22	Wed 1/13/22	128 days				
5	SITE DEVELOPMENT DESIGN	Thu 1/20/22	Wed 3/16/22	8 wks				
6	GIS & CONTROL BUILDING DESIGN	Thu 1/20/22	Wed 4/13/22	12 wks				
7	CIVIL/STRUCTURAL DESIGN	Thu 1/20/22	Wed 7/6/22	24 wks				
8	ELECTRICAL DESIGN	Thu 1/20/22	Wed 1/4/23	50 wks				
9	UNDERGROUND LINE DESIGN	Mon 7/4/22	Fri 1/6/23	27 wks				
10	PROCUREMENT	Thu 2/17/22	Wed 5/8/24	580 days				
11	138/13.2KV SUBSTATION TRANSFORMERS	Thu 2/17/22	Wed 5/8/24	116 wks				
12	138KV GAS INSULATED SWITCHGEAR	Thu 4/7/22	Wed 4/5/23	13 moons				
13	138KV OUTDOOR HV EQUIPMENT	Thu 5/19/22	Wed 5/3/23	50 wks				
14	18KV UNDERGROUND CABLE MATERIAL	Mon 11/4/22	Fri 3/15/24	70 wks				
15	SUBSTATION MATERIAL (STEEL, BUS, GROUNDING, ETC.)	Thu 12/1/22	Thu 5/4/23	22 wks				
16	138KV UNDERGROUND CABLE MATERIAL	Mon 2/27/23	Fri 1/5/24	45 wks				
17	FINAL NOTICE TO PROCEED	Thu 5/26/22	Thu 5/26/22	1 day				
18	HICKORY GIS SUBSTATION CONSTRUCTION	Mon 10/3/22	Wed 5/29/24	483 days				
19	MOBILIZE FOR CONSTRUCTION	Mon 10/3/22	Fri 10/7/22	1 wk				
20	TEMPORARILY RELOCATE HICKORY STREET DIST LINE	Mon 10/10/22	Fri 10/21/22	2 wks				
21	SITE GRADING (CUT/FILL, GRADING, DRAINAGE, ETC.)	Mon 10/17/22	Fri 12/2/22	7 wks				
22	FOUNDATION CONSTRUCTION	Mon 11/28/22	Fri 2/10/23	55 days				
23	BELOW GRADE GROUNDING, CONDUIT AND DUCT BANKS	Mon 1/30/23	Fri 5/5/23	70 days				
24	PERIMETER WALL FOUNDATION CONSTRUCTION	Thu 3/9/23	Wed 5/24/23	11 wks				
25	BUILDING FOUNDATION CONSTRUCTION	Thu 3/9/23	Wed 4/19/23	6 wks				
26	GIS BUILDING CONSTRUCTION	Thu 4/20/23	Wed 9/27/23	23 wks				
27	OUTDOOR SUBSTATION ELECTRICAL CONSTRUCTION	Thu 5/4/23	Wed 8/23/23	16 wks				
28	PERIMETER WALL CONSTRUCTION	Wed 5/17/23	Tue 2/6/24	38 wks				
29	18KV SWITCHGEAR ENCLOSURE RELOCATE AND INSTALL	Thu 7/6/23	Wed 7/19/23	2 wks				
30	RETAINING WALL CONSTRUCTION/ACCESS ROAD PAVING	Thu 8/31/23	Wed 9/27/23	4 wks				
31	GIS INSTALLATION	Thu 9/28/23	Wed 12/20/23	12 wks				
32	SUBSTATION TRANSFORMER INSTALLATION	Thu 5/9/24	Wed 5/29/24	3 wks				
33	138KV UNDERGROUND TRANSMISSION CONSTRUCTION	Thu 10/12/23	Mon 12/4/23	38 days				
34	138KV HICKORY-LOGUST DUCT BANK INSTALLATION	Thu 11/2/23	Wed 11/1/23	3 wks				
35	138KV HICKORY-LOGUST U/G CABLE INSTALLATION	Wed 1/23/24	Mon 12/4/23	23 days				
36	COMPLETION	Wed 1/23/24	Thu 6/6/24	112 days				
37	TESTING	Wed 1/31/24	Tue 2/13/24	6 wks				
38	SUBSTATION TRANSFORMER TESTING	Thu 5/30/24	Wed 6/5/24	5 days				
39	PARTIAL ENERGIZATION	Thu 6/6/24	Thu 6/6/24	1 day				
40	UNDERGROUND TRANSMISSION AND DISTRIBUTION COMPLETION	Fri 6/7/24	Fri 10/25/24	101 days				
41	18KV DUCT BANK INSTALLATION	Fri 6/7/24	Thu 8/15/24	10 wks				
42	18KV UNDERGROUND CABLE INSTALLATION (8 cks)	Fri 6/28/24	Thu 9/12/24	11 wks				
43	18KV DISTRIBUTION CUTOVER (8c/ks)	Fri 7/19/24	Thu 10/17/24	13 wks				
44	138KV HICKORY-RD WELLS DUCT BANK INSTALLATION	Fri 8/6/24	Thu 8/29/24	2 wks				
45	138KV HICKORY-RD WELLS U/G CABLE INSTALLATION	Fri 8/30/24	Thu 9/19/24	15 days				
46	138KV HICKORY-BONNIE BRAE U/G CABLE INSTALLATION	Fri 9/20/24	Thu 10/3/24	2 wks				
47	138KV HICKORY-BONNIE BRAE U/G CABLE INSTALLATION	Fri 10/4/24	Thu 10/24/24	15 days				
48	18KV OVERHEAD DISTRIBUTION LINE DEMOLITION	Fri 10/11/24	Thu 10/24/24	2 wks				
49	FINAL ENERGIZATION COMPLETE	Fri 10/25/24	Fri 10/25/24	1 day				
50	CLOSEOUT	Mon 10/28/24	Tue 4/15/25	122 days				
51	CONSTRUCTION CLOSEOUT	Mon 10/28/24	Fri 1/17/25	12 wks				
52	PROJECT CLOSEOUT	Mon 12/02/25	Tue 4/15/25	62 days				

Project Summary Task



## EXHIBIT N

Beta Engineering  
 4725 Highway 28 East  
 Pineville, LA 71360  
 318.487.9599  
[betaengineering.com](http://betaengineering.com)

<b>Classification</b>	<b>Rate Type</b>	<b>Unit of Measure</b>	<b>Rate</b>
President	N/A	Hour	200
Vice President	N/A	Hour	200
Project Executive	N/A	Hour	185
Senior Project Manager	N/A	Hour	175
Project Manager III	N/A	Hour	160
Project Manager II	N/A	Hour	145
Project Manager I	N/A	Hour	130
Scheduling Specialist	N/A	Hour	120
Project Coordinator III	N/A	Hour	130
Project Coordinator II	N/A	Hour	115
Project Coordinator I	N/A	Hour	100
Administrative Assistant	N/A	Hour	65
Construction Manager IV	N/A	Hour	160
Construction Manager III	N/A	Hour	140
Construction Manager II	N/A	Hour	120
Construction Manager I	N/A	Hour	105
Procurement Agent III	N/A	Hour	85
Procurement Agent II	N/A	Hour	80
Procurement Agent I	N/A	Hour	75
Project Engineer	N/A	Hour	155
Engineer V	N/A	Hour	155
Engineer IV	N/A	Hour	145
Engineer III	N/A	Hour	130
Engineer II	N/A	Hour	115
Engineer I	N/A	Hour	105
Technician III	N/A	Hour	120
Technician II	N/A	Hour	110
Technician I	N/A	Hour	100
Designer III	N/A	Hour	85
Designer II	N/A	Hour	75
Drafter I	N/A	Hour	65

<b>Classification</b>	<b>Rate Type</b>	<b>Unit of Measure</b>	<b>Rate</b>
The above rates include all direct and indirect labor costs included but not limited to payroll taxes, benefits, insurance, workers compensation, overhead and profit.			
Overtime rates will be applied to the above hourly rates at 1.5 times for all hours above 10 hours per day or 40 hours per week and for any work on weekends and holidays.			
Level I Software: Structural Design, Foundation Design, AutoCAD, Vortex, Vibrec	N/A	Hour	10.00
Level II Software: Autodesk Revit, Navisworks, PLS-Cad, Autodesk Inventor, AutoCAD Electrical, AutoCAD Civil 3D, MicroStation	N/A	Hour	20.00
Level III Software: CDEGS, SYMCAP	N/A	Hour	30.00
Reproduction – Black & White Large Scale Drawings (D Size)	N/A	Each	1.50
Reproduction- Color Large Scale Drawings (D Size)	N/A	Each	10.00
Documents – Black & White Single-sided Copies 8 x 11, 8 x 14	N/A	Each	0.10
Documents – Black & White Single-sided Copies 11 x 17	N/A	Each	0.25
Documents – Black & White Double-sided Copies 8 x 11, 8 x 14	N/A	Each	0.15
Documents – Black & White Double-sided Copies 11 x 17	N/A	Each	0.38
Documents – Color Single-sided Copies 8 x 11, 8 x 14	N/A	Each	1.00
Documents – Color Single-sided Copies 11 x 17	N/A	Each	2.50
Documents – Color Double-sided Copies 8 x 11	N/A	Each	1.50
Documents – Color Double-sided Copies 11 x 17	N/A	Each	4.00
Other Expenses Associated with Outsourced Labor, Material or Equipment	N/A	Each	Cost + 10%

**BETA ENGINEERING, LLC**

BY: DocuSigned by:  
George Brashear  
E7EBFE2AFAC44F0...  
AUTHORIZED SIGNATURE

Printed Name: George Brashear

Title: Executive Vice President

318.730.4303

PHONE NUMBER

george.brashear@betaengineering.com

EMAIL ADDRESS

2021- 827510

TEXAS ETHICS COMMISSION  
1295 CERTIFICATE NUMBER

**CITY OF DENTON, TEXAS**

BY: DocuSigned by:  
Sara Hensley  
5238DB296270423...  
SARA HENSLEY  
INTERIM CITY MANAGER

ATTEST:  
ROSA RIOS, CITY SECRETARY

BY: DocuSigned by:  
Rosa Rios  
1C5CA8C5E175493...

APPROVED AS TO LEGAL FORM:  
MACK REINWAND, CITY ATTORNEY

BY: DocuSigned by:  
Marcella Luna  
4B070831B4AA438...

THIS AGREEMENT HAS BEEN  
BOTH REVIEWED AND APPROVED  
as to financial and operational obligations  
and business terms.

DocuSigned by:  
Antonio Puente  
E3760944C2BF4B5... Antonio Puente  
SIGNATURE PRINTED NAME

DME General Manager

TITLE

Electric

DEPARTMENT

**CONFLICT OF INTEREST QUESTIONNAIRE****CONFLICT OF INTEREST QUESTIONNAIRE -****FORM CIQ****For vendor or other person doing business with local governmental entity****This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.**

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local government entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. *See* Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

**1 Name of vendor who has a business relationship with local governmental entity.**

Beta Engineering, LLC

**2**  **Check this box if you are filing an update to a previously filed questionnaire.**

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7<sup>th</sup> business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

**3 Name of local government officer about whom the information in this section is being disclosed.**

\_\_\_\_\_  
Name of Officer

This section, (item 3 including subparts A, B, C & D), must be completed for each officer with whom the vendor has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the vendor?

Yes

No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

Yes

No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of one percent or more?

Yes

No

D. Describe each employment or business and family relationship with the local government officer named in this section.

**4**  **I have no Conflict of Interest to disclose.****5**


Signature of vendor doing business with the governmental entity

August 19, 2021

Date

**Certificate Of Completion**

Envelope Id: D5F87594CD3A4C2C93CF7637E174F3B0

Status: Completed

Subject: Please DocuSign: City Council Contract 7670 Hickory GIS Substation Design Build

Source Envelope:

Document Pages: 125

Signatures: 5

Envelope Originator:

Certificate Pages: 6

Initials: 1

Christa Christian

AutoNav: Enabled

901B Texas Street

Envelopeld Stamping: Enabled

Denton, TX 76209

Time Zone: (UTC-06:00) Central Time (US &amp; Canada)

Christa.Christian@cityofdenton.com

IP Address: 198.49.140.104

**Record Tracking**

Status: Original

Holder: Christa Christian

Location: DocuSign

11/29/2021 12:16:47 PM

Christa.Christian@cityofdenton.com

**Signer Events****Signature****Timestamp**

Christa Christian

**Completed**

Sent: 11/29/2021 12:58:57 PM

christa.christian@cityofdenton.com

Viewed: 11/29/2021 12:59:09 PM

Senior Buyer

Signed: 11/29/2021 12:59:35 PM

City of Denton

Using IP Address: 198.49.140.104

Security Level: Email, Account Authentication  
(None)**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

Lori Hewell



Sent: 11/29/2021 12:59:38 PM

lori.hewell@cityofdenton.com

Viewed: 11/29/2021 2:43:16 PM

Purchasing Manager

Signed: 11/29/2021 2:44:26 PM

City of Denton

Signature Adoption: Pre-selected Style

Security Level: Email, Account Authentication  
(None)

Using IP Address: 198.49.140.104

**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

Marcella Lunn



Sent: 11/29/2021 2:44:29 PM

marcella.lunn@cityofdenton.com

Viewed: 11/29/2021 2:45:54 PM

Catherine Clifton, Interim City Attorney

Signed: 11/29/2021 5:26:10 PM

City of Denton

Signature Adoption: Pre-selected Style

Security Level: Email, Account Authentication  
(None)

Using IP Address: 68.185.202.16

Signed using mobile

**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

George Brashear



Sent: 11/29/2021 5:26:13 PM

george.brashear@betaengineering.com

Viewed: 11/29/2021 5:30:38 PM

Executive Vice President

Signed: 11/29/2021 8:30:12 PM

Beta Engineering, LLC

Signature Adoption: Pre-selected Style

Security Level: Email, Account Authentication  
(None)

Using IP Address: 76.88.4.158

**Electronic Record and Signature Disclosure:**

Accepted: 11/29/2021 5:30:38 PM

ID: f567f1ad-3a93-45f1-99e7-185388c031aa

Signer Events	Signature	Timestamp
<p>Antonio Puente  Antonio.Puente@cityofdenton.com  DME General Manager  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Accepted: 11/29/2021 8:42:03 PM  ID: e76b626b-ab78-4de6-9726-d7bcd34dd118</p>	<p>DocuSigned by:    E3760944C2BF485...</p> <p>Signature Adoption: Pre-selected Style  Using IP Address: 174.246.128.156  Signed using mobile</p>	<p>Sent: 11/29/2021 8:30:15 PM  Viewed: 11/29/2021 8:42:03 PM  Signed: 11/29/2021 8:42:33 PM</p>
<p>Cheyenne Defee  cheyenne.defee@cityofdenton.com  Contract Administrator  City of Denton  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Not Offered via DocuSign</p>	<p><b>Completed</b></p> <p>Using IP Address: 198.49.140.104</p>	<p>Sent: 11/29/2021 8:42:36 PM  Viewed: 12/15/2021 8:15:34 AM  Signed: 12/15/2021 8:16:03 AM</p>
<p>Sara Hensley  sara.hensley@cityofdenton.com  Interim City Manager  City of Denton  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Not Offered via DocuSign</p>	<p>DocuSigned by:    5236DB296270423...</p> <p>Signature Adoption: Pre-selected Style  Using IP Address: 198.49.140.10</p>	<p>Sent: 12/15/2021 8:16:07 AM  Viewed: 12/15/2021 8:18:11 AM  Signed: 12/15/2021 8:18:17 AM</p>
<p><input type="checkbox"/>osa <input type="checkbox"/>ios  rosa.rios@cityofdenton.com  City Secretary  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Not Offered via DocuSign</p>	<p>DocuSigned by:    1C5CA8C5E175493...</p> <p>Signature Adoption: Pre-selected Style  Using IP Address: 198.49.140.10</p>	<p>Sent: 12/15/2021 8:18:20 AM  Viewed: 12/15/2021 9:14:47 AM  Signed: 12/15/2021 9:15:09 AM</p>
<p><b>Electronic Record and Signature Disclosure:</b>  Accepted: 12/15/2021 9:14:47 AM  ID: d5f7d80b-dfaa-4af9-83ca-1bd9a6b27ef6</p>		

<input type="checkbox"/> erson Signer Events	Signature	Timestamp
<b>Editor Deliver</b> <input type="checkbox"/> Events	Status	Timestamp
<input type="checkbox"/> gent Deliver <input type="checkbox"/> Events	Status	Timestamp
<b>ntermediar</b> <input type="checkbox"/> Deliver <input type="checkbox"/> Events	Status	Timestamp
<b>Certified Deliver</b> <input type="checkbox"/> Events	Status	Timestamp
<b>Car</b> <input type="checkbox"/> on Cop <input type="checkbox"/> Events	Status	Timestamp
<p>Cheyenne Defee  cheyenne.defee@cityofdenton.com  Contract Administrator  City of Denton  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Not Offered via DocuSign</p>	<div style="border: 2px solid blue; padding: 5px; text-align: center; font-weight: bold; font-size: 1.2em; color: blue;">COPIED</div>	<p>Sent: 11/29/2021 12:59:38 PM</p>

Carion Cop Events	Status	Timestamp
Gretna Jones gretna.jones@cityofdenton.com Legal Secretary City of Denton Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	COPIED	Sent: 11/29/2021 8:42:35 PM Viewed: 11/30/2021 9:05:54 AM
City Secretary Office citysecretary@cityofdenton.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	COPIED	Sent: 12/15/2021 9:15:12 AM
Mark Zimmerer mark.zimmerer@cityofdenton.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Accepted: 11/23/2021 1:52:42 PM ID: 3bdd0863-bf0a-485f-a75b-0c586de97b56	COPIED	Sent: 12/15/2021 9:15:12 AM

Fitness Events	Signature	Timestamp
----------------	-----------	-----------

Notar Events	Signature	Timestamp
--------------	-----------	-----------

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	11/29/2021 12:58:57 PM
Certified Delivered	Security Checked	12/15/2021 9:14:47 AM
Signing Complete	Security Checked	12/15/2021 9:15:09 AM
Completed	Security Checked	12/15/2021 9:15:13 AM

Document Events	Status	Timestamps
-----------------	--------	------------

Electronic Record and Signature Disclosure
--

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, City of Denton (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

**How to contact City of Denton:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com)

**To advise City of Denton of your new e-mail address**

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at [melissa.kraft@cityofdenton.com](mailto:melissa.kraft@cityofdenton.com) and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

**To request paper copies from City of Denton**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

**To withdraw your consent with City of Denton**

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

**Required hardware and software**

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none"> <li>•Allow per session cookies</li> <li>•Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection</li> </ul>

\*\* These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

**Acknowledging your access and consent to receive materials electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify City of Denton as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by City of Denton during the course of my relationship with you.

ORDINANCE NO. 22-1540

AN ORDINANCE OF THE CITY OF DENTON, A TEXAS HOME-RULE MUNICIPAL CORPORATION, AUTHORIZING THE APPROVAL OF CHANGE ORDER NO. 1 TO THE DESIGN-BUILD AGREEMENT BETWEEN THE CITY OF DENTON AND BETA ENGINEERING, LLC, FOR THE DESIGN AND CONSTRUCTION OF THE HICKORY GAS INSULATED SUBSTATION FOR DENTON MUNICIPAL ELECTRIC; PROVIDING FOR THE EXPENDITURE OF FUNDS THEREFOR; AND PROVIDING AN EFFECTIVE DATE (RFQ 7670 – CHANGE ORDER NO. 1 IN THE NOT-TO-EXCEED AMOUNT OF \$811,000.00, FOR A TOTAL CONTRACT AWARD AGGREGATED TO \$41,280,000.00).

WHEREAS, on December 14, 2021, by Ordinance No. 21-2701, the Council awarded a contract to Beta Engineering, LLC, in the amount of \$40,469,000.00, for the design and construction of the Hickory Gas Insulated Substation for Denton Municipal Electric; and

WHEREAS, the Staff having recommended, and the City Manager having recommended to the Council that a change order be authorized to amend such contract agreement with respect to the scope of work and an increase in the payment amount; NOW, THEREFORE,

THE COUNCIL OF THE CITY OF DENTON HEREBY ORDAINS:

SECTION 1. Change Order No. 1, increasing the amount of the contract between the City and Beta Engineering, LLC, which is on file in the office of the Purchasing Agent, in the amount of Eight Hundred Eleven Thousand and 0/100 (\$811,000.00) dollars, is hereby approved and the expenditure of funds therefore is hereby authorized in accordance with said change order. The total purchase order amount increases to \$41,280,000.00.

SECTION 2. This ordinance shall become effective immediately upon its passage and approval.

The motion to approve this ordinance was made by Jesse Davis and seconded by Brian Beck. This ordinance was passed and approved by the following vote [7 - 0]:

	Aye	Nay	Abstain	Absent
Mayor Gerard Hudspeth:	<u>✓</u>	_____	_____	_____
Vicki Byrd, District 1:	<u>✓</u>	_____	_____	_____
Brian Beck, District 2:	<u>✓</u>	_____	_____	_____
Jesse Davis, District 3:	<u>✓</u>	_____	_____	_____
Alison Maguire, District 4:	<u>✓</u>	_____	_____	_____
Brandon Chase McGee, At Large Place 5:	<u>✓</u>	_____	_____	_____
Chris Watts, At Large Place 6:	<u>✓</u>	_____	_____	_____

PASSED AND APPROVED this the 16<sup>th</sup> day of August, 2022.

  
GERARD HUDSPETH, MAYOR

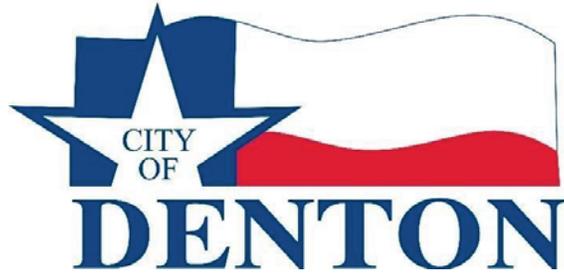
ATTEST:  
ROSA RIOS, CITY SECRETARY

BY: 



APPROVED AS TO LEGAL FORM:  
MACK REINWAND, CITY ATTORNEY

BY:   
Digitally signed by Marcella Lunn  
DN: cn=Marcella Lunn, o,  
ou=City of Denton,  
email=marcella.lunn@cityofden  
ton.com, c=US  
Date: 2022.07.25 10:10:42  
-05'00'



## DocuSign City Council Transmittal Coversheet

FILE	7670
File Name	Hickory GIS Substation, Change Order 1
Purchasing Contact	Christa Christian
City Council Target Date	AUGUST 16, 2022
Piggy Back Option	Not Applicable
Contract Expiration	N/A
Ordinance	22-1540



**Beta Engineering**  
 4725 Highway 28 East  
 Pineville, LA 71360  
 318.487.9599  
[betaengineering.com](http://betaengineering.com)

June 30, 2022

Denton Municipal Electric  
 1671 Spencer Road  
 Denton, TX 76205

Attn: Mr. Mark Zimmerer, PE  
 Subject: City of Denton Hickory GIS Substation Project  
 Beta Project No. B661

Dear Mark,

This letter serves as a formal request for a Contract Amendment to incorporate scope changes in the Design Build Agreement for the Construction of the Hickory GIS Substation dated December 14<sup>th</sup>, 2021. The additional scope items have been separated into three categories as follows:

- A. **Items to be Included in the Contract Amendment** – Beta requests a Contract Amendment to incorporate the following scope changes as soon as possible so that these items can be incorporated in the project without delay.

Item	Description	Price
A1	<p>As a result of a force-majeure event outside of Beta's control, it is not possible to achieve the Contract Completion Date of October 24, 2024 with Beta-Purchased transformers GT-06111 and GT-06112 installed at the new Hickory GIS Substation.</p> <p>The new Hickory GIS Substation shall use Owner-Supplied transformers GT-01950 and GT-02289. Unless otherwise noted, only the work performed by Beta to complete integration of Owner-Supplied transformers to the new Hickory GIS Substation shall be subject to a 3-year warranty period.</p> <p>Owner-Supplied transformers GT-01950 and GT-02289 shall be inspected and tested at McKinney Substation prior to disassembly and relocation to the new Hickory GIS Substation. This testing shall be performed by Waukesha under supervision by Beta at no additional cost to the contract. Upon reassembly at the new Hickory GIS Substation, Owner-Supplied transformers GT-01950 and GT-02289 shall be re-tested by Waukesha under supervision by Beta at no additional cost to the contract.</p>	\$0
A2	<p>"Per the definitions and Section 5.3(b)(6) of our design build Agreement:</p> <p>""Adjusted Reference Price" means the Reference Price for Copper, Steel and PVC Resin adjusted up or down five percent (5%), as applicable.""</p> <p>""Commodity Price Change Order" means a change order pursuant to Section 5.3(b)(6) and shall be; (a) a credit to Owner for quantities of Copper, Steel and PVC Resin, if the Copper Index Price, the Steel Index Price or the PVC Resin Price is less than ninety five percent (95%) of the Reference Price for such commodity on the day such commodity is purchased by Contractor for the Work; and/or (b) a price increase to Contractor for the quantities of Copper,</p>	(\$9,000)

DME Hickory GIS Substation  
 Beta Ref. No. B661-L001  
 March 7, 2022  
 Page 2

Steel and PVC Resin, if the Steel Index Price, the Cooper Index Price or the PVC Resin Price is greater than one hundred and five percent (105%) of the Reference Price on the day such commodity is purchased by Contractor for the Work. The Section 5.3(b)(6) Change Order shall be for the quantity of the commodity purchased (Copper, Steel or PVC Resin) multiplied by the difference between the Adjusted Reference Price and applicable Steel Index Price, Copper Index Price or PVC Resin Price. Contractor shall provide commercially reasonable documentation to Owner documenting the basis for the Commodity Price Change Order associated with each requested Change Order."

""Reference Price" means \$4.74/lb for Copper, \$1,330/ton for PVC Resin and \$1,919/ton for Steel."

Based on Reference Price for copper of \$4.74 per lb, the Adjusted Reference Price is \$4.503 per lb.

For the 138kV transmission cable, Beta's purchase order was based on a copper price of \$4.4659 per lb (please refer to the attached quote). Per the attached clarifications, the cable price per foot is adjusted based on fluctuations in the cost of copper as follows:

$FP = BP - \{W_{tcu} * (CP_{bid} - CP_{order})\} - \{W_{tal} * (AP_{bid} - AP_{order})\}$  where

FP is Final Adjusted Price [\$/ft]

BP is Bid Price [\$/ft]

$W_{tcu}$  is Amount of Copper used in the cable construction [lbs/ft]

$CP_{bid}$  is Copper Price base in the quotation [\$/lb]

$CP_{order}$  is Copper price COMEX as per the hedge contract for the delivery month [\$/lb]

$W_{tal}$  is Amount of Aluminum used in the cable construction [lbs/ft]

$AP_{bid}$  is Aluminum price base in the quotation [\$/lb]

$AP_{order}$  is Aluminum Mid-West U.S. Transaction price as per the hedge contract for the delivery month [\$/lb]

Beta's purchase of 138kV cable was on a Bid Price of \$155.68/ft

The Final Adjusted Price at \$4.503/lb is \$156.3605/ft

This results in a cost savings of \$8,846 which will be credited back to DME as the Commodity Price Change Order."

DME Hickory GIS Substation  
 Beta Ref. No. B661-L001  
 March 7, 2022  
 Page 3

A3	<p>"Per DME's direction given via Brian Ehsani email on 6/8/22 and subsequent meetings, Beta is proceeding with modifications to the single line diagrams (SOL and ROL drawings), panel elevations BOM drawings, and three line (TL and PT) drawings detailed in Brian's email. In addition, Beta will include two new ROL sheets that reflect only the MOD controls per B&amp;V's comments to Engineering Submittal #2. These modifications will consist of rearranging the breaker numbering and bay positions on the one-lines and three-line diagrams to reflect the physical arrangement of the GIS to ensure optimum functionality for DME's operations team. This change will also require appropriately rearranging the protection and control relaying to accurately reflect the new arrangement of the bays. The panel elevation BOM drawings will be updated to reflect DME's ring bus standard where the breaker panel protects the descending asset.</p> <p>The additional hours for these modifications are as follows:</p> <p>Technician II – 66 hours          Engineer III – 74 hours          Engineer V – 42 hours"</p>	\$22,000
----	--	----------

- B. Items to be listed as “Optional” in the Contract Amendment** – The following items shall be listed as “Optional” items in the Contract Amendment. These items would not be incorporated Beta’s scope until accepted by DME. These optional items are valid for acceptance through April 3, 2022.

Item	Description	Price
B1	The Beta-purchased SPX transformers GT-06111 and GT-06112 shall be delivered to the McKinney Substation Site <b>or Underwood Substation Site</b> . Transformers shall be assembled and tested by Manufacturer under supervision by Beta. High/Medium voltage connections and control wiring to be installed and tested by others.	\$0
B2	<p>Owner-Supplied transformers GT-01950 and GT-02289 shall be disassembled and relocated to the new Hickory GIS Substation by DME.</p> <p>Reassembly, <del>testing, and pre-commissioning</del> of Owner-Supplied transformers at new Hickory GIS Site shall be performed by DME.</p> <p>Any additional work performed by Beta to complete integration of Owner-Supplied transformers to the new Hickory GIS Substation shall be subject to a 3-year warranty period.</p>	\$0

DME Hickory GIS Substation  
 Beta Ref. No. B661-L001  
 March 7, 2022  
 Page 4

Item	Description	Price
B3	<p>Owner-Supplied transformers GT-01950 and GT-02289 shall be disassembled and relocated to the new Hickory GIS Substation by Beta.</p> <p>Reassembly, testing, and pre-commissioning of Owner-Supplied transformers at new Hickory GIS Site shall be performed by Beta. This work shall be subject to a 1-year warranty.</p> <p>Any additional work performed by Beta to complete integration of Owner-Supplied transformers to the new Hickory GIS Substation shall be subject to a 3-year warranty period.</p> <p>Owner supplied transformers shall be subject to section 2.20 “Owner-Supplied Equipment” and related Section 2.13 “ Care, Custody and Control/Risk of Loss” shown in the Design Build Agreement.</p>	\$372,000
B4	<p>Per Siemens Energy quote and technical exceptions, the GIS equipment located inside the GIS Equipment Room is rated for a maximum temperature of 40 C.</p> <p>Based on our discussions, HVAC in the GIS Equipment Room had been previously considered but was removed from the project scope as unnecessary.</p> <p>Kirkpatrick Architecture Services has determined that an additional 60 tons of cooling capacity would be required to maintain a temperature of 85 F in the GIS Equipment Room. Five (5) 15-ton Bard Wall mount units are proposed with one (1) unit acting as a spare.</p> <p>This proposal is for the addition of the five (5) 15-ton Bard wall mount units, and associated GIS building electrical modifications, per the attached quote.</p> <p>No additional substation modification will be required for this addition.</p> <p>There is an estimated schedule impact of 2 weeks for revisions to the GIS Building construction drawings.</p> <p>There is a 30-week lead time for the additional A/C units and 2 weeks required for installation.</p>	\$426,000

Please issue a letter confirming acceptance of the “A” items included in this request and indication of the “B” items Beta should proceed with. We will add a single Milestone Payment for the “A” items. This Milestone Payment” would be called “Change Order No. 1 – Commodity Change Order and Drawing Updates”. We anticipate invoicing for 100% of this milestone in August 2022.

If you would like Beta to proceed with option B3, I would suggest the addition of a single Milestone Payment. Milestone Payment would be called “Changes Order No. 1 – Owner-Supplied Transformer Relocation”. We anticipate invoicing for 100% of this milestone in February 2023, following the testing, disassembly, relocation, reassembly.

DME Hickory GIS Substation  
Beta Ref. No. B661-L001  
March 7, 2022  
Page 5

If you would like Beta to proceed with option B4, I would suggest the addition of a single Milestone Payment. Milestone Payment would be called "Changes Order No. 1 – GIS Equipment Room AC Addition". We anticipate invoicing for 100% of this milestone in June 2023, following the installation of AC Units in the GIS Equipment Room.

Upon receipt of your response, I will prepare and submit the Change Order Form in accordance with Article V of the Design Build Agreement.

Please call me if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jeremy Katusak", is written over a horizontal line.

Jeremy Katusak, PE, PMP  
Project Manager

**EXHIBIT B**  
**FORM OF CHANGE ORDER**

CHANGE ORDER NO. 1    6/30/2022

In accordance with **Article V** of that certain Engineering, Procurement and Construction Agreement, dated December 14, 2021 (the "**Agreement**"), between Beta Engineering, LLC ("**Contractor**") and City of Denton ("**Owner**"), Contractor and Owner agree as follows:

**Description of Change:**

- A1. Use DME supplied transformers from McKinney Substation instead of two new units  
    Already purchased by Beta from Waukesha
- A2. Reduce cost of underground transmission cable due to copper index pricing changes
- A3. Cost to redesign relaying drawings after design was completed.
- B1. Direction to Beta to delivery two new Waukesha transformers to McKinney or Underwood  
    Substation
- B3. Cost for Beta to disassemble, move, reassemble, and test the McKinney transformers. Beta  
    has agreed to assume responsibility for these two transformers while they are in possession  
    in accordance with Section 2.12 and 2.20 of the contract.
- B4. Cost to add air conditioning to GIS room to ensure GIS equipment and other electronics  
    operate below maximum designed temperature.

Original Contract Price	\$ <u>40,469,000.00</u>
Previous Change Orders	\$ <u>0.00</u>
Amount of this Change Order	\$ <u>811,000.00</u>
New Contract Price	\$ <u>41,280,000.00</u>

This Change Order will modify the Contract Completion Date as follows:

\_\_\_\_\_ Increase \_\_\_\_\_ Decrease   X   No Effect \_\_\_\_\_ Calendar Days

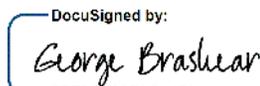
Capitalized terms used and not defined herein shall have the meaning set forth in the Agreement. Except as modified hereby, the Agreement shall remain in full force and effect and unmodified.

**ACCEPTED BY CONTRACTOR**

By: \_\_\_\_\_

Printed Name: Jake Woodard

Its: Vice President

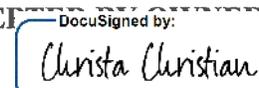
DocuSigned by:  
  
 E7EBFE2AFAC44F0...  
 George Brashear Executive Vice President

**ACCEPTED BY OWNER**

By: \_\_\_\_\_

Printed Name: Christa Christian

Its: Senior Buyer

DocuSigned by:  
  
 6A8263DE08F4429...

THIS AGREEMENT HAS BEEN BOTH REVIEWED AND APPROVED as to financial and operational obligations and business terms.

DocuSigned by: *Antonio Puente* Antonio Puente  
E3760944C2BF4B5... PRINTED NAME  
SIGNATURE

DME General Manager

TITLE

Electric

DEPARTMENT

CITY OF DENTON, TEXAS

DocuSigned by: *Sara Hensley*  
BY: 5236DB296270423...  
SARA HENSLEY  
CITY MANAGER

ATTEST:  
ROSA RIOS, CITY SECRETARY

DocuSigned by: *Rosa Rios*  
BY: 1C5CA8C5E175493...

APPROVED AS TO LEGAL FORM:  
MACK REINWAND, CITY ATTORNEY

DocuSigned by: *Marcella Lunn*  
BY: 4B070831B4AA438...

**Certificate Of Completion**

Envelope Id: 94F678F5D65D46A3BD42196B327FB50F

Status: Completed

Subject: Please DocuSign: City Council Contract 7670 - Change Order 1

Source Envelope:

Document Pages: 8

Signatures: 5

Envelope Originator:

Certificate Pages: 6

Initials: 1

Christa Christian

AutoNav: Enabled

901B Texas Street

Envelopeld Stamping: Enabled

Denton, TX 76209

Time Zone: (UTC-06:00) Central Time (US &amp; Canada)

Christa.Christian@cityofdenton.com

IP Address: 198.49.140.104

**Record Tracking**

Status: Original

Holder: Christa Christian

Location: DocuSign

7/15/2022 11:20:34 AM

Christa.Christian@cityofdenton.com

**Signer Events****Signature****Timestamp**

Christa Christian

**Completed**

Sent: 7/15/2022 11:29:40 AM

christa.christian@cityofdenton.com

Viewed: 7/15/2022 11:29:52 AM

Senior Buyer

Signed: 7/15/2022 11:30:19 AM

City of Denton

Using IP Address: 198.49.140.104

Security Level: Email, Account Authentication  
(None)**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

Tabitha Millsop



Sent: 7/15/2022 11:30:21 AM

tabitha.millsop@cityofdenton.com

Viewed: 7/18/2022 4:39:18 PM

Assistant Purchasing Manager

Signed: 7/18/2022 4:39:23 PM

City of Denton

Signature Adoption: Pre-selected Style

Security Level: Email, Account Authentication  
(None)

Using IP Address: 198.49.140.104

**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

Marcella Lunn



Sent: 7/18/2022 4:39:25 PM

marcella.lunn@cityofdenton.com

Viewed: 7/20/2022 2:28:45 PM

Deputy City Attorney

Signed: 7/20/2022 2:30:00 PM

City of Denton

Signature Adoption: Pre-selected Style

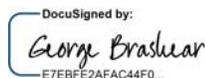
Security Level: Email, Account Authentication  
(None)

Using IP Address: 198.49.140.10

**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

George Brashear



Sent: 7/20/2022 2:30:02 PM

george.brashear@betaengineering.com

Viewed: 7/20/2022 3:07:31 PM

Executive Vice President

Signed: 7/20/2022 3:46:06 PM

Beta Engineering, LLC

Signature Adoption: Pre-selected Style

Security Level: Email, Account Authentication  
(None)

Using IP Address: 76.88.4.158

**Electronic Record and Signature Disclosure:**

Accepted: 7/20/2022 3:07:31 PM

ID: 335582d1-8563-4409-9160-fc4ab365bafb

**Signer Events**

Antonio Puente  
 Antonio.Puente@cityofdenton.com  
 DME General Manager  
 Security Level: Email, Account Authentication (None)

**Signature**

DocuSigned by:  
  
 E3760944C2BF485...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 198.49.140.10

**Timestamp**

Sent: 7/20/2022 3:46:09 PM  
 Viewed: 7/20/2022 4:02:23 PM  
 Signed: 7/20/2022 4:08:14 PM

**Electronic Record and Signature Disclosure:**  
 Accepted: 7/20/2022 4:02:23 PM  
 ID: bf8d1957-5603-4089-8914-6655971aac7f

Cheyenne Defee  
 cheyenne.defee@cityofdenton.com  
 Procurement Administration Supervisor  
 City of Denton  
 Security Level: Email, Account Authentication (None)

**Completed**

Using IP Address: 198.49.140.10

Sent: 7/20/2022 4:08:17 PM  
 Viewed: 8/17/2022 8:25:01 AM  
 Signed: 8/17/2022 8:25:17 AM

**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

Sara Hensley  
 sara.hensley@cityofdenton.com  
 City Manager  
 City of Denton  
 Security Level: Email, Account Authentication (None)

DocuSigned by:  
  
 5236DB296270423...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 198.49.140.10

Sent: 8/17/2022 8:25:20 AM  
 Viewed: 8/17/2022 8:26:31 AM  
 Signed: 8/17/2022 8:26:34 AM

**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

Rosa Rios  
 rosa.rios@cityofdenton.com  
 City Secretary  
 Security Level: Email, Account Authentication (None)

DocuSigned by:  
  
 1C5CA8C5E175493...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 198.49.140.10

Sent: 8/17/2022 8:26:36 AM  
 Viewed: 8/17/2022 1:35:56 PM  
 Signed: 8/17/2022 1:37:27 PM

**Electronic Record and Signature Disclosure:**  
 Accepted: 8/17/2022 1:35:56 PM  
 ID: 13d5b5c5-0c34-43e9-8926-f9e57ed87447

<input type="checkbox"/> Person Signer Events	Signature	Timestamp
---	-----------	-----------

<input type="checkbox"/> Editor Deliver Events	Status	Timestamp
--	--------	-----------

<input type="checkbox"/> Agent Deliver Events	Status	Timestamp
---	--------	-----------

<input type="checkbox"/> Intermediar Deliver Events	Status	Timestamp
---	--------	-----------

<input type="checkbox"/> Certified Deliver Events	Status	Timestamp
---	--------	-----------

<input type="checkbox"/> Car on Cop Events	Status	Timestamp
--	--------	-----------

Cheyenne Defee  
 cheyenne.defee@cityofdenton.com  
 Procurement Administration Supervisor  
 City of Denton  
 Security Level: Email, Account Authentication (None)

**COPIED**

Sent: 7/15/2022 11:30:21 AM

**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

Car Cop Events	Status	Timestamp
Gretna Jones gretna.jones@cityofdenton.com Legal Secretary City of Denton Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	COPIED	Sent: 7/20/2022 4:08:16 PM Viewed: 7/20/2022 4:16:09 PM
City Secretary Office citysecretary@cityofdenton.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	COPIED	Sent: 8/17/2022 1:37:30 PM
Mark Zimmerer mark.zimmerer@cityofdenton.com Electric Engineering Supervisor Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Accepted: 7/18/2022 1:28:41 PM ID: 79c223f8-d900-4558-9eb9-21104dba1e4e	COPIED	Sent: 8/17/2022 1:37:32 PM
Witness Events	Signature	Timestamp
Notar Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	7/15/2022 11:29:40 AM
Certified Delivered	Security Checked	8/17/2022 1:35:56 PM
Signing Complete	Security Checked	8/17/2022 1:37:27 PM
Completed	Security Checked	8/17/2022 1:37:32 PM
Attachment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, City of Denton (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

**How to contact City of Denton:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com)

**To advise City of Denton of your new e-mail address**

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at [melissa.kraft@cityofdenton.com](mailto:melissa.kraft@cityofdenton.com) and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

**To request paper copies from City of Denton**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

**To withdraw your consent with City of Denton**

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

**Required hardware and software**

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none"> <li>•Allow per session cookies</li> <li>•Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection</li> </ul>

\*\* These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

**Acknowledging your access and consent to receive materials electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify City of Denton as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by City of Denton during the course of my relationship with you.



## DocuSign Transmittal Coversheet

File Name	7670 - Hickory GIS Substation , CO 2
Purchasing Contact	Christa Christian
Contract Expiration	10/6/23



**Beta Engineering**  
 4725 Highway 28 East  
 Pineville, LA 71360  
 318.487.9599  
[betaengineering.com](http://betaengineering.com)

May 8, 2023

Denton Municipal Electric  
 1671 Spencer Road  
 Denton, TX 76205

Attn: Mr. Mark Zimmerer, PE  
 Subject: City of Denton Hickory GIS Substation Project  
 Beta Project No. B661

Dear Mark,

This letter serves as a formal request for a Contract Amendment to incorporate scope changes in the Design Build Agreement for the Construction of the Hickory GIS Substation dated December 14<sup>th</sup>, 2021. The additional scope items have been separated into two categories as follows:

- A. **Items to be Included in the Contract Amendment** – Beta requests a Contract Amendment to incorporate the following scope changes as soon as possible so that these items can be incorporated in the project without delay.

N/A

- B. **Items to be listed as “Optional” in the Contract Amendment** – The following items shall be listed as “Optional” items in the Contract Amendment. These items would not be incorporated Beta’s scope until accepted by DME. These optional items are valid for acceptance through May 31, 2023.

Item	Description	Price
B1	<p>During the relocation survey of the McKinney Substation transformers by Beta and Waukesha, it was discovered that unit GT-01950 had evidence of a gasket leak. Beta shall hire Waukesha to regasket the unit, including the following:</p> <p>Waukesha® Service will drain existing oil (est. 7,886 gal.) into Waukesha® Service supplied oil storage tanker. Follow oil removal with dry-air.</p> <ul style="list-style-type: none"> <li>• Waukesha® Service to provide dry-air, purge tank, and perform confined space entry requirements prior to internal tank access.</li> <li>• Waukesha® Service to perform leak repair / re-gasket, per the following:               <ul style="list-style-type: none"> <li>o Remove existing 138kV HV bushings and turrets, install new gaskets, and re-install.</li> <li>o Remove existing 13.2kV LV &amp; HO bushings and turrets, install new gaskets, and re-install</li> <li>o Remove radiators w/manifolds, install new gaskets, and re-install radiators.</li> <li>o Remove and regasket peripheral devices – gauges, PRD, SPR, etc.</li> <li>o Re-gasket manhole covers on lid and side manholes on tank wall.</li> </ul> </li> <li>• Waukesha® Service to seal up transformer and perform pressure test (3 PSI) to ensure no leaks.</li> <li>• Waukesha® Service to perform vacuum oil filling / hot oil processing, per the</li> </ul>	\$37,000

DME Hickory GIS Substation  
Beta Ref. No. B661-L001  
March 7, 2022  
Page 2

Item	Description	Price
	following procedure: <ul style="list-style-type: none"><li>o Vacuum leak test the hoses and equipment.</li><li>o Pull vacuum to 1 Torr or less and hold for 48 hrs.</li><li>o Fill with heat oil to 50-60 deg C while holding a vacuum of 5 Torr or less.</li><li>o Break vacuum and top off with nitrogen.</li><li>o Check oil levels per nameplate. Beta Engineering/City of Denton to provide any make-up oil if required.</li></ul>	

Please issue a letter indicating if the “B1” item is accepted or rejected.

If you would like Beta to proceed with option B1, I would suggest the addition of a single Milestone Payment. Milestone Payment would be called “Changes Order No. 21 – Owner-Supplied Transformer GT-01950 Regasket”. We anticipate invoicing for 100% of this milestone in October 2023, following the repair, testing, disassembly, relocation, reassembly.

Upon receipt of your response, I will prepare and submit the Change Order Form in accordance with Article V of the Design Build Agreement.

Please call me if you have any questions.

Sincerely,



Jeremy Katusak, PE, PMP  
Project Manager

waukesha®

# City of Denton/Beta Engineering

Service Quotation #9131976

RE: Waukesha Transformers at McKinney Substation in Denton,  
TX

3/3/2022





## Service Quotation

**Date: 3/3/2022**

Jeremy Katusak, PE, PMP  
Project Manager  
City of Denton/Beta Engineering  
2520 E McKinney St  
Denton, TX 76209  
956.455.3419  
[jeremy.katusak@betaengineering.com](mailto:jeremy.katusak@betaengineering.com)

**Quote Number**

#9131976

**RE:**

Waukesha Transformer at McKinney Substation in Denton, TX



### CONTACT INFORMATION .....

**Business Development Manager**

Sean Gallagher  
Waukesha  
MOB 214.548.2911  
[sean.gallagher@spx.com](mailto:sean.gallagher@spx.com)

**Channel Partner**

James De La Cruz  
Keasler Associates  
MOB 972.569.7084  
[james@keasler.com](mailto:james@keasler.com)

**Territory General Manager**

Perry Reeder  
GE Grid  
MOB 262.349.0392  
[perry.reeder@ge.com](mailto:perry.reeder@ge.com)

Confidentiality Notice:

This document contains privileged and confidential information belonging to the sender. The information is intended only for the use of the individual or entity named above. If you are not the intended recipient or addressee, you are notified that any disclosure, copying, distribution or taking any action based on the contents of this information is strictly prohibited. If you have received this document in error, please immediately notify the sender by telephone to arrange for return of the original documents.



# Table of Contents

 SCOPE OF WORK.....	4
 PERFORMANCE.....	6
 CLARIFICATIONS TO SCOPE OF WORK.....	7
 SCHEDULE OF PRICING .....	7
 COMMENTS/EXCEPTIONS TO CONTRACT DOCUMENTS.....	8
 TERMS & CONDITIONS STATEMENT .....	8
CUSTOMER AUTHORIZATION .....	9
Waukesha® Service Service Technician & Specialist Rate Schedule .....	10
PROLEC-GE WAUKESHA, INC./SERVICE AND COMPONENTS DIVISION STANDARD TERMS AND CONDITIONS OF SALE..	12



## SCOPE OF WORK

Prolec-GE Waukesha, Inc. Service Group (referred to as Waukesha® Service throughout the rest of this proposal) is pleased to provide crew and equipment to perform the following scope of work:

<b>Substation:</b>	McKinney Substation, 2520 E McKinney St, Denton, TX 76209	
<b>Equipment:</b>	Waukesha Transformer	Waukesha Transformer
<b>Unit ID#:</b>	T1	T2
<b>Serial Number:</b>	GT-02289	GT-01950
<b>Gallons of Oil:</b>	7,320	7,886
<b>Voltage:</b>	138kV-13.2kV	138kV-13.2kV
<b>MVA:</b>	15/20/25	15/20/25

### 15/20/25 MVA Waukesha Transformer installation at McKinney Substation in TX

- Mobilize Waukesha® Service personnel and equipment to Beta Engineering/City of Denton station in Denton, TX. **Note:** Waukesha allows up to 2 hours of site orientation / site specific training at no cost. Additional training will be at additional costs at \$150/hr.

### Origination Site

- Same SOW for both transformers.
- Mobilize Waukesha® Service personnel and equipment to McKinney Substation in Denton, TX. **Note:** Waukesha allows up to 2 hours of site orientation / site specific training at no cost. Additional training will be at additional costs at \$150/hr.
- Beta Engineering/City of Denton personnel will be responsible for de-energization, disconnection, isolation, and grounding of equipment, to include all bushings, bus work, connections, etc. (as required).
- Waukesha® Service to provide man lift, crane, test equipment, and confined space entry requirements (as necessary) on site.
- Perform the following transformer tests (as applicable) identified below. Additional tests are available upon request at time of service per T&M rates.
  - TTR – transformer turns ratio as found DETC and all LTC Tap positions
  - Core insulation resistance (if externally accessible)
  - SFRA
  - Power factor of winding insulation.
  - Single-phase excitation. As found DETC tap and LTC Positions 16R, 1R, N & 1L
  - Power factor and capacitance of bushing with test taps, Hot collar testing w/o test tap.
  - Power Factor Testing of Arrestors (transformer mounted)
  - Overall Power Factor of transformer windings & bushings
  - Winding Resistance
  - Core Ground (megger)
  - Insulation Resistance (megger)
  - Oil sample for DGA/oil quality testing
- Waukesha® Service will **not** drain existing oil, transformers will be moved oil filled.
- In preparation for transformer move, Waukesha® Service will remove the following ancillary parts:
  - 138kV high voltage bushings
  - 13.2kV low voltage bushings
  - Conservator tank and structure (as required)
  - Transformer cooler and/or radiator assemblies, bracing, manifolds/headers, and fans (as required)
  - Electrical control boxes/CT conduits (as required)
  - Any additional parts requiring removal per Beta Engineering/City of Denton provided shipping drawing
- Waukesha® Service will package/crate all ancillary parts in preparation for move
- Waukesha® Service will load all ancillary parts (bushings, radiators, fans, control boxes, conservator (as required)) onto transportation trucks in preparation for move
  - Waukesha® Service will provide all transportation for ancillary parts move
- Waukesha® Service will load transformer onto transportation trucks in preparation for move
  - Waukesha® Service will provide all transportation for main transformer move as per the Beta Engineering/City of Denton provided shipping drawing
  - Waukesha® Service will provide all crane and rigging to load main transformer on trailer in preparation for move as per the Beta Engineering/City of Denton provided shipping drawing



### Destination Site

- Mobilize Waukesha® Service personnel and equipment to Beta Engineering/City of Denton Hickory Substation. **Note: Waukesha allows up to 2 hours of site orientation / site specific training at no cost. Additional training will be at additional costs at \$150/hr.**
- Waukesha® Service to provide man lift, crane, test equipment, and confined space entry requirements (as necessary) on site.
- Waukesha® Service will unload all ancillary parts (bushings, radiators, fans, control boxes, conservator (as required)) in preparation for transformer storage or assembly
  - If the transformer is placed in storage unassembled, Waukesha® Service will not un-package/un-crate all parts and will place in storage location as directed by Beta Engineering/City of Denton
  - If the transformer will be energized or will be stored fully assembled, Waukesha® Service will un-package/un-crate parts in preparation for transformer assembly
- Waukesha® Service will unload transformer from transportation trucks and place on pad as directed by Beta Engineering/City of Denton
  - Waukesha® Service will provide all crane and rigging to load main transformer on pad
- **See Regasket for GT-01950**
- To prepare to test and energize transformer, Waukesha® Service will install the following ancillary parts:
  - 138kV high voltage bushings
  - 13.2kV low voltage bushings
  - Conservator tank and structure (as required)
  - Transformer cooler and/or radiator assemblies, bracing, manifolds/headers, and fans (as required)
  - Electrical control boxes/CT conduits (as required)
  - Any additional parts requiring removal per Beta Engineering/City of Denton provided shipping drawing
- Waukesha® Service to seal up transformer and perform pressure test (3 PSI) to ensure no leaks.
- Waukesha® Service to check oil levels per nameplate. Beta Engineering/City of Denton to provide any make-up oil if required.
- Perform the following transformer tests (as applicable) identified below. Additional tests are available upon request at time of service per T&M rates.
  - TTR – transformer turns ratio as found DETC and all LTC Tap positions
  - Core insulation resistance (if externally accessible)
  - SFRA
  - Power factor of winding insulation.
  - Single-phase excitation. As found DETC tap and LTC Positions 16R, 1R, N & 1L
  - Power factor and capacitance of bushing with test taps, Hot collar testing w/o test tap.
  - Power Factor Testing of Arrestors (transformer mounted)
  - Overall Power Factor of transformer windings & bushings
  - Winding Resistance
  - Core Ground (megger)
  - Insulation Resistance (megger)
- Beta Engineering/City of Denton personnel will be responsible to perform reconnection, re-energization, ground removal, etc. (as required)
- If transformer will be placed in service, Waukesha® Service recommends minimum of 48 hours hold/soak period prior to re-energization.
- Waukesha® Service to demobilize personnel and equipment from site and provide final report w/test results.

### **REGASKET SOW FOR UNIT GT-01950**

- **Waukesha® Service will drain existing oil (est. 7,886 gal.) into Waukesha® Service supplied oil storage tanker. Follow oil removal with dry-air.**
- **Waukesha® Service to provide dry-air, purge tank, and perform confined space entry requirements prior to internal tank access.**
- **Waukesha® Service to perform leak repair / re-gasket, per the following:**
  - **Remove existing 138kV HV bushings and turrets, install new gaskets, and re-install.**
  - **Remove existing 13.2kV LV & HO bushings and turrets, install new gaskets, and re-install**
  - **Remove radiators w/manifolds, install new gaskets, and re-install radiators.**
  - **Remove and regasket peripheral devices – gauges, PRD, SPR, etc.**
  - **Re-gasket manhole covers on lid and side manholes on tank wall.**
- **Waukesha® Service to seal up transformer and perform pressure test (3 PSI) to ensure no leaks.**
- **Waukesha® Service to perform vacuum oil filling / hot oil processing, per the following procedure:**
  - **Vacuum leak test the hoses and equipment.**
  - **Pull vacuum to 1 Torr or less and hold for 48 hrs.**
  - **Fill with heat oil to 50-60 deg C while holding a vacuum of 5 Torr or less.**
  - **Break vacuum and top off with nitrogen.**
  - **Check oil levels per nameplate. Beta Engineering/City of Denton to provide any make-up oil if required.**



## PERFORMANCE

Work is quoted based upon Waukesha® Service crews working 7 days a week, 8–12 hours per day and 24 hours per day while oil is processing. Work scope is estimated to take *10 days* to complete, depending on weather conditions.

- Proposed Start Date: \_\_\_\_\_ Q1 2023 \_\_\_\_\_
- Availability of service personnel and equipment is subject to prior sale.



## CLARIFICATIONS TO SCOPE OF WORK

Unless specifically addressed in scope of work, the following assumptions have been made in preparation of our offer:

- Purchaser shall be responsible for switching, lock out and grounding of any equipment necessary to establish safe work area.
- Purchaser shall provide suitable, free, clear, unlimited and compacted access route, roads and area around work location for access of service equipment.
- Purchaser shall disconnect and reconnect all external protection, control and relay wiring, as required.
- Purchaser shall disconnect and reconnect all external bushing terminations or bus work, as required.
- Purchaser shall disassemble and reassemble any deluge systems, as required.
- Waukesha will compile all crating and waste material in designated area; however, purchaser shall be responsible for disposal of solid wastes.
- Purchaser shall provide drum and dispose of all waste, flush and scrap oil generated in execution of work.
- Purchaser shall provide communication and sanitation facilities.
- No provisions have been included for secondary oil containment as may be required for compliance to local site SPCC programs.
- If required, purchaser shall provide a PCB report showing PCB concentration of the unit within 90 days prior to start of scheduled work.
  - If PCB concentration is higher than 49 PPM, Waukesha® Service will be unable to complete the work.
  - If PCB concentration is 1–49 PPM, an additional decontamination charge will be assessed. Proper disposal of the oil shall be the responsibility of the purchaser.
- When oil handling is part of work scope, Waukesha® Service prefers to have a metals-in-oil screen done prior to start of job to detect any potential silicone contamination. In the event that silicone is discovered during the processing, additional charges will apply for addition of anti-foaming compounds and a decontamination fee after completion of job.
- Waukesha® Service intends to utilize its own personnel and equipment; however, if scheduling conflicts occur, Waukesha® Service reserves the right to hire subcontractors to assist with the work.



## SCHEDULE OF PRICING

The pricing for the work scope as defined above is \$343,721.00 for performance by Q1 2023.

**Change Order 1 – Regasket** **\$32,500.00**

Payment terms and conditions are subject to credit approval.

Unless specifically noted, prices do not include:

- Any site specific or customer required access and/or safety training
- Any special and/or site-specific safety, PPE or environmental requirements
- Use of union labor
- Local Sales or Use tax

Requested changes to work scope or delays outside the control of Waukesha® Service shall be billed in accordance with Waukesha® Service Rate Schedule (included).

**NOTE:** Price is based on 4 Waukesha® Service technicians for 12 days (2 travel days, 10 days on site). The above price is provided on Fixed Priced basis, however, it is not a “not to exceed price”. If added time on site, parts or materials, added mob/demobs, additional oil processing / circulation / leak repair / etc., is required, this will be calculated & billed on a T&M basis, as applicable. Invoicing for any T&M adders will be calculated and billed on actual hours/expenses/materials.



## COMMENTS/EXCEPTIONS TO CONTRACT DOCUMENTS

The price is contingent upon gaining valid shipping clearances at the time of shipment. If clearance is not available due to highway construction, changes in state regulations, changes in bridge limitations or other items beyond our control, Waukesha® Service will not be responsible for any additional shipping or handling charges. The purchaser is responsible for supplying suitable and compacted access route, roads and area around foundation.



## TERMS & CONDITIONS STATEMENT

- Work shall be performed in accordance with Prolec-GE Waukesha, Inc. – Service & Components Division Terms and Conditions of Sale (attached)
- Bid is valid for a period of 60 days

Waukesha® Service thanks you for the opportunity to provide a quotation for this work. We look forward to your consideration of this offering and welcome any questions you may have regarding this quotation for your service requirements.

Best Regards,

A handwritten signature in black ink that reads "S. Gallagher".

Sean Gallagher  
Business Development Manager  
Prolec GE Waukesha  
Ph# 214.548.2911  
E-mail: [sean.gallagher@spx.com](mailto:sean.gallagher@spx.com)



**CUSTOMER AUTHORIZATION**

Customer hereby requests that Waukesha® Service perform the above-referenced Services in accordance with the provisions of this quotation #9131976, including all commercial terms and clarifications and forms the basis of contract with Prolec-GE Waukesha, Inc.

Customer's Authorization / Purchase Order Number for Accounting Purposes: Beta

**Billing Address:**

City of Denton  
215 E McKinney St  
Denton, TX 76201-4299 USA  
Department - Accounts Payable

DocuSigned by:  
Christa Christian  
By: CHRISTA CHRISTIAN  
Name: CHRISTA CHRISTIAN  
Title: Senior Buyer  
Date: 5/12/2023

DocuSigned by:  
George Brashear George Brashear  
E7EBFE2AFAC44F0...  
Executive Vice President 5/12/2023

DS  
ME



# Waukesha<sup>®</sup> Service

## Service Technician & Specialist Rate Schedule

Waukesha<sup>®</sup> Service maintains a nationwide staff of trained and experienced field service specialists and technicians who are available to provide advisory assistance, installation, inspection, commissioning, testing, troubleshooting, start-up, technical studies and maintenance and repair services of electrical apparatus.

Technical professionals are classified in two categories, dependent on the degree of expertise and complexity of the service required:

### Service Specialist

The Service Specialist has specific experiences and/or educational training along with factory training and experience in design, assembly, installation or testing. This expert is required for special diagnosis, repairs, inspection, failure analysis and complex technical evaluations. Typical scopes of work for these services involve LTCs, engineering services, project management, forensics analysis, condition assessments, electrical testing, etc.

### Service Technician

The Service Technician has specialized factory training and experience. This Technician can act as a consultant for customer's personnel with respect to correct installation, testing, maintenance or service requirements consistent with Waukesha<sup>®</sup> Service guidelines.

### WAUKESHA<sup>®</sup> SERVICE SPECIALIST AND SERVICE TECHNICIAN RATES

CLASSIFICATION	HOURLY RATE	DAILY PER DIEM	HOURLY OVERTIME RATE	HOURLY SUNDAY & HOLIDAY RATE
Service Specialist	\$200	\$265	\$300	\$400
Service Technician	\$150	\$265	\$225	\$300

- Hourly** rate applies to all time worked or traveled during a workday.
- Overtime** rate applies to all hours worked in excess of eight hours on weekdays and all time worked or traveled on Saturdays.  
**NOTE: Our standard workday is 10–12 hours based on site conditions.**
- Sunday and Holiday** rate applies to all hours worked or traveled on Sundays and/or holidays.

In lieu of Per Diem, charges for travel and living expenses will be billed at cost plus an 18% handling charge.

### Per Diem

Unless requested otherwise from the purchaser, a daily per diem rate will be billed for each day required for project execution along with travel days to/from the project. Per Diem rates exclude the cost of airfare to/from the job site.

### Traveling Time

Billing for traveling time will be done at the applicable rate based on actual time traveled.

Traveling time and expenses for each technical professional will include leaving and returning to the employee's headquarters.

### Minimum Billing

Minimum billing for one day's service will be charged for each day or fraction thereof that a technical professional spends on the customer's premises.

### Standby Time

When technical professionals are on the customer's premises but are unable to perform the services requested because of circumstances beyond the control of Waukesha<sup>®</sup> Service personnel, the purchaser will be charged at the applicable rate.



## WAUKESHA® SERVICE TECHNICIAN & SPECIALIST RATE SCHEDULE (CONTINUED)

### OTHER CHARGES

The following charges will be in addition to the service rates stated previously:

**A. Expendable Small Tools**

When a particular job requires the furnishing of small expendable tools not normally carried by the technical professional, a charge for such tools will be billed at the cost of acquisition.

**B. Material Furnished by Waukesha® Service**

All Waukesha® Service material used on the job will be billed at current prices.

**C. Material Purchased from Subcontractors or Other Vendors**

When the job requires the purchase of materials or services from subcontractors or other vendors, such items will be billed at cost plus an 18% handling charge.

**D. Special Tools and Equipment Furnished by Waukesha® Service**

Rental charge shall be made for all specialized tools, equipment and instruments. Refer to Waukesha® Service Equipment Rental Rate Schedule.

**E. Company Vehicle Mileage Rate**

Cost of mileage for standard company vehicles to travel to and from the standard job site will be billed at a rate of \$0.95 per mile. Any vehicle requiring a CDL endorsement to drive shall be billed at a rate of \$2.50 per mile for travel to and from the job site.

### PRODUCT WARRANTY WORK

Product warranty work on Waukesha® Service-supplied equipment will be performed F.O.B. factory or at the customer's site, at Waukesha® Service's option. Work at the customer's site will be accomplished during a normal eight-hour straight time day. If the purchaser requests that product warranty work be performed during any other time period, purchaser will be invoiced for the premium time portion of the work, i.e. the difference between the applicable rate and the overtime rate for the services performed.

### TERMS OF PAYMENT

Net 30 days from date of invoice.

### TERMS AND CONDITIONS

See Prolec-GE Waukesha, Inc. – Service & Components Division Terms and Conditions of Sale.



**PROLEC-GE WAUKESHA, INC./SERVICE AND COMPONENTS DIVISION**  
**STANDARD TERMS AND CONDITIONS OF SALE**  
**(Rev. 1/31/22)**

1. **ACCEPTANCE AND GOVERNING PROVISIONS.** No orders for services and/or goods (individually and collectively, “Work,”) are binding upon Seller until accepted in writing by an authorized representative of Seller. Seller’s acceptance of Buyer’s order is conditioned upon Buyer’s acceptance of these terms and conditions (the “Terms”) and Buyer’s agreement to be bound by and comply with these Terms. These Terms and the terms of Seller’s quotation, and all referenced attachments constitute the entire agreement between Buyer and Seller, and no amendment or modification shall be binding on Seller unless signed by an authorized representative. Seller’s failure to object to provisions contained in any purchase order or other document of Buyer shall not be construed as a waiver by Seller of these Terms or an acceptance of any such provisions. Any conflicting or additional terms or conditions set forth by Buyer in a purchase order or other document are not binding upon Seller, and Seller expressly objects to them.
2. **LIMITED WARRANTY.** (a) For a period of one (1) year from the date of performance of services or delivery of goods under the order accepted by Seller, Seller warrants, to the original purchaser, the services performed by or on behalf of Seller to be free from defects in workmanship and the goods manufactured by Seller to be free from defects in title, material, and workmanship. (b) If within such period it shall be proven to Seller’s reasonable satisfaction that any services or goods are defective, then such services shall be corrected and, at Seller’s option, such goods repaired or replaced or substitute goods obtained. Buyer shall bear the costs of any removal, decontamination, and reinstallation of the goods and adjacent structures, equipment, and other obstructions not directly included in the warrantable goods. Seller’s obligation is conditioned upon Seller’s receipt of written notice of any alleged nonconformity or defect within 10 days after its discovery and, with respect to goods, at Seller’s option, return of such goods to Seller’s factory, with all freight and insurance to and from the repair facility to be at Buyer’s expense. With respect to goods not manufactured by Seller, Seller makes no warranty other than good title and agrees to transfer to Buyer the original manufacturer’s warranty, which shall provide the exclusive remedy for any defect. (c) The foregoing warranties state Seller’s entire warranty and Buyer’s sole and exclusive remedy related to the Work. EXCEPT AS EXPRESSLY SET FORTH ABOVE, SELLER MAKES NO WARRANTY OF ANY KIND WHATSOEVER, AND SELLER EXPRESSLY DISCLAIMS ANY WARRANTIES IMPLIED BY LAW, INCLUDING, WITHOUT LIMITATION, ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. (d) This warranty shall not apply to any loss or damage resulting from: (i) normal wear and tear; (ii) alteration, neglect, misuse, abuse, or improper installation, operation, maintenance, or storage by Buyer or a third party; (iii) accident, fire, flood, or acts of God; or (iv) inaccurate or incomplete information or data supplied or approved by Buyer. Buyer shall defend and indemnify Seller for any loss or damage of Seller arising out of clauses (i) through (iv) above and any breach by Buyer of its covenants and obligations under these Terms.
3. **PATENTS AND TRADEMARKS.** (a) If notified promptly by Buyer in writing and provided with authority, information, and assistance, Seller shall defend or may at any time settle, at Seller’s option, any suit or proceeding alleging that any goods designed and sold by Seller pursuant to the order accepted by Seller infringe any U.S. patent or trademark. Seller shall pay any damages awarded in such suit or proceeding up to the amount of the depreciated purchase price of such goods. In the event any such goods are held to constitute such infringement and the use of the goods is enjoined, Seller shall, at its option and expense: (i) procure for Buyer the right to continue using the goods; (ii) replace the goods with non-infringing goods; (iii) modify the goods so that they become non-infringing; or (iv) remove the goods and return the depreciated purchase price. The foregoing constitutes the entire liability of Seller and the sole and exclusive remedy of Buyer for patent or trademark infringement related to the goods. (b) Notwithstanding the foregoing, section (a) above shall not apply to any suit or proceeding alleging infringement resulting from or related to Seller’s compliance with the instructions, specifications or design of Buyer or the use of goods of Seller in combination with other goods or materials. Buyer shall defend and pay any damages awarded in such suit or proceeding.
4. **DELIVERY AND DELAY.** (a) Unless otherwise agreed to in a writing signed by Seller: (i) goods shall be delivered FCA Seller’s Premises, with delivery to the initial carrier constituting delivery to Buyer (Incoterms® 2010); (ii) title to the goods and risk of damage or loss shall pass to Buyer upon delivery to the initial carrier; (iii) transportation costs shall be paid by Buyer; and (iv) Buyer shall have sole responsibility for filing any claims with any carrier for delay, loss, or damage. If Seller selects the freight forwarder, then Buyer authorizes Seller to clear the goods for export under U.S. Export Regulations, including CFR 15, Part 30. If Buyer selects the freight forwarder, then Buyer shall authorize its freight forwarder to file the EEI and export clearance documentation required by US law, and Buyer assumes all responsibility for export clearance. (b) Dates of delivery or other performance are estimates and are based on timely receipt from Buyer of accurate and complete approved drawings and technical data. Seller shall not be liable for any delay beyond its reasonable control or caused by accident; bad weather; embargo; act of Buyer or third parties; labor disputes; national emergency; riots; non-delivery of suppliers; delays of carriers or delivery agents; inability to obtain labor, materials, or manufacturing facilities; acts of God; or government restrictions, prohibitions, or requirements. In the event of any such delay, Seller’s time period for delivery or performance shall be extended accordingly. Regardless of the cause, Seller shall have no liability for penalties of any nature as a result of a delay. During any period of shortage due to the stated or similar causes, Seller may prorate its supply of material among its internal demand and its customers in whatever manner it chooses. (c) Buyer shall provide, at its own expense, ready and sufficient routes and access for Seller’s vehicles and equipment to all site(s) for services and delivery point(s) for goods, free of any and all obstructions, conditions, and insufficiencies that would impede or prevent the performance of services and/or the delivery of goods.
5. **LIMITATION OF LIABILITY.** (a) Except to the extent specifically provided under Section 3 above, Seller shall not be liable under any theory of relief, including, without limitation, breach of warranty, breach of contract, tort (including negligence), strict liability, or otherwise, arising out of or related to an order or Seller’s acts or omissions for: (i) incidental, special, punitive, or consequential damages of any nature, including, without limitation, economic loss or damages, whether for loss of revenue and/or profits, increased operating costs, loss of use, cost of capital or substitute facilities and services, downtime costs, delay costs, claims of any third parties for any of the above, or otherwise; or (ii) any damage or loss in excess of the purchase price actually paid by Buyer. (b) Any action by Buyer must be commenced within one (1) year after the cause of action has accrued.



6. **CHANGES, SUBSTITUTIONS, AND CANCELLATION.** (a) Any changes requested by Buyer are not effective unless accepted in writing by an authorized representative of Seller at Seller's corporate offices or factory. Any changes accepted by Seller that affect the specifications or scope of work of an order shall entitle Seller to an adjustment to the price, delivery schedule, or other terms affected by such change, as appropriate. (b) Seller may furnish suitable substitutes for materials unobtainable due to regulations of governmental authorities or unavailability of materials from suppliers. Details of design and construction in any quotation are approximate and subject to revision by Seller. If changes in performance of services or in materials, design, layout, or arrangement of goods are desired or required by conditions of which Seller was unaware or that were unforeseen by Seller, the price is subject to revision. (c) Buyer may cancel an order only with the written consent of Seller and upon payment of cancellation charges. In the event Seller accepts such cancellation of all or any part of the Work, Buyer shall be liable for the higher of: (i) 25% of the purchase price; (ii) any loss incurred by Seller, including, without limitation, costs of engineering, reconditioning, labor, materials, and Seller's margin; or (iii) costs required by any cancellation and delay policy of Seller.

7. **APPROVALS, INSPECTION, AND ACCEPTANCE.** (a) Buyer's approval, or failure to disapprove, of drawings submitted under an order constitutes Buyer's acceptance of equipment design, specifications, and other data contained in Seller's submittals. (b) Inspection of goods at Seller's factory by Buyer, or Buyer's representatives, will be permitted insofar as such inspection does not interfere with Seller's production and provided that complete written details of such inspection are submitted to Seller 10 days in advance. (c) Work shall be deemed accepted, and any claim of Buyer against Seller with respect to an order shall be waived and not enforceable, unless: (i) Buyer has promptly inspected the Work, and written notice from Buyer of any defect has been received by Seller within 48 hours of rejection of any goods inspected at Seller's factory or, if no factory inspection has taken place, then within 30 days following any performance of services and/or delivery of goods; and (ii) Buyer has given Seller reasonable advance notice and authorization to attend any tests designed to demonstrate that Seller's performance is nonconforming or goods are defective, and the test conditions are mutually agreed to by Buyer and Seller. (d) Goods may not be returned without obtaining written authorization and shipping instructions from an authorized representative of Seller.

8. **PRICES, PAYMENT, AND CREDIT.** (a) Unless other terms have been expressly stated by Seller in writing, Seller's prices: (i) are FCA Seller's Premises (Incoterms® 2010); (ii) do not include customs duties or any domestic or foreign sales, use, excise, VAT, or similar taxes under existing or future laws (with Buyer to be charged for same, unless Buyer has provided Seller with an appropriate tax exemption certificate); (iii) are valid for 30 days from the quotation date; and (iv) do not include costs for installation of goods. All quoted prices are in U.S. Dollars and are subject to correction for clerical errors. (b) Unless otherwise agreed in writing and subject to credit approval, payment terms shall be net 30 days from completion of services performed within the continental U.S. and/or from the date of shipment for goods sold within the U.S. Unless otherwise agreed in writing, payment shall be cash in advance or letter of credit for all services performed outside the continental U.S. and all export sales of goods from the U.S.; and no later than 60 days prior to the schedule start date for services and each scheduled shipment date for goods, Buyer shall wire transfer funds to Seller's account or cause to be issued for Seller's benefit an irrevocable letter of credit in U.S. Dollars in the full amount of the purchase price, plus prepaid freight if applicable, such letter of credit (i) to be issued or confirmed by a prime U.S. bank acceptable to Seller; (ii) to be subject to and governed by the Uniform Customs and Practice for Documentary Credits (ICC Publication No. 500) and to be otherwise acceptable in form and substance to Seller; and (iii) to provide for payment to Seller of the full amount of the purchase price plus prepaid freight in U.S. Dollars, on presentation by Seller of sight drafts, Seller's invoice, and such other documents as shall be reasonably required by the letter of credit. All banking and other charges for such letter of credit are for the account of Buyer. (c) Partial payments shall become due with partial performance of services or partial shipments of goods. Seller will charge 1½% per month (or such lower percentage as required by applicable law) of the unpaid invoice balance, commencing 30 days following completion of services or the shipment date of goods. Any delay in performance of services or delivery of an installment of goods shall not relieve Buyer of its obligation to accept and make payment for remaining performance or installments. If Buyer is notified by Seller that the goods are ready for shipment and there is an unreasonable delay in shipment for reasons beyond Seller's control (including Buyer's failure to provide shipping instructions), the completion date of the goods shall be treated as the date of shipment for payment purposes, and completed goods shall be held at Buyer's risk of loss or damage, with Buyer paying all storage and insurance expenses. (d) Seller may, at its option, decline to provide services or deliver goods, except for cash in advance, or stop goods in transit whenever, for any reason, Seller doubts Buyer's financial responsibility.

9. **GOODS FOR RE-EXPORT.** If the ultimate destination of Work is outside the U.S., then Buyer shall designate such country on its purchase order. In the event that Buyer purchases Work for re-export without so notifying Seller, Buyer shall have sole liability and shall defend and indemnify Seller for any loss or damage (including, without limitation, claims of governmental authorities) arising from the export from the U.S. or import into another country of such Work, including, without limitation, those related to packaging, labeling, marking, warranty, contents, use, or documentation of the goods. Seller shall have sole responsibility for obtaining any required export licenses. Buyer shall neither take, nor solicit Seller to take, any action that would violate any anti-boycott, anti-corruption, or any export or import statutes or regulations of the U.S. or other governmental authorities and shall defend and indemnify Seller for any loss or damage arising out of or related to such action.

10. **PROPRIETARY INFORMATION.** Seller retains title to all engineering and production prints, drawings, technical data, and other information and documents that relate to the services and goods sold to Buyer. Unless advised by Seller in writing to the contrary, all such information and documents disclosed or delivered by Seller to Buyer are to be deemed proprietary to Seller and shall be used by Buyer solely for the purpose of inspection, installation, and maintenance and not used or disclosed by Buyer for any other purpose.

11. **EXCLUSIONS.** In no event shall Seller have any obligation (a) to identify or correct any defective wiring or equipment, to identify or correct any code violations, or to remove from Buyer's premises any defective equipment unless expressly stated in the applicable scope of work; or (b) to identify, correct, abate, clean up, control, or remove from Buyer's premises any toxic or hazardous material.

12. **MISCELLANEOUS.** All rights and remedies of Seller under these Terms are in addition to its rights at law and in equity. Any delegation or assignment by Buyer of any of its responsibilities or rights without Seller's prior written consent shall be void. The validity, performance, and interpretation of these Terms and any referenced attachment shall be governed by the law of the State of Wisconsin, U.S.A., including the United Nations Convention on Contracts for the International Sale of Goods when applicable, without reference to principles of conflicts of laws. The invalidity or illegality of any provision of these Terms shall not render invalid or illegal any other provision. Seller's failure at any time to require performance by Buyer of any of these Terms shall not serve as a waiver or diminish Seller's right to demand strict compliance with such provision or with other of these Terms.



**Beta EngineeringCity of Denton**

2520 E McKinney St, Denton, TX 76209

**INSURANCE REQUIREMENTS**

Certificates of insurance must be on file with Beta EngineeringCity of Denton (“Company”) prior to commencement of Work, and such coverage must remain in effect for the duration of this Agreement. Waukesha shall provide thirty (30) days' written notice to Company prior to cancellation or non-renewal of any of the insurance policies required herein. Failure of Company to enforce the insurance requirements listed below will not relieve Contractor of responsibility for maintaining these coverages.

POLICIES	LIMITS
Workers' Compensation:	Statutory
Employer's Liability: Each Accident:	\$1,000,000
Employer's Liability Disease Each Employee:	\$1,000,000
Employer's Liability Disease Policy Limit	\$1,000,000
Commercial General Liability: coverage for products/completed operations, contractual liability and personal injury.	\$1,000,000 Each Occurrence \$2,000,000 General Aggregate
Automobile Liability: Combined Single Limit, for all owned, non-owned and hired automobiles.	\$1,000,000

**ADDITIONAL ENDORSEMENTS REQUIRED AND TO BE STATED ON CERTIFICATES OF INSURANCE:**

Company must be included as additional insureds for the Work on a primary and non-contributory basis, with respect to General Liability.

All policies applicable to the Work must contain a waiver of subrogation in favor of Company.





## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, City of Denton (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

**How to contact City of Denton:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com)

**To advise City of Denton of your new e-mail address**

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at [melissa.kraft@cityofdenton.com](mailto:melissa.kraft@cityofdenton.com) and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

**To request paper copies from City of Denton**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

**To withdraw your consent with City of Denton**

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

**Required hardware and software**

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none"> <li>•Allow per session cookies</li> <li>•Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection</li> </ul>

\*\* These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

**Acknowledging your access and consent to receive materials electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify City of Denton as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by City of Denton during the course of my relationship with you.

# Change Request Proposal

Project: B661 / Hickory GIS Substation  
 (name and address) 2600 W. Hickory St.  
 Denton, TX

Change request number: 1007  
 Description: Addition of conduit run from PME for HK213 to Owner-Supplied padmount transformer for street lighting, installation of porches at riser poles, additional parking lot repair (removed in Rev 2), and credit for Owner-Supplied distribution materials

Customer: City of Denton

**Notice to Proceed**

Submitted date:  
 Received date:  
 Rough order of magnitude: 0.00

Status: Proposed  
 Origination date: 08/07/23

**Quotation**

Submitted date: 08/23/23  
 Due date:  
 Submitted amount: -1,325.61  
 Requested days delay: 0

**Notes**

Revision 2 dated 9/6/2023 removes the additional parking lot repair. This will be moved to a separate change request for your consideration.

Revision 1 dated 8/23/2023

This change request is for:

- (1) The addition of conduit from PME for HK213 to an Owner-Supplied padmount transformer and pad intended to power the street light circuit. This change is needed as a result of the request to power the street lighting from outside the substation. Engineering cost accounts for 8 additional manhours by Engineer III and 16 hours by Technician III. Please refer to the attached sketch, subcontractor proposal, and Exhibit N of the Design Build Agreement dated as of December 14th, 2021.
- (2) The installation of porches for the risers was based on the riser drawings received post-award and the clarification email on the porch design/responsibility. Please refer to attached subcontractor proposal.
- (3) Additional parking lot repair. The owner of the apartment complex next to the new Hickory GIS Substation has requested parking lot repairs outside of the area of work to reduce the aesthetic impact of our work (i.e. eliminating the appearance of patchwork repairs). This includes the stipping, approaches, and the Southern half of the parking lot.
- (4) Credit to Owner for supply the following Distribution materials: 4' x 6' Pull Box - Qty 2, 300 KVA 120/240 Delta - Qty 1, 50 KVA 120/240 Pad mount - Qty 1, Single Phase PCC - Qty 3, Transformer pad concrete 83x83x8 - Qty 1, Single phase pad fibercrete - Qty 1

**Revenue Detail**

Billing Item	Description	Revenue
CO3.1	Street Light XFMR Conduit	35,934.40
CO3.2	Street Light XFMR Conduit Eng	2,960.00
CO3.3	Porch Installation	26,603.70
CO3.4	Distribution Material Credit	-66,823.71
<b>Total Revenue For CR 1007</b>		<b>-1,325.61</b>

**Approvals**

Customer: City of Denton  
 DocuSigned by: Christa Christian  
 Auth: Christa Christian  
 By: 6A8283DE08F4429...  
 Date: 9/14/2023

Contractor: Beta Engineering, LLC  
 By: [Signature]  
 Date: 09/07/23

DS  
 ME





EXHIBIT N

Beta Engineering  
 4725 Highway 28 East  
 Pineville, LA 71360  
 318.487.9599  
[betaengineering.com](http://betaengineering.com)

Position	Count	Rate	Total
President	1	200	200
Chief President	1	200	200
Project Executive	1	0	0
Senior Project Manager	1	0	0
Project Manager III	1	0	0
Project Manager II	1	0	0
Project Manager I	1	0	0
Chemical Specialist	1	20	20
Project Coordinator III	1	0	0
Project Coordinator II	1	0	0
Project Coordinator I	1	0	0
Construction Assistant	1	0	0
Construction Manager I	1	0	0
Construction Manager III	1	0	0
Construction Manager II	1	20	20
Construction Manager I	1	0	0
Procurement Clerk III	1	0	0
Procurement Clerk II	1	0	0
Procurement Clerk I	1	0	0
Project Engineer	1	0	0
Engineer	1	0	0
Engineer I	1	0	0
Engineer III	1	0	0
Engineer II	1	0	0
Engineer I	1	0	0
Technician III	1	20	20
Technician II	1	0	0
Technician I	1	0	0
Designer III	1	0	0
Designer II	1	0	0
Drafter I	1	0	0

**KINGSLEY CONSTRUCTORS, INC.**

25250 Borough Park Dr., Ste 106  
The Woodlands, Texas 77380

Phone 281-363-1979  
Fax 281-363-1993

TO: **Beta Engineering, LLC**  
**4725 Highway 23 East**  
**Pineville, LA 71360**

**CHANGE REQUEST**KCI CO#: **3**

Attn: <b>Jeremy Katusak</b>	DATE: <b>8/23/2023</b>
JOB NAME/LOCATION: <b>Hickory Substation</b>	
KCI JOB NUMBER: <b>222050</b>	

THE FOLLOWING WORK IS HEREBY DIRECTED BY THIS CHANGE ORDER:

The below proposal is to cover the costs of installing additional conduit running from the Tranformer to the PME.

KCI Assumed Material: \$5,639.54

- (100) LF of 3" Sch 40 Conduit
- (6) Ea 3" Sch 40 90° Elbows
- (2) Ea 3" Sch 40 45° Elbows
- (10) CY of Concrete,
- Lumber

SubContractor: \$615.00

- (1) Density Test
- (1) Concrete Testing

Labor & Equipment: \$24,992.76

- (1) Superintendent
- (1) Foreman
- (3) Skilled Laborer
- (1) Excavator
- (1) Trench Roller
- (3) Days

Installation of Porches - this line item is to cover the installation of porches for the risers. Details provided in April 2023.

Pecan Grove Apartment Paking Lot

Total = \$83,475.90

\* Provision & Installation of the 15KV cable will be completed by others.

ITEM #	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT
<b>ADDITIONS</b>					
1	Street Light Transformer Conduit Runs	1	LS	\$ 31,247.30	\$ 31,247.30
2	Installation of Porches	7	EA	\$ 3,304.80	\$ 23,133.60
3	Pecan Grove Parking Lot	1	LS	\$ 29,095.00	\$ 29,095.00
<b>NET CHANGE ORDER AMOUNT</b>					<b>\$ 83,475.90</b>

THIS CHANGE ORDER BECOMES PART OF THE ABOVE REFERENCED EXISTING CONTRACT AND IS SUBJECT TO THE SAME TERMS AND CONDITIONS UNLESS STIPULATED OTHERWISE. NO OTHER WORK IS AUTHORIZED UNLESS ITEMIZED IN PRIOR OR SUBSEQUENT CHANGE ORDERS.

COMMENCEMENT OF THE ABOVE LISTED WORK SHALL CONSTITUTE ACCEPTANCE PER THE ORIGINAL CONTACT TERMS

OWNER APPROVAL BY:	ISSUED BY:
TITLE: _____ DATE: _____	<u>Brandon Britt</u>
_____	TITLE: <u>Sr Project Manager</u>
_____	<u>8/23/2023</u>

## Jeremy Katusak

---

**From:** Jeremy Katusak  
**Sent:** Wednesday, August 23, 2023 8:56 AM  
**To:** Zimmerer, Mark J  
**Cc:** Tenorio, Cody R; Noah Rebouche; Logan Barton; Jake Woodard; B661Contract  
**Subject:** RE: B661 - Known Change Requests

Good morning Mark,

Schneider Engineering has clarified that the pole mount transformer is being relocated from one pole to another. I'll proceed with putting together the change request to include the following:

- Include the Porch Install Cost
- Include Street Light Transformer
- Include Parking Lot Repair
- Include DME supplied Material Credit previously submitted

Thank you,



Jeremy Katusak, PE, PMP  
Project Manager  
956.455.3419  
[Jeremy.Katusak@betaengineering.com](mailto:Jeremy.Katusak@betaengineering.com)

---

**From:** Zimmerer, Mark J <Mark.Zimmerer@cityofdenton.com>  
**Sent:** Wednesday, August 23, 2023 7:53 AM  
**To:** Jeremy Katusak <jeremy.katusak@betaengineering.com>  
**Cc:** Tenorio, Cody R <Cody.Tenorio@cityofdenton.com>  
**Subject:** RE: B661 - Known Change Requests

### From External Sender

Jeremy,

For this change order, I would like to propose:

- Include the Porch Install Cost
- Include Street Light Transformer
- Include Parking Lot Repair
- Include DME supplied Material Credit
- Include the DME supplied pole mounted transformer. We should have this in stock so I would like to get it now before it is used on other projects.

Let me know your thoughts.

Thanks,  
Mark Zimmerer, P.E.  
Electric Engineering Supervisor  
1671 Spencer Road  
Denton, TX 76205  
Denton Municipal Electric  
Office: (940) 349-7169

---

**From:** Jeremy Katusak <[jeremy.katusak@betaengineering.com](mailto:jeremy.katusak@betaengineering.com)>  
**Sent:** Tuesday, August 22, 2023 5:55 PM  
**To:** Zimmerer, Mark J <[Mark.Zimmerer@cityofdenton.com](mailto:Mark.Zimmerer@cityofdenton.com)>  
**Cc:** Noah Rebouche <[noah.rebouche@betaengineering.com](mailto:noah.rebouche@betaengineering.com)>  
**Subject:** B661 - Known Change Requests  
**Importance:** High

This message has originated from an **External Source**. Please be cautious regarding links and attachments.

Good Afternoon Mark,

Per our discussion today, I've put together 2 spreadsheets covering all known/anticipated Change Requests.

1. Installation of porches at riser poles
2. Additional pull box material and installation based on distribution clarifications
3. Additional engineering and material to add Owner-supplied transformer outside of Screen Wall as power source for street lights
4. Parking lot repair requested by apartment owner
5. Credit for distribution materials that may be provided by DME
6. Redesign of distribution due to City delays in easement acquisition
7. Additional credit for pole mounted transformer

As noted in the spreadsheets, Beta does not currently have an estimate on the impact of the distribution redesign. This is pending Schneider Engineering's sketch, DME approval, City approval, and the necessary supplier/subcontractor quotes to determine the financial impact of the change.

We are also awaiting additional information from Schneider Engineering to proceed with the request for the pole mounted transformer.

In the spreadsheet titled "B661\_20230822 Change Request\_Proposed", I've highlighted in green which Change Requests I'd suggest we move forward with at this time. These changes include:

- Installation of porches at riser poles
- Additional engineering and material to add Owner-supplied transformer outside of Screen Wall as power source for street lights
- Credit for distribution materials that may be provided by DME
  - a. Please note that we are still waiting for Schneider Engineering's confirmation on the nameplates

The net impact to the contract value for these 3 changes would be \$940.13 in DME's favor. Please let me know if I can put together the formal paperwork for approval.

Thank you,







## Jeremy Katusak

---

**From:** Zimmerer, Mark J <Mark.Zimmerer@cityofdenton.com>  
**Sent:** Tuesday, August 22, 2023 1:42 PM  
**To:** Jeremy Katusak; Key, Randy A  
**Cc:** Noah Rebouche; B661Contract; Chad Jarick; Tenorio, Cody R; Tenorio, Cody R; Tenorio, Cody R  
**Subject:** RE: Junction box

Yes sir.

They are \$6,937.00 each.

Thanks,  
Mark Zimmerer, P.E.  
Electric Engineering Supervisor  
1671 Spencer Road  
Denton, TX 76205  
Denton Municipal Electric  
Office: (940) 349-7169

---

**From:** Jeremy Katusak <jeremy.katusak@betaengineering.com>  
**Sent:** Tuesday, August 22, 2023 1:16 PM  
**To:** Zimmerer, Mark J <Mark.Zimmerer@cityofdenton.com>; Key, Randy A <Randy.Key@cityofdenton.com>  
**Cc:** Noah Rebouche <noah.rebouche@betaengineering.com>; B661Contract <B661Contract@betaengineering.com>; Chad Jarick <chad.jarick@betaengineering.com>; Tenorio, Cody R <Cody.Tenorio@cityofdenton.com>; Tenorio, Cody R <Cody.Tenorio@cityofdenton.com>  
**Subject:** RE: Junction box

Thank you, Mark.

Do you still have any 4'x6' pull boxes in stock?

Thank you,



[betaengineering.com](http://betaengineering.com)

Jeremy Katusak, PE, PMP

Project Manager

956.455.3419

[Jeremy.Katusak@betaengineering.com](mailto:Jeremy.Katusak@betaengineering.com)

---

**From:** Zimmerer, Mark J <[Mark.Zimmerer@cityofdenton.com](mailto:Mark.Zimmerer@cityofdenton.com)>  
**Sent:** Tuesday, August 22, 2023 1:12 PM  
**To:** Jeremy Katusak <[jeremy.katusak@betaengineering.com](mailto:jeremy.katusak@betaengineering.com)>; Key, Randy A <[Randy.Key@cityofdenton.com](mailto:Randy.Key@cityofdenton.com)>  
**Cc:** Noah Rebouche <[noah.rebouche@betaengineering.com](mailto:noah.rebouche@betaengineering.com)>; B661Contract <[B661Contract@betaengineering.com](mailto:B661Contract@betaengineering.com)>;

Chad Jarick <[chad.jarick@betaengineering.com](mailto:chad.jarick@betaengineering.com)>; Tenorio, Cody R <[Cody.Tenorio@cityofdenton.com](mailto:Cody.Tenorio@cityofdenton.com)>; Tenorio, Cody R <[Cody.Tenorio@cityofdenton.com](mailto:Cody.Tenorio@cityofdenton.com)>

**Subject:** RE: Junction box

Jeremy/Noah,

Please see below pricing and attached nameplates for your review. We do have this material in stock. Please let us know if you would like to proceed.

300 KVA 120/240 Delta - \$39,011.58  
50 KVA 120/240 Pad mount - \$9,846.32  
Single Phase PCC - \$615.00 x 3 = \$1,845  
Transformer pad concrete 83x83x8 - \$1861.28  
Single phase pad fibercrete - \$385.53

Totaling - \$52,949.71

Thanks,  
Mark Zimmerer, P.E.  
Electric Engineering Supervisor  
1671 Spencer Road  
Denton, TX 76205  
Denton Municipal Electric  
Office: (940) 349-7169

---

**From:** Jeremy Katusak <[jeremy.katusak@betaengineering.com](mailto:jeremy.katusak@betaengineering.com)>

**Sent:** Friday, August 18, 2023 2:31 PM

**To:** Zimmerer, Mark J <[Mark.Zimmerer@cityofdenton.com](mailto:Mark.Zimmerer@cityofdenton.com)>; Key, Randy A <[Randy.Key@cityofdenton.com](mailto:Randy.Key@cityofdenton.com)>

**Cc:** Noah Rebouche <[noah.rebouche@betaengineering.com](mailto:noah.rebouche@betaengineering.com)>; B661Contract <[B661Contract@betaengineering.com](mailto:B661Contract@betaengineering.com)>;

Chad Jarick <[chad.jarick@betaengineering.com](mailto:chad.jarick@betaengineering.com)>; Tenorio, Cody R <[Cody.Tenorio@cityofdenton.com](mailto:Cody.Tenorio@cityofdenton.com)>

**Subject:** RE: Junction box

Good Afternoon Mark,

Please see attached. I've highlighted the material in question on Schneider's BOM and have attached the reference material I currently have available. Not shown on this BOM are the two pull boxes Kingsley had also requested. Please let me know if any of this material is available and how much credit we would apply for each.

Kingsley is hoping we'll be able to at least get the (2) pull boxes early next week. I've attached the Pull Box Details to this email; they're the same 4' x 6' boxes that they were originally supposed to purchase from you. Please let me know if this would be possible.

Thank you,



Jeremy Katusak, PE, PMP

Project Manager

956.455.3419

[Jeremy.Katusak@betaengineering.com](mailto:Jeremy.Katusak@betaengineering.com)

---

**From:** Zimmerer, Mark J <[Mark.Zimmerer@cityofdenton.com](mailto:Mark.Zimmerer@cityofdenton.com)>  
**Sent:** Friday, August 4, 2023 1:12 PM  
**To:** Jeremy Katusak <[jeremy.katusak@betaengineering.com](mailto:jeremy.katusak@betaengineering.com)>; Key, Randy A <[Randy.Key@cityofdenton.com](mailto:Randy.Key@cityofdenton.com)>  
**Cc:** Noah Rebouche <[noah.rebouche@betaengineering.com](mailto:noah.rebouche@betaengineering.com)>; B661Contract <[B661Contract@betaengineering.com](mailto:B661Contract@betaengineering.com)>;  
Chad Jarick <[chad.jarick@betaengineering.com](mailto:chad.jarick@betaengineering.com)>; Tenorio, Cody R <[Cody.Tenorio@cityofdenton.com](mailto:Cody.Tenorio@cityofdenton.com)>  
**Subject:** RE: Junction box

Jeremy,

We need more details on what is needed. Can you provide a BOM to help clarify?

Thanks,  
Mark Zimmerer, P.E.  
Electric Engineering Supervisor  
1671 Spencer Road  
Denton, TX 76205  
Denton Municipal Electric  
Office: (940) 349-7169

---

**From:** Jeremy Katusak <[jeremy.katusak@betaengineering.com](mailto:jeremy.katusak@betaengineering.com)>  
**Sent:** Friday, August 4, 2023 8:51 AM  
**To:** Zimmerer, Mark J <[Mark.Zimmerer@cityofdenton.com](mailto:Mark.Zimmerer@cityofdenton.com)>  
**Cc:** Noah Rebouche <[noah.rebouche@betaengineering.com](mailto:noah.rebouche@betaengineering.com)>; B661Contract <[B661Contract@betaengineering.com](mailto:B661Contract@betaengineering.com)>;  
Chad Jarick <[chad.jarick@betaengineering.com](mailto:chad.jarick@betaengineering.com)>  
**Subject:** FW: Junction box

This message has originated from an **External Source**. Please be cautious regarding links and attachments.

Good morning Mark,

In addition to the pull boxes that Kingsley needs, I was wondering if DME happened to have (3) junction boxes per the detail below for the distribution scope that Beta could purchase.

We're also looking at options for single phase transformer (50kVA, 120/240V) and three phase transformer (300kVA, 120/240) called out in Schnieder's drawing and the associated pads. Does DME have this material?

As you suggested, Beta would put together a change request showing a billing line item that is a credit back to DME for the purchase.

Thank you,



Jeremy Katusak, PE, PMP

Project Manager

956.455.3419

[betaengineering.com](http://betaengineering.com)

[Jeremy.Katusak@betaengineering.com](mailto:Jeremy.Katusak@betaengineering.com)

---

**From:** Greg W. Baumbach <[gbaumbach@se-texas.com](mailto:gbaumbach@se-texas.com)>

**Sent:** Thursday, July 20, 2023 9:57 AM

**To:** Jeremy Katusak <[jeremy.katusak@betaengineering.com](mailto:jeremy.katusak@betaengineering.com)>

**Cc:** Noah Rebouche <[noah.rebouche@betaengineering.com](mailto:noah.rebouche@betaengineering.com)>; Chad Jarick <[chad.jarick@betaengineering.com](mailto:chad.jarick@betaengineering.com)>

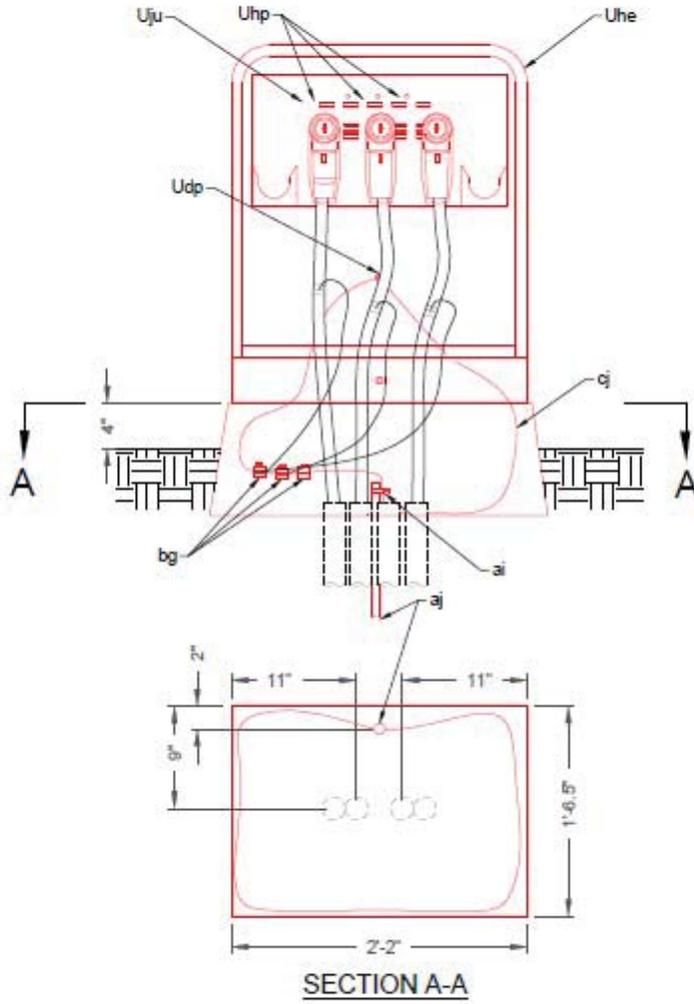
**Subject:** RE: Junction box

Jeremy,

Denton uses the following standard for the junction box. I do not have their approved manufacturers for their warehouse numbers, but I am sure they can provide it to us. Or they might be willing to provide the equipment, which is what I thought was happening for some of this equipment such as the service transformers, etc.

NOTES:

- 1. PLACE ONE ARRESTOR (#28732000) ON JUNCTION IF NOT ALL SPOTS ARE USED.



		JUNCTION ENCLOSURE, 1 PHASE	DPCC-1
PURNAME DPCC-1.FLD	DRAWN BY: GURUPRABHUS.LLC	APPROV BY:	SCALE: 1" = 1'-0"
			REVISED:
			DATE: 03/03/22

PARTS LIST -			
ITEM	QTY.	DESCRIPTION	WAREHOUSE#
ai	1	CLAMP, GROUND ROD, 5/8"	28772040
aj	1	ROD, GROUND, CU, 5/8" X 8'	28540000
bg	3	CONN, 1-BOLT, #1/0 - #8 STR	28773685
cj	10	WIRE, BARE #2 CU SD	28016160
Udp	1	LUG,TRF GRD STUD,6SOL-1/0STR	28773680
Uhe	1	CABINET, PRI CONN, 1PH	28584315
Uhp	3 OR 4	ELBOW, LOADBREAK, 200A	AS REQUIRED
Uju	1	JUNCTION, 4PT, 200A	28732175
Uju	1	JUNCTION, 3PT, 200A	28775700
	1	CLEANER, CABLE	28718000
	1	SILICONE, GREASE 2 OZ. TUBE	40524000

**GREG BAUMBACH, P.E.**

[gbaumbach@se-texas.com](mailto:gbaumbach@se-texas.com)



**Schneider Engineering, LLC**

TX Reg. #F-1594

191 Menger Springs Parkway – Boerne, TX 78006

O: 830.249.3887 | C: 830.660.1471

[www.se-texas.com](http://www.se-texas.com)



**From:** Jeremy Katusak <[jeremy.katusak@betaengineering.com](mailto:jeremy.katusak@betaengineering.com)>

**Sent:** Thursday, July 20, 2023 9:14 AM

**To:** Greg W. Baumbach <[gbaumbach@se-texas.com](mailto:gbaumbach@se-texas.com)>

**Cc:** Noah Rebouche <[noah.rebouche@betaengineering.com](mailto:noah.rebouche@betaengineering.com)>; Chad Jarick <[chad.jarick@betaengineering.com](mailto:chad.jarick@betaengineering.com)>

**Subject:** FW: Junction box

**From External Sender**

Greg,

Please see below. Is this the same type of junction box we'll need for JB1 and JB2?

Thank you,



[betaengineering.com](http://betaengineering.com)

Jeremy Katusak, PE, PMP

Project Manager

956.455.3419

[Jeremy.Katusak@betaengineering.com](mailto:Jeremy.Katusak@betaengineering.com)



**Certificate Of Completion**

Envelope Id: 61E3D18FB6444BEDA54F28ACDD715A08	Status: Completed
Subject: 7670 hickory GIS Substation Design Build Change Order 3 - SOW Reduction	
Source Envelope:	
Document Pages: 15	Signatures: 1
Certificate Pages: 5	Initials: 1
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Christa Christian
Time Zone: (UTC-06:00) Central Time (US & Canada)	901B Texas Street
	Denton, TX 76209
	Christa.Christian@cityofdenton.com
	IP Address: 198.49.140.10

**Record Tracking**

Status: Original	Holder: Christa Christian	Location: DocuSign
9/14/2023 2:43:26 PM	Christa.Christian@cityofdenton.com	

**Signer Events**

Christa Christian  
 christa.christian@cityofdenton.com  
 Purchasing Supervisor  
 City of Denton  
 Security Level: Email, Account Authentication (None)

**Signature**

DocuSigned by:  
  
 6A8263DE08F4429...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 198.49.140.10

**Timestamp**

Sent: 9/14/2023 2:47:40 PM  
 Viewed: 9/14/2023 2:47:50 PM  
 Signed: 9/14/2023 2:48:00 PM

**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

Mark Zimmerer  
 mark.zimmerer@cityofdenton.com  
 Electric Engineering Supervisor  
 Security Level: Email, Account Authentication (None)

  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 198.49.140.10

Sent: 9/14/2023 2:48:09 PM  
 Viewed: 9/14/2023 2:53:43 PM  
 Signed: 9/14/2023 2:53:50 PM

**Electronic Record and Signature Disclosure:**  
 Accepted: 9/14/2023 2:53:43 PM  
 ID: 0890ffb4-4aca-419b-9910-6e08d0956ed6

**In Person Signer Events**

**Signature**

**Timestamp**

**Editor Delivery Events**

**Status**

**Timestamp**

**Agent Delivery Events**

**Status**

**Timestamp**

**Intermediary Delivery Events**

**Status**

**Timestamp**

**Certified Delivery Events**

**Status**

**Timestamp**

**Carbon Copy Events**

**Status**

**Timestamp**

George Brashear  
 george.brashear@betaengineering.com  
 Executive Vice President  
 Beta Engineering, LLC  
 Security Level: Email, Account Authentication (None)

**COPIED**

Sent: 9/14/2023 2:54:00 PM

**Electronic Record and Signature Disclosure:**  
 Accepted: 5/12/2023 10:49:37 AM  
 ID: 4ec1115c-d2d5-4923-b4a6-b5b76c361fb2

Carbon Copy Events	Status	Timestamp
Cheyenne Defee cheyenne.defee@cityofdenton.com Procurement Administration Supervisor City of Denton Security Level: Email, Account Authentication (None)	<div style="border: 1px solid blue; padding: 5px; display: inline-block;"> <b>COPIED</b> </div>	Sent: 9/14/2023 2:54:00 PM
<b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign		

Witness Events	Signature	Timestamp
----------------	-----------	-----------

Notary Events	Signature	Timestamp
---------------	-----------	-----------

Envelope Summary Events	Status	Timestamps
-------------------------	--------	------------

Envelope Sent	Hashed/Encrypted	9/14/2023 2:47:40 PM
Certified Delivered	Security Checked	9/14/2023 2:53:43 PM
Signing Complete	Security Checked	9/14/2023 2:53:50 PM
Completed	Security Checked	9/14/2023 2:54:00 PM

Payment Events	Status	Timestamps
----------------	--------	------------

Electronic Record and Signature Disclosure
--

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, City of Denton (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

**How to contact City of Denton:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com)

**To advise City of Denton of your new e-mail address**

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at [melissa.kraft@cityofdenton.com](mailto:melissa.kraft@cityofdenton.com) and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

**To request paper copies from City of Denton**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

**To withdraw your consent with City of Denton**

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

**Required hardware and software**

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none"> <li>•Allow per session cookies</li> <li>•Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection</li> </ul>

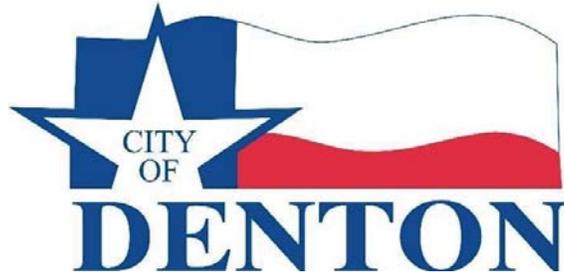
\*\* These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

**Acknowledging your access and consent to receive materials electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify City of Denton as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by City of Denton during the course of my relationship with you.



## DocuSign Transmittal Coversheet

File Name	7670 - Hickory GIS Substation, Change Order 4
Purchasing Contact	Christa Christian
Contract Expiration	12/30/2099

# Change Request Proposal

Project: B661 / Hickory GIS Substation  
 (name and address) 2600 W. Hickory St.  
 Denton, TX

Change request number: 1011  
 Description: B661 55Ft Wooden Pole Credit- DME to supply poles

Customer: City of Denton

**Notice to Proceed**

Submitted date:  
 Received date:  
 Rough order of magnitude: 0.00

Status: Proposed  
 Origination date: 02/27/24

**Quotation**

Submitted date: 02/27/24  
 Due date:  
 Submitted amount: -13,102.00  
 Requested days delay: 0

**Revenue Detail**

Billing Item	Description	Revenue
		-13,102.00
<b>Total Revenue:</b>		<b>-13,102.00</b>

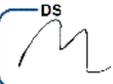
**Contractor Pricing**

Phase Code / Description	Cost Type	Quantity	UM	Amount
250-00-003 15kV Pole Equip & Mat'l 55Ft Class 1 QTY 6	P Procurement		Lot	-10,818.00
250-00-003 15kV Pole Equip & Mat'l 55Ft Class H2 QTY 1	P Procurement		Lot	-2,284.00
<b>Contractor Pricing Total:</b>				<b>-13,102.00</b>
<b>Total:</b>				<b>-13,102.00</b>
<b>Mark-up:</b>				<b>0.00</b>
<b>Total Contractor Price for CR 1011</b>				<b>-13,102.00</b>

**Approvals**

DocuSigned by:  
 Customer: City of Denton  
 Authorized Representative: *Christa Christian*  
 By: Christa Christian  
 Date: 3/7/2024

Contractor: Beta Engineering, LLC  
 By: *[Signature]*  
 Date: 3-4-23



**Certificate Of Completion**

Envelope Id: A06A39F1753C4F3AA01D4CBFA9B8F74B	Status: Completed
Subject: ***Purchasing Approval*** 7670 Hickory GIS Substation CO #4	
Source Envelope:	
Document Pages: 2	Signatures: 1
Certificate Pages: 5	Initials: 1
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Christa Christian
Time Zone: (UTC-06:00) Central Time (US & Canada)	901B Texas Street
	Denton, TX 76209
	Christa.Christian@cityofdenton.com
	IP Address: 198.49.140.10

**Record Tracking**

Status: Original	Holder: Christa Christian	Location: DocuSign
3/7/2024 8:53:29 AM	Christa.Christian@cityofdenton.com	

**Signer Events**

Christa Christian  
 christa.christian@cityofdenton.com  
 Purchasing Supervisor  
 City of Denton  
 Security Level: Email, Account Authentication (None)

**Signature**

DocuSigned by:  
  
 6A8263DE08F4429...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 198.49.140.10

**Timestamp**

Sent: 3/7/2024 9:01:00 AM  
 Viewed: 3/7/2024 9:01:07 AM  
 Signed: 3/7/2024 9:01:15 AM

**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

Mark Zimmerer  
 mark.zimmerer@cityofdenton.com  
 Electric Engineering Supervisor  
 Security Level: Email, Account Authentication (None)

  
 Signature Adoption: Drawn on Device  
 Using IP Address: 47.190.47.120  
 Signed using mobile

Sent: 3/7/2024 9:01:16 AM  
 Viewed: 3/7/2024 9:22:33 AM  
 Signed: 3/7/2024 9:22:55 AM

**Electronic Record and Signature Disclosure:**  
 Accepted: 3/7/2024 9:22:33 AM  
 ID: 8b6f8557-2d8d-47b9-900a-0ccbc9f86346

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp

Cheyenne Defee  
 cheyenne.defee@cityofdenton.com  
 Procurement Administration Supervisor  
 City of Denton  
 Security Level: Email, Account Authentication (None)

**COPIED**

Sent: 3/7/2024 9:22:56 AM

**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

Carbon Copy Events	Status	Timestamp
<p>Donna <input type="checkbox"/> Anderson  Donna.Anderson@cityofdenton.com  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Accepted: 10/23/2023 3:48:14 PM  ID: 32fe7853-a016-43a6-b681-773432167429</p>	<div style="border: 1px solid blue; padding: 5px; display: inline-block; font-weight: bold; color: blue;">COPIED</div>	Sent: 3/7/2024 9:22:57 AM
<p>Dane Anderson  dane.anderson@betaengineering.com  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Not Offered via DocuSign</p>	<div style="border: 1px solid blue; padding: 5px; display: inline-block; font-weight: bold; color: blue;">COPIED</div>	Sent: 3/7/2024 9:22:58 AM
<p>George Brashear  george.brashear@betaengineering.com  Executive Vice President  Beta Engineering, LLC  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Accepted: 5/12/2023 10:49:37 AM  ID: 4ec1115c-d2d5-4923-b4a6-b5b76c361fb2</p>	<div style="border: 1px solid blue; padding: 5px; display: inline-block; font-weight: bold; color: blue;">COPIED</div>	Sent: 3/7/2024 9:22:58 AM Viewed: 3/7/2024 9:42:17 AM
<input type="checkbox"/> Fitness Events	Signature	Timestamp
<input type="checkbox"/> Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	3/7/2024 9:01:00 AM
Certified Delivered	Security Checked	3/7/2024 9:22:33 AM
Signing Complete	Security Checked	3/7/2024 9:22:55 AM
Completed	Security Checked	3/7/2024 9:22:58 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, City of Denton (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

**How to contact City of Denton:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com)

**To advise City of Denton of your new e-mail address**

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at [melissa.kraft@cityofdenton.com](mailto:melissa.kraft@cityofdenton.com) and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

**To request paper copies from City of Denton**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

**To withdraw your consent with City of Denton**

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

**Required hardware and software**

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none"> <li>•Allow per session cookies</li> <li>•Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection</li> </ul>

\*\* These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

**Acknowledging your access and consent to receive materials electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify City of Denton as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by City of Denton during the course of my relationship with you.

ORDINANCE NO. 24-1344

AN ORDINANCE OF THE CITY OF DENTON, A TEXAS HOME-RULE MUNICIPAL CORPORATION, AUTHORIZING THE APPROVAL OF CHANGE ORDER NO. 5 TO THE DESIGN-BUILD AGREEMENT BETWEEN THE CITY OF DENTON AND BETA ENGINEERING, LLC, FOR THE DESIGN AND CONSTRUCTION OF THE HICKORY GAS INSULATED SUBSTATION FOR DENTON MUNICIPAL ELECTRIC; PROVIDING FOR THE EXPENDITURE OF FUNDS THEREFOR; AND PROVIDING AN EFFECTIVE DATE (RFQ 7670 – CHANGE ORDER NO. 5 IN THE NOT-TO-EXCEED AMOUNT OF \$248,569.09, FOR A TOTAL CONTRACT AWARD AGGREGATED TO \$41,551,141.48).

WHEREAS, on December 14, 2021, by Ordinance No. 21-2701, the City Council awarded a contract to Beta Engineering, LLC, in the amount of \$40,469,000 for the design and construction of the Hickory Gas Insulated Substation for Denton Municipal Electric; and

WHEREAS, on August 16, 2022, City Council awarded a Change Order No. 1 to Beta Engineering, LLC, in the amount of \$811,000.00; and

WHEREAS, on May 12, 2023, Purchasing awarded a Change Order No. 2 to Beta Engineering, LLC; in the amount of \$37,000.00; and

WHEREAS, on September 14, 2023, Purchasing awarded a Change Order No. 3 to Beta Engineering, LLC, to reduce the contract in the amount of \$1,325.61; and

WHEREAS, on March 7, 2024, Purchasing awarded a Change Order No. 4 to Beta Engineering, LLC, to reduce the contract in the amount of \$13,102.00; and

WHEREAS, this procurement was undertaken as part of the City's governmental function; and

WHEREAS, the Staff having recommended, and the City Manager having recommended to the Council that a change order be authorized to amend such contract agreement with respect to the scope of work and an increase in the payment amount; NOW, THEREFORE,

THE COUNCIL OF THE CITY OF DENTON HEREBY ORDAINS:

SECTION 1. Change Order No. 5, increasing the amount of the contract between the City and Beta Engineering, LLC, which is on file in the office of the Purchasing Agent, in the amount of Two Hundred Forty-Eight Thousand Five Hundred Sixty-Nine and 09/100 (\$248,569.09) dollars, is hereby approved and the expenditure of funds therefore is hereby authorized in accordance with said change order. The total purchase order amount increases to \$41,551,141.48.

SECTION 2. This ordinance shall become effective immediately upon its passage and approval.

The motion to approve this ordinance was made by Jill Jester and seconded by Joe Holland. This ordinance was passed and approved by the following vote [6 - 0]:

	Aye	Nay	Abstain	Absent
Mayor Gerard Hudspeth:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vicki Byrd, District 1:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brian Beck, District 2:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Paul Meltzer, District 3:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Holland, District 4:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brandon Chase McGee, At Large Place 5:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jill Jester, At Large Place 6:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PASSED AND APPROVED this the 16<sup>th</sup> day of July, 2024.

  
 \_\_\_\_\_  
 GERARD HUDSPETH, MAYOR

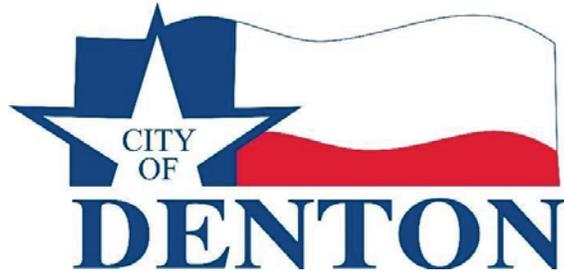
ATTEST:  
 LAUREN THODEN, CITY SECRETARY

BY: Lauren Thoden



APPROVED AS TO LEGAL FORM:  
 MACK REINWAND, CITY ATTORNEY

BY: Benjamin N. Samples, A.A.



## DocuSign City Council Transmittal Coversheet

RFP	7670
File Name	Hickory GIS Substation, Change Order 5
Purchasing Contact	Christa Christian
City Council Target Date	JULY 16, 2024
Piggy Back Option	No
Contract Expiration	N/A
Ordinance	24-1344

DME Hickory GIS Substation  
June 10, 2024  
Page 2



**Beta Engineering**  
4725 Highway 28 East  
Pineville, LA 71360  
318.487.9599  
betaengineering.com

June 30, 2022

Denton Municipal Electric  
1671 Spencer Road  
Denton, TX 76205

Attn: Mr. Mark Zimmerer, PE  
Subject: City of Denton Hickory GIS Substation Project  
Beta Project No. B661

Dear Mark,

This letter serves as a formal request for a Contract Amendment to incorporate scope changes in the Design Build Agreement for the Construction of the Hickory GIS Substation dated December 14<sup>th</sup>, 2021. The additional scope items have been separated into three categories as follows:

- A. **Items to be Included in the Contract Amendment** – Beta requests a Contract Amendment to incorporate the following scope changes as soon as possible so that these items can be incorporated in the project without delay.

Item	Description	Price
A1	48Ft. Conduit Run around Apartment Complex  Labor & Equipment - (3) days -(1) Operator - Skid Steer - Hydrovac Trailer - Walk Behind Trencher - (1) Pusher - (2) Skilled Laborer	\$16,691.07

DME Hickory GIS Substation

June 10, 2024

Page 3

<p>A2</p>	<p>HK 221, HK 223, and HK 232 South Conduit runs</p> <p>Additional Scope of Work:                      -Demolition of additional asphalt, sidewalk &amp; curb                      -Installation of Curb for approx. 102 LF                      -Installation of Sidewalk &amp; Ramps approx. 102 LF                      -Additional Asphalt approx. 102 LF                      -Additional Demolition &amp; Haul off of Asphalt                      -Slowed production due to working in the street                      -Additional Flowable Fill -original bid included 178 cy and the new route includes 468 cy in addition to concrete pricing escalation.                      -Additional time for excavation to dig 10' 10" deep x 48" wide per the IFC profile</p>	<p>\$157,193.52</p>
<p>A3</p>	<p>Anti-Graffiti Wall Covering for Exterior Screen Wall per DME request</p> <p>Sherwin Williams Anti-Graffiti 1K siloxane to the exterior of the screen wall.</p>	<p>\$74,684.50</p>

Upon receipt of your response, I will prepare and submit the Change Order Form in accordance with Article V of the Design Build Agreement.

Please call me if you have any questions.

Sincerely,  
  
 Kevin Vercher  
 Project Manager

EXHIBIT B  
FORM OF CHANGE ORDER

In accordance with **Article V** of that certain Engineering, Procurement and Construction Agreement, dated December 14, 2021 (the "**Agreement**"), between Beta Engineering, LLC ("**Contractor**") and City of Denton ("**Owner**"), Contractor and Owner agree as follows:

Description of Change:

- A1. Extra 48ft. conduit run around neighboring Apartment complex
- A2. Extra work associated with HK 221, HK 223, and HK 232 South Conduit runs
- A3. Anti-Graffiti Wall Covering for Exterior Screen Wall per DME request

Original Contract Price	\$ <u>40,469,000.00</u>
Previous Change Orders	<u>\$833,572.39</u>
Amount of this Change Order	\$ <u>248,569.09</u>
New Contract Price	\$ <u>41,551,141.48</u>

This Change Order will modify the Contract Completion Date as follows:

\_\_\_\_\_ Increase \_\_\_\_\_ Decrease \_\_\_\_\_ No Effect   X   Calendar Days

Capitalized terms used and not defined herein shall have the meaning set forth in the Agreement. Except as modified hereby, the Agreement shall remain in full force and effect and unmodified.

**Accepted By Contractor**

By: Jake Woodward

Printed Name: Jake Woodward

Its: 7/2/24

**Accepted By Owner**

DocuSigned by:

Sara Hensley

By: 5238DB296270423...

Printed Name: Sara Hensley

Its: 7/17/2024

IN WITNESS WHEREOF, the parties of these presents have executed this agreement in the year and ay first above written.

THIS AGREEMENT HAS BEEN  
BOTH REVIEWED AND APPROVED  
as to financial and operational obligations  
and business terms.

DocuSigned by:  
*Terrance Naulty* Terrance Naulty  
B6F331381088478...  
SIGNATURE PRINTED NAME

Asst. GM Denton Municipal Electric  
TITLE

Denton Municipal Electric  
DEPARTMENT

ATTEST:  
LAUREN THODEN, CITY SECRETARY

BY: *Lauren Thoden*  
DocuSigned by:  
D09D09CAD33D487...

APPROVED AS TO LEGAL FORM:  
MACK REINWAND, CITY ATTORNEY

BY: *Benjamin N. Samples, II*  
DocuSigned by:  
AB7F931ADF45405...

**Certificate Of Completion**

Envelope Id: D36C86C6A9C24333BB2E7665C7EDF640

Status: Completed

Subject: Please DocuSign: City Council Contract 7670 Hickory GIS Substation, Change Order 5

Source Envelope:

Document Pages: 5

Signatures: 4

Envelope Originator:

Certificate Pages: 6

Initials: 1

Christa Christian

AutoNav: Enabled

901B Texas Street

Enveloped Stamping: Enabled

Denton, TX 76209

Time Zone: (UTC-06:00) Central Time (US & Canada)

Christa.Christian@cityofdenton.com

IP Address: 198.49.140.10

**Record Tracking**

Status: Original

Holder: Christa Christian

Location: DocuSign

7/2/2024 11:17:42 AM

Christa.Christian@cityofdenton.com

**Signer Events**

**Signature**

**Timestamp**

Christa Christian

**Completed**

Sent: 7/2/2024 11:21:09 AM

christa.christian@cityofdenton.com

Viewed: 7/2/2024 11:21:17 AM

Purchasing Supervisor

Signed: 7/2/2024 11:21:30 AM

City of Denton

Using IP Address: 198.49.140.10

Security Level: Email, Account Authentication (None)

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Lori Hewell



Sent: 7/2/2024 11:21:32 AM

lori.hewell@cityofdenton.com

Viewed: 7/2/2024 11:54:02 AM

Purchasing Manager

Signed: 7/2/2024 11:54:14 AM

City of Denton

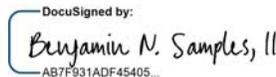
Signature Adoption: Pre-selected Style

Security Level: Email, Account Authentication (None)

Using IP Address: 198.49.140.10

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Benjamin N. Samples, II



Sent: 7/2/2024 11:54:16 AM

Benjamin.Samples@cityofdenton.com

Viewed: 7/2/2024 11:55:23 AM

Security Level: Email, Account Authentication (None)

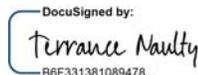
Signed: 7/2/2024 11:57:24 AM

Signature Adoption: Pre-selected Style

Using IP Address: 198.49.140.10

**Electronic Record and Signature Disclosure:**  
Accepted: 7/2/2024 11:55:23 AM  
ID: ef98d7c7-3612-4612-9024-af41d7870452

Terrance Naulty



Sent: 7/2/2024 11:57:25 AM

Terrance.Naulty@cityofdenton.com

Present: 7/2/2024 2:56:51 PM

Asst. GM Denton Municipal Electric

Viewed: 7/2/2024 2:58:25 PM

City of Denton

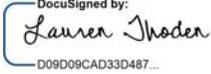
Signed: 7/2/2024 3:00:03 PM

Signature Adoption: Pre-selected Style

Security Level: Email, Account Authentication (None)

Using IP Address: 198.49.140.10

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Signer Events	Signature	Timestamp
<p>Cheyenne Defee  cheyenne.defee@cityofdenton.com  Procurement Administration Supervisor  City of Denton  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Not Offered via DocuSign</p>	<p><b>Completed</b></p> <p>Using IP Address: 198.49.140.10</p>	<p>Sent: 7/2/2024 3:00:05 PM  Viewed: 7/17/2024 9:09:28 AM  Signed: 7/17/2024 9:09:54 AM</p>
<p>Sara Hensley  sara.hensley@cityofdenton.com  City Manager  City of Denton  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Not Offered via DocuSign</p>	<p>DocuSigned by:    5236DB298270423...</p> <p>Signature Adoption: Pre-selected Style  Using IP Address: 47.190.47.120  Signed using mobile</p>	<p>Sent: 7/17/2024 9:09:55 AM  Viewed: 7/17/2024 9:59:19 AM  Signed: 7/17/2024 9:59:29 AM</p>
<p>Lauren Thoden  lauren.thoden@cityofdenton.com  City Secretary  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Not Offered via DocuSign</p>	<p>DocuSigned by:    D09D09CAD33D487...</p> <p>Signature Adoption: Pre-selected Style  Using IP Address: 198.49.140.10</p>	<p>Sent: 7/17/2024 9:59:30 AM  Viewed: 7/17/2024 11:16:53 AM  Signed: 7/17/2024 11:17:29 AM</p>

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp

<p>Cheyenne Defee  cheyenne.defee@cityofdenton.com  Procurement Administration Supervisor  City of Denton  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Not Offered via DocuSign</p>	<div style="border: 2px solid blue; padding: 5px; text-align: center; font-weight: bold; font-size: 1.2em;">COPIED</div>	<p>Sent: 7/2/2024 11:21:31 AM</p>
<p>Getna Jones  getna.jones@cityofdenton.com  Legal Secretary  City of Denton  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Not Offered via DocuSign</p>	<div style="border: 2px solid blue; padding: 5px; text-align: center; font-weight: bold; font-size: 1.2em;">COPIED</div>	<p>Sent: 7/2/2024 3:00:05 PM  Viewed: 7/2/2024 3:18:28 PM</p>

Carbon Copy Events	Status	Timestamp
--------------------	--------	-----------

City Secretary Office citysecretary@cityofdenton.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 7/17/2024 11:17:30 AM
---	---------------	-----------------------------

Mark Zimmerer mark.zimmerer@cityofdenton.com Electric Engineering Supervisor Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Accepted: 6/28/2024 12:35:14 PM ID: 86efe65c-e67f-4380-aca6-fa87063d585e	<b>COPIED</b>	Sent: 7/17/2024 11:17:31 AM
---	---------------	-----------------------------

<input type="checkbox"/> Fitness Events	Signature	Timestamp
---	-----------	-----------

<input type="checkbox"/> Notary Events	Signature	Timestamp
--	-----------	-----------

Envelope Summary Events	Status	Timestamps
-------------------------	--------	------------

Envelope Sent	Hashed/Encrypted	7/2/2024 11:21:09 AM
Envelope Updated	Security Checked	7/2/2024 2:56:51 PM
Envelope Updated	Security Checked	7/2/2024 2:56:51 PM
Envelope Updated	Security Checked	7/2/2024 2:56:51 PM
Certified Delivered	Security Checked	7/17/2024 11:16:53 AM
Signing Complete	Security Checked	7/17/2024 11:17:29 AM
Completed	Security Checked	7/17/2024 11:17:31 AM

Payment Events	Status	Timestamps
----------------	--------	------------

Electronic Record and Signature Disclosure
--

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, City of Denton (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

**How to contact City of Denton:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com)

**To advise City of Denton of your new e-mail address**

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at [melissa.kraft@cityofdenton.com](mailto:melissa.kraft@cityofdenton.com) and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

**To request paper copies from City of Denton**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

**To withdraw your consent with City of Denton**

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

**Required hardware and software**

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none"> <li>•Allow per session cookies</li> <li>•Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection</li> </ul>

\*\* These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

**Acknowledging your access and consent to receive materials electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify City of Denton as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by City of Denton during the course of my relationship with you.

ORDINANCE NO. 24-2080

AN ORDINANCE OF THE CITY OF DENTON, A TEXAS HOME-RULE MUNICIPAL CORPORATION, AUTHORIZING THE APPROVAL OF CHANGE ORDER NO. 6 TO THE DESIGN-BUILD AGREEMENT BETWEEN THE CITY OF DENTON AND BETA ENGINEERING, LLC, FOR THE DESIGN AND CONSTRUCTION OF THE HICKORY GAS INSULATED SUBSTATION FOR DENTON MUNICIPAL ELECTRIC; PROVIDING FOR THE EXPENDITURE OF FUNDS THEREFOR; AND PROVIDING AN EFFECTIVE DATE (RFQ 7670 – CHANGE ORDER NO. 6, IN THE NOT-TO-EXCEED AMOUNT OF \$750,934.78, FOR A TOTAL CONTRACT AWARD AGGREGATED TO \$42,302,076.26).

WHEREAS, on December 14, 2021, by Ordinance No. 21-2701, the City Council awarded a contract to Beta Engineering, LLC, in the amount of \$40,469,000, for the design and construction of the Hickory Gas Insulated Substation for Denton Municipal Electric; and

WHEREAS, on August 16, 2022, City Council awarded a Change Order No. 1 to Beta Engineering, LLC, in the amount of \$811,000.00; and

WHEREAS, on May 12, 2023, Purchasing awarded a Change Order No. 2 to Beta Engineering, LLC; in the amount of \$37,000.00; and

WHEREAS, on September 14, 2023, Purchasing awarded a Change Order No. 3 to Beta Engineering, LLC, to reduce the contract in the amount of \$1,325.61; and

WHEREAS, on March 7, 2024, Purchasing awarded a Change Order No. 4 to Beta Engineering, LLC, to reduce the contract in the amount of \$13,102.00; and

WHEREAS, on July 16, 2024, City Council awarded a Change Order No. 5 to Beta Engineering, LLC, in the amount of \$248,569.09; and

WHEREAS, this procurement was undertaken as part of the City's governmental function; and

WHEREAS, the Staff having recommended, and the City Manager having recommended to the Council that a change order be authorized to amend such contract agreement with respect to the scope of work and an increase in the payment amount; NOW, THEREFORE,

THE COUNCIL OF THE CITY OF DENTON HEREBY ORDAINS:

SECTION 1. Change Order No. 6, increasing the amount of the contract between the City and Beta Engineering, LLC, which is on file in the office of the Purchasing Agent, in the amount of Seven Hundred Fifty Thousand Nine Hundred Thirty-Four and 78/100 (\$750,934.78) dollars, is hereby approved and the expenditure of funds therefore is hereby authorized in accordance with said change order. The total purchase order amount increases to \$42,302,076.26.

SECTION 2. This ordinance shall become effective immediately upon its passage and approval.

The motion to approve this ordinance was made by Jill Jester and seconded by Brian Beck. This ordinance was passed and approved by the following vote [ 7 - 0 ]:

	Aye	Nay	Abstain	Absent
Mayor Gerard Hudspeth:	<u>X</u>	_____	_____	_____
Vicki Byrd, District 1:	<u>X</u>	_____	_____	_____
Brian Beck, District 2:	<u>X</u>	_____	_____	_____
Paul Meltzer, District 3:	<u>X</u>	_____	_____	_____
Joe Holland, District 4:	<u>X</u>	_____	_____	_____
Brandon Chase McGee, At Large Place 5:	<u>X</u>	_____	_____	_____
Jill Jester, At Large Place 6:	<u>X</u>	_____	_____	_____

PASSED AND APPROVED this the 22nd day of October, 2024.

  
\_\_\_\_\_  
GERARD HUDSPETH, MAYOR

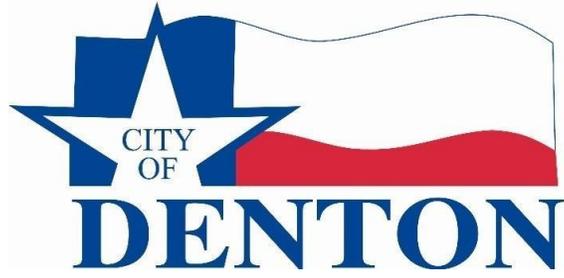
ATTEST:  
LAUREN THODEN, CITY SECRETARY

BY:   
\_\_\_\_\_

APPROVED AS TO LEGAL FORM:  
MACK REINWAND, CITY ATTORNEY

BY:   
\_\_\_\_\_





## DocuSign City Council Transmittal Coversheet

RFP	7670
File Name	Hickory GIS Substation, Change Order 6
Purchasing Contact	Christa Christian
City Council Target Date	OCTOBER 22, 2024
Piggy Back Option	No
Contract Expiration	N/A
Ordinance	24-2080

DME Hickory GIS Substation  
 July 25, 2024



**Beta Engineering**  
 4725 Highway 28 East  
 Pineville, LA 71360  
 318.487.9599  
 betaengineering.com

July 25, 2024

Denton Municipal Electric  
 1671 Spencer Road  
 Denton, TX 76205

Attn: Mr. Mark Zimmerer, PE  
 Subject: City of Denton Hickory GIS Substation Project  
 Beta Project No. B661

Dear Mark,

This letter serves as a formal request for a Contract Amendment to incorporate scope changes in the Design Build Agreement for the Construction of the Hickory GIS Substation dated December 14<sup>th</sup>, 2021. The additional scope items have been separated into three categories as follows:

- A. **Items to be Included in the Contract Amendment** – Beta requests a Contract Amendment to incorporate the following scope changes as soon as possible so that these items can be incorporated in the project without delay.

Item	Description	Price
A1	<p>HK 221/223 South Exploratory Work</p> <p>This change order covers the estimated costs to cut Bonnie Brae and Hickory St. according to the bore profile, to verify depths and underground utilities.</p> <p>The proposed NTE cost includes the following:</p> <ul style="list-style-type: none"> <li>- (20) days of Hydro Excavation - this cost could fluctuate based on actual usage. If Beta uses less than (20) days, a credit will be given, if Beta uses more than (20) days, the pricing will be charged at a day rate for each day over (20) days.</li> <li>- (3) days to sawcut, remove and dispose of asphalt</li> <li>- In the event the client does not wish to proceed with the bore after the exploration, the client will receive an additional change order to restore everything as it was.</li> </ul>	\$126,557.52

DME Hickory GIS Substation  
 July 25, 2024

A2	<p><b>Access Control System</b></p> <p><b>Scope of Work:</b></p> <p>This proposal is based on our review of the Drawings prepared by CRUX, marked PR#4, dated 6-25-2024 and For Review, dated 6-18-2024. Drawings prepared by Kirkpatrick, El.OW and EO.IB, marked PR #4, dated 6-25-2024.</p> <p>Our scope includes furnishing and installation of access controls and video surveillance components, network switches, CAT 6 cabling, fiber optic cabling, low voltage power supplies, conduit, junction boxes and miscellaneous mounting hardware. All fiber will run to communication room 104 and will terminate and connect to network switch provided by the city of Denton for the connection to their existing Genetec system.</p> <p>The access-controlled gates will be triggered to open by the access control system signaling the gate controller. However, the drawings do not include free egress controls to open the gates to exit. We have included an alternate proposal to provide surface mounted loop detectors at the two east gates for exiting.</p> <p>Proposal includes, engineering drawings, product data submittals, permits, programming, testing and commissioning.</p> <p><b>Clarifications and exclusions:</b></p> <ul style="list-style-type: none"> <li>• The acceptance of this proposal is not to effect or delay in any way the payment or retainage from the original contract.</li> <li>• Drawing El.OW have been priced based on changes discussed in several previous meetings and emails. (Only conduits for cameras and access control to be run all the way around the interior of screen wall. Power to be provided as needed to the access control, camera, and wall lights, through the 4" conduit at each gate. By others) (No 2" electrical conduit looping the interior of the GIS building, 2" data conduit only)</li> </ul> <p>Add free egress at the two east gates, so that a vehicle just pulls up to the gate and it opens (without a card reader or a toll tag reader) This includes, trenching, an exit loop, loop detector in an outdoor-rated enclosure, and connection to the NEMA enclosure.</p>	\$629,461.80
----	--	--------------

DME Hickory GIS Substation  
July 25, 2024

A3	60Ft Wooden Poles  DME to provide the following as deductive change order to Beta.  14' tangent fiberglass arms (Maclean) X2 60' Class 1 Wood Pole X2	(\$5084.54)
----	--	-------------

Upon receipt of your response, I will prepare and submit the Change Order Form in accordance with Article V of the Design Build Agreement.

Please call me if you have any questions.

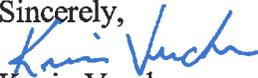
Sincerely,  
  
Kevin Vercher  
Project Manager

EXHIBIT B  
FORM OF CHANGE ORDER

CHANGE ORDER NO. 6 7/25/2024

In accordance with **Article V** of that certain Engineering, Procurement and Construction Agreement, dated December 14, 2021 (the "**Agreement**"), between Beta Engineering, LLC ("**Contractor**") and City of Denton ("**Owner**"), Contractor and Owner agree as follows:

Description of Change:

- A1. HK 221/223 South Exploratory Work
- A2. Access Control System
- A3. 60ft Wooden Pole and accessories

Original Contract Price	\$ <u>40,469,000.00</u>
Previous Change Orders	\$ <u>1,082,141.48</u>
Amount of this Change Order	\$ <u>750,934.78</u>
New Contract Price	\$ <u>42,302,076.26</u>

This Change Order will modify the Contract Completion Date as follows:

\_\_\_\_\_ Increase \_\_\_\_\_ Decrease   X   No Effect \_\_\_\_\_ Calendar Days

Capitalized terms used and not defined herein shall have the meaning set forth in the Agreement. Except as modified hereby, the Agreement shall remain in full force and effect and unmodified.

**Accepted By Contractor**

By: 

Printed Name: Jake Woodward

Its: 9/11/24

**Accepted By Owner**

By:  DocuSigned by:

Printed Name: Sara Hensley

Its: 10/23/2024

IN WITNESS WHEREOF, the parties of these presents have executed this agreement in the year and ay first above written.

THIS AGREEMENT HAS BEEN  
BOTH REVIEWED AND APPROVED  
as to financial and operational obligations  
and business terms.

Signed by:  
Antonio Puente, Jr. Antonio Puente, Jr.  
E3760944C2BF4B5...  
SIGNATURE PRINTED NAME

DME General Manager  
TITLE

Electric

DEPARTMENT

ATTEST:  
LAUREN THODEN, CITY SECRETARY

BY: Lauren Thoden  
DocuSigned by:  
D09D09CAD33D487...

APPROVED AS TO LEGAL FORM:  
MACK REINWAND, CITY ATTORNEY

BY: Marcella Luna  
DocuSigned by:  
4B070831B4AA438...

**Certificate Of Completion**

Envelope Id: FB302AC52D724267A748B49A467675C8	Status: Completed
Subject: Please DocuSign: City Council Contract 7670 Hickory GIS Substation, Change Order 6	
Source Envelope:	
Document Pages: 6	Signatures: 4
Certificate Pages: 6	Initials: 1
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Christa Christian
Time Zone: (UTC-06:00) Central Time (US & Canada)	901B Texas Street
	Denton, TX 76209
	Christa.Christian@cityofdenton.com
	IP Address: 198.49.140.10

**Record Tracking**

Status: Original	Holder: Christa Christian	Location: DocuSign
9/11/2024 9:06:10 AM	Christa.Christian@cityofdenton.com	

**Signer Events**

Signer Events	Signature	Timestamp
Christa Christian christa.christian@cityofdenton.com Purchasing Supervisor City of Denton Security Level: Email, Account Authentication (None)	<b>Completed</b>  Using IP Address: 198.49.140.10	Sent: 9/11/2024 9:07:50 AM Viewed: 9/11/2024 9:08:01 AM Signed: 9/11/2024 9:08:12 AM

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Lori Hewell lori.hewell@cityofdenton.com Purchasing Manager City of Denton Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 198.49.140.104	Sent: 9/11/2024 9:08:15 AM Viewed: 9/12/2024 8:04:52 AM Signed: 9/12/2024 8:04:59 AM
---	--	--

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Marcella Lunn marcella.lunn@cityofdenton.com Senior Deputy City Attorney City of Denton Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 198.49.140.10	Sent: 9/12/2024 8:05:02 AM Viewed: 9/12/2024 1:18:22 PM Signed: 9/12/2024 1:19:15 PM
--	--	--

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Antonio Puente, Jr. Antonio.Puente@cityofdenton.com DME General Manager Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 198.49.140.10	Sent: 9/12/2024 1:19:17 PM Viewed: 9/12/2024 1:34:05 PM Signed: 9/12/2024 1:34:45 PM
---	--	--

**Electronic Record and Signature Disclosure:**

Accepted: 9/12/2024 1:34:04 PM  
ID: d733068e-c527-4816-96cc-ca6a8cad04a6

Signer Events	Signature	Timestamp
<p>Cheyenne Defee  cheyenne.defee@cityofdenton.com  Procurement Administration Supervisor  City of Denton  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Not Offered via DocuSign</p>	<p><b>Completed</b></p> <p>Using IP Address: 198.49.140.10</p>	<p>Sent: 9/12/2024 1:34:48 PM  Viewed: 10/23/2024 9:02:37 AM  Signed: 10/23/2024 9:03:12 AM</p>
<p>Sara Hensley  sara.hensley@cityofdenton.com  City Manager  City of Denton  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Not Offered via DocuSign</p>	<p>DocuSigned by:    5236DB296270423...</p> <p>Signature Adoption: Pre-selected Style  Using IP Address: 198.49.140.10</p>	<p>Sent: 10/23/2024 9:03:15 AM  Viewed: 10/23/2024 9:10:40 AM  Signed: 10/23/2024 9:10:53 AM</p>
<p>Lauren Thoden  lauren.thoden@cityofdenton.com  City Secretary  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Not Offered via DocuSign</p>	<p>DocuSigned by:    D09D09CAD33D487...</p> <p>Signature Adoption: Pre-selected Style  Using IP Address: 198.49.140.10</p>	<p>Sent: 10/23/2024 9:10:56 AM  Viewed: 10/23/2024 10:17:42 AM  Signed: 10/23/2024 10:17:52 AM</p>

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp

<p>Cheyenne Defee  cheyenne.defee@cityofdenton.com  Procurement Administration Supervisor  City of Denton  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Not Offered via DocuSign</p>	<div style="border: 2px solid blue; padding: 5px; text-align: center; font-weight: bold; font-size: 1.2em; color: blue;">COPIED</div>	<p>Sent: 9/11/2024 9:08:15 AM</p>
<p>Gretna Jones  gretna.jones@cityofdenton.com  Legal Secretary  City of Denton  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Not Offered via DocuSign</p>	<div style="border: 2px solid blue; padding: 5px; text-align: center; font-weight: bold; font-size: 1.2em; color: blue;">COPIED</div>	<p>Sent: 9/12/2024 1:34:48 PM  Viewed: 9/13/2024 4:24:16 PM</p>

Carbon Copy Events	Status	Timestamp
--------------------	--------	-----------

City Secretary Office citysecretary@cityofdenton.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 10/23/2024 10:17:54 AM
---	---------------	------------------------------

Mark Zimmerer mark.zimmerer@cityofdenton.com Electric Engineering Supervisor Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Accepted: 10/21/2024 8:25:29 AM ID: 274364d1-2109-4a71-9d3c-3036c587bcc1	<b>COPIED</b>	Sent: 10/23/2024 10:17:55 AM
---	---------------	------------------------------

Witness Events	Signature	Timestamp
----------------	-----------	-----------

Notary Events	Signature	Timestamp
---------------	-----------	-----------

Envelope Summary Events	Status	Timestamps
-------------------------	--------	------------

Envelope Sent	Hashed/Encrypted	9/11/2024 9:07:51 AM
Certified Delivered	Security Checked	10/23/2024 10:17:42 AM
Signing Complete	Security Checked	10/23/2024 10:17:52 AM
Completed	Security Checked	10/23/2024 10:17:55 AM

Payment Events	Status	Timestamps
----------------	--------	------------

Electronic Record and Signature Disclosure
--

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, City of Denton (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

**How to contact City of Denton:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com)

**To advise City of Denton of your new e-mail address**

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at [melissa.kraft@cityofdenton.com](mailto:melissa.kraft@cityofdenton.com) and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

**To request paper copies from City of Denton**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

**To withdraw your consent with City of Denton**

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

**Required hardware and software**

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none"> <li>•Allow per session cookies</li> <li>•Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection</li> </ul>

\*\* These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

**Acknowledging your access and consent to receive materials electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify City of Denton as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by City of Denton during the course of my relationship with you.

ORDINANCE NO. 24-2228

AN ORDINANCE OF THE CITY OF DENTON, A TEXAS HOME-RULE MUNICIPAL CORPORATION, AUTHORIZING THE APPROVAL OF CHANGE ORDER NO. 7 TO THE DESIGN-BUILD AGREEMENT BETWEEN THE CITY OF DENTON AND BETA ENGINEERING, LLC, FOR THE DESIGN AND CONSTRUCTION OF THE HICKORY GAS INSULATED SUBSTATION FOR DENTON MUNICIPAL ELECTRIC; PROVIDING FOR THE EXPENDITURE OF FUNDS THEREFOR; AND PROVIDING AN EFFECTIVE DATE (RFQ 7670 – CHANGE ORDER NO. 7, IN THE NOT-TO-EXCEED AMOUNT OF \$1,087,043.85, FOR A TOTAL CONTRACT AWARD AGGREGATED TO \$43,389,120.11).

WHEREAS, on December 14, 2021, by Ordinance No. 21-2701, the City Council awarded a contract to Beta Engineering, LLC, in the amount of \$40,469,000, for the design and construction of the Hickory Gas Insulated Substation for Denton Municipal Electric; and

WHEREAS, on August 16, 2022, City Council awarded a Change Order No. 1 to Beta Engineering, LLC, in the amount of \$811,000.00; and

WHEREAS, on May 12, 2023, Purchasing awarded a Change Order No. 2 to Beta Engineering, LLC; in the amount of \$37,000.00; and

WHEREAS, on September 14, 2023, Purchasing awarded a Change Order No. 3 to Beta Engineering, LLC, to reduce the contract in the amount of \$1,325.61; and

WHEREAS, on March 7, 2024, Purchasing awarded a Change Order No. 4 to Beta Engineering, LLC, to reduce the contract in the amount of \$13,102.00; and

WHEREAS, on July 16, 2024, City Council awarded a Change Order No. 5 to Beta Engineering, LLC, in the amount of \$248,569.09; and

WHEREAS, on October 22, 2024, City Council awarded a Change Order No. 6 to Beta Engineering, LLC, in the amount of \$750,934.78; and

WHEREAS, this procurement was undertaken as part of the City's governmental function; and

WHEREAS, the Staff having recommended, and the City Manager having recommended to the Council that a change order be authorized to amend such contract agreement with respect to the scope of work and an increase in the payment amount; NOW, THEREFORE,

THE COUNCIL OF THE CITY OF DENTON HEREBY ORDAINS:

SECTION 1. Change Order No. 7, increasing the amount of the contract between the City and Beta Engineering, LLC, which is on file in the office of the Purchasing Agent, in the amount of One Million Eighty-Seven Thousand Forty-Three and 85/100 (\$1,087,043.85) dollars, is hereby

approved and the expenditure of funds therefore is hereby authorized in accordance with said change order. The total purchase order amount increases to \$43,389,120.11.

SECTION 2. This ordinance shall become effective immediately upon its passage and approval.

The motion to approve this ordinance was made by Joe Holland and seconded by Brian Beck. This ordinance was passed and approved by the following vote [4 - 3]:

	Aye	Nay	Abstain	Absent
Mayor Gerard Hudspeth:	_____	X _____	_____	_____
Vicki Byrd, District 1:	X _____	_____	_____	_____
Brian Beck, District 2:	X _____	_____	_____	_____
Paul Meltzer, District 3:	_____	X _____	_____	_____
Joe Holland, District 4:	X _____	_____	_____	_____
Brandon Chase McGee, At Large Place 5:	X _____	_____	_____	_____
Jill Jester, At Large Place 6:	_____	X _____	_____	_____

PASSED AND APPROVED this the 19th day of November, 2024.

  
 \_\_\_\_\_  
 GERARD HUDSPETH, MAYOR

ATTEST:  
LAUREN THODEN, CITY SECRETARY

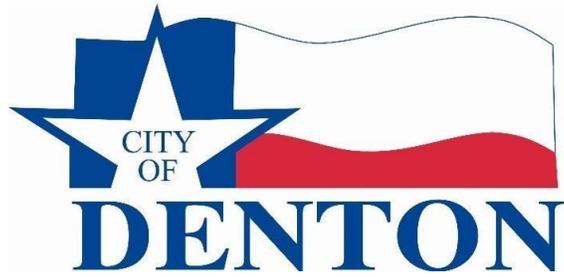
BY:  \_\_\_\_\_



APPROVED AS TO LEGAL FORM:  
MACK REINWAND, CITY ATTORNEY

*Marcella Lunn*

BY: \_\_\_\_\_



## DocuSign City Council Transmittal Coversheet

RFP	7670
File Name	HICKORY GIS SUBSTATION, CHANGE ORDER 7
Purchasing Contact	Crystal westbrook
City Council Target Date	NOVEMBER 19, 2024
Piggy Back Option	No
Contract Expiration	N/A
Ordinance	24-2228

DME Hickory GIS Substation  
September 17, 2024



**Beta Engineering**  
4725 Highway 28 East  
Pineville, LA 71360  
318.487.9599  
betaengineering.com

September 17, 2024

Denton Municipal Electric  
1671 Spencer Road  
Denton, TX 76205

Attn: Mr. Mark Zimmerer, PE  
Subject: City of Denton Hickory GIS Substation Project  
Beta Project No. B661

Dear Mark,

This letter serves as a formal request for a Contract Amendment to incorporate scope changes in the Design Build Agreement for the Construction of the Hickory GIS Substation dated December 14<sup>th</sup>, 2021. The additional scope items have been separated into three categories as follows:

- A. **Items to be Included in the Contract Amendment** – Beta requests a Contract Amendment to incorporate the following scope changes as soon as possible so that these items can be incorporated in the project without delay.

Item	Description	Price
A1	<p>Southwire Riser Pole Delay</p> <p>The explanation of the change order:</p> <ul style="list-style-type: none"> <li>- 13 days of lost termination work @ \$23,326.00 per day \$303,238.00</li> <li>- 6 days of lost termination work for extra labor @\$23,326.00 per day \$139,956.00</li> <li>- Approximately 440 hours of Idle Equipment \$118,004.06</li> <li>- 8 Weather Days</li> </ul> <p>**See Attached File for Detailed Breakdown</p>	\$617,317.87

DME Hickory GIS Substation  
 September 17, 2024

Item	Description	Price
A2	<p>HK 221/223 South Exploratory Work – Phase 2</p> <p>The explanation of the change order:</p> <p>This change order covers the estimated costs for KCI to cut Bonnie Brae and Hickory St. according to the bore profile, to verify depths and underground utilities.                      The proposed NTE cost includes the following:                      - (20) days of Hydro Excavation - this cost could fluctuate based on actual usage. If KCI uses less than (20) days, a credit will be given, if KCI uses more than (20) days, the below pricing will be charged at a day rate for each day over (20) days.                      - (3) days to sawcut, remove and dispose of asphalt                      - In the event the client does not wish to proceed with the bore after the exploration of the second area, the client will receive an additional change order to restore everything as it was.                      - Line 3 pricing is to restore the original bore path. This price includes the following:                      (5) Man Crew                      (1) Skid Steer                      (1) Trench Roller                      (1) Jumping Jack                      (1) Mini Excavator                      (1) Loader                      (25) Road Plates for a 2 month rental until KCI can asphalt the entire area at once for a cost savings to the client                      (1) Asphalt remediation                      Striping                      (20) CY of Flowable                      Signage and Barricade Extension                      * City Water Department has agreed to supply backfill material</p> <p>A) HK 221/223 South Exploratory Work Area 2-- \$126,557.52                      B) Backfill and Repair of Original Exploratory Run Area 1-- \$92,422.15</p>	\$218,979.67

DME Hickory GIS Substation  
 September 17, 2024

Item	Description	Price
A3	<p>CT Conduit on 3 Riser Poles, CT Management Box</p> <p>The explanation of the change order:                      Installation of the CT conduit on the 3 riser poles. Time will take approximately 1 week per pole with 5-man crew, two men in basket, foreman and two-man ground crew. Price is broken into material and labor to install conduit and labor to install and wire CT's.</p> <p>- Conduit work</p> <p>Materials no taxes - \$28,770.00                      Labor and Equipment - \$104,938.00</p> <p>Install CT's and wire CT's</p> <p>Labor and Equipment - \$21,475.70</p> <p>- CT Management Box - \$11,075.82</p>	\$166,259.56

Item	Description	Price
A4	<p>15 KV Removal</p> <ul style="list-style-type: none"> <li>● Mobilize to job site</li> <li>● Cut asphalt to access manhole in intersection of Bonnie Brae and Oak Street</li> <li>● Remove riser on P#7827 and pull out cable from P#7827 to old substation including entering 2 manholes to cut cable Feeder 5</li> <li>● Repair asphalt over manhole</li> <li>● Remove riser on P#1885 and pull out cable from P#1885 to old substation including entering 2 manholes to cut cable Feeder 6</li> <li>● Remove riser on P#7842 and pull out cable from P#7842 to old substation Feeder 3</li> <li>● Remove riser on P#4438 and pull out cable from P#4438 to old substation Feeder 4</li> <li>● Remove riser on P#5 and pull out cable from P#5 to old substation Feeder 1</li> <li>● Remove cable from pull boxes in new substation to old substation. Riser run already removed by DME Feeder 2</li> <li>● Remove cable from old substation to switchgear west of old substation Feeder 8</li> <li>● Remove cable from old substation to under build on transmission structure west of old substation Feeder 7</li> </ul>	\$81,036.13

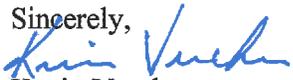
DME Hickory GIS Substation  
September 17, 2024

Item	Description	Price
A5	<p>Secondary Service install for Service Station</p> <ul style="list-style-type: none"><li><input type="checkbox"/> Pick up pole at DME</li><li><input type="checkbox"/> Coordinate hand diggers to dig new pole hole</li><li><input type="checkbox"/> Set new pole</li><li><input type="checkbox"/> Transfer electrical contacts</li><li><input type="checkbox"/> Remove old pole</li></ul>	\$3,450.62

DME Hickory GIS Substation  
September 17, 2024

Upon receipt of your response, I will prepare and submit the Change Order Form in accordance with Article V of the Design Build Agreement.

Please call me if you have any questions.

Sincerely,  
  
Kevin Vercher  
Project Manager

**EXHIBIT B**  
**FORM OF CHANGE ORDER**

CHANGE ORDER NO. 7 9/17/2024

In accordance with **Article V** of that certain Engineering, Procurement and Construction Agreement, dated December 14, 2021 (the "**Agreement**"), between Beta Engineering, LLC ("**Contractor**") and City of Denton ("**Owner**"), Contractor and Owner agree as follows:

Description of Change:  
A1. Southwire Riser Pole Delay

Original Contract Price	\$ <u>40,469,000.00</u>
Previous Change Orders	\$ <u>1,833,076.26</u>
Amount of this Change Order	\$ <u>1,087,043.85</u>
New Contract Price	\$ <u>43,389,120.11</u>

This Change Order will modify the Contract Completion Date as follows:

\_\_\_\_\_ Increase \_\_\_\_\_ Decrease   X   No Effect \_\_\_\_\_ Calendar Days

Capitalized terms used and not defined herein shall have the meaning set forth in the Agreement. Except as modified hereby, the Agreement shall remain in full force and effect and unmodified.

**Accepted By Contractor**

By: 

Printed Name: Jake Woodard

Its: 9/26/24

**Accepted By Owner**

Signed by:   
By: 5236DB296270423

Printed Name: Sara Hensley

Its: 11/20/2024

IN WITNESS WHEREOF, the parties of these presents have executed this agreement in the year and ay first above written.

THIS AGREEMENT HAS BEEN BOTH REVIEWED AND APPROVED as to financial and operational obligations and business terms.

Signed by:

*Antonio Puente, Jr.* Antonio Puente, Jr.

E3760944C2BE4B5...

SIGNATURE

PRINTED NAME

DME General Manager

TITLE

Electric

DEPARTMENT

ATTEST:  
LAUREN THODEN, CITY SECRETARY

DocuSigned by:

*Lauren Thoden*

BY:

D09D09CAD33D487

APPROVED AS TO LEGAL FORM:  
MACK REINWAND, CITY ATTORNEY

DocuSigned by:

*Marcella Lunn*

BY:

4B070831B4AA438...

**Certificate Of Completion**

Envelope Id: 38219E4A37FE494AA6106F853FD54F38	Status: Completed
Subject: Please DocuSign: City Council Contract 7670 Change Order 7	
Source Envelope:	
Document Pages: 8	Signatures: 4
Certificate Pages: 6	Initials: 1
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Crystal Westbrook
Time Zone: (UTC-06:00) Central Time (US & Canada)	901B Texas Street
	Denton, TX 76209
	crystal.westbrook@cityofdenton.com
	IP Address: 198.49.140.10

**Record Tracking**

Status: Original	Holder: Crystal Westbrook	Location: DocuSign
10/28/2024 1:50:05 PM	crystal.westbrook@cityofdenton.com	

**Signer Events**

Signer Events	Signature	Timestamp
Crystal Westbrook crystal.westbrook@cityofdenton.com Senior Buyer City of Denton Security Level: Email, Account Authentication (None)	<b>Completed</b>  Using IP Address: 198.49.140.10	Sent: 10/28/2024 1:53:51 PM Viewed: 10/28/2024 1:54:02 PM Signed: 10/28/2024 1:54:26 PM

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Lori Hewell lori.hewell@cityofdenton.com Purchasing Manager City of Denton Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 198.49.140.104	Sent: 10/28/2024 1:54:28 PM Viewed: 10/28/2024 2:44:26 PM Signed: 10/28/2024 2:45:21 PM
---	--	---

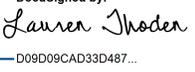
**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Marcella Lunn marcella.lunn@cityofdenton.com Senior Deputy City Attorney City of Denton Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 198.49.140.10	Sent: 10/28/2024 2:45:22 PM Viewed: 10/30/2024 1:06:30 PM Signed: 10/30/2024 1:07:30 PM
--	--	---

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Antonio Puente, Jr. antonio.puente@cityofdenton.com DME General Manager Denton Municipal Electric Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 198.49.140.10	Sent: 10/30/2024 1:07:32 PM Viewed: 10/30/2024 1:30:15 PM Signed: 10/30/2024 1:30:31 PM
--	--	---

**Electronic Record and Signature Disclosure:**  
Accepted: 10/30/2024 1:30:15 PM  
ID: 21a4166b-8a0d-4313-a31c-f1ade69654bf

Signer Events	Signature	Timestamp
<p>Cheyenne Defee  cheyenne.defee@cityofdenton.com  Procurement Administration Supervisor  City of Denton  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Not Offered via DocuSign</p>	<p><b>Completed</b></p> <p>Using IP Address: 198.49.140.10</p>	<p>Sent: 10/30/2024 1:30:34 PM  Viewed: 10/30/2024 7:50:04 PM  Signed: 11/20/2024 10:02:52 AM</p>
<p>Sara Hensley  sara.hensley@cityofdenton.com  City Manager  City of Denton  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Not Offered via DocuSign</p>	<p>DocuSigned by:    5236DB296270423...</p> <p>Signature Adoption: Pre-selected Style  Using IP Address: 198.49.140.10</p>	<p>Sent: 11/20/2024 10:02:54 AM  Viewed: 11/20/2024 10:05:05 AM  Signed: 11/20/2024 11:53:28 AM</p>
<p>Lauren Thoden  lauren.thoden@cityofdenton.com  City Secretary  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Not Offered via DocuSign</p>	<p>DocuSigned by:    D09D09CAD33D487...</p> <p>Signature Adoption: Pre-selected Style  Using IP Address: 198.49.140.10</p>	<p>Sent: 11/20/2024 11:53:31 AM  Viewed: 11/20/2024 1:37:02 PM  Signed: 11/20/2024 1:38:01 PM</p>

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp

<p>Cheyenne Defee  cheyenne.defee@cityofdenton.com  Procurement Administration Supervisor  City of Denton  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Not Offered via DocuSign</p>	<div style="border: 2px solid blue; padding: 5px; text-align: center; font-weight: bold; color: blue;">COPIED</div>	<p>Sent: 10/28/2024 1:54:28 PM</p>
<p>Gretna Jones  gretna.jones@cityofdenton.com  Legal Secretary  City of Denton  Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>  Not Offered via DocuSign</p>	<div style="border: 2px solid blue; padding: 5px; text-align: center; font-weight: bold; color: blue;">COPIED</div>	<p>Sent: 10/30/2024 1:30:33 PM  Viewed: 10/30/2024 1:58:13 PM</p>

Carbon Copy Events	Status	Timestamp
--------------------	--------	-----------

City Secretary Office citysecretary@cityofdenton.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 11/20/2024 1:38:03 PM
---	---------------	-----------------------------

Mark Zimmerer mark.zimmerer@cityofdenton.com Electric Engineering Supervisor Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Accepted: 11/12/2024 7:37:52 PM ID: 83ac2bb2-3a14-4218-b7aa-213d23b414c3	<b>COPIED</b>	Sent: 11/20/2024 1:38:04 PM Viewed: 11/20/2024 1:42:35 PM
---	---------------	--

Witness Events	Signature	Timestamp
----------------	-----------	-----------

Notary Events	Signature	Timestamp
---------------	-----------	-----------

Envelope Summary Events	Status	Timestamps
-------------------------	--------	------------

Envelope Sent	Hashed/Encrypted	10/28/2024 1:53:51 PM
Certified Delivered	Security Checked	11/20/2024 1:37:02 PM
Signing Complete	Security Checked	11/20/2024 1:38:01 PM
Completed	Security Checked	11/20/2024 1:38:04 PM

Payment Events	Status	Timestamps
----------------	--------	------------

Electronic Record and Signature Disclosure
--

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, City of Denton (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

**How to contact City of Denton:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com)

**To advise City of Denton of your new e-mail address**

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at [melissa.kraft@cityofdenton.com](mailto:melissa.kraft@cityofdenton.com) and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

**To request paper copies from City of Denton**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

**To withdraw your consent with City of Denton**

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

**Required hardware and software**

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none"> <li>•Allow per session cookies</li> <li>•Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection</li> </ul>

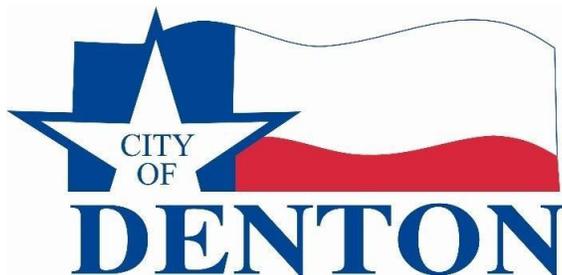
\*\* These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

**Acknowledging your access and consent to receive materials electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify City of Denton as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by City of Denton during the course of my relationship with you.



## DocuSign Transmittal Coversheet

File Name	CONTRACT #7670-CHANGE ORDER #8
Purchasing Contact	Crystal westbrook

# Beta Engineering

4725 Highway 28 East  
Pineville, LA 71360  
318.487.9599  
betaengineering.com

April 23, 2025

Denton Municipal Electric  
1671 Spencer Road  
Denton, TX 76205

Attn: Mr. Mark Zimmerer, PE  
Subject: City of Denton Hickory GIS Substation Project  
Beta Project No. B661

Dear Mark,

This letter serves as a formal request for a Contract Amendment to incorporate scope changes in the Design Build Agreement for the Construction of the Hickory GIS Substation dated December 14<sup>th</sup>, 2021. The additional scope items have been separated into three categories as follows:

- A. **Items to be Included in the Contract Amendment** - Beta requests a Contract Amendment to incorporate the following scope changes as soon as possible so that these items can be incorporated in the project without delay.

Item	Description	Price
A1	<p>4"Communication Conduit Add</p> <p>The below pricing includes the installation of (1) 4" conduit run to be included in the HK 221/223 North trench, (1) 4" conduit run from</p> <p>Labor = \$10,574.40</p> <ul style="list-style-type: none"> <li>- (3) Days</li> <li>- (210) mh</li> <li>- (1) Foreman</li> <li>- (2) Operators</li> <li>- (4) Laborers</li> </ul> <p>Equipment = \$11,695.23</p> <ul style="list-style-type: none"> <li>- (1) 135 Excavator</li> <li>- (1) 309 Excavator</li> <li>- (1) Mini Ex w/ Hydraulic Hammer</li> <li>- (1) Loader</li> </ul> <p>Materials = \$5,977.11</p> <ul style="list-style-type: none"> <li>- 320' of 4" sch 40 Conduit &amp; 36" Radius Fittings</li> <li>- (20) Cy of Flowable Fill</li> </ul> <p>Subcontractor = \$1,198.91</p> <ul style="list-style-type: none"> <li>- Terracon for (2) concrete testings</li> </ul> <p>Deduct of \$14,558.22 for not installing 4" conduit run from PB242 to Switchgear Bldg 2</p> <p>10% Markup</p> <p> </p> <p>**See Attached File for Detailed Breakdown-Kingsley CO21</p>	\$19,045.90

Item	Description	Price
A2	<p>HK 221/223 Water Main</p> <p>The below pricing is inclusive of all the additional work caused by the concrete plug dislodging itself from the city water main. KCI was attempting to clean the excavation around a water main, and a concrete plug dislodged itself. KCI was able to locate a city inspector/employee, he explained that this repair was made some time ago and the fill that surrounded the plug must have kept the plug in its' place. KCI notified Beta and the City, Beta requested KCI to leave personnel onsite while the city repaired the plug. On the evening of 7/28/24, KCI was notified by the city that the repair would no longer be needed, KCI notified the city that the conduit will be encased with flowable fill making any future repairs difficult. At that time there was still a leak and the leak would continue to fill the excavation which would need to be pumped out until the flowable fill had been poured. On 7/2/24, KCI notified Beta that the city's intention was to now repair the line, this would include cutting additional asphalt and widening the excavation. This in turn would create additional time and materials for KCI and extend specific rentals as well as add items to the trench boxes that were already in place.</p> <p>\$64,395.64</p> <p>10% Markup</p> <p>See Attached File for Detailed Breakdown-Kingsley CO20</p>	\$70,835.20

Item	Description	Price
A3	<p>4"Conduit Add for Fiber</p> <p>The addition of the following items are as follows:</p> <p>Per the request to install an additional 4" conduit for Fiber. We will utilize hydro excavation for the digging of the conduit. This work will take approximately 4 days to complete.</p> <p>Total for Labor and Equipment, hydro for the item above - \$27,908.40</p> <p>10% Markup</p> <p><b>**See Attached File for Detailed Breakdown-Power Standard 4" Conduit for Fiber</b></p>	\$30,699.24

Item	Description	Price
A4	Durant Pagoda Cast stone infill of Pagoda \$53,006.01 10% Markup  **See Attached File for Detailed Breakdown-Durant Pagoda CO57	\$64,137.27

Item	Description	Price
A5	Prolec Transformer Copper Increase  Copper Escalation Cost: \$59,212.00 10% Markup  **See Attached File for Detailed Breakdown-Prolec Copper Escalation	\$65,133.20

Item	Description	Price
A6	<p>Prolec Transformer Credit</p> <p>Transformer Unit Cost :\$1,044,214.00                      30% Cancellation Fee                      Total Credit: \$730,949.80</p> <p>**See Attached File for Detailed Breakdown-Prolec Transformer Cancellation Credit                      See page 2 of quote for unit cost and the Cancellation/Delay Policy page at the rear of the quote which indicates the 30% termination fee; each item is highlighted in <b>Yellow</b>.</p>	(\$730,949.80)

Item	Description	Price
A7	<p>5000Kcmil Spare Cable</p> <p>2000 feet .....\$377,510.00                      Longest Cable run length = 1034' with 2000' mininum spool length                      of 5000' minimum order                      10% Markup</p> <p>**See Attached File for Detailed Breakdown-5000Kcmil Spare Cable</p>	\$415,261.00

Item	Description	Price
A8	<p>Aluminum Door Replacement with Heavy Duty Hollow Metal Door-3 total</p> <p>The explanation of the change order cost:                      Door Replacement Total: \$13,628.59                      10% Markup</p> <p>**See Attached File for Detailed Breakdown-Durant Door Replacement</p>	\$14,991.45

Item	Description	Price
A9	<p>Addition of Four (4) Card Readers</p> <p>Proposal based on request to add four card readers, two per out building. Each building will have:                      One Life Safety Power FPO75-B100C4PNL4E1M                      One Genetec MP1502 controller                      Two card readers                      Two surface strikes                      Two REX motion detectors                      Two armored loop door contacts.                      110vac power existing and Tech Services to provide network drop to connect to Genetec system.                      Additional conduit for card readers to be an extension of the existing conduit already in place.</p> <p>Total: \$21,883.95                      10% Markup</p> <p><b>**See Attached File for Detailed Breakdown-Durant Addition of 4 Card Readers</b></p>	\$24,072.35

Item	Description	Price
A10	<p>Power Standard Pull Box Add (Double Circuit)</p> <p>The explanation of the change order cost:</p> <ul style="list-style-type: none"> <li>• Pick up pull-box at DME</li> <li>• Hydrovac to find existing conduit</li> <li>• Intercept existing conduit and excavate for pull-box</li> <li>• Pull cable back</li> <li>• Install pull-box and backfill</li> <li>• Trench from pull box to new riser location</li> <li>• pull cable in for riser</li> <li>• splice in pull box</li> </ul> <p>\$10,041.17 10% Markup</p> <p>**See Attached File for Detailed Breakdown-Double Circuit Change Order</p>	\$11,045.29

Item	Description	Price
A11	<p>Kingsley CO33 N &amp; S Sidewalk</p> <p>The pricing includes:</p> <ul style="list-style-type: none"> <li>- approx. 68LF on the sidewalk along Oak St.</li> <li>- Will fill in approx. 2' on each side of pole along Hickory St sidewalk</li> </ul> <p>\$24,605 10% Markup</p> <p>**See Attached File for Detailed Breakdown-Kingsley CO33 Rev 1</p>	\$27,065.50

Item	Description	Price
A12	<p>4"Conduit Add From PB 242 to riser outside of the South Switchgear Building</p> <p>installation of the 1 4" PVC conduit, cost includes the removal of the station rock, excavation of the run, install of the conduit and install of concrete over the conduit. Haul off of the excess dirt, backfill the excavation and reinstall the cover-stone. This work will take one week to complete. The equipment needed is 2 company vehicles, 1 skid steer, 1 mini excavator, and 1 dirt compactor.</p> <p>10% Markup</p> <p> </p> <p>**See Attached File for Detailed Breakdown-Power Standard Additional Conduit from PB242</p>	\$35,330.19

EXHIBIT B  
FORM OF CHANGE ORDER

CHANGE ORDER NO. 8 4/3/25

In accordance with **Article V** of that certain Engineering, Procurement and Construction Agreement, dated December 14, 2021 (the "**Agreement**"), between Beta Engineering, LLC ("**Contractor**") and City of Denton ("**Owner**"), Contractor and Owner agree as follows:

Description of Change:  
AI-A20 Consist of Changes in scope of Work from Beta Engineering and Subcontractors explained in attache

Original Contract Price	\$ <u>40,469,000.00</u>
Previous Change Orders	<u>\$2,920,120.11</u>
Amount of this Change Order	<u>\$46,666.79</u>
New Contract Price	\$ <u>43,435,786.90</u>

This Change Order will modify the Contract Completion Date as follows:

\_\_\_\_\_ Increase 90 Calendar Day (updated completion date 1/22/2025)

Capitalized terms used and not defined herein shall have the meaning set forth in the Agreement. Except as modified hereby, the Agreement shall remain in full force and effect and unmodified.

Accepted By Beta Engineering

By:   
6F5282AF0874424.....

Jake Woodard

Printed:.....

5/28/2025

Date:.....

Accepted By Owner

  
By: 169CB6AB623F4F0.....

Crystal Westbrook

Printed:.....

5/28/2025

Date:.....

IN WITNESS WHEREOF, the parties of these presents have executed this agreement in the year and ay first above written.

THIS AGREEMENT HAS BEEN  
BOTH REVIEWED AND APPROVED  
as to financial and operational obligations  
and business terms.

Signed by:

*Antonio Puente, Jr.* Antonio Puente, Jr.  
E3760944C2BE4B5...

SIGNATURE

PRINTED NAME

DME General Manager

TITLE

Electric

DEPARTMENT

APPROVED AS TO LEGAL FORM:  
MACK REINWAND, CITY ATTORNEY

DocuSigned by:

BY: *Marcella Luna*  
4B070831B4AA438...

## Certificate Of Completion

Envelope Id: 73F28ACE-744A-4E9A-AB68-BDD480BD7D7B  
Subject: \*\*\*Purchasing Approval\*\*\* Contract #7670 Change Order #8  
Source Envelope:  
Document Pages: 16  
Certificate Pages: 5  
AutoNav: Enabled  
Envelopeld Stamping: Enabled  
Time Zone: (UTC-06:00) Central Time (US & Canada)

Status: Completed

Envelope Originator:  
Crystal Westbrook  
901B Texas Street  
Denton, TX 76209  
crystal.westbrook@cityofdenton.com  
IP Address: 198.49.140.10

## Record Tracking

Status: Original  
5/20/2025 11:45:16 AM

Holder: Crystal Westbrook  
crystal.westbrook@cityofdenton.com

Location: DocuSign

## Signer Events

Crystal Westbrook  
crystal.westbrook@cityofdenton.com  
Senior Buyer  
City of Denton  
Security Level: Email, Account Authentication  
(None)

## Signature

**Completed**  
  
Using IP Address: 198.49.140.10

## Timestamp

Sent: 5/20/2025 11:51:21 AM  
Viewed: 5/20/2025 11:51:28 AM  
Signed: 5/20/2025 11:51:59 AM

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Lori Hewell  
lori.hewell@cityofdenton.com  
Purchasing Manager  
City of Denton  
Security Level: Email, Account Authentication  
(None)

Signature Adoption: Pre-selected Style  
Using IP Address: 198.49.140.10

Sent: 5/20/2025 11:52:01 AM  
Viewed: 5/20/2025 1:33:31 PM  
Signed: 5/20/2025 1:34:37 PM

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Marcella Lunn  
marcella.lunn@cityofdenton.com  
Senior Deputy City Attorney  
City of Denton  
Security Level: Email, Account Authentication  
(None)

DocuSigned by:  
*Marcella Lunn*  
4B070831B4AA438...

Signature Adoption: Pre-selected Style  
Using IP Address: 198.49.140.10

Sent: 5/20/2025 1:34:39 PM  
Viewed: 5/20/2025 1:52:32 PM  
Signed: 5/20/2025 1:55:08 PM

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

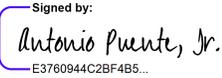
Jake Woodard  
jake.woodard@betaengineering.com  
Vice President of EPC Operations  
Beta Engineering  
Security Level: Email, Account Authentication  
(None)

DocuSigned by:  
*Jake Woodard*  
6F5282AF0871424...

Signature Adoption: Drawn on Device  
Using IP Address: 12.10.65.158

Sent: 5/20/2025 1:55:09 PM  
Resent: 5/23/2025 10:32:18 AM  
Viewed: 5/28/2025 9:34:10 AM  
Signed: 5/28/2025 9:34:32 AM

**Electronic Record and Signature Disclosure:**  
Accepted: 5/20/2025 1:55:46 PM  
ID: ee30bd09-31b3-4e1a-9902-6450c25ed65b

Signer Events	Signature	Timestamp
Antonio Puente, Jr. antonio.puente@cityofdenton.com DME General Manager Denton Municipal Electric Security Level: Email, Account Authentication (None)	Signed by:  E3760944C2BF4B5...  Signature Adoption: Pre-selected Style Using IP Address: 198.49.140.10	Sent: 5/28/2025 9:34:34 AM Viewed: 5/28/2025 10:14:20 AM Signed: 5/28/2025 10:14:48 AM

**Electronic Record and Signature Disclosure:**  
 Accepted: 5/28/2025 10:14:20 AM  
 ID: da7218b5-4aa7-491c-84d5-f6a952404b0c

Crystal Westbrook crystal.westbrook@cityofdenton.com Senior Buyer City of Denton Security Level: Email, Account Authentication (None)	DocuSigned by:  160CB8AB623F4F0...  Signature Adoption: Pre-selected Style Using IP Address: 198.49.140.10	Sent: 5/28/2025 10:14:50 AM Viewed: 5/28/2025 11:09:02 AM Signed: 5/28/2025 11:09:12 AM
---	--	---

**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
-------------------------	-----------	-----------

Editor Delivery Events	Status	Timestamp
------------------------	--------	-----------

Agent Delivery Events	Status	Timestamp
-----------------------	--------	-----------

Intermediary Delivery Events	Status	Timestamp
------------------------------	--------	-----------

Certified Delivery Events	Status	Timestamp
---------------------------	--------	-----------

Carbon Copy Events	Status	Timestamp
--------------------	--------	-----------

Cheyenne Defee cheyenne.defee@cityofdenton.com Procurement Administration Supervisor City of Denton Security Level: Email, Account Authentication (None)	<div style="border: 2px solid blue; padding: 5px; display: inline-block; font-weight: bold; color: blue;">COPIED</div>	Sent: 5/28/2025 11:09:14 AM
--	--	-----------------------------

**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

Witness Events	Signature	Timestamp
----------------	-----------	-----------

Notary Events	Signature	Timestamp
---------------	-----------	-----------

Envelope Summary Events	Status	Timestamps
-------------------------	--------	------------

Envelope Sent	Hashed/Encrypted	5/20/2025 11:51:21 AM
Certified Delivered	Security Checked	5/28/2025 11:09:02 AM
Signing Complete	Security Checked	5/28/2025 11:09:12 AM
Completed	Security Checked	5/28/2025 11:09:14 AM

Payment Events	Status	Timestamps
----------------	--------	------------

Electronic Record and Signature Disclosure
--

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, City of Denton (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

**How to contact City of Denton:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com)

**To advise City of Denton of your new e-mail address**

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at [melissa.kraft@cityofdenton.com](mailto:melissa.kraft@cityofdenton.com) and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

**To request paper copies from City of Denton**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

**To withdraw your consent with City of Denton**

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

**Required hardware and software**

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none"> <li>•Allow per session cookies</li> <li>•Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection</li> </ul>

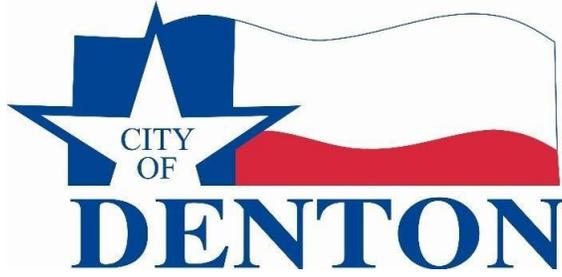
\*\* These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

**Acknowledging your access and consent to receive materials electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify City of Denton as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by City of Denton during the course of my relationship with you.



## DocuSign Transmittal Coversheet

File Name	CONTRACT #7670-CHANGE ORDER 9
Purchasing Contact	Crystal westbrook



Item	Description	Price
A2	<p>Kingsley CO33 N &amp; S Sidewalk</p> <p>The pricing includes:</p> <ul style="list-style-type: none"> <li>- approx. 68LF on the sidewalk along Oak St.(removed)</li> <li>- Will fill in approx. 2' on each side of pole along Hickory St sidewalk</li> </ul> <p>\$18,318.61 10% Markup</p> <p>**See Attached File for Detailed Breakdown-Kingsley CO33 Rev 2</p>	(\$20,150.47)

Item	Description	Price
A3	<p>P9 to PT1 Lane Opening</p> <p>The explanation of the change order cost: This change order covers the changes made by DME to open one lane on Oak St. during construction of P9 to PT1.</p> <p>Additional Scope of Work:</p> <ul style="list-style-type: none"> <li>-Additional mobilization of Asphalt &amp; Striping subcontractor</li> <li>-Additional concrete to widen ditch from 24" to 48"</li> <li>-Additional short loads for the curb remediation</li> <li>-Additional Hydro excavation</li> <li>-Additional concrete testing</li> <li>-Additional asphalt technician</li> <li>-Additional Road Plates</li> <li>-Additional Trench box</li> </ul> <p>-Production has been reduced due to the new conditions and modifying the original plan of action for the installation.</p> <p>Total = \$63,017.60 Standby \$13,354 x 3 days = \$40,062.00 TCP reset \$385 x 2 = \$1,540.00</p> <p>Total: \$104,619.60 + Markup</p> <p>**See Attached File for Detailed Breakdown-Kingsley CO15</p>	\$110,081.56

Item	Description	Price
A4	<p>Kingsley CO14 HK 224 Pole Relocation</p> <p>The explanation of the change order cost:                      KCI exposed the existing conduit for Ave H to tie into Pole #003. Upon the hydro excavation, KCI and Beta realized the pole had been moved approx. 20-30 LF behind the existing conduit.                      Original Bid: \$19,982.80                      Revised Bid: \$81,497.84                      Net Change amount: \$61,515.04</p> <p>10% Markup</p> <p>**See Attached File for Detailed Breakdown-Kingsley CO14</p>	\$67,666.54

Item	Description	Price
A5	Power Standard Change Order for Hydo Vac and fill due to Underground Obstruction installing lighting  Hydro Vac costs - 7 additional days for work.  Hydro Invoices - \$20,450.00  Power Standard 10% Mark-up - \$2,045.00  Total CO amount - \$22,495.00  10% Markup          **See Attached File for Detailed Breakdown-Hydro Vac Underground Obstruction	\$24,744.50

Item	Description	Price
A6	<p>HK 221/223 T&amp;M Cleanup</p> <p>The below change order is to cover the additional costs for setting up, commencing with work, hydro excavation, backfill &amp; cleanup of the area South of Hickory St along Bonnie Brae.</p> <p>4/22 - 4/23 - KCI had signage and barricades set up, started laying out run on Hickory St, Hydro excavation of areas needing to be excavated. At this time KCI noticed additional utilities in the ground that were not known at the times. KCI notified Beta inspection, it was determined Beta's client would need to get involved. At this time a meeting was set up and a discussion was made, Beta asked KCI to give them until Monday 5/13, if KCI did not receive a path forward, we would turn our attention to the North run.</p> <p>5/15 - 5/16 - KCI closed up and backfilled all potholes in the area because it was clear a path forward had not been determined.</p> <p>Labor = \$12,815.92 Cyclone= \$6,875.00 Earth Hauler= \$550 Total: \$20,240.92 10% Markup</p> <p>See Attached File for Detailed Breakdown-Kingsley CO16</p>	\$22,265.02

EXHIBIT B  
FORM OF CHANGEORDER

CHANGE ORDER NO. 9 5/20/2025

In accordance with **Article V** of that certain Engineering, Procurement and Construction Agreement, dated December 14, 2021 (the "**Agreement**"), between Beta Engineering, LLC ("**Contractor**") and City of Denton ("**Owner**"), Contractor and Owner agree as follows:

Description of Change:  
A1-A20 Consist of Changes in scope of Work from Beta Engineering and Subcontractors explained in attache

Original Contract Price	<u>\$ 40,469,000.00</u>
Previous Change Orders	<u>\$2,966,786.90</u>
Amount of this Change Order	<u>\$1957.15</u>
New Contract Price	<u>\$ 43,437,744.05</u>

This Change Order will modify the Contract Completion Date as follows:

\_\_\_\_\_ **No Effect**

Capitalized terms used and not defined herein shall have the meaning set forth in the Agreement. Except as modified hereby, the Agreement shall remain in full force and effect and

unmodified.

Accepted By Owner

Signed by:

*Jordan Alford*

By:.....AF83F1556011487.....

Jordan Alford

Printed:.....

8/21/2025

Date:.....

Accepted By Owner

DocuSigned by:

*Crystal Westbrook*

By:.....160CB6AB623F4F0.....

Crystal westbrook

Printed:.....

8/22/2025

Date:.....

IN WITNESS WHEREOF, the parties of these presents have executed this agreement in the year and ay first above written.

THIS AGREEMENT HAS BEEN  
BOTH REVIEWED AND APPROVED  
as to financial and operational obligations  
and business terms.

Signed by:

*Antonio Puente, Jr.* Antonio Puente, Jr.  
E3760944C2BE4B5...

SIGNATURE

PRINTED NAME

DME General Manager

TITLE

Electric

DEPARTMENT

APPROVED AS TO LEGAL FORM:  
MACK REINWAND, CITY ATTORNEY

DocuSigned by:

BY: *Marcella Luna*  
4B070831B4AA438...

## Certificate Of Completion

Envelope Id: 11DC6C80-5CCF-4CD0-829E-8B5673457FBC  
 Subject: \*\*\*Purchasing Approval\*\*\* Contract #7670 Change Order #9  
 Source Envelope:  
 Document Pages: 8  
 Certificate Pages: 5  
 AutoNav: Enabled  
 Envelopeld Stamping: Enabled  
 Time Zone: (UTC-06:00) Central Time (US & Canada)

Status: Completed  
 Envelope Originator:  
 Crystal Westbrook  
 901B Texas Street  
 Denton, TX 76209  
 crystal.westbrook@cityofdenton.com  
 IP Address: 198.49.140.10

## Record Tracking

Status: Original  
 6/9/2025 12:11:58 PM  
 Holder: Crystal Westbrook  
 crystal.westbrook@cityofdenton.com  
 Location: DocuSign

## Signer Events

Crystal Westbrook  
 crystal.westbrook@cityofdenton.com  
 Senior Buyer  
 City of Denton  
 Security Level: Email, Account Authentication  
 (None)

**Electronic Record and Signature Disclosure:**  
 Not Offered via Docusign

Lori Hewell  
 lori.hewell@cityofdenton.com  
 Purchasing Manager  
 City of Denton  
 Security Level: Email, Account Authentication  
 (None)

**Electronic Record and Signature Disclosure:**  
 Not Offered via Docusign

Marcella Lunn  
 marcella.lunn@cityofdenton.com  
 Senior Deputy City Attorney  
 City of Denton  
 Security Level: Email, Account Authentication  
 (None)

**Electronic Record and Signature Disclosure:**  
 Not Offered via Docusign

Jordan Alford  
 jordan.alford@betaengineering.com  
 Sr. EVP  
 Security Level: Email, Account Authentication  
 (None)

**Electronic Record and Signature Disclosure:**  
 Accepted: 6/9/2025 4:27:00 PM  
 ID: 11ee44e3-6cdc-4cdd-b29a-833fd89e5a91

## Signature

**Completed**  
 Using IP Address: 198.49.140.10

  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 198.49.140.10

  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 198.49.140.10

  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 12.10.65.158

## Timestamp

Sent: 6/9/2025 12:14:22 PM  
 Viewed: 6/9/2025 12:14:38 PM  
 Signed: 6/9/2025 12:15:33 PM

Sent: 6/9/2025 12:15:36 PM  
 Viewed: 6/9/2025 2:06:24 PM  
 Signed: 6/9/2025 2:06:36 PM

Sent: 6/9/2025 2:06:37 PM  
 Viewed: 6/9/2025 3:00:40 PM  
 Signed: 6/9/2025 3:27:34 PM

Sent: 6/9/2025 3:27:36 PM  
 Resent: 6/11/2025 3:12:40 PM  
 Resent: 7/30/2025 9:53:53 AM  
 Resent: 8/21/2025 2:57:30 PM  
 Viewed: 8/21/2025 4:10:12 PM  
 Signed: 8/21/2025 4:22:27 PM

Signer Events	Signature	Timestamp
---------------	-----------	-----------

Antonio Puente, Jr.  
antonio.puente@cityofdenton.com  
DME General Manager  
Denton Municipal Electric  
Security Level: Email, Account Authentication (None)

Signed by:  
  
E3760944C2BF4B5...  
Signature Adoption: Pre-selected Style  
Using IP Address:  
2600:100c:b2ac:16de:8068:7c28:6368:526e  
Signed using mobile

Sent: 8/21/2025 4:22:29 PM  
Viewed: 8/21/2025 4:48:23 PM  
Signed: 8/21/2025 4:49:16 PM

**Electronic Record and Signature Disclosure:**  
Accepted: 8/21/2025 4:48:23 PM  
ID: 88d7454d-b1ce-400c-8c96-e9cac7f79f66

Crystal Westbrook  
crystal.westbrook@cityofdenton.com  
Senior Buyer  
City of Denton  
Security Level: Email, Account Authentication (None)

DocuSigned by:  
  
160CB6AB623F4F0...  
Signature Adoption: Pre-selected Style  
Using IP Address: 198.49.140.104

Sent: 8/21/2025 4:49:18 PM  
Viewed: 8/22/2025 11:06:13 AM  
Signed: 8/22/2025 11:06:19 AM

**Electronic Record and Signature Disclosure:**  
Not Offered via Docusign

In Person Signer Events	Signature	Timestamp
-------------------------	-----------	-----------

Editor Delivery Events	Status	Timestamp
------------------------	--------	-----------

Agent Delivery Events	Status	Timestamp
-----------------------	--------	-----------

Intermediary Delivery Events	Status	Timestamp
------------------------------	--------	-----------

Certified Delivery Events	Status	Timestamp
---------------------------	--------	-----------

Carbon Copy Events	Status	Timestamp
--------------------	--------	-----------

Cheyenne Defee  
cheyenne.defee@cityofdenton.com  
Procurement Administration Supervisor  
City of Denton  
Security Level: Email, Account Authentication (None)

**COPIED**

Sent: 8/22/2025 11:06:21 AM

**Electronic Record and Signature Disclosure:**  
Not Offered via Docusign

Witness Events	Signature	Timestamp
----------------	-----------	-----------

Notary Events	Signature	Timestamp
---------------	-----------	-----------

Envelope Summary Events	Status	Timestamps
-------------------------	--------	------------

Envelope Sent	Hashed/Encrypted	6/9/2025 12:14:22 PM
Certified Delivered	Security Checked	8/22/2025 11:06:13 AM
Signing Complete	Security Checked	8/22/2025 11:06:19 AM
Completed	Security Checked	8/22/2025 11:06:21 AM

Payment Events	Status	Timestamps
----------------	--------	------------

Electronic Record and Signature Disclosure
--

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, City of Denton (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

**How to contact City of Denton:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com)

**To advise City of Denton of your new e-mail address**

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at [melissa.kraft@cityofdenton.com](mailto:melissa.kraft@cityofdenton.com) and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

**To request paper copies from City of Denton**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

**To withdraw your consent with City of Denton**

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

**Required hardware and software**

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none"> <li>•Allow per session cookies</li> <li>•Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection</li> </ul>

\*\* These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

**Acknowledging your access and consent to receive materials electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify City of Denton as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by City of Denton during the course of my relationship with you.

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE CITY OF DENTON, A TEXAS HOME-RULE MUNICIPAL CORPORATION, AUTHORIZING THE APPROVAL OF CHANGE ORDER NO. 10 TO THE DESIGN-BUILD AGREEMENT BETWEEN THE CITY OF DENTON AND BETA ENGINEERING, LLC, FOR THE DESIGN AND CONSTRUCTION OF THE HICKORY GAS INSULATED SUBSTATION FOR DENTON MUNICIPAL ELECTRIC; PROVIDING FOR THE EXPENDITURE OF FUNDS THEREFOR; AND PROVIDING AN EFFECTIVE DATE (RFQ 7670 – CHANGE ORDER NO. 10 IN THE NOT-TO-EXCEED AMOUNT OF \$1,008,314.26, FOR A TOTAL CONTRACT AWARD AGGREGATED TO \$44,446,058.31).

WHEREAS, on December 14, 2021, by Ordinance No. 21-2701, the City Council awarded a contract to Beta Engineering, LLC, in the amount of \$40,469,000, for the design and construction of the Hickory Gas Insulated Substation for Denton Municipal Electric; and

WHEREAS, on August 16, 2022, City Council awarded a Change Order No. 1 to Beta Engineering, LLC, in the amount of \$811,000.00; and

WHEREAS, on May 12, 2023, Purchasing awarded a Change Order No. 2 to Beta Engineering, LLC, in the amount of \$37,000.00; and

WHEREAS, on September 14, 2023, Purchasing awarded a Change Order No. 3 to Beta Engineering, LLC, to reduce the contract in the amount of \$1,325.61; and

WHEREAS, on March 7, 2024, Purchasing awarded a Change Order No. 4 to Beta Engineering, LLC, to reduce the contract in the amount of \$13,102.00; and

WHEREAS, on July 16, 2024, City Council awarded a Change Order No. 5 to Beta Engineering, LLC, in the amount of \$248,569.09; and

WHEREAS, on October 22, 2024, City Council awarded a Change Order No. 6 to Beta Engineering, LLC, in the amount of \$750,934.78; and

WHEREAS, on November 19, 2024, City Council approved Change Order No. 7 with Beta Engineering, LLC, in the not-to-exceed amount of \$1,087,043.85; and

WHEREAS, on May 28, 2025, Purchasing approved Change Order No. 8 with Beta Engineering, LLC, in the not-to-exceed amount of \$46,666.79; and

WHEREAS, on August 22, 2025, Purchasing approved Change Order No. 9 with Beta Engineering, LLC, in the not-to-exceed amount of \$1,957.15; and

WHEREAS, this procurement was undertaken as part of the City's governmental function; and

WHEREAS, the Staff having recommended, and the City Manager having recommended to the Council that a change order be authorized to amend such contract agreement with respect to the scope of work and an increase in the payment amount; NOW, THEREFORE,

THE COUNCIL OF THE CITY OF DENTON HEREBY ORDAINS:

SECTION 1. Change Order No. 10, increasing the amount of the contract between the City and Beta Engineering, LLC, which is on file in the office of the Purchasing Agent, in the amount of One Million Eight Thousand Three Hundred Fourteen and 26/100 (\$1,008,314.26) dollars, is hereby approved and the expenditure of funds therefore is hereby authorized in accordance with said change order. The total purchase order amount increases to \$44,446,058.31.

SECTION 2. This ordinance shall become effective immediately upon its passage and approval.

The motion to approve this ordinance was made by \_\_\_\_\_ and seconded by \_\_\_\_\_. This ordinance was passed and approved by the following vote [\_\_\_ - \_\_\_]:

	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Mayor Gerard Hudspeth:	_____	_____	_____	_____
Vicki Byrd, District 1:	_____	_____	_____	_____
Brian Beck, District 2:	_____	_____	_____	_____
Suzi Rumohr, District 3:	_____	_____	_____	_____
Joe Holland, District 4:	_____	_____	_____	_____
Brandon Chase McGee, At Large Place 5:	_____	_____	_____	_____
Jill Jester, At Large Place 6:	_____	_____	_____	_____

PASSED AND APPROVED this the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

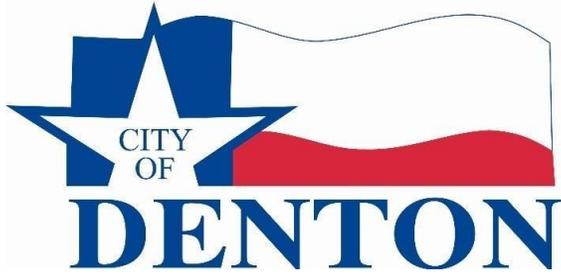
\_\_\_\_\_  
GERARD HUDSPETH, MAYOR

ATTEST:  
INGRID REX, INTERIM CITY SECRETARY

BY: \_\_\_\_\_

APPROVED AS TO LEGAL FORM:  
MACK REINWAND, CITY ATTORNEY

BY: *Leah Bush*  
*Marcella Lunn*



## DocuSign City Council Transmittal Coversheet

RFP	7670
File Name	HICKORY GIS SUBSTATION, CHANGE ORDER 10
Purchasing Contact	Crystal Westbrook
City Council Target Date	
Piggy Back Option	No
Contract Expiration	
Ordinance	

# BETA

**Beta Engineering**  
 4725 Highway 28 East  
 Pineville, LA 71360  
 318.487.9599  
 betaengineering.com

August 8, 2025

Denton Municipal Electric  
 1671 Spencer Road  
 Denton, TX 76205

Attn: Mr. Mark Zimmerer, PE  
 Subject: City of Denton Hickory GIS Substation Project  
 Beta Project No. B661

Dear Mark,

This letter serves as a formal request for a Contract Amendment to incorporate scope changes in the Design Build Agreement for the Construction of the Hickory GIS Substation dated December 14<sup>th</sup>, 2021. The additional scope items have been separated into three categories as follows:

- A. **Items to be Included in the Contract Amendment** - Beta requests a Contract Amendment to incorporate the following scope changes as soon as possible so that these items can be incorporated in the project without delay.

Item	Description	Price
A1	4"Conduit Add P9 to PT1  The explanation of the change order cost: Labor from 6/13-6/14: \$2,434.00 Equipment: \$3853.99 10% Markup  **See Attached File for Detailed Breakdown-Kingsley CO17	\$6,916.79

Item	Description	Price
A2	<p>Oak Street T&amp;M- HK 234/244 &amp; 221/223 North</p> <p>KCI attempted to get started on HK 234/244 &amp; HK 221/223 North runs in October of 2023. Once we began on HK 234/244, KCI ran into unforeseen issues beneath the road. KCI was told to fill the hole with flowable fill, road base and cover with road plates. The below breakdown is to cover these expenses :</p> <p>Labor: \$29,366.86                      Material: \$59,110.62                      Kingsley Markup: \$5,911.06</p> <p>10% Markup</p> <p>See Attached File for Detailed Breakdown-Kingsley CO10</p>	\$103,827.39

Item	Description	Price
A3	<p>Bonnie Brae Cave In</p> <p>This change order covers the additional costs for the cave in along Bonnie Brae caused by delays. Additional Concrete 66 CY x \$163.35 = \$10,781.10 Additional Asphalt 650 sf x \$ = \$10,725.00 Additional Hydrovac 3 x \$4,345.00 = \$13,035.00 Delta of Trench box: Bid Vs. Actual = Bid \$21,064.56 Actual \$30,286.51 Delta = \$10,144.15 - Our estimate included aluminum shielding, due to the cave in KCI was no longer able to use the shielding instead had to use steel trench boxes. Trench Box left in Bonnie Brae waiting for TCP approval = \$2,215.22 (4) Additional Road Plates x 1 week Rental = \$965.84 8/26/24 Demo of Asphalt = \$3,822.14 Labor = \$2,299.00 (1) Foreman (2) Operators (2) Laborers Equipment = \$1,523.14 (1) Mini Excavator w/ Hammer (1) Loader (1) Concrete Saw 8/12/24 - 8/16/24 Cleanout of Trench = \$24,851.45 - Due to cave in KCI had to clean out, re-excavate, widen and Install larger &amp; heavier trench boxes. As a result of the delayed TCP approval trench caved in and doubled the amount of work for KCI to complete the run. Labor = \$11,425.00 (1) Supervisor (1) Foreman (2) Operators (5) Laborers Equipment = \$13,426.00 (1) 323 Excavator (1) 135 John Deere Excavator (1) 930 Loader (1) Company Truck</p> <p>10% Markup</p> <p>**See Attached File for Detailed Breakdown-Kingsley CO27</p>	\$84,193.40

Item	Description	Price
A4	<p>HK 221,223, and 232 North</p> <p>This change order covers the change in scope from IFB to IFC for the HK 221 &amp; 223 conduit runs.</p> <p>Additional Scope of Work:</p> <ul style="list-style-type: none"> <li>-Additional Asphalt</li> <li>-Additional Demolition &amp; Hauloff of Asphalt</li> <li>-Slowed production due to working in the street and installing run in (2) sections</li> <li>-Additional Flowable Fill due to depth and installing to the top of excavation. 1,032 cy is included in bid, new pricing reflects 1,166 cy + pricing escalation.</li> <li>-Additional time for excavation to dig 13' 8" deep per the known 42" Water line that runs along Bonnie Brae</li> </ul> <p>Assumptions:</p> <ul style="list-style-type: none"> <li>-KCI assumes once signage and barricades are set in place they will stay in place. No labor for repeated set up and dismantle is included in the pricing above.</li> <li>-KCI assumes this run can be poured in (2) pours.</li> <li>-KCI assumes the depth to be 13.8" deep, cost for additional depth and/or additional unknown line crossings will need to be submitted for approval.</li> <li>-KCI assumes this scope of work in its entirety is ready for subcontractor to complete, once TCP has been approved by the Cityof Denton.</li> <li>-KCI assumes landscaping will be done by others</li> </ul> <p>Labor &amp; Equipment Total = \$152,965.13</p> <p>10% Markup</p> <p><b>**See Attached File for Detailed Breakdown-Kingsley CO13</b></p>	\$168,261.64

Item	Description	Price
A5	<p>HK 234/244 Conduit Across Oak Street</p> <p>This change order covers the change in scope for the HK 234/244 conduit runs across Oak St.</p> <p>Labor: \$24,451.95</p> <ul style="list-style-type: none"> <li>- (7) Man Crew</li> <li>- (6) Days</li> </ul> <p>Equipment: \$32,900.71</p> <ul style="list-style-type: none"> <li>- (10) Road Plates</li> <li>- Trench Boxes</li> <li>- (1) Excavator</li> <li>- (1) Loader</li> <li>- Signage and Barricades for TCP</li> </ul> <p>Materials: \$10,076.09</p> <ul style="list-style-type: none"> <li>- Martin Marietta - 36 cy of Flowable Fill</li> <li>- Conduit &amp; Spacers for 72 LF for (4) 6" Conduits</li> <li>- Forms</li> </ul> <p>Subcontractors: \$69,658.55</p> <ul style="list-style-type: none"> <li>- Hydro Excvation - (5) days</li> <li>- Asphalt Replacement</li> <li>- Terracon - Testing</li> <li>- Haul Off &amp; Disposal</li> </ul> <p>Assumptions:</p> <ul style="list-style-type: none"> <li>- KCI assumes the profile is correct and we will be digging no deeper than 8 LF.</li> <li>- KCI assumes (4) Line crossings.</li> <li>- KCI assumes Schneider will mark the stub up on the North side of Oak St.</li> <li>- KCI assumes this scope of work is approved to perform and will not be halted.</li> <li>- KCI assumes this scope of work will take no longer than (12) days.</li> </ul> <p>Labor &amp; Equipment Total = \$137,087.29</p> <p>10% Markup + 0.30</p> <p><b>**See Attached File for Detailed Breakdown-Kingsley CO11</b></p>	\$150,796.32

Item	Description	Price
A6	<p>Southwire Remobilization Due to Riser Pole Defect</p> <p>Item 1: November 2024 Remobilization \$78,732.50                      Reason: Due to the manufacturing defect at the risers, mobilized to the site to remove straightening railsand conduits sleeves so they are out of the way for the repairs needed to level mounting base plates.                      10% Markup</p> <p>**See Attached File for Detailed Breakdown-Southwire Change Order 3-4-BETA Hick</p>	\$86,605.75

Item	Description	Price
A7	2000Ft 5000KCMil Cable  \$150/Ft X 2000Ft.= \$300,000.00	\$300,000.00

Item	Description	Price
A8	Brandstetter Carroll Pegoda Design \$15,000 Access Control Design \$11,200  \$26,200 X 10% markup  See Attache Brandstetter Carroll Backup	\$28,820.00



Item	Description	Price
A12	<p>Kingsley CO33 N &amp; S Sidewalk</p> <p>The pricing includes:</p> <ul style="list-style-type: none"> <li>- approx. 68LF on the sidewalk along Oak St.(removed) \$6286.39 credit</li> <li>- Will fill in approx. 2' on each side of pole along Hickory St sidewalk \$18,318.61 10% Markup</li> </ul> <p>Correction from Change order 9</p> <p>(\$20,150.47) was incorrect credit amount</p> <p>**See Attached File for Detailed Breakdown-Kingsley CO33 Rev 2</p>	\$13,235.44

EXHIBIT B  
FORM OF CHANGE ORDER

CHANGE ORDER NO. 10 7-7-2025

In accordance with **Article V** of that certain Engineering, Procurement and Construction Agreement, dated December 14, 2021 (the "**Agreement**"), between Beta Engineering, LLC ("**Contractor**") and City of Denton ("**Owner**"), Contractor and Owner agree as follows:

Description of Change:  
A1-A20 Consist of Changes in scope of Work from Beta Engineering and Subcontractors explained in attached

Original Contract Price	\$ <u>40,469,000.00</u>
Previous Change Orders	\$ <u>2,968,744.05</u>
Amount of this Change Order	\$ <u>1,008,314.26</u>
New Contract Price	\$ <u>44,446,058.31</u>

This Change Order will modify the Contract Completion Date as follows: No Affect

Capitalized terms used and not defined herein shall have the meaning set forth in the Agreement. Except as modified hereby, the Agreement shall remain in full force and effect and unmodified.

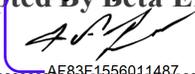
**Accepted By Owner**

**By:**.....

**Printed:**.....

**Date:**.....

**Accepted By Beta Engineering**

  
**By:**.....  
AF83F1556011487

Jordan Alford  
**Printed:**.....

10/6/2025  
**Date:**.....

IN WITNESS WHEREOF, the parties of these presents have executed this agreement in the year and ay first above written.

THIS AGREEMENT HAS BEEN  
BOTH REVIEWED AND APPROVED  
as to financial and operational obligations  
and business terms.

Signed by:  
*Antonio Puente, Jr.* Antonio Puente, Jr.  
E3760944C2BF4B5...

SIGNATURE PRINTED NAME

DME General Manager

TITLE

Electric

DEPARTMENT

ATTEST:

\_\_\_\_\_

BY: \_\_\_\_\_

APPROVED AS TO LEGAL FORM:  
MACK REINWAND, CITY ATTORNEY

DocuSigned by:  
*Marcella Lunn*  
4B070831B4AA438

BY: \_\_\_\_\_

## Certificate Of Completion

Envelope Id: E5A8066D-2312-45FF-8A0E-E22A6EB14831  
 Subject: Please DocuSign: City Council Contract 7670 Change Order 10  
 Source Envelope:  
 Document Pages: 13  
 Certificate Pages: 6  
 AutoNav: Enabled  
 Envelopeld Stamping: Enabled  
 Time Zone: (UTC-06:00) Central Time (US & Canada)

Status: Sent

Envelope Originator:  
 Crystal Westbrook  
 901B Texas Street  
 Denton, TX 76209  
 crystal.westbrook@cityofdenton.com  
 IP Address: 198.49.140.10

## Record Tracking

Status: Original  
 9/18/2025 1:13:50 PM

Holder: Crystal Westbrook  
 crystal.westbrook@cityofdenton.com

Location: DocuSign

## Signer Events

Crystal Westbrook  
 crystal.westbrook@cityofdenton.com  
 Senior Buyer  
 City of Denton  
 Security Level: Email, Account Authentication  
 (None)

## Signature

**Completed**  
 Using IP Address: 198.49.140.10

## Timestamp

Sent: 9/18/2025 1:18:04 PM  
 Viewed: 9/18/2025 1:19:41 PM  
 Signed: 9/18/2025 1:20:16 PM

**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

Christa Christian  
 christa.christian@cityofdenton.com  
 Purchasing Supervisor  
 City of Denton  
 Security Level: Email, Account Authentication  
 (None)

  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 198.49.140.10

Sent: 9/18/2025 1:20:18 PM  
 Viewed: 9/18/2025 2:33:02 PM  
 Signed: 9/18/2025 2:33:14 PM

**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

Marcella Lunn  
 marcella.lunn@cityofdenton.com  
 Senior Deputy City Attorney  
 City of Denton  
 Security Level: Email, Account Authentication  
 (None)

  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 198.49.140.10

Sent: 9/18/2025 2:33:18 PM  
 Viewed: 9/18/2025 3:10:28 PM  
 Signed: 9/18/2025 3:12:08 PM

**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

Jordan Alford  
 jordan.alford@betaengineering.com  
 Sr. EVP  
 Security Level: Email, Account Authentication  
 (None)

  
 Signature Adoption: Drawn on Device  
 Using IP Address: 12.10.65.158

Sent: 9/18/2025 3:12:10 PM  
 Resent: 10/3/2025 11:34:32 AM  
 Viewed: 10/3/2025 3:48:23 PM  
 Signed: 10/6/2025 10:30:57 AM

**Electronic Record and Signature Disclosure:**  
 Accepted: 10/3/2025 3:48:23 PM  
 ID: 946ff127-cb76-49c4-8915-b6ce4e654110

**Signer Events**

Antonio Puente, Jr.  
antonio.puente@cityofdenton.com  
DME General Manager  
Denton Municipal Electric  
Security Level: Email, Account Authentication (None)

**Signature**

Signed by:  
*Antonio Puente, Jr.*  
E3760944C2BF4B5...  
  
Signature Adoption: Pre-selected Style  
Using IP Address: 198.49.140.10

**Timestamp**

Sent: 10/6/2025 10:31:00 AM  
Viewed: 10/6/2025 10:52:48 AM  
Signed: 10/6/2025 10:53:29 AM

**Electronic Record and Signature Disclosure:**  
Accepted: 10/6/2025 10:52:48 AM  
ID: 41f4579e-aa28-43b1-b6ac-183fdb5e677

Cheyenne Defee  
cheyenne.defee@cityofdenton.com  
Procurement Administration Supervisor  
City of Denton  
Security Level: Email, Account Authentication (None)

Sent: 10/6/2025 10:53:33 AM

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Sara Hensley  
sara.hensley@cityofdenton.com  
Security Level: Email, Account Authentication (None)

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Ingrid Rex  
ingrid.rex@cityofdenton.com  
Security Level: Email, Account Authentication (None)

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

**In Person Signer Events**

**Signature**

**Timestamp**

**Editor Delivery Events**

**Status**

**Timestamp**

**Agent Delivery Events**

**Status**

**Timestamp**

**Intermediary Delivery Events**

**Status**

**Timestamp**

**Certified Delivery Events**

**Status**

**Timestamp**

**Carbon Copy Events**

**Status**

**Timestamp**

Cheyenne Defee  
cheyenne.defee@cityofdenton.com  
Procurement Administration Supervisor  
City of Denton  
Security Level: Email, Account Authentication (None)

**COPIED**

Sent: 9/18/2025 1:20:17 PM

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Gretna Jones  
gretna.jones@cityofdenton.com  
Legal Secretary  
City of Denton  
Security Level: Email, Account Authentication (None)

**COPIED**

Sent: 10/6/2025 10:53:32 AM  
Viewed: 10/6/2025 11:03:38 AM

Carbon Copy Events	Status	Timestamp
--------------------	--------	-----------

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

City Secretary Office  
citysecretary@cityofdenton.com  
Security Level: Email, Account Authentication  
(None)

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Mark Zimmerer  
mark.zimmerer@cityofdenton.com  
Security Level: Email, Account Authentication  
(None)

**Electronic Record and Signature Disclosure:**  
Accepted: 9/23/2025 2:14:36 PM  
ID: a41caefc-9941-48e2-91b1-2ef731b12365

Witness Events	Signature	Timestamp
----------------	-----------	-----------

Notary Events	Signature	Timestamp
---------------	-----------	-----------

Envelope Summary Events	Status	Timestamps
-------------------------	--------	------------

Envelope Sent	Hashed/Encrypted	9/18/2025 1:18:04 PM
Envelope Updated	Security Checked	10/3/2025 11:34:31 AM
Envelope Updated	Security Checked	10/3/2025 11:34:31 AM

Payment Events	Status	Timestamps
----------------	--------	------------

Electronic Record and Signature Disclosure
--

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, City of Denton (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

**How to contact City of Denton:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com)

**To advise City of Denton of your new e-mail address**

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at [melissa.kraft@cityofdenton.com](mailto:melissa.kraft@cityofdenton.com) and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

**To request paper copies from City of Denton**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

**To withdraw your consent with City of Denton**

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

**Required hardware and software**

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none"> <li>•Allow per session cookies</li> <li>•Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection</li> </ul>

\*\* These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

**Acknowledging your access and consent to receive materials electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify City of Denton as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by City of Denton during the course of my relationship with you.

**CITY OF DENTON PUBLIC UTILITIES BOARD MINUTES**  
**October 13, 2025**

After determining that a quorum was present of the Public Utilities Board of the City of Denton, convened in a Regular Meeting on Monday, October 13, 2025, at 9:05 a.m. in the Council Work Session Room at City Hall, 215 E. McKinney Street, Denton, Texas.

PRESENT: Chair Billy Cheek, Thomas Plock, Robert Rayner, Lee Riback, Susan Parker, and Aaron Newquist

Also present: General Manager Antonio Puente and Deputy City Attorney Scott Bray

Absent: Devin Taylor

**REGULAR MEETING**

**1. PRESENTATIONS FROM MEMBERS OF THE PUBLIC**

There were no presentations from the public.

**2. CONSENT AGENDA**

The Consent Agenda consisted of Items 2 A-F. Consent Agenda Items E and F were pulled for individual consideration.

**Board Member Rayner moved to recommend adoption of agenda items 2 A-D. Motion seconded by Board Member Plock; motion carried.**

**YES (6): Chair Billy Cheek, Thomas Plock, Robert Rayner, Lee Riback, Susan Parker, and Aaron Newquist**

**NO (0):**

**A. PUB25-188** Consider recommending adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to execute a contract with Texas Packer + Loader Sales, Inc., for the purchase and repairs of Petersen Brush Trucks and repairs for New Way Refuse Bodies for the Fleet Services Department; providing for the expenditure of funds therefor; and providing an effective date (RFP 8815 - awarded to Texas Packer + Loader Sales, Inc., for three (3) years, with the option for two (2) additional one (1) year extensions, in the total five (5) year not-to-exceed amount of \$3,444,000.00).

**B. PUB25-189** Consider recommending adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to execute a contract with AiDash, Inc., for the purchase of an intelligent vegetation management solution for Denton Municipal Electric; providing for the expenditure of funds therefor; and providing an effective date (RFQ 8819 - awarded to AiDash, Inc., for one (1) year, with the option for four (4) additional one (1) year extensions, in the total five (5) year not-to-exceed amount of \$370,834.00).

- C. PUB25-190** Consider recommending adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to execute a contract with Stuart C. Irby Company, LLC, for dielectric testing services and replacement of electric safety rubber goods for Denton Municipal Electric; providing for the expenditure of funds therefor; and providing an effective date (RFP 8877 - awarded to Stuart C. Irby Company, LLC, for one (1) year, with the option for four (4) additional one (1) year extensions, in the total five (5) year not-to-exceed amount of \$3,000,000.00).
- D. PUB25-191** Consider recommending adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, ratifying the expenditure of funds by the City Manager, for the emergency purchase of engine spare parts and service work for the Denton Energy Center; and providing an effective date (File 8937 - awarded to Wäritsilä North America, Inc., in the not-to-exceed amount of \$1,076,678.24).
- E. PUB25-192** Consider recommending adoption of an ordinance approving a Water and Wastewater Utility Relocation Standard Utility Agreement (“Agreement”) by and between the City of Denton (“City”) and the Texas Department of Transportation (“TxDOT”), for the reimbursement of eligible costs incurred in the adjustment, removal, and relocation of City facilities of both Water and Wastewater Utilities along FM 1515 from Bonnie Brae St to Masch Branch Road more specifically called TxDOT Projects Construction CSJ# 0191-01-011 and ROW CSJ#0191-01-012 (“Utility Relocations Projects within the County and City of Denton, Texas; authorizing the City Manager to execute and deliver the Standard Utility Agreement No.: U00023607; providing for the expenditure of funds in an amount not to exceed \$5,419,747.05 for Water and Wastewater Utility Relocation efforts; and providing an effective date.

Aaron Skinner gave a presentation and answered questions from board members. Board member Riback requested information regarding how much additional maintenance the city would be responsible for the utility improvements.

**Board Member Parker moved to recommend adoption of agenda items 2 E. Motion seconded by Board Member Riback; motion carried.**

**YES (6): Chair Billy Cheek, Thomas Plock, Robert Rayner, Lee Riback, Susan Parker, and Aaron Newquist**

**NO (0):**

- F. PUB25-193** Consider recommending adoption of an ordinance approving a Water and Wastewater Utility Relocation Standard Utility Agreement (“Agreement”) by and between the City of Denton (“City”) and the Texas Department of Transportation (“TxDOT”), for the reimbursement of eligible costs incurred in the adjustment, removal, and relocation of City facilities of both Water and Wastewater Utilities along I-35E from US 288 to Ganzer Rd and more specifically called TxDOT projects construction CSJ# 0195-02-074 and ROW CSJ # 0195-02-079 (“Utility Relocations Project”), within the County and City of Denton Texas; authorizing the City Manager to

execute and deliver the agreement; providing for the expenditure of funds in an amount not to exceed \$6,872,339.48 for utility relocations project; and providing an effective date.

Aaron Skinner gave a presentation and answered questions from board members. David Brown also responded to questions from board members. Aaron Skinner showed the general area of this project on google maps as requested by Mr. Riback.

**Board Member Riback moved to recommend adoption of agenda items 2 F. Motion seconded by Board Member Parker; motion carried.**

**YES (6): Chair Billy Cheek, Thomas Plock, Robert Rayner, Lee Riback, Susan Parker, and Aaron Newquist**

**NO (0):**

### **3. ITEMS FOR INDIVIDUAL CONSIDERATION**

**A. PUB25-198** Consider approval of the September 29, 2025, minutes.

**Board Member Plock moved to recommend adoption of agenda items 3 A. Motion seconded by Board Member Riback; motion carried.**

**YES (5): Chair Billy Cheek, Thomas Plock, Lee Riback, Susan Parker, and Aaron Newquist**

**NO (0):**

**B. PUB25-150** Consider recommending adoption of an ordinance of the City of Denton considering all matters incident and related to the issuance, sale and delivery of \$11,235,000 in principal amount of “City of Denton, Texas Utility System Revenue Bonds, Series 2025” to the Texas Water Development Board; authorizing the issuance of the bonds; approving and authorizing instruments and procedures relating to said bonds, enacting other provisions relating to the subject; and providing an effective date.

Matt Hamilton gave a presentation and answered questions from board members.

**Board Member Parker moved to recommend adoption of agenda items 3 B. Motion seconded by Board Member Riback; motion carried.**

**YES (6): Chair Billy Cheek, Thomas Plock, Robert Rayner, Lee Riback, Susan Parker, and Aaron Newquist**

**NO (0):**

**C. PUB25-157** Consider recommending adoption of an ordinance of the City of Denton to declare the intent to reimburse capital program expenditures of General Government (\$109,770,635), the Solid Waste Utility (\$18,249,000), the Water Utility (\$55,651,541), the Wastewater Utility (\$141,892,454), and the Electric Utility (\$58,434,588) with Tax-Preferred Obligations (Certificates of Obligation and General Obligation Bonds) with an aggregate maximum principal amount not to exceed \$383,998,218; and providing an effective date.

Randee Klinge gave a presentation and answered questions from board members. Matt Hamilton also responded to questions from board members. Riback requested additional info on past and projected bond rates.

**Board Member Newquist moved to recommend adoption of agenda items 2 A-D. Motion seconded by Board Member Riback; motion carried.**

**YES (6): Chair Billy Cheek, Thomas Plock, Robert Rayner, Lee Riback, Susan Parker, and Aaron Newquist**

**NO (0):**

**D. PUB25-199** Receive a report, hold a discussion and give staff direction regarding the 2026 Meeting Schedule.

**E. PUB25-197** Management Reports

1. Future Agenda Items
2. New Business Action Items

#### **4. CONCLUDING ITEMS**

With no further business, the meeting was adjourned at 9:41 AM.

---

**BILLY CHEEK**  
**CHAIR**  
**CITY OF DENTON, TEXAS**

---

**CASSIE BLACKBURN**  
**ADMIN MANAGER**  
**CITY OF DENTON, TEXAS**

Minutes approved on: 10/27/2025



# City of Denton

City Hall  
215 E. McKinney Street  
Denton, Texas  
www.cityofdenton.com

---

## AGENDA INFORMATION SHEET

**DEPARTMENT:** Procurement  
**ACM:** Christine Taylor  
**DATE:** October 27, 2025

### **SUBJECT**

Consider recommending adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to execute a contract with Exceleron Software, LLC., for a prepaid utilities solution for the Customer Service Department, which is the sole provider of this software, in accordance with Texas Local Government Code 252.022, which provides that procurement of commodities and services that are available from one source are exempt from competitive bidding, and if over \$50,000, shall be awarded by the governing body; providing for the expenditure of funds therefor; and providing an effective date (File 8923 – awarded to Exceleron Software, LLC., through September 30, 2038, in the not-to-exceed amount of \$15,460,605.23).

### **STRATEGIC ALIGNMENT**

This action supports Key Focus Area: Strengthen Community and Quality of Life.

### **INFORMATION/BACKGROUND**

The purpose of this agenda item is to request Council's approval for expenses to continue offering customers prepaid utility services with Exceleron Software, LLC.

Customer Service began offering prepaid utility services to customers in October 2018. The program provides customers with some of the following values:

- Daily usage and cost information, which can be used to better plan utility expenses
- Reduction of arrears utility charges or large final bills
- Flexibility in payment dates
- No payment penalty fees
- No deposit requirements
- Debt recovery option
- Balance and usage alert options via email, text, or SMS

The City of Denton entered a three (3) year contract with a not-to-exceed amount of \$1,000,000 in August 2014. As a result of complex integrations with the billing and electric AMI systems, Technology Services recommended a lifecycle of 10 years for the product. However, an additional review deemed that the specialization of the software's lifecycle began in October 2018 and provided for a length of 20 years ending in September 2038.

Expenditures are projected for annual adoption and customer base growth, and a maximum participation rate of 15%. Charges are only incurred through customer enrollment and use.

<b>Project Description</b>	<b>Estimated Year Expenditure</b>
FY 25-26	\$203,663.63
FY 26-27	264,794.51
FY 27-28	344,209.02
FY 28-29	447,471.73
FY 29-30	581,737.09
FY 30-31	756,226.42
FY 31-32	983,102.30
FY 32-33	1,278,025.04
FY 33-34	1,661,424.60
FY 34-35	1,748,073.06
FY 35-36	1,835,516.46
FY 36-37	1,927,252.54
FY 37-38	2,023,599.26
Contingency	1,405,509.57
<b>Total</b>	<b>\$15,460,605.23</b>

Section 252.022 of the Local Government Code provides that procurement of sole source commodities and services are exempt from competitive bidding, if over \$50,000, shall be awarded by the governing body.

**RECOMMENDATION**

Award with a contract to Excleron Software, LLC., as a sole source supplier, for a prepaid utilities solution for the Customer Service Department, through September 30, 2038, in the not-to-exceed amount of \$15,460,605.23.

**PRINCIPAL PLACE OF BUSINESS**

Excleron Software, LLC.  
Dallas, TX

**ESTIMATED SCHEDULE OF PROJECT**

This contract will expire on September 30, 2038.

**FISCAL INFORMATION**

This service will be funded from account 630800.7879. Requisitions will be entered on an as-needed basis. The budgeted amount for this item is \$15,460,605.23.

## **EXHIBITS**

Exhibit 1: Agenda Information Sheet

Exhibit 2: Original Contract

Exhibit 3: Presentation

Exhibit 4: Ordinance and Amendment 1

Respectfully submitted:  
Lori Hewell, 940-349-7100  
Purchasing Manager

For information concerning this acquisition, contact: Christa Foster, 940-349-7412.

Legal point of contact: Marcella Lunn at 940-349-8333.



901-B TEXAS STREET • DENTON, TEXAS 76209 • (940) 349-7100 • FAX (940) 349-7302  
MATERIALS MANAGEMENT DIVISION

September 16, 2014

Jeffrey A. Severs  
Exceleron Software, LLC  
5440 Harvest Hill Road, Suite 233  
Dallas, TX 75230

Ref: RFP 5346 MYUSAGE SOFTWARE ACCESS AGREEMENT

As of September 9, 2014 the City of Denton approved the above referenced agreement to your company, Exceleron Software, LLC.

Enclosed, please find the signed original agreement for your records.

Thank you for your interest in the City of Denton.

Regards,

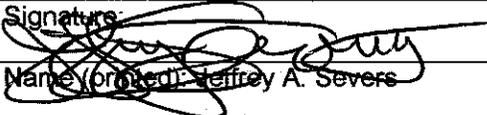
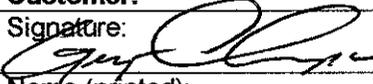
A handwritten signature in black ink that reads "Jody Word". The signature is written in a cursive style.

Jody Word

cc: 5346 - MYUSAGE SOFTWARE ACCESS AGREEMENT

## MYUSAGE SOFTWARE ACCESS AGREEMENT

This MyUsage Software Access Agreement ("**Agreement**"), dated as of the Effective Date shown below, is entered into by and between Exceleron Software, LLC., a Texas corporation, with an address of 5440 Harvest Hill Road, Suite 233, Dallas, TX 75230 ("**Exceleron**"), and Customer identified below. This Agreement consists of this cover page (the "**Cover Page**") and the terms and conditions on the attached Attachments A and B.

<b>Customer Name</b>	City of Denton, Texas		
<b>Contact Name &amp; Title</b>	Jody Word, Buyer		
<b>Street Address</b>	901B Texas Street		
<b>City, State and ZIP</b>	Denton, TX. 76209		
<b>Telephone</b>	940-349-7100		
<b>Fax</b>	940-293-1837		
<b>E-mail Address</b>	dentonpurchasing@cityofdenton.com		
<b>Effective Date</b>	Upon signing	<b>Initial Term (Commencing after completion of the Pilot Period)</b>	12 mos. after the completion of the Pilot Period
<b>FEEES</b>			
<b>Configuration and Training Fee</b>	\$15,000.00 due on the Effective Date.		
<b>Notification and IVR Fees</b>	Customer shall pay the following charges for generating and sending and/or receiving notifications: \$ .05 for each toll call \$ .04 per text message Emails are free		
<b>Monthly Fees</b>	Customer shall pay the following monthly fees commencing on the Go Live Date and continuing during the Term: \$0.20 per Participating Member per day (the " <b>Fees</b> ").		
	Commencing upon the first day following completion of the Pilot Period and continuing monthly during the Term Customer shall pay the applicable Monthly Fees based on the following schedule:		
	Month following Completion of the Pilot Period	Monthly Minimum Fees (the " <b>Monthly Minimum Fees</b> ")	
	Month 1 – End of Term	\$3,000.00	
<b>Payment</b>	The above fees and charges are payable as provided in the attached <u>Attachment A</u> .		
<b>SIGNATURES</b>			
In witness whereof, Exceleron and Customer have executed this Agreement by their duly authorized officers as of the Effective Date.			
<b>Exceleron Software, LLC</b>	<b>Customer:</b>		
Signature: 	Signature: 		
Name (printed): Jeffrey A. Severs	Name (printed): George C. Campbell		
Title: COO	Title: City Manager		
Date: 9/9/14	Date: 09/09/14		

APPROVED AS TO FORM:  
CITY ATTORNEY  
CITY OF DENTON, TEXAS

BY: 

**Attachment A**  
**TERMS AND CONDITIONS**

1. Definitions

1.1 "**Participating Members**" or "Subscribers" means a customer of the Customer who participates in the Customer's alternative prepaid program.

1.2 "**MyUsage Prepaid Software**" means that certain Exceleron software called MyUsage Prepaid or Prepaid Account Management System.

1.3 "**Confidential Information**" means this Agreement and all its attachments, the MyUsage Software, documentation, information, data, drawings, specifications, and any other information supplied by one party to the other and which should reasonably be considered confidential. Confidential Information will not include information that is publicly available, becomes publicly available through no fault of the other party, is already in the other party's possession without a confidentiality obligation, is obtained by the other party from a third party without restrictions on disclosure, or is independently developed by the other party without reference to the Confidential Information.

1.4 "**Customer Data**" means all data and information (whether or not Confidential Information) entered into the System by Customer.

1.5 "**Effective Date**" is defined on the Cover Page.

1.6 "**Go Live Date**" means the first day that the MyUsage Software is used by Customer for productive use (e.g. first time Customer Data is entered into the system by the Customer).

1.7 "**Initial Term**" is defined on the Cover Page.

1.8 "**Pilot Period**" means the period of time between the Go Live Date and sixty (60) days from the Go Live Date.

1.9 "**System**" means Exceleron's computer systems that are used to host the MyUsage Software.

2. MyUsage Prepaid Software Access

2.1 Exceleron hereby grants to Customer a non-exclusive, nontransferable, non-sublicensable license to use the MyUsage Software through the System during the Term (as defined below) solely for Customer's internal business purpose related to prepaid electricity service.

2.2 Customer must: (a) provide for its own access to the Internet and pay any service fees associated with such access, and (b) provide all equipment necessary to

make such connection to the Internet, including a computer, modem and specified browser and plug-in software.

2.3 Exceleron will retain sole and exclusive ownership of all right, title and interest in and to the MyUsage Software and System and all copies thereof.

2.4 Customer Data shall be and remain the property of Customer. Upon Customer's request, or upon the termination or expiration of this Agreement, such Customer Data shall be promptly returned to Customer by Exceleron in a form then maintained by Exceleron or, if Customer so elects, shall be destroyed.

2.5 Exceleron shall upon receipt of the authorized purchase order and dually executed contract, work with Customer to schedule an implementation kick off meeting within ten (10) business days. Exceleron shall diligently work with Customer to implement the Software, and shall use commercially reasonable efforts to implement the Software within one-hundred and eighty (180) days, after receipt of the authorized purchase order and dually executed contract, provided however such timeframe shall be extended for any delay caused by Customer. Customer shall use commercially reasonable effort to perform the responsibilities that are agreed to by the Parties in the implementation kick off meeting.

3. Service Level and Support

3.1 Exceleron will use commercially reasonable efforts to make the System available for Customer's access 24 hours per day, seven (7) days a week ("**Operating Hours**"). Except in the case of emergencies, Exceleron will provide Customer with at least twenty-four (24) hours prior notice of downtime required during Operating Hours and will use commercially reasonable efforts to accommodate Customer's schedule for such downtime.

3.2 The MyUsage Software and System will operate in material conformance to the specifications set forth in Attachment B. As Customer's sole and exclusive remedy, Exceleron will use commercially reasonable efforts to fix any non-conformities. Customer agrees that Exceleron may, in its reasonable commercial judgment, amend Attachment B from time to time to further detail the MyUsage Software and System. Amendments to Attachment B are effective upon Customer's receipt of the revised Attachment B. However, if: (a) the amendment would materially and adversely affect Customer, (b) Customer provides Exceleron with a written notice describing its objection to the amendment in reasonable detail within five (5) business days of the effective date of the amendment, and (c) Exceleron does

not agree to waive the amendment as to Customer within five (5) business days of Customer's notice, then Customer may terminate this Agreement without liability.

3.3 Exceleron will provide Customer with those error corrections and modifications to the MyUsage Software that Exceleron provides without cost to its other customers that access the MyUsage Software through the System.

3.4 Exceleron will provide telephone support during Exceleron's normal business hours (8 am – 5 pm, CST, Monday thru Friday) to permit Customer to report problems and seek reasonable assistance in the use of the MyUsage Software. Exceleron shall provide the following toll-free telephone number for technical assistance during normal hours of operation: 800-511-1554.

3.5 Exceleron will use commercially reasonable efforts to resolve any outages during business hours within four (4) hours and will dedicate resources to resolving any outage until such outage is resolved. Notwithstanding the foregoing, Exceleron will not be in default of this Agreement, or be liable in any way, to the extent the System is unavailable wholly or partly due to: (i) Customer's failure to perform its obligations under this Agreement that affects the performance of the System; (ii) force majeure events set forth in Section 12.9; (iii) the performance of Customer's third party telecommunications network provider(s); (iv) changes made at the request of Customer; (v) unforeseen capacity increases based on changes in Customer's business processes for which Exceleron has not received at least thirty (30) days prior written notice from Customer; and (vi) Customer's software or hardware.

Fraudulent statements by the Exceleron on any Offer, or in any report or deliverable required to be submitted by the Exceleron to Customer shall be grounds for the termination of the Contract for cause by Customer and may result in Legal action.

#### 4. Other Services

4.1 Exceleron will provide Customer with two (2) business days of training on the use and operation of the System. The class will be held in Dallas, Texas at a mutually agreed upon date and time. Training will be "train the trainer" training and may accommodate up to three (3) individuals. Any additional training will be performed according to mutually agreed terms and conditions.

#### 5. Fees and Payment Procedures

5.1 Customer shall pay Exceleron the fees in accordance with the fee structure set forth on the Cover Page and as otherwise provided in this Agreement. All amounts will be due and payable within thirty (30) days

after the date of invoice. Any amounts owing that are not paid when due will accrue interest from the due date, in accordance with the provisions of Texas Government Code 2251 (Prompt Payment Act).

5.2 All amounts shown in this Agreement are in United States dollars and are net of all sales, use, property and related taxes..

***Customer is exempt from Federal Excise and State Sales Tax.*** Customer qualifies for sales tax exemption pursuant to the provisions of Article 20.04 (F) of the Texas Limited Sales, Excise and Use Tax Act. Any Exceleron performing work under this contract for Customer may purchase materials and supplies and rent or lease equipment sales tax free. This is accomplished by issuing exemption certificates to suppliers. Certificates must comply with State Comptroller's ruling #95-0.07 and #95-0.09.

Federal excise taxes, State taxes, or City sales taxes must not be included in the invoiced amount. Customer shall furnish a tax exemption certificate upon request.

5.3 In the event that Customer has not timely paid fees due under this Agreement or Customer is otherwise in breach of this Agreement, Customer acknowledges that Exceleron may suspend or deny Customer's access to the MyUsage Software and System.

#### 5.4 PRICING

The pricing set forth on the Cover Page has been Customer established by offer from Exceleron and acceptance by Customer, through a negotiation in accordance with the provisions of Texas Local Government Code 252.

##### Total Contract Amount

Pricing shall be per the Cover Page. (Contract Pricing)

##### Price Adjustments

Price adjustments will not be allowed for this project unless a change in scope is approved that increases or decreases the amount of work required.

Requests or proposals for changes in scope must be submitted in writing with documentation that provides justification for the change and supporting evidence that describes the basis for the cost change.

Upon receipt of such request, Customer reserves the right to either: accept the proposed change as competitive with the general market price at the time and issue appropriate authorizations or reject the increases within 30 calendar days after receipt of a properly submitted request. No work shall be undertaken on a proposed change until authorized by Customer in the form of a Purchase Order change and/or other documentation appropriate to amending the contract.

The request can be sent by e-mail to:  
[purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com)

Or mail to:  
901 B Texas Street, Denton, Texas 76209  
City of Denton  
City of Denton Purchasing  
Attn: Purchasing Manager  
(940) 349-7100  
901B Texas Street  
Denton, Texas 76209

Customer reserves the right to accept, reject, or negotiate any proposed price changes.

## 6. Term and Termination

6.1 Unless this Agreement is terminated earlier in accordance with the terms set forth in this Section, the term of a Service (the "**Initial Term**") shall commence on the Effective Date and continue for twelve (12) months following the last day of the Pilot Period. Following the Initial Term, this contract shall renew for automatic successive one year terms (each, a "**Renewal Term**"), not to exceed two (2) additional renewal terms, unless either Party gives written notice of termination at least thirty (30) days prior to the end of the Initial Term or the Renewal Term. "**Term**" shall collectively mean and include the Agreement terms represented by the Initial Term and the Renewal Term. At the sole option of Customer, the contract may be further extended as needed, not to exceed a total of six (6) months.

6.2 Either party may terminate this Agreement at the end of the Initial Term or a Renewal Term by providing the other party with at least thirty (30) days written notice prior to the date of termination.

6.3 A party may terminate this Agreement upon written notice to the other party if such other party breaches a material term, condition or provision of this Agreement unless the breach, if capable of being cured, is cured within thirty (30) days after the non-breaching party gives the breaching party written notice of such breach, or as Texas statutes are amended to prohibit or substantially change the operation of the program/services.

Either party shall have the right to remedy or cure the cause for termination or breach within **ten (10) calendar days (or within such other time period as the Customer and Exceleron shall mutually agree,** which agreement shall not be unreasonably withheld or delayed) after written notice from the appropriate party setting forth in reasonable detail the events of the cause for termination or breach.

6.4 A party may terminate this Agreement upon written notice to the other party if such other party (i) terminates or suspends its business, (ii) becomes insolvent, admits in writing its inability to pay its debts as

they mature, makes an assignment for the benefit of creditors, or becomes subject to direct control of a trustee, receiver or similar authority, or (iii) becomes subject to any bankruptcy or insolvency proceeding under federal or state statutes, (iv) or the governing body of Customer does not appropriate funding for this agreement.

6.5 Notwithstanding Section 6.3, Exceleron may terminate this Agreement immediately upon Customer's breach of the license restrictions in Section 2.1. Customer may terminate this Agreement immediately upon Exceleron's material breach of State, Federal, or Local laws.

Upon receipt of a notice of termination for any reason, Exceleron shall promptly cease all further work pursuant to the Contract, with such exceptions, if any, specified in the notice of termination. Customer will immediately cease all use of and access of the System and shall pay the Exceleron, to the extent of funds appropriated or otherwise legally available for such purposes, for all goods delivered and services performed and obligations incurred prior to the date of termination in accordance with the term hereof. If Customer terminates this Agreement for convenience (not for breach) during the Initial Term or a Renewal Term, the parties recognize that the harm caused by a breach of this Agreement is incapable or difficult of estimation. Accordingly, those Monthly Minimum Fees that would otherwise become due under this Agreement during the remaining Term during the actual period of use prior to termination date, will be accelerated and become immediately due and payable. The parties agree that such amounts are a reasonable forecast of the amount necessary to render just compensation. Nothing in this provision is intended to entitle Exceleron to collect unearned interest or to receive an interest rate greater than the rate allowed by law. Notwithstanding the foregoing, during the Pilot Period Customer may terminate this Agreement for any reason and without any liability except for the fees accrued prior to termination by providing written notice to Exceleron prior to the completion of the Pilot Period.

6.7 PROCEDURES UPON TERMINATION. The termination of this Agreement shall not relieve either party of any liability that accrued prior to such termination. Upon the termination of this Agreement, all of the provisions of this Agreement shall terminate and:

Exceleron shall (i) immediately cease to provide services, including but not limited to work in connection with the installation activities and services in connection with the Program, (ii) shall deliver within 30 days, to the Customer any and all Proprietary Property of the Customer provided to Exceleron pursuant to this Agreement, (iii) promptly deliver to the Customer a final report regarding the collection of data and payment activity in such format and for such periods as the Customer may reasonably request, and which final

report Exceleron shall update or supplement from time to time when and if additional data or information becomes available, (iv) promptly deliver to Customer a final invoice stating all fees and charges properly owed by Customer to Exceleron for work performed. Exceleron will transfer the data and relevant information to Customer by a mutually agreed upon method.

Customer shall immediately cease using the the Exceleron System or using any other Intellectual Property of Exceleron, promptly deliver to Exceleron any and all Proprietary Property of Exceleron provided to the Customer pursuant to this Agreement, and promptly pay Exceleron, to the extent of funds Appropriated or otherwise legally available for such purposes, for all good delivered and services performed and obligations incurred prior to the date of termination in accordance with the term hereof.

## 7. Warranties

Authority. Exceleron hereby warrants and represents that it has all right, power and authority to execute and deliver this Agreement and perform its obligations hereunder. Customer hereby warrants and represents that it has all the right, power and authority to execute and deliver this Agreement and perform its obligations hereunder.

Professional Services. Exceleron hereby warrants and represents that any and all services provided by Exceleron pursuant to this Agreement shall be performed in a professional and workmanlike manner and, with respect to the implementation and support of the Exceleron System, subject to applicable law. Customer hereby warrants and represents that any and all services provided by Customer pursuant to this Agreement shall be performed in a professional and workmanlike manner.

7.1 EXCEPT AS EXPRESSLY STATED IN THIS AGREEMENT, EXCELERON MAKES NO WARRANTIES, WITH, WHETHER EXPRESS, IMPLIED, OR STATUTORY REGARDING OR RELATING TO THE MYUSAGE PREPAID SOFTWARE, THE SYSTEM OR THE DOCUMENTATION, OR ANY MATERIALS OR SERVICES FURNISHED OR PROVIDED TO CUSTOMER UNDER THIS AGREEMENT. EXCELERON SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE. AND NONINFRINGEMENT EXCELERON SHALL DILIGENTLY ENDEAVOR TO CORRECT ANY SYSTEM MALFUNCTION IN A TIMELY MANNER.

7.2 Each party represents, warrants, and covenants that it shall comply with all federal, state and local laws and rules.

## 8. Limitation of Liability

8.1 EXCEPT WITH RESPECT TO BREACHES OF SECTIONS 2.1, 7.2, 9, AND 10, IN NO EVENT WILL EITHER PARTY BE LIABLE FOR ANY INDIRECT, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY KIND IN CONNECTION WITH OR ARISING OUT OF OR RELATED TO THIS AGREEMENT, WHETHER ARISING OUT OF CONTRACT, TORT, NEGLIGENCE, STRICT LIABILITY OR ANY OTHER LEGAL OR EQUITABLE THEORY, EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

8.2 EXCEPT WITH RESPECT TO BREACHES OF SECTIONS 2.1, 7.2, 9, AND 10, IN NO EVENT WILL EITHER PARTY'S AGGREGATE CUMULATIVE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT, WHETHER ARISING OUT OF CONTRACT, TORT, NEGLIGENCE, STRICT LIABILITY OR ANY OTHER LEGAL OR EQUITABLE THEORY, EXCEED THE TOTAL AMOUNT OF ALL FEES ACTUALLY PAID OR PAYABLE BY CUSTOMER TO EXCELERON UNDER THIS AGREEMENT FOR THE TWELVE MONTHS IMMEDIATELY PRIOR TO THE MONTH IN WHICH THE CAUSE OF ACTION AROSE, PROVIDED HOWEVER, THE LIMITATION ON DAMAGES EXPRESSED IN THE PRECEDING SENTENCE SHALL NOT APPLY TO DAMAGES CAUSED BY THE WILLFUL OR WANTON CONDUCT OF THE PARTY CREATING THE DAMAGES. THIS LIMITATION OF LIABILITY IS INTENDED TO APPLY WITHOUT REGARD TO WHETHER OTHER PROVISIONS OF THIS AGREEMENT HAVE BEEN BREACHED OR HAVE PROVEN INEFFECTIVE.

## 9. Indemnification

### Patent Rights

Exceleron agrees to indemnify and hold harmless Customer from any claim involving U.S. patent right infringement or U.S. copyrights on services or software provided.

9.1 Exceleron will, at its expense, defend, indemnify and hold Customer harmless from and against all claims, losses and damages related to or arising out of an allegation brought against Customer that the MyUsage Software as used through the System infringes any U.S. patent, copyright, trade secret or other proprietary right of any third party. Customer shall give such assistance and information as Exceleron may reasonably require to oppose such claims. Exceleron shall have no obligation for any claims arising out of a combination or use of the MyUsage Software as used through the System with non-Exceleron programs, products or data, if such combination or use is the cause of the alleged infringement.

In the event that Service Provider is enjoined from delivering either preliminary or permanently, or continuing to license to Customer, the Services and such injunction is not dissolved within thirty (30) days, or in the event that Customer is adjudged, in any final order of a court of competent jurisdiction from which no appeal is taken, to have infringed upon or misappropriated any patent, copyright, trade secret, trademark, or other proprietary right in the use of the Services, then Service Provider shall, at its expense use commercially reasonable efforts to: (a) obtain for Customer the right to continue using such Services; or (b) replace or modify such Services so that it does not infringe upon or misappropriate such proprietary right and is free to be delivered to and used by Customer.

If Exceleron determines that none of these alternatives is reasonably available, Exceleron may terminate this Agreement and refund to Customer any Fees paid in advance for the time following termination. This shall not limit the obligation of right and parties of 9.1.

9.2 Customer acknowledges that (i) Customer has the sole discretion whether to provide electricity service to its customers, (ii) Customer has the sole discretion and authority to disconnect electricity service, and (iii) Customer shall not rely upon Exceleron to determine whether to connect or disconnect electricity service. Accordingly, CUSTOMER WILL, AT ITS EXPENSE, DEFEND, INDEMNIFY AND HOLD EXCELERON HARMLESS FROM AND AGAINST ALL CLAIMS, LOSSES AND DAMAGES, INCLUDING DEATH, RELATED TO OR ARISING OUT OF AN ALLEGATION BROUGHT AGAINST EXCELERON ARISING OUT OF OR RELATED TO THE MYUSAGE SOFTWARE, THE SYSTEM OR THIS AGREEMENT (INCLUDING WITHOUT LIMITATION, ANY CLAIMS AS A RESULT OF A BREACH BY CUSTOMER OF THIS AGREEMENT OR ANY OTHER AGREEMENTS AND ANY CLAIMS BY CUSTOMER'S CUSTOMERS WITH RESPECT TO CUSTOMER'S ELECTRIC SERVICE PROVIDER OBLIGATIONS), REGARDLESS OF ANY NEGLIGENCE OR ALLEGED NEGLIGENCE OF EXCELERON EXCEPT TO THE EXTENT PROXIMATELY CAUSED BY THE GROSS NEGLIGENCE OR INTENTIONAL MISCONDUCT OF EXCELERON. Exceleron shall give such assistance and information as Customer may reasonably require to oppose such claims.

**INDEMNIFICATION BY CUSTOMER:** To the extent allowed by law and without waiving any rights, defenses, or immunities provided to it by the Texas Tort Claims Act or other applicable law including, without limitation, the defense of governmental or immunity, the Customer hereby agrees to defend and indemnify Exceleron and its affiliates, shareholder or other interest holders, managers, officers, directors, employees, agents, representatives and successors, permitted assignees and all persons acting by, through, under or in concert

with them, or any of them against, and to protect, save and keep harmless the Exceleron parties from, and to pay on behalf of or reimburse the Exceleron parties as and when incurred for, any and all losses which may be imposed on or incurred by any Exceleron Party arising out of or in any way related to (a) any material misrepresentation, inaccuracy or breach of any covenant, warranty or representation of Customer contained in this Agreement, (b) the negligence and/or omissions of Customer, its employees, officers or agents which result in death or bodily injury to any natural person (including third parties) or any damage to any real or tangible personal property (including the personal property of third parties), except to the extent caused by the willful misconduct of any Exceleron Party, (c) any claim, action or demand not caused by Exceleron's failure to perform its obligations under this Agreement, or (d) any claim, action or demand challenging the Customer's use of the Exceleron System or any portion thereof.

Indemnification Procedures. In the event any claim, action or demand (a "Claim") in respect of which any party hereto seeks indemnification from the other, the party seeking indemnification (the "Indemnified Party") shall give the party from whom indemnification is sought (the "Indemnifying Party") written notice of such Claim promptly after the Indemnified Party first becomes aware thereof; provided, however, that failure so to give such notice shall not preclude indemnification with respect to such Claim except to the extent of any additional or increased Losses or other actual prejudice directly caused by such failure. The Indemnifying Party shall have the right to choose counsel to defend such Claim (subject to the approval of such counsel by the Indemnified Party, which approval shall not be unreasonably withheld, conditioned or delayed), and to control, compromise and settle such Claim, and the Indemnified Party shall have the right to participate in the defense at its sole expense; provided, however, the Indemnified Party shall have the right to take over the control of the defense or settlement of such Claim at any time if the Indemnified Party irrevocably waives all rights to indemnification from and by the Indemnifying Party. The Indemnifying Party and the Indemnified Party shall cooperate in the defense or settlement of any Claim, and no party shall have the right enter into any settlement agreement that materially affects the other party's material rights or material interests without such party's prior written consent, which consent will not be unreasonably withheld or delayed.

9.3 At Customer's written request, Exceleron may record certain customer support calls for quality assurance purposes. Exceleron is solely responsible for complying with all legal and regulatory requirements related to the recording such calls, including but not limited to obtaining any necessary waivers or providing customers with the appropriate notifications.

In addition, Customer is responsible for notifying Exceleron of any legal or regulatory requirements associated with recording such calls. Customer will, at its expense, defend, indemnify and hold Exceleron harmless from and against all claims, losses, fines and damages brought against Exceleron arising out of or related to Exceleron's recording of customer support calls.

9.4 At Customer's written request and subject to any regulatory restrictions, Exceleron will display Customer's name on the "caller id" display for Customer's Participating Members. Exceleron is solely responsible for complying with all legal and regulatory requirements related to the display of the caller id, including but not limited to obtaining any necessary waivers or providing customers with the appropriate notifications. In addition, Customer will notify Exceleron of any known legal or regulatory requirements associated with the display of Customer's name on "caller id". Customer will, at its expense, defend, indemnify and hold Exceleron harmless from and against all claims, losses, fines and damages brought against Exceleron arising out of or related to Exceleron's display of Customer's name on caller id.

#### 10. Confidential Information

10.1 During the term of this Agreement and for a period of three (3) years thereafter, neither party shall disclose to any third person, or use for itself in any way for pecuniary gain, any Confidential Information learned from the other party during the course of the negotiations for this Agreement or during the Term of this Agreement. Upon termination of this Agreement, each party shall return to the other all tangible Confidential Information of such party. Each party shall retain in confidence and not disclose to any third party any Confidential Information without the other party's express written consent, except (a) to its employees who are reasonably required to have the Confidential Information, (b) to its agents, representatives, attorneys and other professional advisors that have a need to know such Confidential Information, provided that such parties undertake in writing (or are otherwise bound by rules of professional conduct) to keep such information strictly confidential, and (c) pursuant to, and to the extent of, a request or order by any Governmental Authority, including laws relating to public records.

In all instances, both parties agree that Customer is a local government entity subject to compliance with Texas Government Code 552, commonly known as the "Open Records Act". Both parties agree that records generated by a government entity, including those records held by the government entity's contractors may not be confidential, and subjected to open records requests for information. *Exceleron* agrees to ensure that all records requested by Customer shall be delivered to Customer, to effectively comply with Texas statutory requirements.

10.2 Exceleron may list Customer's name in Exceleron's materials and may otherwise inform third parties that Customer is a customer that uses the MyUsage Software and System.

10.3 In the event of actual or threatened breach of the provisions of Section 10.1, the Disclosing Party may have no adequate remedy at law and will be entitled to seek immediate and injunctive and other equitable relief.

#### 11. Assignment

11.1 Neither this Agreement nor any rights under this Agreement may be assigned or otherwise transferred by the Parties, without providing prior written notice to the other Party. Subject to the foregoing, this Agreement will be binding upon and will inure to the benefit of the parties and their respective successors and permitted assigns.

Nothing in this Agreement shall create, or be deemed to create, a partnership, joint venture or the relationship of principal and agent or employer and employee between the parties. The relationship between the parties shall be that of independent contractors, and nothing contained in this Agreement shall create the relationship of principal and agent or otherwise permit either party to incur any debts or liabilities or obligations on behalf of the other party (except as specifically provided herein).

#### 12. Miscellaneous

12.1 Any notice required or permitted under the terms of this Agreement or required by law must be in writing and must be (a) delivered in person, (b) sent by first class registered mail, or air mail, as appropriate, or (c) sent by overnight courier, in each case properly posted and fully prepaid to the appropriate address set forth herein. Either party may change its address for notice by notice to the other party given in accordance with this Section. Notices will be considered to have been given at the time of actual delivery in person, three (3) business days after deposit in the mail as set forth above, or one (1) day after delivery to an overnight courier service.

Notices to Exceleron:

Exceleron Software  
5440 Harvest Hill Road, Suite 233,  
Dallas, TX 75230  
Attn: Jeff Severs

Notices to City of Denton:

City of Denton, Texas  
215 East McKinney Street  
Denton, Texas 76201  
Attn: George C. Campbell, City Manager  
Ph#940-349-8200

12.2 WAIVER. Any waiver of the provisions of this Agreement or of a party's rights or remedies under this Agreement must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions of this Agreement or its rights or remedies at any time, will not be deemed to be a waiver of such party's rights under this Agreement and will not in any way affect the validity of the whole or any part of this Agreement or prejudice such party's right to take subsequent action.

12.3 COMPLIANCE WITH LAWS. If any term, condition, or provision in this Agreement is found to be invalid, unlawful or unenforceable to any extent, the parties shall endeavor in good faith to agree to such amendments that will preserve, as far as possible, the intentions expressed in this Agreement. If the parties fail to agree on such an amendment, such invalid term, condition or provision will be severed from the remaining terms, conditions and provisions, which will continue to be valid and enforceable to the fullest extent permitted by law.

12.4 ENTIRE AGREEMENT. This Agreement contains the entire agreement of the parties with respect to the subject matter of this Agreement and supersedes all previous communications, representations, understandings and agreements, either oral or written, with respect to said subject matter.

12.6 CHANGES. This Agreement may not be amended, except by a writing signed by both parties.

The Contractor shall notify the City of Denton, with a 30-day notice, prior to any proposed change in the requirements, specifications, or services provided throughout the term of this contract. Notice of a change shall be submitted in writing to [dentonpurchasing@cityofdenton.com](mailto:dentonpurchasing@cityofdenton.com), with the contract number in the subject line, for review. Requirements, Specifications, or Services found to have changed without the required written 30-day notification to the City, shall be considered at the contractor's expense, and shall be a cause for termination of the contract.

CHANGE ORDERS. The Customer may from time to time request changes to the work required to be performed or the addition of products or services to those required pursuant to the terms of this Agreement by providing written notice thereof to Exceleron, setting forth in reasonable detail the proposed changes (a "Change Order Notice"). Upon Exceleron's receipt of a Change Order Notice, Exceleron shall deliver a written statement describing the cost, if any (the "Change Order Proposal"). The Change Order Proposal shall include (i) a detailed breakdown of the charge and schedule effects, (ii) a description of any resulting changes to the specifications and obligations of the parties, (iii) a schedule for the delivery and other performance obligations, and (iv) any other information relating to the proposed changes reasonably requested by the

Customer. Following the Customer's receipt of the Change Order Proposal, the parties shall negotiate in good faith and agree to a plan and schedule for implementation of the proposed changes, the time, manner and amount of payment or price increases or decreases, as the case may be, and any other matters relating to the proposed changes. **All Change Orders shall be in compliance with the provisions of Texas Local Government Code 252.048.**

12.7 No exercise or enforcement by either party of any right or remedy under this Agreement will preclude the enforcement by such party of any other right or remedy under this Agreement or that such party is entitled by law to enforce.

12.8 This Agreement may be executed in counterparts, each of which so executed will be deemed to be an original and such counterparts together will constitute one and the same agreement.

12.9 Except for the obligations to make payments hereunder, each party shall be relieved of the obligations hereunder to the extent that performance is delayed or prevented by any cause beyond its reasonable control, including, without limitation, acts of God, public enemies, war, civil disorder, communications failures, failures of third parties, fire, flood, explosion, labor disputes or strikes or any acts or orders of any governmental authority, failures or fluctuations in electrical power, heat, light, air conditioning or telecommunications equipment.

12.10 All provisions of the Contract that impose continuing obligations on the parties, including but not limited to the warranty, indemnity, and confidentiality obligations of the parties, shall survive the expiration or termination of the Contract.

If any provision of this Agreement is held by any court or other competent authority to be void or unenforceable in whole or part, this Agreement shall continue to be valid as to the other provisions thereof and the remainder of the affected provision.

12.11 APPLICABLE LAW: This Agreement shall be governed by and construed in accordance with the laws of the State of Texas, without reference to its choice of laws provisions. Exclusive venue for any dispute between the parties arising out of or related to this Agreement shall be with the state or federal courts in Dallas/Denton, Texas. Each party consents to the jurisdiction of such courts in any dispute arising out of or related to this Agreement.

12.12 FORCE MAJEURE. Neither party will be liable to the other or be deemed to be in breach of this Agreement for any failure or delay in rendering performance arising out of causes beyond its reasonable control and without its fault or negligence. Such causes may include but are not limited to, acts of God or the

public enemy, terrorism, significant fires, floods, earthquakes, epidemics, quarantine restrictions, strikes, freight embargoes, or Governmental Authorities approval delays which are not caused by any act or omission by Exceleron, and unusually severe weather. The party whose performance is affected agrees to notify the other promptly of the existence and nature of any delay.

12.13. INSURANCE. During the Term, Exceleron shall procure and maintain at Exceleron's sole cost and expense the following insurance coverage with respect to claims for injuries to persons or damages to property which may arise from or in connection with the performance of work or services pursuant to this Agreement by Exceleron, and each of Exceleron's subExcelerons, agents, representatives and employees:

- Commercial General Liability Insurance. Commercial General Liability Insurance with coverage limits of not less than One Million Dollars (\$1,000,000) combined single limit per occurrence for bodily injury and property damage, Two Million Dollars (\$2,000,000) Products-Completed Operations Aggregate and Two Million Dollars (\$2,000,000) General Aggregate;
- Commercial Automobile Liability Insurance. Commercial Automobile Liability Insurance with coverage of not less than One Million Dollars (\$1,000,000) combined single limit per accident for bodily injury or property damage, including but not limited to coverage for all automobiles owned, non-owned and hired by Exceleron;
- Professional Liability (Errors and Omissions) Insurance. Exceleron will use its commercial best efforts to procure and maintain Professional Liability (Errors and Omissions) Insurance with coverage of not less than Two Million Dollars (\$2,000,000) each and every claim and in the Aggregate; and
- Workers' Compensation and Employer's Liability Insurance. Workers' Compensation Insurance with coverage of not less than that required by the Labor Code of the State of (insert name), and Employer's Liability Insurance with coverage of not less than One Million Dollars (\$1,000,000) per occurrence.

With respect to the Commercial General Liability Insurance the following additional provisions shall apply:

- The Customer Parties shall be named as additional insured with respect to the Commercial General Liability insurance; and

- The insurance coverage procured by Exceleron and described above shall be the primary insurance with respect to the Customer Parties in connection with this Agreement, and any insurance or self-insurance maintained by any of the Customer Parties shall be in excess, and not in contribution to, such insurance; and
- Any failure to comply with the reporting provisions of the various insurance policies described above shall not affect the coverage provided to the Customer Parties, and such insurance policies shall state the such insurance coverage shall apply separately with respect to each additional insured against whom any claim is made or suit is brought, except with respect to the limits set forth in such insurance policies.

With respect to the insurance described in the foregoing Section of this Exhibit E, if any of the Exceleron Parties are notified by any insurer that any insurance coverage will be cancelled, Exceleron shall immediately provide 30 days written notice thereof to the Customer and shall take all necessary actions to correct such cancellation in coverage limits, and shall provide written notice to the Customer of the date and nature of such correction. If Exceleron, for any reason, fails to maintain the insurance coverage required pursuant to this Agreement, such failure shall be deemed a material breach of this Agreement, and the Customer shall have the right, but not the obligation and exercisable in its sole discretion, to either (i) terminate this Agreement and seek damages from Exceleron for such breach, or (ii) purchase such required insurance, and without further notice to Exceleron, deduct from any amounts due to Exceleron pursuant to this Agreement, any premium costs advanced by the Customer for such insurance. If the premium costs advanced by the Customer for such insurance exceed any amounts due to Exceleron pursuant to this Agreement, Exceleron shall promptly remit such excess amount to the Customer upon receipt of written notice thereof.

Exceleron shall provide certificates of insurance evidencing the insurance required pursuant to the terms of this Agreement, which certificates shall be executed by an authorized representative of the applicable insurer, and which certificates shall be delivered to the Customer prior to Exceleron commencing any work pursuant to the terms of this Agreement.

#### 12.14 ADDING NEW PRODUCTS OR SERVICES TO THE CONTRACT AFTER AWARD.

Following the Contract award, ADDITIONAL services of the same general category that could have been encompassed in the award of this contract, and that are not already on the contract, may be added. A formal

written request may be sent to successful Exceleron to provide a proposal on the additional services and shall submit proposal to Customer as instructed. All submitted prices are subject to negotiation in accordance with Texas Government Code 2254. Customer may accept or reject the proposal, and may issue a separate solicitation for the services requested, after rejecting some, or all, of the proposal. The services covered under this provision shall conform to the statement of work, specifications, and requirements as outlined in the request. Contract changes shall be made in accordance with Local Government Code 252.048.

**12.15 AUDIT RIGHTS.** Each of parties hereto shall have the right to audit to audit the books and records of the other party hereto (the "Audited Party") solely for the purpose of verifying the payments, if any, payable pursuant to this Agreement. Any such audit shall be conducted upon not less than forty-eight (48) hours' prior notice to the Audited Party, at mutually convenient times and during the Audited Party's normal business hours. Except as otherwise provided in this Agreement, the cost of any such audit shall be borne by the non-Audited Party. In the event any such audit establishes any underpayment of any payment payable by the Audited Party to the non-Audited Party pursuant to this Agreement, the Audited Party shall promptly pay the amount of the shortfall, and in the event that any such audit establishes that the Audited Party has underpaid any payment by more than twenty five percent (25%) of the amount of actually owing, the cost of such audit shall be borne by the Audited Party. In the event any such audit establishes any overpayment by the Audited Party of any payment made pursuant to this Agreement, non-Audited Party shall promptly refund to the Audited Party the amount of the excess. [Need to discuss the need for this section since the only charge is a per subscriber charge and that is determined by the City of Denton]

**12.16 RECORDS RETENTION:** The Exceleron shall retain all financial records, supporting documents, statistical records, and any other records or books relating to the performances called for in the Contract. The Exceleron shall retain all such records for a period of four (4) years after the expiration of the Contract, or until Customer Attorney, Attorney General of Texas or State Auditor's Office is satisfied that all audit and litigation matters are resolved, whichever period is longer. The Supplier shall grant access to all books, records and documents pertinent to the Contract to Customer, the Attorney General of Texas, the State Auditor of Texas, and any federal governmental entity that has authority to review records due to federal funds being spent under the Contract.

**12.17 GRATUITIES:** Customer may, by written notice to the Exceleron, cancel the Contract without liability if it is determined by Customer that gratuities were offered or given by the Exceleron or any agent or representative of the Exceleron to any officer or employee of Customer

with a view toward securing the Contract or securing favorable treatment with the respect to the awarding or amending or the making of any determinations with respect to the performing of such contract. In the event the Contract is cancelled by Customer pursuant to this provision, Customer shall be entitled, in addition to any other rights and remedies, to recover or withhold the amount of the cost incurred by the Exceleron in providing such gratuities.

**12.18. PROHIBITION AGAINST PERSONAL INTEREST IN CONTRACTS:** No officer, employee, independent consultant, or elected official of Customer who is involved in the development, evaluation, or decision-making process of the performance of any solicitation shall have a financial interest, direct or indirect, in the Contract resulting from that solicitation. Any willful violation of this section shall constitute impropriety in office, and any officer or employee guilty thereof shall be subject to disciplinary action up to and including dismissal. Any violation of this provision, with the knowledge, expressed or implied, of the Exceleron shall render the Contract voidable by Customer. The Supplier shall complete and submit Customer's Conflict of Interest Questionnaire.

**12.19 NO WAIVER OF SOVEREIGN IMMUNITY:** The parties expressly agree that no provision of the Contract is in any way intended to constitute a waiver by Customer of any immunities from suit or from liability that Customer may have by operation of law.

**12.20 FORCE MAJEURE:** Customer, any Customer, and the Respondent shall not be responsible for performance under the Contract should it be prevented from performance by an act of war, order of legal authority, act of God, or other unavoidable cause not attributable to the fault or negligence of Customer. In the event of an occurrence under this Section, the Respondent will be excused from any further performance or observance of the requirements so affected for as long as such circumstances prevail and the Respondent continues to use commercially reasonable efforts to recommence performance or observance whenever and to whatever extent possible without delay. The Respondent shall immediately notify Customer Procurement Manager by telephone (to be confirmed in writing within five (5) calendar days of the inception of such occurrence) and describe at a reasonable level of detail the circumstances causing the non-performance or delay in performance.

**12.21 NON-WAIVER OF RIGHTS:** Failure of a Party to require performance by another Party under the Contract will not affect the right of such Party to require performance in the future. No delay, failure, or waiver of either Party's exercise or partial exercise of any right or remedy under the Contract shall operate to limit, impair, preclude, cancel, waive or otherwise affect such right or remedy. A waiver by a Party of any breach of any term

of the Contract will not be construed as a waiver of any continuing or succeeding breach.

**12.22 RESPONDENT LIABILITY FOR DAMAGE TO GOVERNMENT PROPERTY:** The Respondent shall be liable for all damages to government-owned, leased, or occupied property and equipment caused by the Respondent and its employees, agents, subcontractors, and suppliers, including any delivery or cartage company, in connection with any performance pursuant to the Contract. The Respondent shall notify Customer

Procurement Manager in writing of any such damage within one (1) calendar day.

**12.23 RIGHT TO INFORMATION:** Customer reserves the right to use any and all information presented in any response to this solicitation, whether amended or not, except as prohibited by law. Selection or rejection of the submittal does not affect this right.

## **Attachment B Specifications and Functionality**

### **Introduction**

#### **A. Purpose**

This Attachment defines specific functional and performance requirements of the MyUsage Prepaid Software (also referred to as "MyUsage" herein). Any capitalized terms not defined in this Attachment B shall have the meaning set forth in the Agreement.

#### **B. Scope**

MyUsage is a web-based system that provides customers with the necessary tools to offer their customers and/or subscribers a prepaid alternative to traditional billing options. Participating Subscribers will have the ability to prepay for electricity, monitor their consumption, credit balance and receive notification of pending disconnections. Payments will be posted to the System as they are made available by Customer. Daily usage charges are calculated based on rates established and maintained by Customer. During the enrollment process, Participating Subscribers will provide the Customer with contact information to be used during the notification process.

### **General Description**

#### **A. Product Functions**

Accounts will be created in MyUsage as Participating Subscribers are enrolled in Customer's prepaid program. An initial payment (as determined by the Customer) will be posted to the account and displayed as service credits. Usage is monitored daily and the calculated cost for such usage is deducted from the Participating Subscriber's current balance. Participating Subscriber's can keep abreast of their balance through receipt of notifications for which they select the method and frequency during account creation. An order is created to disconnect the service when the service credit balance reaches zero. If a payment is received prior to the actual disconnection being completed, the order is automatically cancelled in MyUsage; therefore, disconnection can be avoided provided the Customer utilizes the "Order Status" feature of MyUsage as opposed to a disconnection process outside of MyUsage. If the subscriber has already been disconnected, a reconnect order will be generated. Additional fees or charges will also be applied when applicable such as disconnect charges or reconnect charges. Participating Subscribers will have 7/24 access to their account via the internet or an IVR.

#### **B. User Capabilities and Objectives**

1. Create new prepaid accounts
2. Post payments to accounts and display updated account balance
3. Determine unused credit and estimated number of days of unused service
4. Perform account maintenance (update contact information, address changes etc.)
5. Access pending disconnect and reconnect orders and view their status
6. Insert notes or events on accounts unless business practice dictates insertion of notes or events into CIS only

### **Functional Requirements**

#### **A. Create a new account**

1. **Description:** Customer's customer service representative, hereafter referred to as a CSR, will enter a new subscriber name, address, location information and meter information into MyUsage to establish a new account. Participating Subscriber account information may already exist in current billing system. If access and connectivity is possible, this information will be pre-populated.

#### **B. Process a payment**

1. **Description:** Payments posted to Customer's billing system will be collected on a scheduled interval and posted to MyUsage electronically if access and connectivity to the cooperative's billing system is possible. The CSR also has the ability to post subscriber payments to MyUsage account. This may be accomplished manually and/or automatically depending upon the cooperative's payment processing vendor(s) and available integration. Payments posted in MyUsage will be reported to Customer's CIS system.

## **C. Account Maintenance**

### **1. Description:**

- a. The CSR is able to access a Participating Subscriber's record in MyUsage in a timely manner and answer questions relative to information contained in MyUsage.
- b. Participating Subscriber information is organized for quick access.
- c. The account information page allows the CSR to change specific subscriber information (i.e. billing information, contact information etc.).
- d. Billing and payment information, agent location information, order history and current order statuses are available to the CSR for the desired Participating Subscriber.
- e. Additional functionality such as payment processing, notes or events and agent lookups are also available features of MyUsage.

## **D. Acquisition of Usage Data**

1. **Description:** Usage data will be acquired from the Customer's AMR database. Access to client side application to query the desired data and transmit such data to the MyUsage application is required.

## **E. Calculate Usage Debits**

1. **Description:** Usage charges will be calculated nightly as new usage is received and inserted into MyUsage to debit the Participating Subscriber balance.
2. **Monitoring:** Each meter will be monitored to ensure that a usage record is received and processed each night. Accounts for which usage was not received will be displayed in an Exceptions Report.

## **F. PCA (Power Charge Adjustment) True-up**

1. **Description:** The PCA, which is used by the rating engine, will initially be entered as an estimate and subsequently updated by Customer. Upon the actual PCA being made available, the appropriate adjustment(s) and/or change(s) will be made. (This portion is applicable only to those Customers utilizing PCA.)

## **G. Calculate taxes**

1. **Description:** Applicable taxes will be calculated and applied to the Participating Subscribers account.

## **H. Web Service Interface to Disconnect/Reconnect**

1. **Description:** Provide a process that will interface with remote disconnect/reconnect collars if available.
  - a. A disconnection order will be generated based upon Participating Subscribers account no longer being in good standing as defined by Customer. Disconnect orders may be viewed through a dynamic orders list which provides easy access to individual accounts. Depending upon the disconnection method utilized by Customer, disconnections may occur automatically or manually. If an automatic process is desired, this setting must be controlled by and deployed by Customer Exceleron, with assistance by the Customer.
  - b. A reconnection order will be generated based upon sufficient payment being applied to Participating Subscribers account to bring account into good standing as established by the cooperative. Reconnect orders may be viewed through a dynamic orders list which provides easy access to individual accounts. Depending upon the reconnection method utilized by the cooperative, reconnections may occur automatically or manually. If an automatic process is desired, this setting must be controlled by and deployed by Customer Exceleron, with assistance by the Customer.

## **I. Create Notification Events**

1. **Description:** A list of Participating Subscribers to be notified will be generated based on defined criteria. This list will be used by the notification process to communicate with the Participating Subscriber based upon the Participating Subscribers selection of method and frequency or based upon the cooperative's mandate of specific notification types and/or frequency.

## **J. Notification Server**

1. **Description:** The MyUsage notification server permits Participating Subscribers to receive selected notifications in the form designated and at the time designated. Notification settings can be accessed both through MyUsage and MyUsage Prepaid.com by CSRs and Participating Subscribers. Such notifications also trigger events on individual accounts for tracking purposes. Notification methods available include Interactive Voice Response (IVR), SMS text message, pager and email.

## **K. IVR Inbound Subscriber Services**

1. **Description:** Subscribers will have the ability to call an access number to obtain information pertaining to their usage and current balance. The ability to make a payment via the IVR will also be provided.

## **L. Online Bill View (MyUsage Prepaid.com)**

1. **Description:** Subscribers will have access to usage information to include current and limited historical. Payment processing will also be permitted through online bill view (MyUsage Prepaid.com).

## **Interface Requirements**

### **A. User Interface**

1. GUI - User Service representatives access MyUsage with a web browser. No additional software is required on the user's workstation.
  - a. All MyUsage functions are accessible via the Main Menu. Access requires a valid user name and password and levels of access are restricted by various permission levels.
  - b. Navigation is accomplished using standard links and drop down boxes.

### **B. Interactive Agent (IA)**

1. Exceleron will make the Interactive Agent available to the cooperative via ftp.
2. Customer will ensure that the IA is properly installed on a computer that has uninterrupted internet access.
3. Customer will ensure that the appropriate access to both the CIS and AMR database is provided including a read only user-id and password and that all necessary network connections are available.

### **C. MyUsage.com**

1. Exceleron will provide all Participating Subscribers internet access to MyUsage.com.
2. Access to MyUsage.com requires a user name and password that is established during account setup in MyUsage.
3. Customer will have the ability to disable individual account access via the MyUsage interface.

# Prepaid Utilities Program

## Award of Contract 8923



**Christa Foster,  
Customer Service Manager  
October 27, 2025**

**PUB25-201**

# *Background*

City of Denton introduced prepaid utilities in October 2018. The original review by Tech Services indicated the platform be a 10 year lifecycle. The follow up review indicated a 20 year lifecycle is more appropriate. Due to the implementation challenges, it was determined that the lifecycle begin with the implementation year.

## Services Provided:

- ✓ Daily usage & cost information to better plan utility expenses
- ✓ Reduction of arrears utility charges or large final bills
- ✓ Flexibility in payment dates
- ✓ No deposits or payment penalty fees
- ✓ Debt recovery option
- ✓ Balance and usage alert options via email, text, or SMS
- ✓ Daily usage monitoring for post-paid customers

# Financial Information

Cost projections were calculated at current engagement rates and allow for annual 5% increase to customer base and caps growth at 15% of the customer base. **Denton is billed on actual use.**

Project Description	Estimated 13-Year Expenditure
FY 25-26	\$ 203,663.63
FY 26-27	\$ 264,794.51
FY 27-28	\$ 344,209.02
FY 28-29	\$ 447,471.73
FY 29-30	\$ 581,737.09
FY 30-31	\$ 756,226.42
FY 31-32	\$ 983,102.30
FY 32-33	\$ 1,278,025.04
FY 33-34	\$ 1,661,424.60
FY 34-35	\$ 1,748,073.06
FY 35-36	\$ 1,835,516.46
FY 36-37	\$ 1,927,252.54
FY 37-38	\$ 2,023,599.26
Contingency	\$ 1,405,509.57
<b>Total</b>	<b>\$ 15,460,605.23</b>

# *Action Requested*

---

Award a contract with Exceleron Software, LLC, 9/8/2038 in the not-to-exceed amount of \$15,460,605.23.

# Questions

---



ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE CITY OF DENTON, A TEXAS HOME-RULE MUNICIPAL CORPORATION, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH EXCELERON SOFTWARE, LLC., FOR A PREPAID UTILITIES SOLUTION FOR THE CUSTOMER SERVICE DEPARTMENT, WHICH IS THE SOLE PROVIDER OF THIS SOFTWARE, IN ACCORDANCE WITH TEXAS LOCAL GOVERNMENT CODE 252.022, WHICH PROVIDES THAT PROCUREMENT OF COMMODITIES AND SERVICES THAT ARE AVAILABLE FROM ONE SOURCE ARE EXEMPT FROM COMPETITIVE BIDDING, AND IF OVER \$50,000, SHALL BE AWARDED BY THE GOVERNING BODY; PROVIDING FOR THE EXPENDITURE OF FUNDS THEREFOR; AND PROVIDING AN EFFECTIVE DATE (FILE 8923 – AWARDED TO EXCELERON SOFTWARE, LLC., THROUGH SEPTEMBER 30, 2038, IN THE NOT-TO-EXCEED AMOUNT OF \$15,460,605.23).

WHEREAS, Section 252.022 of the Local Government Code provides that procurement of items that are only available from one source, including items that are only available from one source because of patents, copyrights, secret processes, or natural monopolies; films, manuscripts, or books; electricity, gas, water, and other utility purchases; captive replacement parts or components for equipment; and library materials for a public library that are available only from the persons holding exclusive distribution rights to the materials; need not be submitted to competitive bids; and

WHEREAS, this procurement was undertaken as part of the City’s governmental function; and

WHEREAS, the City Council wishes to procure one or more of the items mentioned in the above paragraph; NOW, THEREFORE,

THE COUNCIL OF THE CITY OF DENTON HEREBY ORDAINS:

SECTION 1. The following purchase of materials, equipment or supplies, as described in the “File” listed hereon, and on file in the office of the Purchasing Agent, and the license terms attached are hereby approved:

<u>FILE NUMBER</u>	<u>VENDOR</u>	<u>AMOUNT</u>
8923	Exceleron Software, LLC.	\$15,460,605.23

SECTION 2. The City Council hereby finds that this bid, and the award thereof, constitutes a procurement of items that are available from only one source, including items that are only available from one source because of patents, copyrights, secret processes, or natural monopolies; films, manuscripts, or books; electricity, gas, water, and other utility purchases; captive replacement parts or components for equipment; and library materials for a public library

that are available only from the persons holding exclusive distribution rights to the materials; need not be submitted to competitive bids.

SECTION 3. The acceptance and approval of the above items shall not constitute a contract between the City and the person submitting the quotation for such items until such person shall comply with all requirements specified by the Purchasing Department.

SECTION 4. The City Manager, or their designee, is hereby authorized to execute the contract relating to the items specified in Section 1, attached hereto, and the expenditure of funds pursuant to said contract is hereby authorized.

SECTION 5. The City Council of the City of Denton hereby expressly delegates the authority to take any actions that may be required or permitted to be performed by the City of Denton under this ordinance to the City Manager of the City of Denton, or their designee.

SECTION 6. This ordinance shall become effective immediately upon its passage and approval.

The motion to approve this ordinance was made by \_\_\_\_\_ and seconded by \_\_\_\_\_. The ordinance was passed and approved by the following vote [\_\_\_ - \_\_\_]:

	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Mayor Gerard Hudspeth:	_____	_____	_____	_____
Vicki Byrd, District 1:	_____	_____	_____	_____
Brian Beck, District 2:	_____	_____	_____	_____
Suzi Rumohr, District 3:	_____	_____	_____	_____
Joe Holland, District 4:	_____	_____	_____	_____
Brandon Chase McGee, At Large Place 5:	_____	_____	_____	_____
Jill Jester, At Large Place 6:	_____	_____	_____	_____

PASSED AND APPROVED this the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

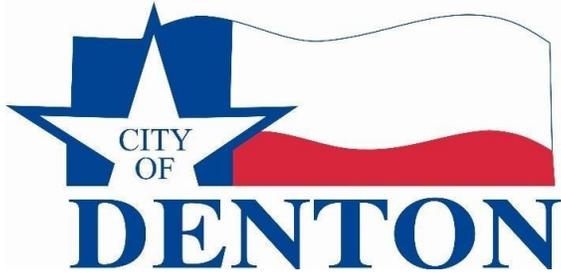
\_\_\_\_\_  
GERARD HUDSPETH, MAYOR

ATTEST:  
INGRID REX, INTERIM CITY SECRETARY

BY: \_\_\_\_\_

APPROVED AS TO LEGAL FORM:  
MACK REINWAND, CITY ATTORNEY

BY: Leah Bush  
*Marcella Lunn*



## DocuSign City Council Transmittal Coversheet

RFP	8923
File Name	Prepaid Utilites Services
Purchasing Contact	Christina Dormady
City Council Target Date	
Piggy Back Option	No
Contract Expiration	
Ordinance	

**RENEWAL AMENDMENT TO CONTRACT BETWEEN  
CITY OF DENTON, TEXAS AND EXCELERON SOFTWARE, LLC.  
(Contract #8923)**

This Renewal Amendment to Contract (Contract 8923) (this **Amendment**) is entered into between the City of Denton, Texas (**City**) and Exceleron Software, LLC. (**Supplier**).

**Background**

The City and Supplier have previously entered into Contract (5346), on September 9, 2020, as amended (the **Agreement**). Initially capitalized terms used but not otherwise defined in this Amendment will have the meanings set forth in the Agreement. The parties desire to amend the Agreement as follows:

**1 Effective Date**

The terms of this Amendment are effective as of the latest date in the signature block.

**2 Contract Term**

Section 6.1 is hereby replaced with the following:

Unless this Agreement is terminated earlier in accordance with the terms set forth in this Section, this Agreement shall continue in effect until October 1, 2028 (the “Initial Term”). Following the Initial Term, unless terminated earlier as provided in this Section 6, this Agreement will automatically continue for successive annual periods (a “Renewal Term” through September 30, 2038; collectively with the Initial Term, the “Term”).

**3 Total Contract Amount**

The contract total for the continued services shall not exceed \$15,460,605.23.

**4 Updated contract number**

This Amendment constitutes a new agreement beginning on the Effective Date between the parties incorporating, except as amended herein, all the terms and conditions in the Agreement for all intents and purposes. Such Agreement will have contract number 8923.

**Confirmation of Agreement**

This Amendment (together with all exhibits attached hereto) constitutes the entire agreement between the parties regarding the matters of this Amendment and supersedes all prior and contemporaneous agreements and understandings regarding the matters of this Amendment. In the event of a conflict between this Amendment and the Agreement as it relates to the matters of this Amendment, the terms of this Amendment will control. Otherwise, all terms and conditions of the Agreement will remain in full force and effect and likewise apply to this Amendment.

**Authorized Signatures:**

“CITY”

**CITY OF DENTON, TEXAS**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

“SUPPLIER”

**EXCELERON SOFTWARE, LLC.**

DocuSigned by:  
BY Ravi Raju  
E0F839B003FB438...

Name: Ravi Raju

Title: Chief Operating Officer

Date: 10/2/2025

ATTEST:

\_\_\_\_\_, CITY SECRETARY

BY: \_\_\_\_\_

THIS AGREEMENT HAS BEEN  
BOTH REVIEWED AND APPROVED  
as to financial and operational obligations  
and business terms.

Signed by:  
Antonio Puente, Jr. Antonio Puente, Jr.  
E3760944C2BF4B5...  
SIGNATURE PRINTED NAME

APPROVED AS TO LEGAL FORM:

MACK REINWAND, CITY ATTORNEY

DME General Manager

TITLE

Electric

DEPARTMENT

DocuSigned by:  
BY Marcella Luna  
4B070831B4AA438...

**CONFLICT OF INTEREST QUESTIONNAIRE -**

**FORM CIQ**

**For vendor or other person doing business with local governmental entity**

**This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.**

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a) and by City of Denton Ethics Code, Ordinance 18-757.

By law this questionnaire must be filed with the records administrator of the local government entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

**1 Name of vendor who has a business relationship with local governmental entity.**

Exceleron Software, LLC.

**2  Check this box if you are filing an update to a previously filed questionnaire.**

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7<sup>th</sup> business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

**3 Name of local government officer about whom the information in this section is being disclosed.**

\_\_\_\_\_  
Name of Officer

Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relations hip with the local government officer. This section, (item 3 including subparts A, B, C & D), must be completed for each officer with whom the vendor has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

- A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the vendor?  
 Yes       No
- B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?  
 Yes       No
- C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of one percent or more?  
 Yes       No
- D. Describe each employment or business and family relationship with the local government officer named in this section.

**4  I have no Conflict of Interest to disclose.**

**5** DocuSigned by:  
*Ravi Raju*  
Signature of vendor doing business with the governmental entity

10/2/2025  
Date

## **CONFLICT OF INTEREST QUESTIONNAIRE**

### **For vendor doing business with local governmental entity**

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/ Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

**Local Government Code § 176.001(1-a):** "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

**Local Government Code § 176.003(a)(2)(A) and (B):**

- (A) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:
  - (2) the vendor:
    - (A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that
      - (i) a contract between the local governmental entity and vendor has been executed; or
      - (ii) the local governmental entity is considering entering into a contract with the vendor;
    - (B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:
      - (i) a contract between the local governmental entity and vendor has been executed; or
      - (ii) the local governmental entity is considering entering into a contract with the vendor.

**Local Government Code § 176.006(a) and (a-1)**

- (a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:
  - (1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);
  - (2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or
  - (3) has a family relationship with a local government officer of that local governmental entity.
- (a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:
  - (1) the date that the vendor:
    - (A) begins discussions or negotiations to enter into a contract with the local governmental entity; or
    - (B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or
  - (2) the date the vendor becomes aware:
    - (A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);
    - (B) that the vendor has given one or more gifts described by Subsection (a); or
    - (C) of a family relationship with a local government officer.

### **City of Denton Ethics Code Ordinance Number 18-757**

**Definitions:**

**Relative:** a family member related to a City Official within the third 3<sup>rd</sup> degree of affinity (marriage) or consanguinity (blood or adoption)

**City Official:** for purpose of this article, the term consists of the Council Members, Department Heads, or member of the Board of Ethics, Planning and zoning Commission Members, Board of Adjustment, Historic Landmark Commission, or Public Utilities Board

**Vendor:** a person who provides or seeks to provide goods, services, and/or real property to the City in exchange for compensation. This definition does not include those property owners from whom the City acquires public right-of-way or other real property interests for public use.

Per the City of Denton Ethics Code, Section 2-273. – Prohibitions

- (3) It shall be a violation of this Article for a Vendor to offer or give a Gift to City Official exceeding fifty dollars (\$50.00) per gift, or multiple gifts cumulatively valued at more than two hundred dollars (\$200.00) per a single fiscal year.

Per the City of Denton Ethics Code, Section 2-282. – Disposition (b), (5) Ineligibility

If the Board of Ethics finds that a Vendor has violated this Article, the Board may recommend to the City Manager that the Vendor be deemed ineligible to enter into a City contract or other arrangement for goods, services, or real property, for a period of one (1) year.

## Certificate Of Completion

Envelope Id: 77917741-B982-4FF2-A545-43D97A5636FE  
Subject: Please DocuSign: City Council Contract 8923 - Prepaid Utilities Services  
Source Envelope:  
Document Pages: 5  
Certificate Pages: 6  
AutoNav: Enabled  
Envelopeld Stamping: Enabled  
Time Zone: (UTC-06:00) Central Time (US & Canada)

Status: Sent

Envelope Originator:  
Christina Dormady  
901B Texas Street  
Denton, TX 76209  
christina.dormady@cityofdenton.com  
IP Address: 198.49.140.10

## Record Tracking

Status: Original  
10/1/2025 3:20:18 PM

Holder: Christina Dormady  
christina.dormady@cityofdenton.com

Location: DocuSign

## Signer Events

Christina Dormady  
christina.dormady@cityofdenton.com

Buyer  
City of Denton  
Security Level: Email, Account Authentication  
(None)

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Lori Hewell  
lori.hewell@cityofdenton.com  
Purchasing Manager  
City of Denton  
Security Level: Email, Account Authentication  
(None)

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Marcella Lunn  
marcella.lunn@cityofdenton.com  
Senior Deputy City Attorney  
City of Denton  
Security Level: Email, Account Authentication  
(None)

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Ravi Raju  
ravi.raju@exceleron.com  
Chief Operating Officer  
Exceleron Software, LLC  
Security Level: Email, Account Authentication  
(None)

**Electronic Record and Signature Disclosure:**  
Accepted: 10/2/2025 2:25:32 PM  
ID: da14f128-1889-40cb-8e88-b70f436aaf27

## Signature

**Completed**

Using IP Address: 198.49.140.10

Signature Adoption: Pre-selected Style  
Using IP Address: 198.49.140.10

DocuSigned by:  
*Marcella Lunn*  
4B070831B4AA438...

Signature Adoption: Pre-selected Style  
Using IP Address: 107.116.79.20  
Signed using mobile

DocuSigned by:  
*Ravi Raju*  
E0F839B003FB438...

Signature Adoption: Pre-selected Style  
Using IP Address: 173.235.54.84

## Timestamp

Sent: 10/1/2025 3:26:45 PM  
Viewed: 10/1/2025 3:27:05 PM  
Signed: 10/1/2025 3:27:58 PM

Sent: 10/1/2025 3:28:00 PM  
Viewed: 10/1/2025 3:34:08 PM  
Signed: 10/1/2025 3:34:32 PM

Sent: 10/1/2025 3:34:35 PM  
Viewed: 10/2/2025 2:07:27 PM  
Signed: 10/2/2025 2:10:52 PM

Sent: 10/2/2025 2:10:55 PM  
Viewed: 10/2/2025 2:25:32 PM  
Signed: 10/2/2025 2:30:14 PM

Signer Events	Signature	Timestamp
---------------	-----------	-----------

Antonio Puente, Jr.  
antonio.puente@cityofdenton.com  
DME General Manager  
Denton Municipal Electric  
Security Level: Email, Account Authentication  
(None)

Signed by:  
  
E3760944C2BF4B5...  
Signature Adoption: Pre-selected Style  
Using IP Address: 198.49.140.10

Sent: 10/2/2025 2:30:18 PM  
Viewed: 10/2/2025 2:37:46 PM  
Signed: 10/2/2025 2:38:06 PM

**Electronic Record and Signature Disclosure:**  
Accepted: 10/2/2025 2:37:46 PM  
ID: b54b8eda-72d6-4c3e-b89c-caab44f2fba7

Cheyenne Defee  
cheyenne.defee@cityofdenton.com  
Procurement Administration Supervisor  
City of Denton  
Security Level: Email, Account Authentication  
(None)

Sent: 10/2/2025 2:38:08 PM

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Sara Hensley  
sara.hensley@cityofdenton.com  
Security Level: Email, Account Authentication  
(None)

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Ingrid Rex  
ingrid.rex@cityofdenton.com  
Security Level: Email, Account Authentication  
(None)

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
-------------------------	-----------	-----------

Editor Delivery Events	Status	Timestamp
------------------------	--------	-----------

Agent Delivery Events	Status	Timestamp
-----------------------	--------	-----------

Intermediary Delivery Events	Status	Timestamp
------------------------------	--------	-----------

Certified Delivery Events	Status	Timestamp
---------------------------	--------	-----------

Carbon Copy Events	Status	Timestamp
--------------------	--------	-----------

Cheyenne Defee  
cheyenne.defee@cityofdenton.com  
Procurement Administration Supervisor  
City of Denton  
Security Level: Email, Account Authentication  
(None)  
**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

**COPIED**

Sent: 10/1/2025 3:28:00 PM

Gretna Jones  
gretna.jones@cityofdenton.com  
Legal Secretary  
City of Denton  
Security Level: Email, Account Authentication  
(None)

**COPIED**

Sent: 10/2/2025 2:38:09 PM  
Viewed: 10/2/2025 4:32:41 PM

<b>Carbon Copy Events</b>	<b>Status</b>	<b>Timestamp</b>
---------------------------	---------------	------------------

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

City Secretary Office  
citysecretary@cityofdenton.com  
Security Level: Email, Account Authentication  
(None)

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Christa Foster  
Christa.foster@cityofdenton.com  
Security Level: Email, Account Authentication  
(None)

**Electronic Record and Signature Disclosure:**  
Accepted: 7/21/2025 11:49:42 AM  
ID: faab38fe-f5af-48b0-955f-1923cdd4b344

Autumn Perkins  
Autumn.perkins@cityofdenton.com  
Security Level: Email, Account Authentication  
(None)

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

<b>Witness Events</b>	<b>Signature</b>	<b>Timestamp</b>
-----------------------	------------------	------------------

<b>Notary Events</b>	<b>Signature</b>	<b>Timestamp</b>
----------------------	------------------	------------------

<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
--------------------------------	---------------	-------------------

Envelope Sent	Hashed/Encrypted	10/1/2025 3:26:45 PM
---------------	------------------	----------------------

<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
-----------------------	---------------	-------------------

<b>Electronic Record and Signature Disclosure</b>
---

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, City of Denton (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

**How to contact City of Denton:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com)

**To advise City of Denton of your new e-mail address**

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at [melissa.kraft@cityofdenton.com](mailto:melissa.kraft@cityofdenton.com) and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

**To request paper copies from City of Denton**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

**To withdraw your consent with City of Denton**

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

**Required hardware and software**

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none"> <li>•Allow per session cookies</li> <li>•Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection</li> </ul>

\*\* These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

**Acknowledging your access and consent to receive materials electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify City of Denton as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by City of Denton during the course of my relationship with you.



## MEMORANDUM

**DATE:** October 27, 2025  
**TO:** Membership of the Public Utilities Board  
**FROM:** Christine Taylor, Assistant City Manager & Christa Foster,  
Customer Service Manager  
**SUBJECT:** Integrated Online Payment Solution for the Customer Service Department

The purpose of this agenda item is to request Council's approval for expenses to continue online payment services with Invoice Cloud, Inc.

Invoice Cloud provides a secure, private, and Payment Card Industry (PCI) compliant solution with real-time integration with the current NorthStar CIS and the upcoming SilverBlaze customer portal to electronically accept online payments using all major credit and debit card brands, as well as eCheck and digital wallet methods for Venmo, PayPal, or Google Pay. Invoice Cloud's comprehensive online payment solution provides increased operational savings in both time and money through streamlined self-service functions such as:

- Flexible online payment options that meet business rules and help customers pay their bills on time when it suits their budget, whether registered or not. Registered customers can schedule recurring payments to pay a certain amount on the same day every month. Registered or non-registered customers can set up autopay for the full invoice amount on the invoice due date or schedule one-time future payments via credit/debit card or ACH.
- Fully integrated IVR provides a seamless customer experience that promotes self-service and the ability to reduce inbound customer calls. Enhanced features include Caller ID authentication, the ability to store payment information (Tokenization) for future customer payments, and offer customers the ability to request a text message with a secure payment link to their mobile phone.
- Pay by text sends customers a text notification with a direct link to the payment site with no login or reauthentication required. Customers can create calendars and SMS text reminders in calendar applications such as Apple and MS Outlook, or schedule one-time text reminders.
- Customer communications that engage more customers to utilize online payment options without calling, walking in, or mailing physical checks through targeted and automated messaging. Ability to send automated, event-driven email and text reminders and notifications with a link to make payment without being redirected to the log-in site.

### OUR CORE VALUES

Inclusion • Collaboration • Quality Service • Strategic Focus • Fiscal Responsibility

The City of Denton entered a five (5) year contract with a not-to-exceed amount of \$1,500,000.00 in the Fall of 2021. As a result of increased online payment adoption and growth in Denton’s customer base, the approved spend amount is exhausted, requiring contract renewal.

The system was reviewed by Tech Services and recommended for a contract period of 10 years due to the technical complexities and integrations with both the billing system and the bill print provider.

<b>Project Description</b>	<b>Estimated Six (6) Year Expenditure</b>
FY 25-26	\$608,290
FY 26-27	689,736
FY 27-28	782,090
FY 28-29	886,815
FY 29-30	1,005,566
FY 30-31	1,140,224
Contingency	409,017
<b>Total</b>	<b>\$5,521,738</b>

Prepared By:  
Lori Hewell, Purchasing Manager

Submitted By:  
Christine Taylor, Assistant City Manager

Department Contact  
Christa Foster, Customer Service Manager



# City of Denton

City Hall  
215 E. McKinney Street  
Denton, Texas  
www.cityofdenton.com

---

## AGENDA INFORMATION SHEET

**DEPARTMENT:** Procurement  
**ACM:** Christine Taylor  
**DATE:** October 21, 2025

### **SUBJECT**

Consider adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to execute a contract with Invoice Cloud, Inc., for the Integrated Online Payment Solution for the Customer Service Department; providing for the expenditure of funds therefor; and providing an effective date (RFP 8922 – awarded to Invoice Cloud, Inc., for two (2) years, with the option for four (4) additional one (1) year extensions, in the total six (6) year not-to-exceed amount of \$5,521,738.00).

### **STRATEGIC ALIGNMENT**

This action supports Key Focus Area: Strengthen Community and Quality of Life.

### **INFORMATION/BACKGROUND**

The purpose of this agenda item is to request Council's approval for expenses to continue online payment services with Invoice Cloud, Inc.

Invoice Cloud provides a secure, private, and Payment Card Industry (PCI) compliant solution with real-time integration with the current NorthStar CIS and the upcoming SilverBlaze customer portal to electronically accept online payments using all major credit and debit card brands, as well as eCheck and digital wallet methods for Venmo, PayPal, or Google Pay. Invoice Cloud's comprehensive online payment solution provides increased operational savings in both time and money through streamlined self-service functions such as:

- Flexible online payment options that meet business rules and help customers pay their bill on time when it suits their budget, whether registered or not. Registered customers can schedule recurring payments to pay a certain amount on the same day every month. Registered or non-registered customers can set up autopay for the full invoice amount on the invoice due date or schedule one-time future payments via credit/debit card or ACH.
- Fully integrated IVR provides a seamless customer experience that promotes self-service and the ability to reduce inbound customer calls. Enhanced features include Caller ID authentication, the ability to store payment information (Tokenization) for future customer payments, and offer customers the ability to request a text message with a secure payment link to their mobile phone.

- Pay by text sends customers a text notification with a direct link to the payment site with no login or reauthentication required. Customers can create calendars and SMS text reminders in calendar applications such as Apple and MS Outlook, or schedule one-time text reminders.
- Customer communications that engage more customers to utilize online payment options without calling, walking in, or mailing physical checks through targeted and automated messaging. Ability to send automated, event-driven email and text reminders and notifications with a link to make payment without being redirected to the log-in site.

The City of Denton entered a five (5) year contract with a not-to-exceed amount of \$1,500,000.00 in the Fall of 2021. As a result of increased online payment adoption and growth in Denton’s customer base, the approved spend amount is exhausted, requiring contract renewal.

The system was reviewed by Tech Services and recommended for a contract period of 10 years due to the technical complexities and integrations with both the billing system and the bill print provider.

<b>Project Description</b>	<b>Estimated Six (6) Year Expenditure</b>
FY 25-26	\$608,290
FY 26-27	689,736
FY 27-28	782,090
FY 28-29	886,815
FY 29-30	1,005,566
FY 30-31	1,140,224
Contingency	409,017
<b>Total</b>	<b>\$5,521,738</b>

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On September 28, 2021, City Council approved a contract with Invoice Cloud, Inc., in the not-to-exceed amount of \$1,500,000 (Ordinance 21-2119).

**RECOMMENDATION**

Award a contract with Invoice Cloud, Inc., for the Integrated Online Payment Solution for the Customer Service Department, in a two (2) years, with the option for four (4) additional one (1) year extensions, in the total six (6) year not-to-exceed amount of \$5,521,738.

**PRINCIPAL PLACE OF BUSINESS**

Invoice Cloud, Inc.  
Braintree, MA

**ESTIMATED SCHEDULE OF PROJECT**

This is a six (6) year contract for an existing service. No implementation is necessary.

## **FISCAL INFORMATION**

These services will be funded from the Customer Service account 870100.7912. Requisitions will be entered on an as-needed basis. The budgeted amount for this item is \$5,521,738. The City will only pay for services rendered and is not obligated to pay the full contract amount unless needed.

## **EXHIBITS**

Exhibit 1: Agenda Information Sheet

Exhibit 2: Original Contract

Exhibit 3: Presentation

Exhibit 4: Ordinance and Contract

Respectfully submitted:  
Lori Hewell, 940-349-7100  
Purchasing Manager

For information concerning this acquisition, contact: Christa Foster, 940-349-7412.

Legal point of contact: Marcella Lunn at 940-349-8333.

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE CITY OF DENTON, A TEXAS HOME-RULE MUNICIPAL CORPORATION, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH INVOICE CLOUD, INC., FOR THE INTEGRATED ONLINE PAYMENT SOLUTION FOR THE CUSTOMER SERVICE DEPARTMENT; PROVIDING FOR THE EXPENDITURE OF FUNDS THEREFOR; AND PROVIDING AN EFFECTIVE DATE (RFP 8922 – AWARDED TO INVOICE CLOUD, INC., FOR TWO (2) YEARS, WITH THE OPTION FOR FOUR (4) ADDITIONAL ONE (1) YEAR EXTENSIONS, IN THE TOTAL SIX (6) YEAR NOT-TO-EXCEED AMOUNT OF \$5,521,738.00).

WHEREAS, the City has solicited, received, and evaluated competitive proposals for the Integrated Online Payment Solution for the Customer Service Department; and

WHEREAS, the City Manager, or a designated employee, has received, reviewed, and recommended that the herein described proposal is the most advantageous to the City considering the relative importance of price and the other evaluation factors included in the request for proposals; and

WHEREAS, this procurement was undertaken as part of the City’s governmental function; and

WHEREAS, the City Council has provided in the City Budget for the appropriation of funds to be used for the purchase of the materials, equipment, supplies, or services approved and accepted herein; NOW, THEREFORE,

THE COUNCIL OF THE CITY OF DENTON HEREBY ORDAINS:

SECTION 1. The items in the following numbered request for proposal for materials, equipment, supplies, or services shown in the “Request Proposals” on file in the office of the Purchasing Agent, are hereby accepted and approved as being the most advantageous to the City considering the relative importance of price and the other evaluation factors included in the request for proposals.

<u>RFP</u> <u>NUMBER</u>	<u>CONTRACTOR</u>	<u>AMOUNT</u>
8922	Invoice Cloud, Inc.	\$5,521,738.00

SECTION 2. That by the acceptance and approval of the above numbered items of the submitted proposals, the City accepts the offer of the persons submitting the proposals for such items and agrees to purchase the materials, equipment, supplies, or services in accordance with the terms, specifications, standards, quantities, and for the specified sums contained in the Proposal Invitations, Proposals, and related documents.

SECTION 3. That should the City and person submitting approved and accepted items wish to enter into a formal written agreement as a result of the acceptance, approval, and awarding of the proposals, the City Manager, or their designated representative, is hereby authorized to execute the written contract which shall be attached hereto; provided that the written contract is in accordance with the terms, conditions, specifications, standards, quantities, and specified sums contained in the Proposal and related documents herein approved and accepted.

SECTION 4. The City Council of the City of Denton hereby expressly delegates the authority to take any actions that may be required or permitted to be performed by the City of Denton under this ordinance to the City Manager of the City of Denton, or their designee.

SECTION 5. By the acceptance and approval of the above enumerated bids, the City Council hereby authorizes the expenditure of funds therefor in the amount and in accordance with the approved bids.

SECTION 6. This ordinance shall become effective immediately upon its passage and approval.

The motion to approve this ordinance was made by \_\_\_\_\_ and seconded by \_\_\_\_\_. This ordinance was passed and approved by the following vote [\_\_\_ - \_\_\_]:

	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Mayor Gerard Hudspeth:	_____	_____	_____	_____
Vicki Byrd, District 1:	_____	_____	_____	_____
Brian Beck, District 2:	_____	_____	_____	_____
Suzi Rumohr, District 3:	_____	_____	_____	_____
Joe Holland, District 4:	_____	_____	_____	_____
Brandon Chase McGee, At Large Place 5:	_____	_____	_____	_____
Jill Jester, At Large Place 6:	_____	_____	_____	_____

PASSED AND APPROVED this the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
GERARD HUDSPETH, MAYOR

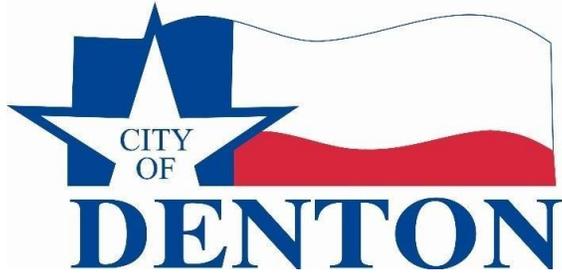
ATTEST:  
INGRID REX, INTERIM CITY SECRETARY

BY: \_\_\_\_\_

APPROVED AS TO LEGAL FORM:  
MACK REINWAND, CITY ATTORNEY

BY: *Leah Bush* \_\_\_\_\_

*Marcella Lunn*



## DocuSign City Council Transmittal Coversheet

RFP	8922
File Name	Integrated Utility Payment Solutions
Purchasing Contact	Christina Dormady
City Council Target Date	
Piggy Back Option	No
Contract Expiration	
Ordinance	

**RENEWAL AMENDMENT TO CONTRACT BETWEEN  
CITY OF DENTON, TEXAS AND INVOICE CLOUD, INC.  
(Contract #8922)**

This Renewal Amendment to the Contract By and Between City of Denton, Texas and Invoice Cloud, Inc. (Contract 7697) (This Renewal Amendment shall be Contract 8922) (this “**Amendment**”) is entered into between the City of Denton, Texas (**City**) and Invoice Cloud, Inc. (“**Supplier**”) as of the last date signed by the parties below (the “Amendment Effective Date”).

**Background**

The City and Supplier entered into that certain Contract By and Between City of Denton, Texas and Invoice Cloud, Inc. (Contract 7697) on September 28, 2021 (the “**Agreement**”). Capitalized terms used but not otherwise defined in this Amendment will have the meanings set forth in the Agreement. The parties hereby amend the Agreement as follows:

**1 Contract Term**

The first sentence of Section 3 of Exhibit A of the Agreement is hereby deleted and replaced with the following provision:

The Contract term shall commence as of the execution date of the Biller Order Form and continue for a period of two (2) years after the Amendment Effective Date (“Instant Term”) and will automatically renew for each of additional successive four (4) one-year terms (“Renewal Term”) unless terminated as set forth herein. Any reference herein to the Initial Term shall be read to mean the Instant Term.

**2 Total Contract Amount**

The first sentence of Section 1 of Exhibit A of the Agreement is hereby deleted and replaced with the following provision:

The contract total for the services provided after the Amendment Effective Date shall not exceed \$5,521,738.00.

**3 Updated contract number**

This Amendment, beginning on the Amendment Effective Date, incorporates, except as amended herein, all the terms and conditions in the Agreement and shall have contract number 8922.

**Confirmation of Agreement**

This Amendment (together with all exhibits attached hereto) constitutes the entire agreement between the parties regarding the matters of this Amendment and supersedes all prior and contemporaneous agreements and understandings regarding the matters of this Amendment. In the event of a conflict between this Amendment and the Agreement as it relates to the matters of this Amendment, the terms of this Amendment will control. Otherwise, all terms and conditions of the Agreement will remain in full force and effect and likewise apply to this Amendment.

**Authorized Signatures:**

**“CITY”**

**CITY OF DENTON, TEXAS**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**“SUPPLIER”**

**INVOICE CLOUD, INC.**

Signed by:  
By Mark Daoust

Name: Mark Daoust

Title: Chief Customer Officer

Date: 10/8/2025

ATTEST:

CITY SECRETARY

BY: \_\_\_\_\_

THIS AGREEMENT HAS BEEN  
BOTH REVIEWED AND APPROVED  
as to financial and operational obligations  
and business terms.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
PRINTED NAME

APPROVED AS TO LEGAL FORM:

MACK REINWAND, CITY ATTORNEY

\_\_\_\_\_  
TITLE

DocuSigned by:  
By Marcella Luna  
4B070831B4AA438...

\_\_\_\_\_  
DEPARTMENT

**CONFLICT OF INTEREST QUESTIONNAIRE -**

**FORM CIQ**

**For vendor or other person doing business with local governmental entity**

**This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.**

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a) and by City of Denton Ethics Code, Ordinance 18-757.

By law this questionnaire must be filed with the records administrator of the local government entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

**1 Name of vendor who has a business relationship with local governmental entity.**

INVOICE CLOUD, INC.

**2  Check this box if you are filing an update to a previously filed questionnaire.**

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7<sup>th</sup> business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

**3 Name of local government officer about whom the information in this section is being disclosed.**

\_\_\_\_\_  
Name of Officer

Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. This section, (item 3 including subparts A, B, C & D), must be completed for each officer with whom the vendor has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the vendor?

Yes  No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

Yes  No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of one percent or more?

Yes  No

D. Describe each employment or business and family relationship with the local government officer named in this section.

**4  I have no Conflict of Interest to disclose.**

Signed by:  
*Mark Daoust*

10/8/2025

Signature of vendor doing business with the governmental entity

Date

5AB95823B056437

## **CONFLICT OF INTEREST QUESTIONNAIRE**

### **For vendor doing business with local governmental entity**

A complete copy of Chapter 176 of the Local Government Code may be found at [http://www.statutes.legis.state.tx.us/ Docs/LG/htm/LG.176.htm](http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm). For easy reference, below are some of the sections cited on this form.

**Local Government Code § 176.001(1-a):** "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

**Local Government Code § 176.003(a)(2)(A) and (B):**

- (A) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:
  - (2) the vendor:
    - (A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that
      - (i) a contract between the local governmental entity and vendor has been executed; or
      - (ii) the local governmental entity is considering entering into a contract with the vendor;
    - (B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:
      - (i) a contract between the local governmental entity and vendor has been executed; or
      - (ii) the local governmental entity is considering entering into a contract with the vendor.

**Local Government Code § 176.006(a) and (a-1)**

- (a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:
  - (1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);
  - (2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or
  - (3) has a family relationship with a local government officer of that local governmental entity.
- (a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:
  - (1) the date that the vendor:
    - (A) begins discussions or negotiations to enter into a contract with the local governmental entity; or
    - (B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or
  - (2) the date the vendor becomes aware:
    - (A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);
    - (B) that the vendor has given one or more gifts described by Subsection (a); or
    - (C) of a family relationship with a local government officer.

### **City of Denton Ethics Code Ordinance Number 18-757**

**Definitions:**

**Relative:** a family member related to a City Official within the third 3<sup>rd</sup> degree of affinity (marriage) or consanguinity (blood or adoption)

**City Official:** for purpose of this article, the term consists of the Council Members, Department Heads, or member of the Board of Ethics, Planning and zoning Commission Members, Board of Adjustment, Historic Landmark Commission, or Public Utilities Board

**Vendor:** a person who provides or seeks to provide goods, services, and/or real property to the City in exchange for compensation. This definition does not include those property owners from whom the City acquires public right-of-way or other real property interests for public use.

Per the City of Denton Ethics Code, Section 2-273. – Prohibitions

- (3) It shall be a violation of this Article for a Vendor to offer or give a Gift to City Official exceeding fifty dollars (\$50.00) per gift, or multiple gifts cumulatively valued at more than two hundred dollars (\$200.00) per a single fiscal year.

Per the City of Denton Ethics Code, Section 2-282. – Disposition (b), (5) Ineligibility

If the Board of Ethics finds that a Vendor has violated this Article, the Board may recommend to the City Manager that the Vendor be deemed ineligible to enter into a City contract or other arrangement for goods, services, or real property, for a period of one (1) year.

## Certificate Of Completion

Envelope Id: 1E6F1914-C692-4D57-9DC7-6D778758D22D  
 Subject: Please DocuSign: City Council Contract 8922 Integrated Utility Payment Solutions  
 Source Envelope:  
 Document Pages: 5  
 Certificate Pages: 6  
 AutoNav: Enabled  
 Envelopeld Stamping: Enabled  
 Time Zone: (UTC-06:00) Central Time (US & Canada)

Status: Sent

Envelope Originator:  
 Christina Dormady  
 901B Texas Street  
 Denton, TX 76209  
 christina.dormady@cityofdenton.com  
 IP Address: 198.49.140.10

## Record Tracking

Status: Original  
 10/7/2025 8:53:31 AM

Holder: Christina Dormady  
 christina.dormady@cityofdenton.com

Location: DocuSign

## Signer Events

Christina Dormady  
 christina.dormady@cityofdenton.com

Buyer  
 City of Denton  
 Security Level: Email, Account Authentication  
 (None)

**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

Lori Hewell  
 lori.hewell@cityofdenton.com  
 Purchasing Manager  
 City of Denton  
 Security Level: Email, Account Authentication  
 (None)

**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

Marcella Lunn  
 marcella.lunn@cityofdenton.com  
 Senior Deputy City Attorney  
 City of Denton  
 Security Level: Email, Account Authentication  
 (None)

**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

Mark Daoust  
 MDaoust@invoicecloud.com  
 Chief Customer Officer  
 Security Level: Email, Account Authentication  
 (None)

**Electronic Record and Signature Disclosure:**  
 Accepted: 10/8/2025 11:23:40 AM  
 ID: d7c70718-2bba-4bce-a40a-1a4ef71bb4e6

## Signature

**Completed**

Using IP Address: 198.49.140.10

Signature Adoption: Pre-selected Style  
 Using IP Address: 198.49.140.10

DocuSigned by:  
 Marcella Lunn  
 4B070831B4AA438...

Signature Adoption: Pre-selected Style  
 Using IP Address:  
 2600:6c56:7f00:dc2:fc1f:7a61:eba2:c6f5

Signed by:  
 Mark Daoust  
 5AB95823B056437...

Signature Adoption: Pre-selected Style  
 Using IP Address: 2a09:bac0:1000:16c::6a:127

## Timestamp

Sent: 10/7/2025 8:59:23 AM  
 Viewed: 10/7/2025 8:59:37 AM  
 Signed: 10/7/2025 9:00:22 AM

Sent: 10/7/2025 9:00:25 AM  
 Viewed: 10/7/2025 9:14:15 AM  
 Signed: 10/7/2025 9:14:37 AM

Sent: 10/7/2025 9:14:39 AM  
 Viewed: 10/7/2025 11:35:41 AM  
 Signed: 10/7/2025 11:36:02 AM

Sent: 10/7/2025 11:36:04 AM  
 Resent: 10/7/2025 2:53:59 PM  
 Resent: 10/7/2025 3:03:56 PM  
 Resent: 10/8/2025 10:11:00 AM  
 Resent: 10/8/2025 10:29:03 AM  
 Viewed: 10/8/2025 11:23:40 AM  
 Signed: 10/8/2025 11:25:02 AM

Signer Events	Signature	Timestamp
Antonio Puente antonio.puente@cityofdenton.com Denton Municipal Electric Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Accepted: 10/7/2025 9:48:29 AM ID: 6a0e670e-fe4b-4a68-a510-40d88a279d3c		Sent: 10/8/2025 11:25:05 AM
Cheyenne Defee cheyenne.defee@cityofdenton.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign		
Sara Hensley sara.hensley@cityofdenton.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign		
Ingrid Rex ingrid.rex@cityofdenton.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign		

In Person Signer Events	Signature	Timestamp
<b>Editor Delivery Events</b>	Status	Timestamp
<b>Agent Delivery Events</b>	Status	Timestamp
<b>Intermediary Delivery Events</b>	Status	Timestamp
<b>Certified Delivery Events</b>	Status	Timestamp
<b>Carbon Copy Events</b>	Status	Timestamp

Cheyenne Defee cheyenne.defee@cityofdenton.com Procurement Administration Supervisor City of Denton Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<div style="border: 2px solid blue; padding: 5px; display: inline-block; font-weight: bold; color: blue; font-size: 1.2em;">COPIED</div>	Sent: 10/7/2025 9:00:25 AM
Thomas Gunnerson Tgunnerson@invoicecloud.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<div style="border: 2px solid blue; padding: 5px; display: inline-block; font-weight: bold; color: blue; font-size: 1.2em;">COPIED</div>	Sent: 10/7/2025 10:00:17 AM Viewed: 10/7/2025 10:33:50 AM

Carbon Copy Events	Status	Timestamp
--------------------	--------	-----------

Gretna Jones  
gretna.jones@cityofdenton.com  
Legal Secretary  
City of Denton  
Security Level: Email, Account Authentication  
(None)

COPIED

Sent: 10/8/2025 11:25:05 AM  
Viewed: 10/8/2025 11:26:44 AM

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

City Secretary Office  
citysecretary@cityofdenton.com  
Security Level: Email, Account Authentication  
(None)

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Autumn Perkins  
Autumn.perkins@cityofdenton.com  
Security Level: Email, Account Authentication  
(None)

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Witness Events	Signature	Timestamp
----------------	-----------	-----------

Notary Events	Signature	Timestamp
---------------	-----------	-----------

Envelope Summary Events	Status	Timestamps
-------------------------	--------	------------

Envelope Sent	Hashed/Encrypted	10/7/2025 8:59:23 AM
Envelope Updated	Security Checked	10/7/2025 10:00:17 AM
Envelope Updated	Security Checked	10/7/2025 10:00:17 AM
Envelope Updated	Security Checked	10/7/2025 2:53:58 PM
Envelope Updated	Security Checked	10/7/2025 2:53:58 PM
Envelope Updated	Security Checked	10/7/2025 2:53:59 PM
Envelope Updated	Security Checked	10/7/2025 3:03:55 PM
Envelope Updated	Security Checked	10/7/2025 3:03:55 PM
Envelope Updated	Security Checked	10/8/2025 10:29:02 AM
Envelope Updated	Security Checked	10/8/2025 10:29:02 AM

Payment Events	Status	Timestamps
----------------	--------	------------

Electronic Record and Signature Disclosure
--

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, City of Denton (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

**How to contact City of Denton:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com)

**To advise City of Denton of your new e-mail address**

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at [melissa.kraft@cityofdenton.com](mailto:melissa.kraft@cityofdenton.com) and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

**To request paper copies from City of Denton**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

**To withdraw your consent with City of Denton**

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

**Required hardware and software**

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none"> <li>•Allow per session cookies</li> <li>•Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection</li> </ul>

\*\* These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

**Acknowledging your access and consent to receive materials electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify City of Denton as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by City of Denton during the course of my relationship with you.

## MEMORANDUM

DATE: October 20, 2025  
TO: City of Denton Public Utilities Board  
FROM: Shawn Messick, Capital Projects Project Manager  
SUBJECT: Standard Utility Agreement (SUA) – U00023607 Texas Department of Transportation (TxDOT) & City of Denton for FM 1515 Utilities Relocation

This memorandum is provided in response to Board Member Riback’s October 13, 2025, request for clarification regarding the correct Not-to-Exceed (NTE) amount.

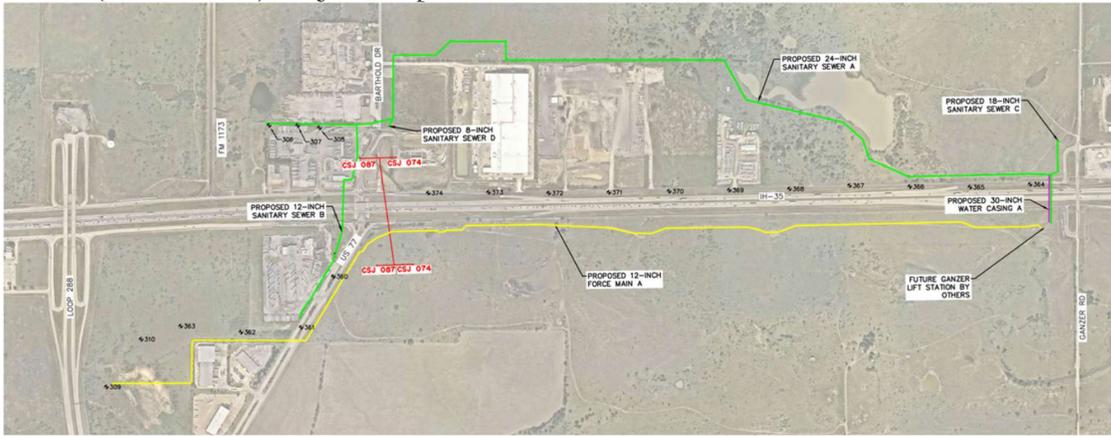
Items E (PUB25-192) and F (PUB25-193) on the October 13, 2025, Public Utilities Board (PUB) Consent Agenda included ordinances authorizing a Water and Wastewater Utility Relocation Standard Utility Agreement between the City of Denton and the Texas Department of Transportation. The NTE amount listed for Item E (PUB25-192) incorrectly reflected in the ordinance the total estimated construction cost of \$5,419,747.05. The correct NTE amount that should have been reflected is the net reimbursement amount of \$23,567.77.

### Item E (PUB25-192) Project Map



For Item F (PUB25-193), the PUB presented amount of \$6,872,339.48 which is the net reimbursement to the utility. All items have been updated for our presentation to Council. Staff will do a better job reviewing items for completion, prior to presenting them in the future.

Item F (PUB25-193) Project Map



OUR CORE VALUES

Inclusion  Collaboration  Quality Service  Strategic Focus  Fiscal Responsibility



**MEMORANDUM**

**DATE:** October 20, 2025  
**TO:** Public Utilities Board  
**FROM:** Randee Klingele, Treasury Manager  
**SUBJECT:** Bond Rates

During the Public Utilities Board meeting on October 13, 2025, Member Riback requested the potential bond rate for the 2026 Bond Sale at the conclusion of the Reimbursement Ordinance presentation (PUB 25-157). Although future rates are unknown, staff suggested providing the City’s last bond sale rates from the 2025 Bond Sale as well as the current market rates.

**2025 GO/CO Bond Sale**

On July 23, 2025, the City’s financial advisor, Hilltop Securities, conducted competitive sales for

- \$78,320,000 in General Obligation (GO) Bonds
- \$232,645,000 in Certificates of Obligation (CO)

Below are the results of the bond sale with the rates submitted in the “Bid Submission” columns for GOs and COs. The City awarded the bonds to the bolded firms who provided the lowest competitive rates (3.95% and 4.34%, respectively).

<b>GO Participating Firms</b>	<b>Bid Submission</b>	<b>CO Participating Firms</b>	<b>Bid Submission</b>
<b>J.P. Morgan Securities, LLC</b>	<b>3.958935</b>	<b>Wells Fargo Bank, NA</b>	<b>4.344676</b>
Wells Fargo Bank, NA	3.981007	BofA Securities	4.369846
KeyBanc Capital Markets	3.98854	J.P. Morgan Securities, LLC	4.373314
BofA Securities	3.999874	Jefferies, LLC	4.436305
Jefferies, LLC	4.007035	Truist Securities, Inc.	4.448214
Robert W. Baird & Co., Inc.	4.025919	Morgan Stanley & Co., LLC	4.473754
Truist Securities, Inc.	4.052199	Robert W. Baird & Co, Inc.	4.519245
Raymond James & Assoc., Inc.	4.124223		

**Current Rates**

Below are the current market rates (as of October 13, 2025) received from Hilltop Securities.

- 3.99% General Obligation
- 4.08% Certificates of Obligation

**Clarification of TWDB Revenue Bond Rates**

During the Texas Water Development Board (TWDB) presentation (PUB 25-150) it was noted the current TWDB anticipated rate was 3.32%, which represents the average interest cost (coupon

**OUR CORE VALUES**

Inclusion • Collaboration • Quality Service • Strategic Focus • Fiscal Responsibility

rate) each year. The True Interest Cost (TIC), which includes issuance costs and timing of cash flows is 3.80%. Since the TIC is typically used to compare bond issuances, staff additionally wanted to share this calculated rate with the Board. Utilizing the TIC of 3.80%, which includes the TWDB subsidy, the estimated savings by utilizing the TWDB SWIFT program is approximately \$2.3 million compared to issuing COs in a public-market sale.

# Future Public Utilities Board Agenda Items

Note: This is a working draft of pending PUB items and is subject to change without notice.

Meeting Date	Item	Dept
November 17, 2025		
December 15, 2025		
January 12, 2026	Receive nominations and hold elections for Chair, Vice Chair, and Secretary.	

Codes: Work Session WS, Consent Agenda CA, Individual Consideration IC

## PUBLIC UTILITIES BOARD - NEW BUSINESS ACTION ITEMS

	DATE REQUESTED	REQUESTOR	ITEM	DEPT	STATUS
1.	10/13/25	Riback	Airport Rd transfer w/ associated and ongoing costss	Capital Projects	10/27/25
2.	10/13/25	Riback	Information requested on past and projected bond rates.	Finance	10/27/25