



REQUEST FOR PROPOSAL

*ESRI Utility Network Design Services
Vendor Selection*

for

GREENVILLE UTILITIES COMMISSION
PO Box 1847
Greenville, North Carolina 27835-1847

ISSUE DATE: 04/01/2025
QUESTIONS RECEIVED BY: 04/22/2025
QUESTION RESPONSE BY: 04/29/2025
PACKAGES SHALL BE RECEIVED BY 3:00 PM (EDT) ON 05/13/2025

REQUEST FOR PROPOSAL

RFP 25-21 ESRI Utility Network Design Services Vendor Selection

The Greenville Utilities Commission ("GUC"), Greenville, NC, through the Purchasing Department, is hereby soliciting competitive vendor proposals for the above-mentioned project. The successful Respondent will be required to furnish all labor, material, equipment, supplies, applicable taxes, insurance, bonding, and licenses to complete this project.

RFP Information

Title	ESRI Utility Network Design Services Vendor Selection
Type	Professional Services
Issue Date	April 01, 2025
RFP Number	25-21
Department Requesting Services	Information Technology
Due Date	May 13, 2025, until 3:00 PM EDT
Interview Date	TBD

Instructions for Submissions

Submittal Method	Greenville Utilities Commission Purchasing Department Attn: Cleve Haddock Cleve Haddock, Lifetime CLGPO Procurement Manager haddocgc@guc.com (252) 551-1533
Submittal Copies	One (1) electronic copy Submittal must be clearly marked with the following information: <ul style="list-style-type: none">• Request for Qualification Number• Name of Your Company• Address• Phone Number
Late Submittals	Responses received after the time and date stated above will not be considered.

How to Obtain RFP Documents

Copies of the Proposal documents may be obtained at:

Location	Address
Website	https://www.guc.com/about-us/doing-business-us/current-bids

Questions about the RFP

Questions and/or Requests for Information (RFI) must be submitted in writing and can be submitted by email as follows:

Primary Contact	Cleve Haddock, Lifetime CLGPO Procurement Manager (252)551-1533 haddocgc@guc.com
Questions Received By	April 22, 2025, until 4:00 PM EDST Please submit questions as soon as possible. No questions regarding the specifications will be responded to after the above date. Answers will be communicated by the response date.
Question Response Date	April 29, 2025 All pertinent questions will be responded to via a posting on GUC's website.

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Attachments

	Title	Must Be Returned with Proposal
1	RFP Acknowledgement and Signature Form	Yes
2	Insurance Acknowledgement Statement	Yes
3	Terms and Conditions	No
4	E-Verify Form	Yes

About Greenville Utilities

Since 1905, Greenville Utilities has been an integral part of Greenville and Pitt County, growing and progressing along with our expanding service area. GUC provides electric, water, sewer, and natural gas services to the City of Greenville and 75% of Pitt County. We serve a combined total of nearly 168,000 customer connections. Greenville Utilities is owned by the citizens of Greenville but operates under a separate charter issued by the N.C. General Assembly.

We are governed by an eight-member Board of Commissioners. The Board is responsible for approving rates, development plans, and the annual budget as well as setting operating and extension policies. Our fiscal year for budget runs July 1st through June 30th. Policies are implemented by the General Manager/CEO. The City Manager serves as a full voting member; five other Board members are nominated by the City Council, and two are nominated by the County Commissioners. All Board members are approved by the City Council. Our highly experienced Management Team is dedicated to working together to operate GUC in the best interest of our customers.

Mission Statement

Greenville Utilities is dedicated to enhancing the quality of life for those we serve by safely providing reliable utility solutions at the lowest reasonable cost, with exceptional customer service in an environmentally responsible manner.

Project Overview

Greenville Utilities Commission ("GUC") is requesting sealed proposals from qualified companies to provide professional services for ESRI Utility Network ("UN") as we begin transition from our current deployment of ESRI ArcGIS Enterprise Geometric Network ("GN"). The purpose of this RFP is to identify a vendor(s) capable of providing comprehensive analysis, design, migration planning and risk mitigation for implementation of ESRI Utility Network for electric and gas domains beginning summer of 2025 and concluding by end of year.

The primary goal of this project is to design and prepare for deployment of ESRI Utility Network. Ideally, the selected vendor will evaluate our current system structure, recommend data models, develop work plans, identify corrective actions, positioning GUC for a successful migration.

Our electric utility is the second largest municipal in North Carolina and ranks 43rd nationally, operating:

- Overhead: 1284 miles
- Underground: 2166 miles
- Substations: 24
- Transformer: 18095
- Communication Cable: 110 miles
- Switching Facility: 2471
- Support Structure: 46613
- Streetlight: 23531
- Service Point: 56830

Our gas utility is the largest municipal in North Carolina and ranks 31st out of 900 publicly owned municipal gas utilities in the US, operating:

- Main: 684 miles
- Service: 503 miles
- Transmission Main: 85 miles
- Meter Station: 21
- Valves: 4553
- Fitting: 43393
- Anode: 175
- Service Point: 29093
- Miscellaneous Feature: 45637

GUC seeks a qualified vendor with demonstrated experience in multi-utility implementations, ensuring planning, risk mitigation, and preparedness are kept forefront.

GIS Design

Overview

Utility Network will be designed to serve electric, water, wastewater and natural gas services. GUC has begun evaluating water and wastewater structure with the goal of implementing using in house resources. UN will be rolled out separately to electric and gas domains thus being the focus of this request.

GUC currently deploys a high-availability environment as services are in demand organizationally. Analysis of our data structure, system architecture and configured services will provide insight into the current footprint. The finalized plan for deployment should meet or exceed all current offerings.

Expectations are that the qualified vendor will evaluate GUC data and structure and potential data models to make a best fit recommendation, taking into consideration current customizations. For the selected UN

model, the respondent should collaborate with GUC to prepare a corrective action plan outlining timeline and needed resources.

While there is a desire to only support one data model for each utility, GUC acknowledges that both UN and GN may need to be supported and maintained concurrently. Planning for efficient and effective transition to a standalone UN deployment is desired.

Key Features

Data readiness: Review of current data and service offerings including integrations and services producing an actionable list.

Design: Prepare future state model, database and integration design ensuring all data is accounted for and service offerings are replicated if needed.

Migration Planning: Process mapping review and processes designed for transition from Geometric Network.

System Integration

Overview

Integration to core utility support systems is vital to our technology deployment allowing for consumption of data across platforms. We currently support integrations with Customer Information System (CIS), ArcGIS Portal (Enterprise GIS), SCADA, OMS, and planning/design. The integrations and edge systems should be evaluated to determine future viability focusing on OMS and Planning and Design. GUC expects OMS to be identified as incompatible with UN and should be provided with an approach to an alternative solution.

Key Features

Design: Data is heavily consumed through ESRI Enterprise Applications. Web services should be designed to allow users quick access regardless of method with minimal impact to the user community.

Data Synchronization and Availability: Seamless data flow to support integrations for outage management, operational control, planning and design, as well as asset updates.

Viability: Data is consumed and provided by edge applications that may not be compatible with UN. Recommendations, including project impacts to budget and timeline, should be provided.

Data Quality

Overview

A data quality process will be designed to ensure data is transferred and maintained during implementation. Understanding that there are inherent differences between GN and UN, GUC expects that data is evaluated thoroughly to identify areas for corrective action, prior to and during implementation.

GUC currently operates OMS, tracing, and modeling software dependent on the correctness of data structure. Performance of these systems should imitate real-world conditions.

Key Features

Data Integrity: Data Model should be designed so that spatial and attribute data are accurate and ensure topology reflects system behavior.

Mitigation: Plans for corrective action prior to deployment including available tools and establishing best practice techniques.

Transition: GN and UN environments may both be deployed concurrently, thus proven processes to maintain data integrity is imperative.

System Architecture

Overview

GUC currently deploys an on-premise high availability environment using a combination of clustering and load balancing methods and seeks a more efficient way to offer this service. Guidance should be provided on best practice methods to limit interruptions, address fault tolerance and system failures, and ensure data integrity. Performance is a key metric and should be included in the analysis. Recommendations should address ArcGIS backup strategies, monitoring and alerts, and operational performance. Security is a high priority to the organization. Offerings of Single Sign On and/or Multi-Factor Authentication should be implemented accordingly.

Key Features

Design: Sizing should be based on needs assessment and best practice. Strategies should position GUC for quick restoration should an event occur and make use of ArcGIS AI tools.

Availability: Deploy architecture with failover capabilities to ensure continuous availability reducing downtime and operational disruptions.

Integrity: Configure toolsets such as Utility Network Management Console to leverage monitoring and diagnostic capabilities.

Training and Knowledge Transfer

Overview

GUC recognizes that training will be part of implementation and should be extremely limited. Knowledge transfer is expected to ensure healthy discussions regarding differences between GN and UN, system architecture, and data structure. Documentation may be requested to ensure clear understanding on main points.

Key Features

Knowledge Transfer: Documentation and support to ensure preparedness for deployment.

Respondent Minimum Requirements

To ensure the Greenville Utility Commission (GUC) selects a vendor with the appropriate capabilities, experience, and technical expertise, we require that all vendors meet the following qualifications. Vendors should carefully review the criteria outlined below and demonstrate their qualifications in their RFP submission.

Utility Network Experience

Relevant Project Experience

Vendors must provide evidence of successful deployments of ESRI Utility Network systems, preference given to those that have experience with electric and natural gas utilities. Specifically, vendors should have led at least three projects that involved model selection, migration of data, and integration evaluation and solutioning.

Transition Experience

Vendors should showcase experience in managing the transition from ArcGIS Enterprise Geometric Network to Utility Network. This includes system architecture, data modeling and mapping, data readiness and managing changes during migration.

Integration Experience

Vendors should demonstrate experience in integration evaluation and edge system compatibility. Comprehensive analysis and understanding of current process so that level of service is maintained or exceeded.

Evaluation Criteria

Each vendor's response to the RFP will be evaluated based on the vendor's experience, capability, and commitment to delivering a scalable, secure, and adaptable Utility Network design solution that aligns with the Greenville Utilities Commission's needs and long-term goals.

Selection Procedure

All RFPs received by the deadline which meet the RFP's requirements will be presented to the evaluation committee comprised of GUC staff. The evaluation committee will evaluate and score all submissions according to the evaluation criteria above. The selection process may include interviews (at the discretion of the evaluation committee) for the top-scoring submissions. If interviews are to take place, GUC will notify the top scoring Respondents. Interview details and scoring requirements will be provided to selected Respondents prior to the interviews.

Submission Requirements

Respondents should provide a complete submission that includes the following components. Each response should be clear, detailed, and include supporting documentation to demonstrate the vendor's experience, capabilities, and general approach based on past projects. Detailed project-specific plans related to the GUC project are not required at this stage, a high-level approach will be sufficient.

Submittal Format

Responses may not be longer than 40 pages in PDF or Word format with minimum 10-point font. The following items do not count to the 40-page limit: resource resumes, sample project plan, RFP Acknowledgment Form, Insurance Acknowledgement Statement and E-Verify Form. Each section shall be labeled according to the sections below. Additional supplemental information can be provided as an added file or added section to your submittal. Vendors are asked not to submit advertising material in substitution for their responses.

Cover Letter

Summary of Expertise

Provide a concise overview of the vendor's experience in the utility sector, specifically in multi-utility Utility Network projects.

Statement of Commitment

Confirm the vendor's commitment to delivering a scalable, adaptable solution that aligns with Greenville Utility Commission's goals for design and separate implementation.

Contact Information

Include the primary contact person's name, title, email, and phone number for any follow-up questions or clarifications.

Company Background and Relevant Experience

Company Overview

Describe the vendor's history, years in the utility industry, size, and core areas of expertise. Include information about ownership structure, location of headquarters, and any relevant subsidiaries or partnerships that support capabilities.

Relevant Project Experience

Provide high-level descriptions of at least three Utility Network projects that include electric and/or natural gas utilities, preferably projects similar in scale to Greenville Utility Commission's requirements.

For each project, detail the scope, objectives, challenges encountered, and the outcomes achieved, emphasizing multi-utility deployments, scalability, and adaptability to technological changes.

If available, include references to relevant case studies, white papers, or public-facing project summaries that highlight successful implementations.

Project References

List three client references with contact information (name, title, organization, phone, and email) for similar UN projects. These references should reflect the vendor's experience in multi-utility Utility Network implementations.

Approach and Solution Design

System Design

Provide a high-level description of the vendor's approach to designing UN systems for multi-utility environments, including key points of data model selection and modification.

Integration Strategy

Summarize the vendor's approach to integrating UN with CIS, SCADA, GIS, OMS, modeling, planning and design, and potentially ADMS and DERMS, providing examples from similar projects where multi-platform integration was successfully achieved.

Work Plan

Compile an overview of the approach to work plan generation to accomplish data model selection, identification of data issues, and data corrections. Include a high-level example of a plan that was successfully executed.

Transition Management

Notate key items for consideration when developing a transition plan from Geometric Network to Utility Network including resources and impact to processes while maintaining concurrent deployments.

System Architecture

Outline approach of addressing architectural changes and considerations. Include examples of successful implementations where users have high confidence in reliability of data and system availability.

Project Management Strategy

Project Plan

Provide a sample project plan with potential resources adhering to a reasonable timeline that meets the design specifications listed above. An approach with remote resources will be considered.

Costs

Respondents should provide a detailed cost breakdown for services, including a proposed fee schedule for design services. Your proposal should outline both fixed-cost services and a time-and-materials approach, with a not-to-exceed price. Any cost option you present must clearly identify the necessary contingency amount.

Data Security and Compliance Strategy

Security Framework and Protocols

Provide an overview of the vendor's security framework, including encryption standards, access control, device authentication, and intrusion detection measures.

Required Forms and Adherence to GUC Policy and Other Requirements

The Respondent must fill out all the forms included in this RFP and return them with your submission. Failure of the Respondent to provide any of the required forms may result in your proposal being rejected for non-responsiveness. These required forms will not count against the maximum page count (indicated above) for your response.

Proposals may be rejected at the sole discretion of GUC if they do not meet these qualifications.

Additional Provisions

The terms "Company", "Consultant", "Contractor", "Proposer", "Respondent", "Seller", "Supplier", and "Vendor" whenever appearing in this RFP or any attachments, are used interchangeably to refer to the company or firm submitting a proposal in response to this RFP.

GUC's Legal Name and Jurisdiction

Greenville Utilities Commission (GUC) is legally known as the Greenville Utilities Commission of the City of Greenville, North Carolina. Acting by and through its Board of Commissioners. GUC is an independent business in the city of Greenville, North Carolina. GUC has exclusive control and management of all GUC facilities and properties. GUC issues Purchase Orders under the name Greenville Utilities Commission.

Ownership of Proposal

All rights to information developed, disclosed, or provided in a Proposal and its attendant submissions are the property of GUC, unless a Respondent makes specific reference to data that is considered proprietary. To the extent that a Respondent does not make specific reference to data that is considered proprietary, submission of an RFP constitutes the Respondent's express (a) grant and assignment of a perpetual, transferable (in whole or in part), non-exclusive royalty-free license to GUC for copyright, patent, or other intellectual property right (collectively referred to as "intellectual property"), and (b) agreement that GUC may use any such intellectual property without charge for any lawful purpose in connection with other GUC development projects, including without limitation the creation of derivative works and issuance of sublicenses.

Reimbursable Expenses

All expenses incidental to performing Consultant's Basic Services including, but not limited to, reproduction of documents and other materials associated with Respondent's deliverables and presentation materials; transportation and subsistence; telephone, computer, facsimile, or other similar costs; and the like, shall be included within the Contract Price.

GUC's Right to Modify

Respondents are advised that GUC has not incurred any obligations or duties in soliciting this Request for Proposals. GUC, at its sole discretion, reserves the right to reject any or all proposals submitted in response to this RFP; to request additional information or clarification of information submitted; to cancel or modify, in part or in its entirety, this RFP; to request new RFPs or pursue any other means for obtaining the desired services; to waive any informalities or minor irregularities in the RFP, and other inconsequential deviations from the RFP's requirements.

Cost of Preparing a Response

All costs for developing a response to this RFP and attending any proposal meetings or selection meetings are entirely the responsibility of the Respondent and shall not be chargeable to GUC.

Respondent's Relationship

The Respondent's relationship to GUC shall be that of independent contractor and not deemed to be agent of GUC.

False Statements

False statements in a proposal will disqualify the proposal.

Taxes

The Respondent will be responsible for all Federal, State, and Local taxes.

Grade of Service

The Respondent must provide professional service and maintain appropriate personnel to provide expedient and courteous service.

The Respondent's Liability

The Respondent shall be responsible for any and all damages to GUC's premises, including damages resulting from the negligent acts or willful misconduct of the Respondent's agents or employees.

Amendments

GUC may, at its sole discretion, issue amendments to this RFP at any time before the time set for receipt of proposals. The Respondents are required to acknowledge receipt of any amendments (addenda) issued to

this RFP by acknowledging the Addendum in the space provided on the RFP Acknowledgement and Signature Form. GUC shall not be bound by any representations, whether oral or written, made at a pre-proposal, pre-contract, or site meeting, unless such representations are incorporated in writing as an amendment to the RFP or as part of the final contract. All questions or requests for clarification concerning material terms of the contract should be submitted in writing for consideration as an amendment.

Withdrawal or Modification of Offers

The Respondent may modify or withdraw an offer in writing at any time before the deadline for submission of an offer.

Acceptance

Any offer received shall be considered an offer which may be accepted or rejected, in whole or in part, by GUC based on initial submission with or without discussions or negotiations.

Representations

No representations or guarantees of any kind, either made orally, or expressed or implied, are made regarding the matters contained in this document, including any attachments, letters of transmittal, or any other related documents. The Respondent must rely solely on its own independent assessment as the basis for the submission of any offer made.

Award Consideration

GUC reserves the right to select the company/firm deemed most qualified based on the evaluation criteria and competitive selection process (and any subsequent interviews) outlined in this RFP. GUC is not obligated to award the contract to the firm offering the lowest fee.

Contract Termination

GUC may terminate the agreement (and or contract) with the Respondent on thirty days-notice for the failure of the Respondent to comply with any term(s) of the agreement/contract between GUC and the Respondent.

Security

If selected, vendor must complete the GUC provided security assessment. Access to GUC systems will be provided when the contractor is selected, has passed the security assessment, and onboarded.

RFP Acknowledgement and Signature Form

RFP No.: 25-21, Utility Network Vendor Selection

The undersigned having carefully examined the location of the proposed work, the local conditions of the place where the work is to be done, the Invitation, the General Conditions, the Specifications and all of the documents for this project, proposes to enter into a contract with Greenville Utilities Commission in Greenville North Carolina perform the work listed in this RFP, including all of its component parts, and to furnish any and all required labor, materials, equipment, insurance, bonding, taxes, transportation and services required for this project in strict conformity with the plans and specifications prepared, including any Addenda, within the time specified.

Addendum Acknowledgement:

The following addendum (addenda) is (are) acknowledged in this RFP: _____

Acknowledgement and Signature:

1. No Proposal is valid unless signed in ink by the person authorized to make the proposal.
2. I have carefully read, understand and agree to the terms and conditions on all pages of this RFP. The undersigned agrees to furnish the services stipulated in this RFP.

Respondent's Name and Title:

Company Name: _____

Address: _____

Telephone: _____ Fax: _____

Email: _____ Cell Number: _____

Contractor License # (if applicable): _____ Expiration Date: _____

Federal Tax Identification Number: _____

Authorized Signature: _____ Date: _____

Decline RFP:

We **do not** wish to submit an RFP on this Project. Please state your reason below. Please also indicate if you would like to remain on our Supplier list.

Reason: _____

Company: _____ Address: _____

Name: _____ Signature: _____ Date: _____

Terms and Conditions

GUC reserves the right to reject all proposals or accept such proposals, as appears in its own best interest, and to waive technicalities or irregularities of any kind in the proposal. GUC is not obligated to accept the lowest cost proposal.

Conflict of Interest

In general, conflicts of interest relate to the potential for self-gain usually, but not always, of a fiscal nature. Potential for self-gain can serve to undermine the judgment or objectivity of vendors providing consultation services. A potential or actual conflict of interest exists when commitments and obligations to GUC are likely to be compromised by a vendor's other interests or commitments, especially economic, particularly if those interests or commitments are not disclosed. Not all conflicting interests are necessarily impermissible. Timely and complete disclosure of potential conflicts of interest may be a satisfactory remedy and protects the consultant from suspicion and accusations of breach of professional integrity. Vendors are asked to disclose any situation or relationship that might be regarded as potential conflict of interest with, but not limited to, their expected duties and recommendations as defined in this RFP.

Vendor Incurred Costs

All costs that may be incurred to prepare proposals, attend meetings, attend site inspections, provide requested follow-up information, make formal and informal presentations, and for the entire contract negotiations process if applicable, shall be the sole responsibility of each vendor. GUC is not responsible under any circumstances for reimbursement of any costs that may be incurred by vendors during the proposal preparation, subsequent selection or negotiation stages.

Minority Business Participation Program

GUC has adopted an Affirmative Action and Minority and Women Business Enterprise Plan (M/WBE) Program. Firms submitting a proposal are attesting that they also have taken affirmative action to ensure equality of opportunity in all aspects of employment, and to utilize M/WBE suppliers of materials and/or labor.

Proposal Withdrawal

A Respondent must notify GUC in writing of its request to withdraw a proposal within seventy-two (72) hours after the proposal opening, not including Saturdays, Sundays, or holidays. In order to justify withdrawal, the bidder must demonstrate that a substantial error exists, and that the proposal was submitted in good faith.

Affirmative Action

The Provider will take affirmative action in complying with all Federal and State requirements concerning fair employment and employment of the handicapped, and concerning the treatment of all employees, without discrimination by reason of race, color, religion, sex, national origin, or physical handicap.

Mediation/Binding Arbitration

In the event of any dispute between the Parties, the Parties agree to submit any dispute to nonbinding mediation before a mutually agreeable Mediator prior to initiating litigation. If the Parties are unable to agree upon a Mediator within thirty (30) days after demand therefore, either Party may petition a Court

of competent jurisdiction for the designation of a qualified Mediator for these purposes. Each Party shall bear its own costs and expenses of participating in the mediation (including, without limitation, reasonable attorneys' fees), and each Party shall bear one-half (1/2) of the costs and expenses of the Mediator. Unless otherwise agreed, the Parties will hold the mediation in Greenville, North Carolina. The matters discussed or revealed in the mediation session shall not be disclosed in any subsequent litigation. In the event the matter is not resolved in mediation, either Party may request arbitration. The parties shall jointly select an Arbitrator and shall be bound by the decision of the Arbitrator with respect to any dispute between the parties with respect to this Agreement. If the parties are unable to mutually agree upon an Arbitrator, the Parties shall each select an Arbitrator, and the two Arbitrators so selected shall select a third Arbitrator, and the decision of the majority of the Arbitrators shall be conclusive and binding upon the Parties. The Parties at all times agree to equally split the costs of any Arbitrator(s) selected in an effort to resolve the dispute between the Parties. Any party desiring to resolve a dispute under the terms of this Agreement shall notify the other Party in writing, and the Parties shall seek to agree upon a mutually agreed upon Arbitrator within a period of ten (10) days from the date of such written demand. If the Parties are unable to agree within such ten (10) day period, the Parties shall each select an Arbitrator, and the two (2) Arbitrators so selected shall select a third Arbitrator within fifteen (15) days from the date of the written demand for arbitration, and a decision shall be rendered by the Arbitrator(s) so selected within five (5) days after such Arbitrator(s) is selected.

Indemnity Provision

Provider agrees to indemnify and save GREENVILLE UTILITIES COMMISSION of the City of Greenville, Pitt County, North Carolina, and the City of Greenville, North Carolina, its co-owners, joint ventures, agents, employees, and insurance carriers harmless from any and all losses, claims, actions, costs, expenses including reasonable attorney fees, judgments, subrogations, or other damages resulting from injury to any person (including injury resulting in death), or damage (including loss or destruction) to property of whatsoever nature of any person arising out of or incident to the performance of the terms of this Contract by Provider, including, but not limited to, Provider's employees, agents, subcontractors, and others designated by Provider to perform work or services in, about, or attendant to, the work and services under the terms of this Contract. Provider shall not be held responsible for any losses, expenses, claims, subrogations, actions, costs, judgments, or other damages, directly, solely, and proximately caused by the negligence of Greenville Utilities Commission of the City of Greenville, Pitt County, North Carolina. Insurance covering this indemnity agreement by the Provider in favor of Greenville Utilities Commission of the City of Greenville, Pitt County, North Carolina, shall be provided by Provider.

Governing Laws

All contracts, transactions, agreements, etc., are made under and shall be governed by and construed in accordance with the laws of the State of North Carolina.

Administrative Code

Bids, proposals, and awards are subject to applicable provisions of the North Carolina Administrative Code.

Uniform Guidance

Contracts funded with federal grant or loan funds must be procured in a manner that conforms with all applicable federal laws, policies, and standards, including those under the Uniform Guidance (2 C.F.R. Part 200).

Safety Statements

Safety Culture Commitment Statement:

At Greenville Utilities, we are committed to a culture of safety that prioritizes the well-being of our employees, contractors, and the communities we serve.

We believe that everyone deserves to work in a safe environment, and we are dedicated to fostering a culture where **safety is a core value, not just a priority.**

Here's what that means to us:

- **Employee and Contractor Safety:** We are committed to providing a safe work environment for all employees and contractors. We will invest in safety training, resources, and equipment to prevent accidents and injuries.
- **Open Communication:** We encourage open and honest communication about safety concerns. We believe everyone has a right and responsibility to speak up about unsafe work practices and potential hazards.
- **Continuous Improvement:** We are committed to continuous improvement in safety performance. We will learn from incidents and near misses, and we will actively seek ways to improve our safety processes and procedures.
- **Accountability:** We hold ourselves and our contractors accountable for safe work practices. This includes providing clear safety expectations, enforcing safety rules, and recognizing safe behavior.
- **Collaboration:** We believe in working collaboratively with employees, contractors, and regulatory agencies to achieve the highest level of safety.

Our commitment to safety extends beyond our employees. We work closely with our contractors to ensure they share our safety values. We expect them to implement robust safety programs, train their workers thoroughly, and adhere to all safety regulations.

We are confident that by working together, we can create a culture of safety where everyone goes home safe and healthy every day.

This commitment statement is a public declaration of our unwavering dedication to safety.

We will continue to strive for zero incidents while promoting a positive safety culture that prioritizes the well-being of everyone involved in our utility operations.

Safety Management System Commitment Statement:

At Greenville Utilities, we are unwavering in our commitment to delivering safe and reliable utility service through a robust Safety Management System (SMS). This system forms the foundation of our safety culture, ensuring the well-being of our employees, contractors, and the communities we serve.

Our SMS commitment emphasizes:

- **Zero Incidents:** We believe all incidents are preventable. We strive for zero incidents by proactively managing risks and continuously improving our safety practices.
- **Empowered Workforce:** We foster a culture where safety is everyone's responsibility. This includes providing comprehensive safety training for both employees and contractors, empowering them to identify and report hazards.
- **Data-Driven Decisions:** We utilize data from inspections, incident investigations, and performance metrics to make informed decisions for risk mitigation and continuous improvement of our SMS.
- **Leadership Engagement:** Our leadership team actively demonstrates a commitment to safety by participating in safety reviews, audits, and promoting safety as a core value.
- **Contractor Collaboration:** We extend our safety commitment to our contractors. We require contractors working on our system to adhere to SMS principles, participate in safety briefings, and maintain strong safety programs within their own organizations.
- **Transparent Communication:** We believe in open communication about safety. We encourage employees and contractors to report concerns without fear of reprisal. We also maintain transparent communication with stakeholders about SMS performance.

This SMS commitment is a continuous journey, not a destination. We are dedicated to regularly reviewing and updating our system to reflect best practices and emerging technologies. Through continuous improvement and a commitment to a positive safety culture, we aim to remain an industry leader in safe and reliable utility service.

Notices

Notices to the Parties should be sent to the names and addresses specified below:

Cleve Haddock, Lifetime CLGPO
Procurement Manager
Greenville Utilities Commission
P.O. Box 1847
Greenville, NC 27835-1847

E-Verify Form

Letter of Compliance to E-Verify for Greenville Utilities Commission. Please complete the form below.

1. I have submitted a bid for contract or desire to enter into a contract with the Greenville Utilities Commission;
2. As part of my duties and responsibilities pursuant to said bid and/or contract, I affirm that I am aware of and in compliance with the requirements of E-Verify, Article 2 of Chapter 64 of the North Carolina General Statutes, to include (mark which applies):
3. ____ After hiring an employee to work in the United States I verify the work authorization of said employee through E-Verify and retain the record of the verification of work authorization while the employee is employed and for one year thereafter; or
4. ____ I employ less than twenty-five (25) employees in the State of North Carolina.
5. As part of my duties and responsibilities pursuant to said bid and/or contract, I affirm that to the best of my knowledge and subcontractors employed as a part of this bid and/or contract, are in compliance with the requirements of E-Verify, Article 2 of Chapter 64 of the North Carolina General Statutes, to include (mark which applies):
6. ____ After hiring an employee to work in the United States the subcontractor verifies the work authorization of said employee through E-Verify and retains the record of the verification of work authorization while the employee is employed and for one year thereafter; or
7. ____ Employ less than twenty-five (25) employees in the State of North Carolina.

Specify subcontractor: _____

_____ (Company Name)

By: _____ (Typed Name)

_____ (Authorized Signatory)

_____ (Title)

_____ (Date)

Appendix A

GUC currently employs the following systems:

- ArcMap – Version 10.6
- Portal – Version 10.8
- ArcGIS Pro – Version 3.x
- CIS – Oracle Customer Cloud Service (CCS)
- Electric SCADA – Survalent Technology
- Gas SCADA – iFix Historian
- Electric Modeling – Windmill
- Gas Modeling – Synergy
- Design and Planning – ArcFM Designer and Session Manager
- Work and Asset Management – Cityworks
- OMS – Schneider Electric Responder OMS

GUC is preparing for the following projects:

- Advanced Metering Infrastructure (AMI) implementation
- Portal Upgrade to Version 11.x
- AI Initiatives (on-premise and cloud solutions)

GUC may in the near future employ the following systems:

- Advanced Distribution Management System (ADMS)
- Distributed Energy Resource Management System (DERMS)

Appendix B

GUC currently maintains the following servers for the purpose of ArcGIS¹²:

- Portal
- Federated ArcGIS
- Hosted ArcGIS
- Hosted Relational Datastore
- Hosted Spatiotemporal Datastore

¹ A test environment of the same structure is also maintained.

² Additional servers of the same exist for the purpose of high availability.