Saint John Energy

Oil Containment System Supply & Installation
Somerset Substation
Request for Proposal

April 10th, 2019
Procurement Contact – Tiffany Morris,
Supervisor of Supply & Services
supplyandservices@sjenergy.com
1. **SAINT JOHN ENERGY OVERVIEW**

The Power Commission of the City of Saint John, operating under the trade name of Saint John Energy, is a municipal electric utility serving approximately 36,000 customers within the 323 square kilometer boundaries of the City of Saint John, New Brunswick, Canada.

Established in 1922, through the efforts of citizens concerned with the high cost of electricity, Saint John Energy has developed into a modern non-generating distribution utility, which currently purchases all of its energy from the New Brunswick Power Distribution and Customer Service Corporation. With interconnection supply points and substations located throughout its region, Saint John Energy delivers in excess of 1,000 gigawatt hours annually, and its ratepayers enjoy energy rates lower than most other bordering jurisdictions.

Saint John Energy has obtained the CEA Sustainable Electricity Company ™ Brand and have identified core sustainability issues that are important to us and our stakeholders as per ISO 26000 guidance.

*Our mission: We provide innovative customer-centered energy and utility solutions*

*Our vision: To be recognized as an evolving energy and utility leader*

More information on Saint John Energy and its operations can be found at [www.sjenergy.com](http://www.sjenergy.com)

2. **APPENDICES**

Appendix “A” – Intent to Respond

Appendix “B” – Scope Details

Appendix “C” – Commercial Proposal

Appendix “D” – Company Supplied Data

Appendix “E” – Environmental Policy

3. **PROJECT SCOPE & OBJECTIVES**

The scope of work consists of the design, supply and installation of an Oil Containment System for the power transformer located at Somerset Substation.

The proponent’s proposal shall include the design a new oil containment system as well as the supply of all materials, equipment, and the site work needed to complete the installation, per the
The proposal shall also include all restoration work required to restore all disturbed ground to its initial condition. Saint John Energy’s objective is to select a supplier that:

   a. Has competent and qualified personnel to perform the scope of work to Saint John Energy’s specifications and can perform the work safely;
   b. Is competitive from a quality and cost perspective;
   c. Has the ability to meet required time frame;

To achieve the preceding objectives, Saint John Energy is issuing this Request for Proposal (“RFP”) to solicit proposals for work as described in the Appendix “B” - Scope Details.

4. SOLICITATION SCHEDULE

   RFP issued: April 10th, 2019
   Intent to Respond Forms due: April 12th, 2019
   Last Day for Questions & Clarifications: April 23rd, 2019
   Proposals Due: April 30th, 2019

Please note that the above schedule is subject to change.

5. FORMS & SUBMISSIONS

   a) Intent to Respond Forms

   Signed “Intent to Respond” forms, see Appendix “A”, are due no later than 3:00 p.m. Atlantic Daylight Time (ADT) on April 12th, 2019. Intent to Respond forms must be emailed to supplyandservices@sjenergy.com

   b) Proposals:

   Proposals submissions, signed by an authorized company officer, are due no later than 3:00 p.m. Atlantic Daylight Time on April 30th, 2019. Proposals received after that time may not be accepted and may be returned to the sender.

   Proposals are required in two separate parts:

   1) Technical Proposal
   2) Commercial / Price Proposal.

   The individual sections are to be segregated. The Technical Proposal will be evaluated first. If it is found in order, the Commercial/Price Proposal will be reviewed. The Technical Proposal shall have no direct or indirect reference to any price or financials related to the proposal. Any submissions that are found violating this clause at any stage may be disqualified without further explanation. Both parts of the proposal shall be submitted on or before the due date for submitting the proposal.
Please provide one key contact for all matters relating to the RFP process.

Proposals that have been received by Saint John Energy prior to the issuance of this RFP will not be considered by Saint John Energy under this process and should be resubmitted.

a) **Where to send proposals:**

Proponents may choose one of the following for their proposal submission providing that one (1) copy of the technical proposal and supporting information, and one (1) copy of the financial proposal are kept separate.

The financial proposal is to be submitted in the package in a separate sealed envelope with the Proponent’s name and address and clearly marked as: **Financial Proposal – Somerset Substation.**

**Mailing address:**

325 Simms Street  
Saint John, New Brunswick  
E2M 3L6

**Email:**  
[supplyandservices@sjenergy.com](mailto:supplyandservices@sjenergy.com)

Saint John Energy reserves the right to reject any proposals that do not meet the requirements of this section.

### 6. QUESTIONS AND ADDENDA

The requirements specified in this RFP reflect those presently known. Saint John Energy reserves the right to modify solicitation documents by issuing addenda at any time prior to the due date for the submission of quotes, for any reason, whether at its own initiative or in response to a clarification requested by a proponent.

Proponent(s) are urged to carefully examine the RFP immediately and contact Saint John Energy at once if there are any items that require clarification. Proponent(s) are expected to be fully conversant with all clauses of the RFP document before responding. All clarifications deemed by Saint John Energy to be material will be issued as written addenda and sent to all proponents. No verbal interpretation provided by Saint John Energy shall be valid and only written addenda shall bind Saint John Energy.

In the event of a conflict between the RFP and any addenda, later issued addenda shall govern to the extent of any such conflict. All addenda shall be deemed to form part of the proponent’s submission.
All requests for clarification must be directed in writing via e-mail to Tiffany Morris at supplyandservices@sjenergy.com

Proponents will be required to have a mandatory site visit to be considered for this offering. Please contact Tiffany Morris at supplyandservices@sjenergy.com to request a time for your individual appointment.

7. QUOTE VALIDITY PERIOD

Quotes shall be valid for a period of at least ninety (90) days from the quote due date. Proponents agree to accept an order based on the terms of the submitted quote in the event that a written notification of award is received on or before expiration of the ninety (90) day time period.

8. WITHDRAWAL AND MODIFICATION OF PROPOSALS

Proponents may withdraw their proposal and submit a revised proposal prior to the proposal due date. After the response deadline, proponent-initiated changes will not be accepted. Proposals may be withdrawn from consideration at any time prior to the proposal due date.

9. TECHNICAL QUOTE REQUIREMENTS

Responses to all requirements listed below are required, unless otherwise stated as optional.

9.1 Technical Requirements

A complete response shall include the following:

a. Written description of all deviations from the specification requirements.
b. A schedule including design, delivery and installation times, as described in Appendix “B” Section 4, Schedule.

9.2 Certifications

a. Indicate compliance and supply the necessary documentation for the following certifications with your quote. Your quote should also list all other certifications not listed in this RFP:
   i. Contractor must have at least the following insurance coverage:
      • $2,000,000 Commercial General.
      • $2,000,000 Environmental Insurance
   ii. All other certifications applicable to your business that are not listed.

9.3 References

Provide examples of previous engagements of similar nature/expertise_SCALE, including contact information for at least three references that are currently using your services that Saint John Energy may contact.
9.4 Organizational Capabilities

a. Provide a brief overview of your company including your company name and headquarters address, the name of any sub-contractors or business partners used as part of this proposal, and length of time in business.

b. Identify key personnel within your management structure who will ultimately be accountable to Saint John Energy for your company’s performance.

9.5 Sustainability

a. Please describe any of your company’s sustainability strategies.

10. COMMERCIAL / PRICE PROPOSAL REQUIREMENTS

a. Pricing assumptions should be clearly stated.

b. Pricing is to include “Everything Necessary” to have the work completed as outlined in Appendix ‘B’ – Scope details. If a price element is required but has not been specifically requested in this document, proponents are required to include the element and clearly note it.

c. Specify any additional charges for “out-of-scope” work with hourly wages.

d. Costs should be in Canadian dollars.

e. GST or HST should not be included in the quoted prices but will be paid in addition to the contract price.

f. The prices shall be free from any escalation due to labour, material, and exchange rate variation.

g. Complete and return the following Commercial Detail Response Forms attached hereto as Appendix “C”.
11. **KEY SELECTION CRITERIA**

Saint John Energy anticipates using an evaluation process based on any one or more of the following Key Selection Criteria, in no particular order of importance and without limiting Saint John Energy’s ability to take into account any other criteria Saint John Energy considers relevant:

a. Pricing (70%)

b. Ability to meet specification requirements (20%)

c. References, and past engagement with Saint John Energy (7%)

d. Sustainability – (3%)

12. **GENERAL CONDITIONS**

Notwithstanding anything contained elsewhere in this RFP, including any schedules or attachments hereto, this RFP is subject to the following terms and conditions, all of which the proponent is deemed to accept without qualification by the proponent’s submission of a quote in response to this RFP:

a) **No Obligations:** This is an invitation for quotes and not a tender call. Saint John Energy does not intend to and does not assume or owe any contractual or other duties or obligations as a result of the issuance of this RFP, the preparation or submission of a quote by a proponent, the receipt, opening and consideration of a quote, the evaluation of quotes, provision of additional information or conduct of presentations, the proponent’s participation in any discussions or negotiations, or on any other basis whatsoever arising out of this RFP. Without limiting the generality of the foregoing and for certainty, no Contract A is formed by the submission of a quote in response to this RFP.

b) **Discretionary Process:** Saint John Energy shall have sole and absolute discretion to:

i) Modify or amend the RFP, including without limitation the Solicitation Schedule for the RFP process, the quote requirements, or any other terms, whether material or not.

ii) Suspend or cancel this RFP at any time.

iii) Reject any or all quotes submitted in response to this RFP and, in that event, at its option, to call for additional quotes.

iv) Accept or reject the lowest price quote. If only one quote is received, it may be selected, accepted or rejected at Saint John Energy’s discretion.
c) **Evaluation and Selection:** Saint John Energy shall have the sole and absolute discretion to:

i) Assess any quote on the basis of any one or more of the selection criteria set forth in this RFP, which criteria are not intended to be exhaustive, and/or any other criterion or factor considered appropriate by Saint John Energy.

ii) Undertake a comparative evaluation of any quotes received and evaluate such quotes based on considerations which, in the sole opinion of Saint John Energy, would yield the best value to Saint John Energy and its customers.

iii) Select any quote considered by Saint John Energy to be in its best interests or the most satisfactory, including without limitation the lowest or any price quote.

d) **No Saint John Energy Liability:** Without limiting the generality of 10(a) of these RFP General Terms & Conditions and for certainty, by submission of a quote in response to this RFP, each proponent shall be deemed to accept and agree to the following conditions:

i) Proponents shall be solely and fully responsible for all costs associated with the development, preparation, transmittal, and submission of any quote or material in response to this RFP, including without limitation the costs of any in-person presentation of quotes at Saint John Energy’s offices which Saint John Energy may require, and all costs incurred by a proponent during the selection process and any negotiations.

ii) No proponent shall have any claim against Saint John Energy for any compensation of any kind whatsoever as a result of participating in this RFP process, including without limitation any claim for costs of quote preparation or participation in negotiations, or for loss of anticipated profits, whether based in contract including fundamental breach, tort, equity, breach of any duty, including, but not limited to breach of the duty of fairness, breach of the obligation to only accept non-compliant quotes or any other cause of action whatsoever.

13. **SAFETY MESSAGE**

At Saint John Energy, no business objective is more important than safety. Contractors/Constructors, Service Providers and Vendors are required to adhere to the latest version of Provincial, Municipal and applicable Federal laws and regulations. They are to also follow Saint John Energy rules, guidelines, methods, practices and applicable procedures while conducting business on behalf of Saint John Energy or while on Saint John Energy property.
14. ENVIRONMENTAL AND SUSTAINABILITY MESSAGE

Saint John Energy has obtained the CEA Sustainable Electricity Company™ Brand and have identified core sustainability issues that are important to us and our stakeholders as per ISO 26000 guidance.

We encourage our suppliers to review or adopt similar sustainable practices. Please include in your RFP response a statement concerning policies or practices that your company has adopted pertaining to sustainable principles. Examples include, but are not limited to: environmental sustainability, fair labour practices, and health and safety management, gender equality, ethical and social responsibility, respect for ecological health and biodiversity.

Evidence of these practices may include energy efficiency or water consumption reduction programs and their related targets, hiring practice documents, health and safety programs, workplace ethics policies.

As part of our bid evaluation, your response on sustainable practices will be scored and will form a portion of our overall score.

Saint John Energy is committed to conducting a viable business in a manner which is respectful and protective of the Environment and in full compliance with legal requirements. That is why Saint John Energy maintains an Environmental Management System that is consistent with the ISO 14001:2015 international standard. An Environmental Management System allows a company to better manage environmental aspects of its business and improve performance.

It is important to Saint John Energy that providers of goods and services and contractors understand this commitment as they conduct business with Saint John Energy, and that they help Saint John Energy to identify opportunities to enhance environmental initiatives through the use of appropriate products or services. It is also important that external contractors who work with our company understand our environmental practices and risks. While it is not the expectation of Saint John Energy that providers will have acquired ISO 14001 equivalency with their own environmental management systems, all contractors must operate in alignment with Saint John Energy’s Environmental Policy (Appendix E).
APPENDIX “A”

INTENT TO RESPOND

The Company named below intends to submit a proposal in response to Saint John Energy’s RFP for the “RFP Somerset Substation - Oil Containment Design, Supply and Installation”.

Company Name: ____________________________________________

Address: ________________________________________________

Contact Information:

Contact Name: ____________________________________________

Contact Title: _____________________________________________

Telephone No. ____________________________________________

Contact Email: ____________________________________________

Signature: ________________________________________________

Date: ____________________________________________________

Intent to Respond Forms are due no later than 3 p.m. ADT, April 12th, 2019.

Please email this form to: supplyandservices@sjenergy.com.

Please Note: Submission of this form indicates that the Company intends to respond, however, it does not commit the Company to respond.
APPENDIX “B”

SCOPE DETAILS

1. WORK OVERVIEW

The scope of work consists of the design, supply and installation of a single Oil Containment System for the substation power transformer located at Saint John Energy’s Somerset Substation. The proponent’s proposal shall include the design of the oil containment system as well as the supply of all materials, equipment, and the site work needed to complete the installation. The scope of this project also includes the restoration of all disturbed ground to their pre-existing condition.

The containment shall have the ability to contain a total of 30,000 liters of oil. Foundation layout, grounding and survey drawings are located in Appendix D – Company Supplied Data of the current site.

2. CONTRACTOR’S RESPONSIBILITIES

2.1. WORK IN A SUBSTATION

The Contractor will be required to complete their work inside Somerset Substation during a substation shut down. At all-time the Contractor must have at least a Powerline Technician (PLT) or equivalent credential on site to supervise the installation work. During this time there may be other contractors and SJE personal performing various maintenance tasks and the successful contractor will have to share the site with these crews and coordinate use of different areas for the duration of the oil containment installation and site restoration.
2.2 SAFETY

Due to the busy working area, the Contractor shall complete a daily documented safety meeting to go over the activities of the day and associated hazards. Daily safety documents shall be available upon request. This may be done in conjunction with the other crews working on the site or at very least shared with the other crews on site so that everyone is aware of what works will be taking place during the each day. A template for daily safety meeting documents can be supplied by Saint John Energy upon request.

2.3 DRAWINGS AND DOCUMENTS

Prior to the start of the site works, a full design of the oil containment documentation shall be sent to Saint John Energy for review, comment, and approval. The finalized documents shall be both in PDF and AutoCAD, or agreed equivalent file formats. A minimum of 2 weeks shall be given for review and approval of these drawings before mobilization of the field staff.

The drawings required will be at a minimum:

- Layout of the work site area with the oil containment design
- An oil containment drainage plan

All design documents shall require a licensed Engineering stamp, applicable to New Brunswick.

2.4 CONTRACTOR’S EQUIPMENT

The Contractor shall provide and maintain adequate equipment in good working order to perform the work in accordance with the approved schedule. All such equipment shall be subject to the approval of the Company.

2.5 CONTRACTOR IDENTIFICATION

All contractors and sub-contractor vehicles working on this project must be properly identified with their company’s logo(s).
2.6 CODE OF CONDUCT FOR CONTRACTORS

All contractors and their employees including subcontractors are responsible for conducting themselves in a professional, ethical and legal manner while performing work for the Company.

2.7 COMPANY’S RESPONSIBILITIES

The Company will review any job plans from the Contractor and complete any switching needed to eliminate electrical hazards in order to complete the works.

Any switching needed must be scheduled in advance; it is the responsibility of the Contractor to share these plans with Saint John Energy assigned field personnel, project manager or other prime contact, no less than three (3) days prior to the work commencing.

3. INSPECTION BY THE COMPANY

The Company shall have the right to inspect the work and will be doing so on a regular basis. The Company may reject any part of the work thereof which is not in accordance with the contract. Any of the work so rejected shall forthwith be re-executed or corrected by the Contractor at its sole expense and in a manner prescribed by the contract. If in the opinion of the Company it is not feasible to re-execute or correct the rejected work, the Company shall be bound to pay to the Contractor only such sums of money as, in the opinion of the Company, represents the value of the work to the Company.

3.1 HOLD POINTS

Saint John Energy will require certain inspections to take place during the course of the works:

- Inspection of all sub surface installation prior to backfilling

The Contractor will be required to give two (2) days’ notice prior to the Company, for the inspection of the items noted above and will be required to stop the works and wait until the inspection is completed and the Company informs the Contractor they can proceed.

If, for any reason, the work proceeds without the inspection, the Contractor will have to undo any works required to complete the inspection at their own costs and no allowance for extra time will be given to complete this work.
4. **SCHEDULE**

   It is anticipated that the shutdown of Somerset substation will take place in August 2019. The proponents shall submit a schedule of the works with their proposal, with suggested start and completion dates, which is understood to be weather dependent. For the sake of supplying a schedule with the RFP submissions, please assume that the site will be available August 26, 2019. Please include the anticipated inspection dates and installation durations in the supplied schedule.

   At conclusion of the contract, the Company will have no further obligation to the Contractor.

5. **QUALIFICATIONS OF THE CONTRACTOR AND SUBCONTRACTORS**

   The Contractor shall include the qualifications of all prime personnel that will be involved with the project, together with their proposal. For all other employees of the Contractor and any subcontractors, the Contractor must forward a copy of any relevant material of the Employee Qualification and Training Record, prior to the commencement of the work. If any new employees are hired during the schedule of the work, all documentation above will be forwarded to the Company’s representative prior to the employee starting on site.

   All contractor employees must carry photographic identification on their person at all times. Any employee found to be working on a Saint John Energy’s job-site without a picture ID, and without the corresponding Employee Qualification and Training Record, will be asked to leave the job-site immediately.

   The Contractor’s, and any subcontractor’s employees, shall operate under the Saint John Energy’s safety guidelines and guidance while onsite.

6. **HOURS OF WORK**

   Proponents should include planned hours of work in their proposal. Currently our crews work between 8am–4pm and any work that takes place outside of these hours will have to be planned in advance and requires Saint John Energy approval.

   Hours of work shall conform to any city bylaws.
7. **SUBCONTRACTORS**

A contractor wishing to hire subcontractors must adhere to the following:

- The Contractor shall be responsible for engaging subcontractors as required.

- The proponent shall include a list of subcontractors as a part of their offering.

- If the Contractor engages a new subcontractor during the schedule of the works, the Company shall be notified in writing before a subcontractor commencing any of the works related to this scope.

- The Company reserves the right to approve all proposed subcontractors.

8. **TRAINING**

All contractors, as well as subcontractors, must ensure that their employees are trained to perform their work in a manner that will ensure their safety, the safety of Saint John Energy employees, and the general public.

**Note:**

All the Contractor and Subcontractor personnel must meet the requirement of Occupational Safety Act (OHSA) section 296 to work on Saint John Energy equipment, and the Electrical Inspection Act. According to the OHSA section 296, this type of work can only be performed by a Powerline Technician or persons with special approval under the Electrical Inspection Act.

“Qualified person” in this sense means:

a. When applied to work on electrical equipment, a person who meets the requirement of section 11 or 24 of New Brunswick Regulation 84-165 under the Electrical Installation and Inspection Act;

b. When applied to work on an energized electrical utility line or utility line equipment,
   i. A person who is the holder of a certificate of qualification issued under the Apprenticeship and Occupational Certification Act for the operating lineman trade, construction lineman trade or distribution construction lineman trade, or
   ii. A person who is registered as an apprentice under the Apprenticeship and Occupational Certification Act for an occupation described in subparagraph(i) and who is working under the supervision of a person described in subparagraph (i),
c. When applied to work in an arboricultural operation described in section 369 that occurs closer to an energized electrical utility line or utility line equipment than the distances set out in subsection 289(1), an employee who meets the requirements of section 369,

and

d. When applied to any other type of work that occurs closer to an energized electrical utility line or utility line equipment than a distance set out in subsection 289(1), an employee who is trained to use and follows a code of practice established by the employer.

**Under Electrical Inspection Act 84-165**

“Qualified person” means a person familiar with the construction and operation of the apparatus and hazards involved.

The Company will provide training/instruction (at no cost to the Company or the Contractor) as may be required from time-to-time to accommodate upgrades or changes to the Company’s requirements.

9. **ABNORMAL CONDITIONS**

The Contractor must report any abnormal conditions that may arise to the Company in a timely manner.

10. **NEWS RELEASES**

Information for publicity of any nature with respect to any facet on the Company’s business or operations, or of the work being performed on site by the Contractor or others, shall not be released or disclosed without prior consent of the Company’s Authorized Representative.

11. **CHANGE IN THE WORK**

The Company may, without invalidating the contract, direct the Contractor to make changes in the work.

When a change causes an increase or decrease in the work, the contract price shall be increased or decreased by the application of unit prices to the quantum of such increase or decrease. In the absence of applicable unit prices, they will be increased by an amount agreed upon between the Contractor and the Company prior to the commencement of any additional work. Any additional work completed by the Contractor not approved by the Company prior to commencement shall not be considered as an additional cost to the contract.
APPENDIX “C”

Commercial Proposal

Pricing

The proponent will provide below an all-inclusive price for the design, supply and installation of an oil containment system at Somerset Substation as per all of the documents in the RFP issued on April 10th, 2019

$ ____________________________ (not including HST)

VENDOR (PRINT): __________________________________________

ADDRESS: ________________________________________________

NAME (PRINT): ___________________________________________

TELEPHONE: ______________________________________________

SIGNATURE: ______________________________________________

EMAIL: __________________________________________________

DATE: ____________________________________________________
APPENDIX D

COMPANY SUPPLIED DATA

1. Proposed Somerset Substation Oil Containment Unit Location and Outlet Options
2. Somerset Substation Layout
3. Somerset Substation Existing Asset Profile
4. Somerset Substation Pads Detail Drawing
5. Somerset Substation Fencing and Grounding
NOTE:
Actual drainage outlet location to be provided during the RFP process.
NOTES:
1. Ditch for drainage to be 3' wide & 1/2' deep across yard & is to be paved.
2. Precast manhole as per Spec 4-16" conduit in and 6-16" conduit out to Somerset Street. Removal of existing manhole to be coordinated with Saint John Energy Personnel. Exact location to be determined on site.
3. Frontage to be graded as per DVGVI Cranston Ave
138 KV Sub X-Sections
4. Duct numbers do not apply to conduits exiting manhole.
5. Pole locations to be determined on site.
6. 18" dia. pipe to extend ditch under driveway
7. 3' ditch graded as per DVGVI Cranston Ave
138 KV Sub X-Sections
NOTES:
1. REINFORCING STEEL, DEFORMED, NEW BILLET STEEL TO CONFORM WITH CSA G 30-2010 LATEST EDITION
2. CONCRETE STRENGTH 4000 PSI WITH 3/4" STONE AIR ENTRAINMENT OF 0.6 AND 2" SLUMP
3. CONCRETE INSERTS FOR 5/8" BOLTS INSTALLED ON 24" VERTICAL BOTH SIDES, SPACING BEGINNING AT 12" FROM BOTTOM AND 24" FROM END WALLS.
4. 2" X 20" OPENING FILLED WITH CRUSHED GRAVEL FOR DRAINAGE TAPER FLORAL DOWN TO OPENING

SAINT JOHN ENERGY
CRANSTON SUBSTATION TRANSFORMER & SWITCHGEAR PADS

DRN: MJA DATE: AUG/29
SCALE: N.T.S
MGR. OF ENG. DWG: SUB-159-96
ISO 14001 ENVIRONMENTAL POLICY

Environmental Motto: We respect the environment we work and live in.
Saint John Energy is committed to the achievement of excellence and innovation in protecting the environment of the City of Saint John, while meeting its mandate to provide economic and reliable energy to the people of Saint John. The Power Commission of the City of Saint John considers that the environmental performance of its system is as important to its customers as the quality of the service which they receive. The following commitments define the overall components by which the Commission will address its environmental affairs:

• SJE will consistently endeavour to comply with, or exceed, all environmental regulatory requirements applicable to its planning and operational functions;

• SJE will monitor all environmental activities associated with its energy distribution, field work, fleet management, building maintenance, purchasing, administration, water heater and heat pump programs and other consumer product programs;

• SJE will conduct its business within a framework of a corporate Environmental Management System (EMS) compatible with the standards and philosophy described in the standard CAN/CSA-ISO 14001, approved by the Standards Council of Canada;

• SJE will reference the ISO 14001 framework to identify its significant environmental aspects and review its objectives and targets on a quarterly basis as per Procedure 3.12;

• SJE commits, as a member of the Canadian Electricity Association, to the principles and requirements defined in its Sustainable Electricity Program and Sustainable Electricity Company Designation;

• SJE will continue to monitor, measure and report its status and progress on meeting the eleven utility environmental indicators as required by the Canadian Electricity Association;

• SJE will conduct its operations to respect the principles of pollution prevention, with the application of environmental risk assessment and management, and with respect to life-cycle management of hazardous materials;

• SJE will seek to continually improve its environmental performance with internal and external audits, and will report its performance to the Board of Commissioners no less than two times per year and to the public at least once per year.

• SJE will make its environmental policy available to its employees and customers. The policy will be revised as operations and activities evolve.

October 18 2017 Revision 4

Raymond Robinson, P. Eng.
President & CEO

Wm. Edwards
Chairperson

October 26 2014

Effective Date
NOTES

1. COORDINATES SHOWN ON THIS PLAN ARE IN METERS AND ARE BASED ON NB DOUBLE STEREOSGRAPHIC MAP PROJECTION.

2. FIELD SURVEY COMPLETED ON MARCH 29, 2019.

3. CONTOURS ARE METRIC AND SHOWN AT 0.5m INTERVALS.

COORDINATES SHOWN ON THIS PLAN ARE IN METERS AND ARE BASED ON NB DOUBLE STEREOSGRAPHIC MAP PROJECTION.

FIELD SURVEY COMPLETED ON MARCH 29, 2019.

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