

Step	Time line	ATCO Electric	Developer
Application and Preliminary Information	1 - 2 weeks	<p><b>ATCO Electric's CSR</b></p> <ul style="list-style-type: none"> <li>&gt; Receive request to develop underground residential development.</li> <li>&gt; Obtain notice of disclaimer and provide URD specifications</li> </ul>	<p><b>Developer/Consultant</b></p> <ul style="list-style-type: none"> <li>&gt; Request to develop underground residential development</li> <li>&gt; Sign notice of disclaimer for URD specifications</li> </ul>
	Mutually Agreed Schedule	<p><b>ATCO Electric's CSR</b></p> <ul style="list-style-type: none"> <li>&gt; Review compiled survey legal plan, Developer information, loading requirement, project schedule</li> <li>&gt; CSR advise on information required to initiate project and set up meeting to confirm project schedule</li> <li>&gt; Provide service agreement for signing</li> <li>&gt; Receive signed service agreement</li> <li>&gt; Provide approval for starting design and notify the Planning and Design Representative</li> </ul>	<p><b>Developer/Consultant</b></p> <ul style="list-style-type: none"> <li>&gt; Provide compiled survey legal plan, developer information, loading requirement, project schedule</li> <li>&gt; Sign off service agreement</li> </ul>
Design	Mutually Agreed Schedule	<p><b>Planning and Design Representative</b></p> <ul style="list-style-type: none"> <li>&gt; Preliminary design review with Consultant to provide relevant information</li> <li>&gt; Review/accept/mark up preliminary design and provide switch numbers and etc.</li> <li>&gt; Review/accept/mark up final design and ensure all applicable documents are received</li> <li>&gt; Accept and sign off IFC drawings</li> <li>&gt; Submit IFC drawing for municipal approval</li> <li>&gt; Transfer to Operation Representative</li> </ul>	<p><b>Developer/Consultant</b></p> <ul style="list-style-type: none"> <li>&gt; Consultant participate in preliminary design review</li> <li>&gt; Start preliminary design process.</li> <li>&gt; Complete preliminary design and provide for review</li> <li>&gt; Revise preliminary design as per mark up</li> <li>&gt; Complete final design and documents and provide for review</li> <li>&gt; Revise final design as per mark up</li> <li>&gt; Issue IFC drawings</li> </ul>
Construction, Commissioning and Energization	Mutually Agreed Schedule	<p><b>Operation Representative Construction</b></p> <ul style="list-style-type: none"> <li>&gt; Participate in pre-construction meeting</li> <li>&gt; Inspect materials for compliance</li> <li>&gt; Complete random termination inspections</li> <li>&gt; Inspect trench for proper sand and cable lays and list deficiencies</li> <li>&gt; Complete field inspection of equipment, grounding and cables, labelling, phasing, etc, and list deficiencies</li> <li>&gt; Accept as-built and other final documents and approve for energization</li> <li>&gt; Send out crews to prepare for energization</li> <li>&gt; Energize</li> <li>&gt; Sign construction completion certificate</li> </ul>	<p><b>Developer/Consultant</b></p> <ul style="list-style-type: none"> <li>&gt; Confirm Construction Schedule</li> <li>&gt; Schedule pre-construction meeting</li> <li>&gt; Start construction</li> <li>&gt; Request for inspection</li> <li>&gt; Correct any deficiencies</li> <li>&gt; Request for final inspection</li> <li>&gt; Correct any deficiencies from final inspection</li> <li>&gt; Request energization</li> <li>&gt; Sign final as-built and other final documents and send to ATCO Electric</li> <li>&gt; Confirm energization schedule</li> <li>&gt; Correct deficiencies</li> </ul>
Final Drawings, Documents, and Warranty	30 days from Energization	<p><b>Planning and Design Representative</b></p> <ul style="list-style-type: none"> <li>&gt; Receive final record drawings and documents</li> <li>&gt; Receive URD assets</li> </ul>	<p><b>Developer/Consultant</b></p> <ul style="list-style-type: none"> <li>&gt; Complete package of signed-off and authenticated as-builts, Construction completion certificate and all legal documents</li> <li>&gt; Provide ATCO Electric with final record drawings and documents</li> <li>&gt; Transfer URD assets to ATCO Electric</li> </ul>
	See Contract	<p><b>Operations Representative</b></p> <ul style="list-style-type: none"> <li>&gt; Complete final acceptance inspection and provide deficiencies report if required 30 days prior to end of warranty</li> <li>&gt; Once deficiencies are corrected, sign FAC certificate to release the Developer from obligations</li> </ul>	<p><b>Developer/Consultant</b></p> <ul style="list-style-type: none"> <li>&gt;Correct any deficiencies</li> </ul>

