

**Vendor / Installer Coordination Matrix - Switchgear Package
GREAT WOLF LODGE
Attachment "C"**

Work Element		L = Lead, A = Assist, F = Furnish, I = Install					
		TCCo/TL	Vendor	Mech	Elec	BATC	Other
Coordination Meetings	Attend Coordination Meeting(s)	L	A	A	A	A	A
	Receipt Verification Form to receiving contractor	F					
	Coordinate delivery (including packaging, shipping splits, delivery location (jobsite, rigger's yard), offloading and rigging plan)		A	A	L	A	A
	Coordinate installation (including assembly, location and connections).		A	A	L	A	A
	Submittal review - review approved vendor submittals, coordinate with installation, sign-off and provide comments and feedback		A	A	L	A	A
Delivery	TCCo to release vendor to fabricate and monitor delivery.	L					
	Vendor to provide written acknowledgement to TCCo & T=L confirming release of fabrication including delivery dates.		L				
	Vendor to immediately notify TCCo & T=L if delivery date slips.		L				
	Identification on packaging: (i.e. shipping labels)		F				
	Protection of equipment during shipment		L				
	Upon delivery, inspection equipment and document on receipt verification form with TCCo.				L		
	Receipt Verification (TCCo/TL to provide form to subcontractor)	F			L		
	Protection of equipment after receipt				L		
	Off-load, rig, final setting and care & custody.				L		
Product Details	Provide technical support for a complete installation		A		L		
	Meet all seismic requirements for equipment only per drawing S1.1		F&I				
	Meet all seismic requirements for equipment installation per drawing S1.1				F&I		
	Witness installation		A				
	ALL equipment power/ control/ communications conduit and wiring				F&I		
	Building controls and interface with equipment, including low voltage wiring					F&I	
	Housekeeping pad and/or inertia base and submit to A/E for approval						F&I
	Anchor bolts and brackets for installation				F&I		
	Vibration isolators, seismic restraints, seismic snubbers				F&I		
	Connection lugs				F&I		
	Fuses				F&I		
Installation of all ship loose materials, including but not limited to branch circuit breakers, fuses, and connection lugs				F&I			

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Switchgear	Power monitoring		F&I				
	Interface power monitoring with building controls					F&I	
	Customer metering				F&I		
	Utility metering and coordination				L, F&I		
	Connect bus joints and align switchgear		A		I		
	Traveling CB lifter		F		I		
	Verify correct CB trip settings				L		
Transformers	Primary connections				F&I		
	Secondary connections				F&I		
	Oil sample (if oil-filled transformer) - DGA and general analysis				L		
	Remote annunciation		F		I		
	Verify correct operation of protective devices		A		L		
	Verify transformer taps are set to match voltages				L, F&I		
	Verify voltages and phase rotation, adjust as needed				L, F&I		
	Verify correct trip settings		A		L		
	Verify correct operation of accessories				L		
Close-Out	Installation inspection		L	A	A		
	Pre-start-up checklist (to TCCo and installing contractors)		F&A	A	L	A	
	Submit Start-up/commissioning procedure for approval		F&L				
	Subcontractor signoff on approved submittals		A		L&F		
	Final measurements (I.e.: high voltage stab)				L		
	Start-up		L	A	A	A	
	Coordination study		L		A		
	Pre-commissioning meeting	L	A	A	A	A	A
	Commissioning		A	A	L	A	
	Field testing		A		L		
	Owner training		L		A		
	O&M manuals to TCCo		F				
	Provide attic stock and spare parts		F	F	F		
	Parts warranty		F				
	Equipment labor warranty		F				
	Installation labor warranty			F	F		
	Building controls parts / labor warranty					F	
Temporary Use Maintenance				F&L			
Warranty certificates		F					