

## IEEE POWER & ENERGY SOCIETY / SUBSTATIONS COMMITTEE



2011 – 2012 Officers

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## Working Group D8 – 1267 Guide for Development of Specifications for Turnkey Substations

### Meeting Notes

Chicago, IL  
Thursday May19, 2010

1. Introductions – introductions were made. There were 11 attendees present. Two agreed to be members.

Doug Sharpe	Chair
Diane Watkins	Member
Mike Nadeau	Member
David Sharpe	Guest
Ken Larson	Guest
Steve Shelton	Guest
Ross Twidwell	Guest
Akira Okada	Guest
Ryan Stone	Guest
Andrew Kunze	Guest
Harpinder Gill	Guest

2. The mandatory IEEE slides on patents & intellectual property were reviewed.
3. The Approved PAR was discussed. It was noted that the date shown in the PAR for Submission of Draft for Initial Sponsor Ballot is set too early at October 2012. The PAR will be posted in the secure area of the website.
4. Akira Okada, the CIGRE representative who had given the Turnkey Substations Tutorial earlier in the week, discussed the basis for development of the CIGRE Turnkey Substations guide and about turnkey projects in general.
5. The CIGRE Brochure 439 “Turnkey Substations” was discussed and passed around. The scope of the CIGRE Brochure is broader than the intent of the IEEE Standard. The brochure covers development of the specification through the entire turnkey project cycle, but there are sections of the brochure that will be helpful in the development of the revisions to this standard.
6. Portions of the CIGRE Brochure 439 will be posted in the secure area of the Standard Website.



7. Since this was the first meeting to revisit the original standard, the main goal was to review the existing standard and begin discussions on what is presently included and what could be changed in the revised standard. The following topics concerning the existing standard were discussed:
8. Level of detail: The present revision mainly covers the design and material requirements of a Turnkey specification, but doesn't cover the process involved to create the specification, or define the needs of a Turnkey specification.
9. The standard should stress the importance of the clarity and completeness of the turnkey specification to ensure that the Owner gets what is wanted. An initial discussion should be included on scope project scope definition as most important part of developing a Turnkey Specification.
10. It was suggested that the revised standard should include the process necessary to develop a good specification, not just listing what should be included in the specification as in the existing standard.
11. Suggestions were made that the standard could include the following:
  - a. References to initial build-out vs. ultimate design considerations
  - b. Deliverables list included in the standard
  - c. Discussion of project controls – project management, status reporting, schedule updates
  - d. Additional and new details to include more modern developments in substation networking and intelligent devices
12. No specific assignments were made. All members and interested guests should read the existing standard and the sections from the CIGRE Brochure before the WG meeting in Nashville in October.

