

EEP PPPM Section 8.3.2.1.3		Document No.: IMP.PRO.02.01.03	
Procedure Title: Determining Need for and Scope of Feasibility Study		Rev. No. 0	Page: 1 of 3
		Date: January 8, 2007	

1.0 PURPOSE AND SCOPE

- 1.1 Purpose. This process lays out how the decision is made to pursue outside resources to complete a feasibility study.
- 1.2 Scope. The scope of this process is projects for which EEP does not have internal resources / expertise to conduct a site assessment in a timely manner.
- 1.3 Participants. This procedure applies to the following personnel:
- EEP Project Manager
 - EEP Design and Construction Supervisor
 - Design Firm
 - Project Review Committee

2.0 PROCEDURE STEPS

- 2.1 Present project to review committee. The EEP Project Manager (PM) presents the proposed project to the Project Review Committee. (See IMP.PRO.02.01.05.)
- 2.2 The Project Review Committee requests additional information. EEP does not have the internal resources to develop it.
- 2.3 Assign a design firm. The PM asks the Design Construction Supervisor (DCS) to assign a Design Firm from the approved list of On-Call Design and Consulting Firms.
- 2.4 Process complete. Continue with process IMP.PRO.02.02.01, Restoration Scoping / Contracting.

3.0 RESPONSIBILITIES AND AUTHORITIES

Table 1 summarizes the responsibilities and authorities of key participants in this procedure.

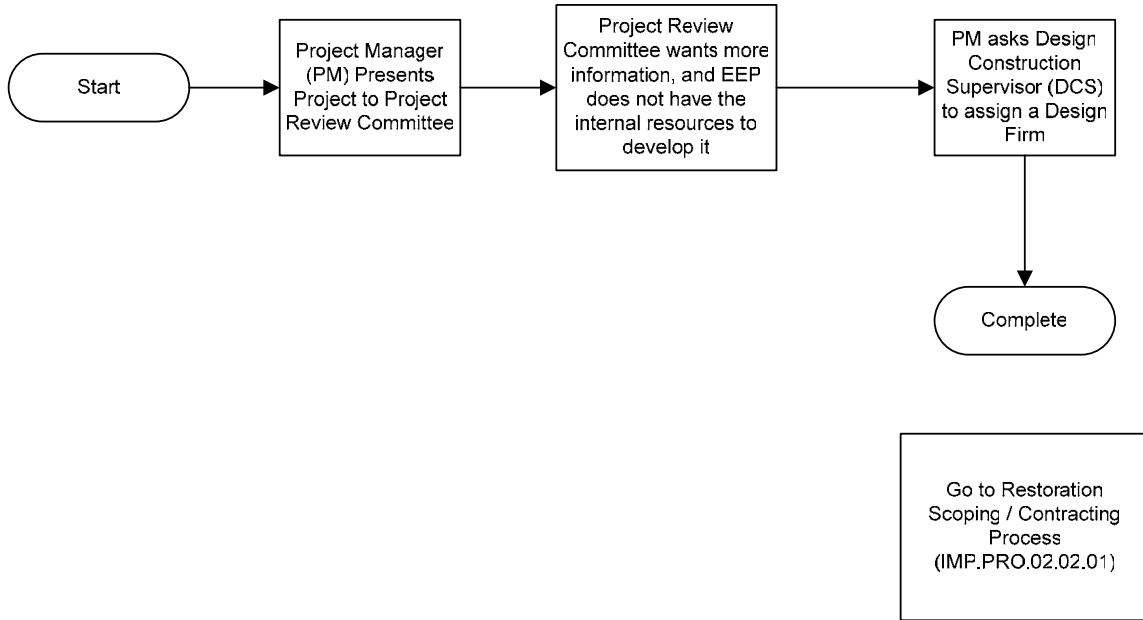
Table 1. Responsibilities and Authorities

Step #	Procedure Step	EEP Project Manager	Project Review Committee	Design Construction Supervisor	On-Call Design and Consulting Firm
1	Present to Project Review Committee	P	RI		
2	Request additional information		P		
3	Assign a design firm	N		P	N
4	Process complete	P			

Legend:

- P** = Primary responsibility
- A** = Assist
- RI** = Review to provide Input
- RA** = Review and Approve
- N** = Notify
- S** = Submit final output to this person

4.0 PROCEDURE FLOW DIAGRAM



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5.0 REFERENCES

None.

6.0 FORMS

None.