Document to discuss for DEPLOY IT LLC

Clement,

**Description**

Please find attached Justin’s distillation of a contract (“Water Treatment Calculations - Subset v0.13.xlsx”) that we need converted into analyses and notifications configured into the attached AF structure (“Veolia.xml”).  We also require that you provide an “as-built” document on this AF structure as part of the deliverables. Please note that this document **does not** cover all the analysis and notifications required, it is only a **subset** of them, so please do not feel that you must account for all the attributes/tags mentioned.  We are providing a subset to allow both parties to investigate the outsourcing process prior to releasing the full work package.

**Initial Requirement**

What we need from you in the first instance is a fixed price quote to do this work and the expected delivery date.  While Andrew has worked out a rate with you previously, I need to understand how long you believe that this work will take, before starting the work. The reason for this requirement is that I will not now, nor in the near term future until we are very conversant with how each other works, be comfortable with providing external consultants with carte blanche ability to be able to charge as many hours as they feel to a project. If GTS cannot get an understanding of the cost, prior to work commencement, will in my mind make the outsourcing option unworkable.  Please be aware that we are looking for a sustainable long term outsourcing model and providing either unrealistically low costs, or unachievable delivery times, will not assist either party in making this model work, so we would ask that you review the material carefully and provide a considered response.  In terms of when do we need this, our answer is as soon as practically possible, but we again ask that you consider this request within your ability to deliver a quality product, in a time frame that is both sustainable, and likely able to be replicated in the future.

**Initial Response**

Can I please initially get an email to confirm receipt of this email and agreement to the 3 conditions below under the heading “Your Undertaking”. I will then look forward to a quote on the work effort and delivery time of the final product. Please note that an email stating the work effort, and delivery time, will be sufficient for my purposes.

**Your Undertaking**

I also need to add some undertakings that we require from you, and your acceptance of this work will be considered acceptance of these conditions;

1. You will not contact the client, by any means, directly regarding this work,
2. You will not mentioned this work in any personal or company communications/marketing to any other parties,
3. You will delete/destroy all client related documents, and any related work products, at the end of this project.

**Final Deliverables**

After GTS has received your effort and time information, and has at our option provided written approval you to commence work on this work package, the expected deliverables from this first work package are;

1. An AF database export of the final build
2. An “as-built” document, in MS Word format, detailing the build
3. An AF Assumptions document, in MS Word format, that documents all assumptions made during the AF build.

**AF Build Best Practice**

In terms of GTS best practice for AF design and build, we have the following requirements;

* Templates are to be used where possible to ensure calculations are to be deployed out in a standard manner
* Analyses are to be assigned plain English names
* Intermediate variables in the calculations are to use plain English names
* Comments will be included in the calculations using single line syntax // and multi-line syntax /\* \*/
* Line breaks and indentation for readability
* Calculations are to be assigned on the relevant element within PI AF
* All calculation outputs are to be stored as PI tags.  Intermediate calculation results may be stored as PI tags if required.
* Calculation outputs are to be written to the relevant AF element
* Expensive functions that reference a large range of data such as TimeEQ, FindEQ are to be kept to a minimum.  If they are required, the search time interval will be as limited as possible to minimise the range of data queried.  The frequency of calculation will also be controlled to ensure these expensive calculations are run as infrequently as possible.
* Should additional attributes be required for calculations found in AF elsewhere, these may be referenced from elsewhere in the PI AF database using attribute reference syntax of “..\” to parent objects.
* Should additional attributes be required for calculations not found in AF elsewhere, these may be created at the relevant element level.  A record of these attributes is to be produced so data may be collected if available
* Numeric values used in calculations/analysis should be parameterised, in appropriately named parameters that are fully described, to allow simplified future configuration/modification.
* All assumptions used in the AF build need to be clearly documented in both the applicable part of the AF structure that they refer to, as well as a separate “AF Build Assumptions” document.

**Communications**

If you need any clarification on the results of this “contractual distillation”, please feel free to address them to Justin Lewis, the GTS Business Analyst that has performed this work. Justin may direct you to Archie Gale, our OSISoft PI SME, for further detail as required, but Justin is the first point of contact in all instances for details on the calculations and notifications. If I can ask you to please ensure that I am on CC for all communications.

Justin Lewis

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And if you have any problems or questions regarding the contractual or commercial aspects of this request please forward them to myself.