HYDROMAX USA
Advanced Water, Wastewater and Gas Data Collection

Solicitation 22-06

Fire Hydrant Auditing, Inspecting and Testing Services

Town of Addison, Texas

Public Works and Engineering Department

January 6, 2022

14301 First National Bank Parkway, Suite 301 I Omaha, NE 68154
812.746.2930 I HydromaxUSA.com

January 6, 2022

Town of Addison
Finance Building
Attention Purchasing Department
5350 Belt Line Road
Dallas, TX 75254

RE: Bid Number 22-06 - Fire Hydrant Auditing, Inspecting and Testing Services

Dear Mr. Will Newcomer,

On behalf of Hydromax USA, I am pleased to submit this letter of interest and the enclosed information for the Request for Proposal referenced above. Our team has reviewed each section of the RFP, and we fully comply with the requirements contained therein. Given the excellent qualifications of our team and personnel, experience with similar projects, long history of success with government clients, and strong regional presence in Texas, Hydromax USA is uniquely qualified and well-positioned to help the Town of Addison develop and implement its Fire Hydrant Auditing, Inspecting and Testing Services.

Why Hydromax USA?

Experience
Our in-house crews and project managers have extensive first-hand experience working on similar projects for large municipalities.

Local Presence
We are national professional services firm with a large presence in the DFW metropolitan area.

Advanced Data Collection
We accelerate your digital transformation with more than 70 full-time data analysts and GIS staff in our technology center. They specialize in client information management, assessment analytics, and reporting.

Industry Leading Service
Our proven processes and best practices in the areas of progress reporting, risk management and quality assurance help us deliver high quality results on-time and within budget, all while maintaining a safety-first focus and leveraging a robust pool of assets including the best inspection equipment available.

Established in 2003, HUSA is a national professional services firm that specializes in assessing the condition of, collecting critical asset data for, and providing renewal and replacement services for aging water, wastewater, and natural gas conveyance systems. HUSA has additional capabilities in the areas of non-intrusive/non-destructive pipeline condition assessment, leak detection, sanitary sewer evaluation surveys and multi-sensor inspections to **give the Town of Addison a full and accurate picture of its critical infrastructure**.

HUSA's vast experience, the technologies we employ and the team we've assembled enables our clients to make the best rehabilitation decisions regarding their buried infrastructure. Our project teams utilize the largest array of technologies within a single company to provide the broadest capability in the United States to assess buried infrastructure. Based upon a robust record of performance, our municipal clients recognize that HUSA brings an exceptional ability to meet their needs for advanced data collection and continue to partner with us again and again.

Our in-house crews and project managers have first-hand experience working with buried infrastructure for water and wastewater utilities, including the following Texas clients: **City of Houston, City of Austin, City of Irving, City of Galveston, City of Garland, City of Waco, City of Mesquite, City of Lucas, North Texas Municipal Water District, San Antonio Water System and City of Jersey Village.**

As an ESRI Silver Partner, we have 70+ full-time GIS professionals in our data center that specialize in client information management, condition assessment program analytics, and customer reporting. Our proven processes

and best practices in the areas of progress reporting, risk management and quality assurance help us to plan for and deliver projects on-time and within budget.

Your achievement is our success. Hydromax USA (HUSA) understands the objectives of this program and it is our intent to deliver a program that will enable City of Addison to:

- **Evaluate and improve the operability of hydrants and their isolation valves** in the water distribution system through hands-on field activities
- **Perform preventative maintenance** on all hydrants and iso valves within the distribution system.
- **Capture and digitize data** related to the condition of water distribution assets and integrate collected data into the current GIS and CMMS systems
- Develop an "**infrastructure status dashboard**" that provides the specific condition and operability of the system, as well as locations where potential infrastructure problems may arise and where infrastructure is currently diminishing the operability and efficiency of the distribution system
- **Prioritize the repair and replacement** of critical assets

Our team strengths and highlights include:

- Hydromax USA has performed condition assessment on over **400,000 valves and hydrants in the past three (3) years**.
- Our Project Manager for this project is Russ Jackson who has **20+ years' experience** with similar projects and holds multiple state contractors' licenses and holds certifications in confined space, MOT, and OSHA 30. Our Senior Field Technician is Gabriel Chapman who has **5+ years' experience** leading crews on similar program, and holds certifications in distribution operations, confined space, MOT, and OSHA 10.
- Hydromax USA has additional capabilities in the areas of **non-intrusive/non-destructive pipeline condition assessment, leak detection, sanitary sewer evaluation surveys and multi-sensor inspections** to give the City of Addison a full and accurate picture of its buried infrastructure.

Our team continues to be excited about this opportunity and looks forward to working with City of Addison in the weeks and months ahead. Should you have any questions regarding the enclosed submittal, please do not hesitate to contact me directly at (812) 746-2930 or ramsey.hemaidan@hydromaxusa.com.

Thank you again for your time and consideration.

Respectfully,

Ramsey T. Hemaidan

Ramsey T. Hemaidan
Business Development Manager

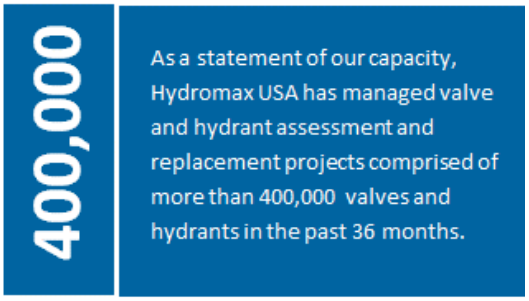
Thank you for considering us!

Contents

1.0 Corporate Background & Experience

Established in 2003, Hydromax USA is a national professional services firm that specializes in assessing the condition of, collecting critical asset data for, and providing renewal and replacement services for aging water, wastewater, and natural gas conveyance systems. HUSA utilizes the largest array of technologies and depth of subject matter expertise within one organization to optimize and deliver exceptional business results. Our innovative suite of data collection technologies and techniques empowers utility operators to make more informed decisions regarding their infrastructure while our data-driven approach impacts ever phase of planning, analysis, and operations for the most sophisticated and proven processes in the industry.

Hydromax USA has an outstanding track record of performing services comparable to those specified in this IFB. As a statement of our capacity, Hydromax USA has managed valve and hydrant assessment and replacement projects comprised of **more than 400,000 valves and hydrants in the past three (3) years alone**.



Successful Program Delivery

We have a history of success, and our reputation of excellence is unmatched. We've provided valve and fire hydrant assessment and replacement services and UDF programs to some of the largest utilities, federal agencies, engineering firms and corporations in the United States, including the following Texas utilities: **City of Houston, City of Austin, City of Irving, City of Galveston, City of Garland, City of Waco, City of Mesquite, City of Lucas, North Texas Municipal Water District, San Antonio Water System and City of Jersey Village.** Our clients select Hydromax USA again and again to support their ongoing needs.

HUSA has additional capabilities in the areas of **non-intrusive/non-destructive pipeline condition assessment**, **leak detection**, **sanitary sewer evaluation surveys** and **multi-sensor inspections** to give City of Addison a full and accurate picture of its buried infrastructure.

Safety and Compliance

One of the founding principals at Hydromax USA is an uncompromising commitment to safety and compliance. As such, we've designed and implemented a robust safety program that permeates every facet of our organization. We have published a comprehensive safety manual, have deployed multiple safety training modules, and maintain an active safety committee. We keep safety front and center with regularly scheduled safety "tailgate talks" and weekly email communications.

We believe that having a robust safety program in place is not enough. Safety is not just another policy for Hydromax USA. It is the most critical component of our corporate culture that we each live and breathe every single day. There's no degree of tolerance for behavioral deviations from these core principals.

Meanwhile, we maintain strict compliance with all federal, state, and local rules and regulations that govern to the programs we deliver. We've gone to great lengths to streamline and modernize the reporting process for regulatory compliance within our platform, making this process simpler and more intuitive than ever before. We make it easy to be transparent and thorough.

Digital Quality Management

Since the beginning of our organization, Hydromax USA has inspected tens of millions of feet of water and sewer mains and laterals. Performing this quantity of work over a vast area has allowed us to develop one of the most comprehensive quality management programs in the industry. The success of this program is a direct result of our team of highly trained pipeline data analysts working under the direction of professional engineers and empowered by the rigorous processes we have developed. Our goal is to ensure the utmost in data integrity, which is used to support our traditional QA/QC programs.

The **Louisville Technical Center (LTC)**, where we transform infrastructure data into actionable business intelligence, processes every byte of project data we collect with the help of our full-time data analysts and GIS professionals. The LTC has over 400 terabytes of storage which is replicated in our Evansville facility to provide a fully redundant architecture and ensure business continuity in the event of an emergency.

We have developed proven processes and streamlined steps to ensure that our teams are carefully tracked to verify performance. Hydromax USA has developed web map applications which records crew status updates and makes that information available to the entire project team in real-time. This application creates a digital trail which is QC reviewed by our data analysts and ensures our technicians perform a thorough inspection every time for all in-scope assets. Hydromax USA provides the highest level of confidence that pipeline integrity is maintained and that the risks associated with our services have been eliminated or minimized to an acceptable level.

Environmental, Social, & Governance

At Hydromax USA, we have implemented a comprehensive and overarching Environmental, Social, and Governance (ESG) policy that encompasses our green initiatives, health & safety, diversity & inclusion, and other key metrics that impact our corporate governance. It is our goal to be at the forefront of sustainable business practices that benefit both our communities and our environment. We have established an ESG committee that meets biweekly, and we perform quarterly ESG audits with both internal and external scoring from our investors.

The environmental component of our ESG policy is built upon simple changes: carefully sorted recycling at each of our locations, LED lightbulbs in each fixture, and energy efficient building envelopes and controls. Meanwhile, staying true to our commitment to innovation, our green initiatives also leverage next-generation technologies. Our fleet is monitored in real-time by Samsara technology as we optimize routing to save fuel and reduce emissions while eliminating unnecessary idle time. Our digital transformation suite can eliminate the waste of paper maps and reports, as well as the cost and the energy expenditures associated with records storage. Workflow optimization greatly reduces unnecessary truck rolls. Our Cloud-hosted platforms significantly lower the energy requirements of traditional on-premises servers.

2.0 References

Hydromax USA Project References

References	City of Houston (TX)	City of Garland (TX)	City of Galveston (TX)
Scope	Condition Assessment Repair, Replacement and GIS Integration for 80,000 water and wastewater valves. 17,000 valves 12" or Larger	Valve and Hydrant Condition Assessment, Hydrant Flowing / Maintenance, GIS Data Integration for 22,000 Valves & 8,000 Hydrants.	Condition Assessment, Repair and GIS Integration for 7,000 system valves, 700 12" and larger.
Reference Information	Drew Molly Senior Assistant Director 611 Walker St, Houston TX 77002 832.395.3785 Andrew.Molly@houstontx.gov	Robert Ashcraft Field Services Director 2343 Forest Ln, Garland, Tx 75042 972.205.3209 RAshcraf@garlandtx.gov	Trino Pedraza, Director 823 Rosenberg Galveston, TX 77550 409.797.3683 TPedraza@GalvestonTX.Gov
Contract Value Consolidated	$12.0M	$1.25M	$500k
Contract Term	9/1/2019-9/1/2024	9/1/2020-9/1/2024	6/1/2019 – 6/1/2021
Percentage (%) Complete	20%	35%	100%
Project Manager	Russ Jackson/Miles Sommers	Russ Jackson/Miles Sommers	Russ Jackson/Miles Sommers
References	**City of Waco (TX)**	**City of Mesquite (TX)**	**City of Tulsa (OK)**
Scope	Valve and Hydrant Condition Assessment, Hydrant Flowing / Maintenance, GIS Data Integration for 2,000 Valves & 4,500 Hydrants annually.	Valve Condition Assessment, Maintenance, GIS Data Integration for 12,000 valves annually.	M17 Hydrant Condition Assessment Maintenance, GIS Integration for 9,000 Hydrants & GPS Annually.
Reference Information	Chet Warren Projects Administrator 1415 North 4th St, Waco, Tx 76707 254.750.8011 ChetW@Wacotx.gov	Christina Hickey, Supervisor City of Mesquite 1515 N. Galloway Ave. Mesquite, TX 75149 972-216-6432 chickey@cityofmesquite.com	Monty Ragsdale Utilities Systems Operations Manager Water & Sewer Department 918.596.9394 mragsdale@cityoftulsa.org
Contract Value Consolidated	$1.48M	$126K	$2.5M
Contract Term	10/1/2019-10/1/24	10/1/2019-1/1/2020	6/1/2021-6/1/2026
Percentage (%) Complete	40%	100%	20%
Project Manager	Russ Jackson/Miles Sommers	Russ Jackson	Russ Jackson/Miles Sommers
References	**Nashville – METRO WATER (2020)**	**Henrico County (VA)**	**Palm Beach County (FL)**
Scope	Valve and Hydrant Condition Assessment, Maintenance and GIS Integration for 60,000 Total Valves 35,000 Hydrants; includes 1358 Valves 14" or larger	Valve and Hydrant Condition Assessment, Hydrant Flowing / Maintenance, GIS Data Integration for 13,000 Valves & 5,000 Hydrants. Includes 1490 Valves 14" or larger	Valve Condition Assessment, Maintenance, Repair/Replacement and GIS Data Integration for 12,000 valves annually.
Reference Information	Alan Hand - Operations 1600 2nd Ave. North Nashville, TN 37208 615.862.4847 alan.hand@nashville.gov	Jarett Glasco 1590 E Parham Road Henrico, VA 23273-0775 804.501.5680 Gla14@henrico.us	Conrad Thirbenny, Supervisor Palm Beach County Water 8100 Forest Hill Boulevard, West Palm Beach, FL 33416 561.493.6154 cthirbenny@pbcwater.com
Contract Value Consolidated	$12M (Budget)	$1.0M	$10.0M
Contract Term	1/1/2020-1/1/2025	Completed 2015-2020 New 2021-2025	10/1/2019-10/1/2024
Percentage (%) Complete	Ongoing	100%	20%
Project Manager	Lamar Carroll	Lamar Carroll	Lamar Carroll/Nick Darchiville

References	Great Lakes Water Authority (MI)	Charlotte Water (NC)	City of Greensboro (NC)
Scope	Large Valve Assessment Program of 5,000 valves (primarily 20"- 108"). Assessment, Vault Inspection, and Trimble Unity data integration	Valve & Hydrant Condition Assessment and Flowing / Maintenance / UDF Execution /GIS Data Integration 1,500 Valves / 500 Hydrants Unidirectional Flushing	Valve Condition Assessment Maintenance & GIS Integration 500 Valves
Reference Information	Todd King, P.E., BCEE Field Services Director 6425 Huber, Detroit, MI 48211 313.799.0289 Todd.King@glwater.org	Bhavana Swayampakala, Eng. Director Charlotte Water 5100 Brookshire Blvd Charlotte, NC 28216 704.336.4976 bhavana.swayampakala@ci.charlotte.nc.us	Scott M. Alpert, PhD, PE Hazen and Sawyer 9101 Southern Pine Blvd #250, Charlotte, NC 28273 704.357.3150 salpert@hazenandsawyer.com
Contract Value Consolidated	$5.5M	1/1/2018 - 9/1/2018	1/1/2018 - 9/1/2018
Contract Term	9/1/2020-9/1/2023	100%	100%
Percentage (%) Complete	10%	Lamar Carroll	Lamar Carroll
Project Manager	Lamar Carroll	1/1/2018 - 9/1/2018	1/1/2018 - 9/1/2018
References	**Pasco County (FL)**	**Tarpon Springs (FL)**	**City of Reidsville (NC)**
Scope	M17 Hydrant Condition Assessment Maintenance & GIS Integration 9,000 M17 Hydrants & GPS	M17 Hydrant Condition Assessment Maintenance, Repairs & GIS Integration for 700 M17 Hydrants & GPS	Valve and Hydrant Condition Assessment /Flowing Maintenance GIS Integration; Unidirectional Flushing Program 1,000 Valves
Reference Information	Sherman Applegate Utilities Operations Manager 19420 Central Blvd. Land O Lakes, FL 34637 813.929.2755 sapplegate@pascocountyfl.net	Raymond Page, Utilities Superintendent 1624 L&R Industrial Blvd., Tarpon Springs, FL 34688 727.938.3711 rpage@ctsfl.us	Richard G Vaughn Engineering 230 W Morehead St Reidsville, NC 27320 336.347.2316 rvaughn@ci.reidsville.nc.us
Contract Value Consolidated	$250,000	$350,000	$80,000.00
Contract Term	10/1/2017 - 10/1/2019	9/1/201 7- 10/1/2019	10/1/2014 - 10/1/2016
Percentage (%) Complete	50%	50%	100%
Project Manager	Lamar Carroll	Lamar Carroll	Lamar Carroll
References	**City of Cocoa (FL)**	**City of Cocoa (FL)**	**Indian River County (FL)**
Scope	Valve and Hydrant Condition Assessment Maintenance/Flowing GIS/CMMS Integration 26,000 Valves / 6000 Hydrants & GPS; Unidirectional Flushing Program; Includes 395 Valves 14" or larger	Wellfields and Plant Facility Valve Location/Condition Assessment. GIS Data Integration; 400 Valves	Valve and Hydrant Condition Assessment, Maintenance and GIS Integration 4,000 Valves, 2,000 Hydrants
Reference Information	Chris Collier Deputy Utilities Director 351 Shearer Boulevard Cocoa, FL 32922 321.433.8400 ccollier@cocoafl.org	Chris Collier Deputy Utilities Director 351 Shearer Boulevard Cocoa, FL 32922 321.433.8400 ccollier@cocoafl.org	Terry Southard Operations Manager Indian River County Utilities 772-226-3404 Terry Southard terrysouthard@ircgov.com
Contract Value Consolidated	$1.3M	$100,000	$700,000
Contract Term	3/1/2012 - 3/1/2014	9/30/2016 - 9/30/2017	Annual Piggyback Contract
Percentage (%) Complete	100%	100%	50%
Project Manager	Lamar Carroll	Lamar Carroll	Lamar Carroll

> **"We always receive great service from Hydromax USA."**
> Ray Page, Utilities Superintendent, City of Tarpon Springs

References	Broward County (FL)	City of Portsmouth (VA)	Seminole County (FL)
Scope	Hydrant Condition Assessment Maintenance & GIS Integration 8,000 M17 Hydrants & GPS Port Everglades – Secure Area Unidirectional Flushing Program	Valve Condition Assessment, 3,000 M-17 Hydrant Condition Assessment and Flowing / Maintenance / UDF Execution; GIS Data Integration 7,000 Valves / 3,000 Hydrants / 3,000 Miles UDF	Valve Assessment and Hydrant Maintenance / Flowing and GIS Integration for 6,000 Valves / 31,000 Hydrants & GPS – UDF 1,000 Miles
Reference Information	Carlos Garcia, Project Manager 255 W Copans Rd Pompano Beach, FL 33069 954.520.5881 F) 954-831-0798 cbgarcia@broward.org	P. Troy McPherson, PE, ENV SP Hazen and Sawyer 2809 S. Lynnhaven Road, Suite 350, Virginia Beach, VA 23452 757.785.9488 tmcpherson@hazenandsawyer.com	Shannon Ashworth Utilities Program Coordinator 500 W Lake Mary Blvd Sanford, FL 32773 403.665.2015 sashworth@seminolecountyfl.gov
Contract Value Consolidated	$1.2M	1.0M	$1.9M
Contract Term	9/1/2015 – 9/1/18	3/1/2016 – 3/1/2017	1/26/2003 - 6/30/2014
Percentage (%) Complete	100%	100%	100%
Project Manager	Lamar Carroll	Lamar Carroll	Lamar Carroll
References	**Pinellas County (FL)**	**City of Wellington (FL)**	**Name Restricted**
Scope	Valve and Hydrant Condition Assessment, Maintenance and GIS Integration 25,000 Valves, 7,500 Hydrants; Includes 1,170 Valves 14” or larger	Valve and Hydrant Condition Assessment Maintenance GIS Data Integration for 4,000 Valves / 1,000 Hydrants	Valve Condition Assessment, Hydrant Condition Assessment and Flowing / Maintenance; GIS Integration; 3,300 Valves - All FL Theme Parks & Resorts
Reference Information	Alan Bollenbacher Maintenance Division Manager 6730 142nd Avenue N. Largo, FL 33771 727. 464.5825 abollenb@pinellascounty.org	Bradley C. Wolak, P.E., PMP Assistant Director 12133 Ken Adams Way Wellington, FL 33414 561.753.2480 bwolak@wellingtonfl.gov	Richard McArthur, Global Contracts, PO Box 10000 Lake Buena Vista, Florida 32830 407.939.4614 Richard.E.McArthur@disney.com
Contract Value Consolidated	$1.8M	$150,000	$160,000
Contract Term	6/16 – 6/20	9/1/2017-9/30/2018	7/1/15-7/1/16
Percentage (%) Complete	25%	100%	95%
Project Manager	Lamar Carroll	Lamar Carroll	Lamar Carroll
References	**Washington Aqueduct / US Army COE**	**Broward County (FL)**	**City of Corpus Christi (TX)**
Scope	Transmission Main Valve Assessment Program Assessment, Maintenance and GIS Integration ~250 Total Valves. Includes 50 Valves 14” or larger	Valve Condition Assessment Maintenance & GIS/CMMS Integration 28,000 Valves & GPS	Large Valve Condition Assessment Maintenance & GIS/CMMS 2,000 Valves 12” and Larger
Reference Information	Kris Wheaton, Project Engineer Arcadis U.S., Inc. 2101 L Street NW Washington, DC 20037 202.912.8100 Kristin.Wheaton@arcadis.com	Carlos Garcia, Project Manager 255 W Copans Rd Pompano Beach, FL 33069 954.520.5881 cbgarcia@broward.org	Gabriel Maldonado 1201 Leopard Street Corpus Christi, TX 78401 361.826.3165 GabrielM@cctexas.com
Contract Value Consolidated	$150,000	$2.8M	$180,000
Contract Term	10/6/17-12/31/17	1/31/2006 - 1/31/2009	1/1/2010 - 1/1/2012
Percentage (%) Complete	10%	100%	100%
Project Manager	Todd Christman	Lamar Carroll	Lamar Carroll

> **“I’ve worked closely with the folks at Hydromax USA for a number of years, and I would highly recommend their services. I would absolutely partner with them again.”**
>
> Chris Collier, Assistant Utilities Director, City of Cocoa

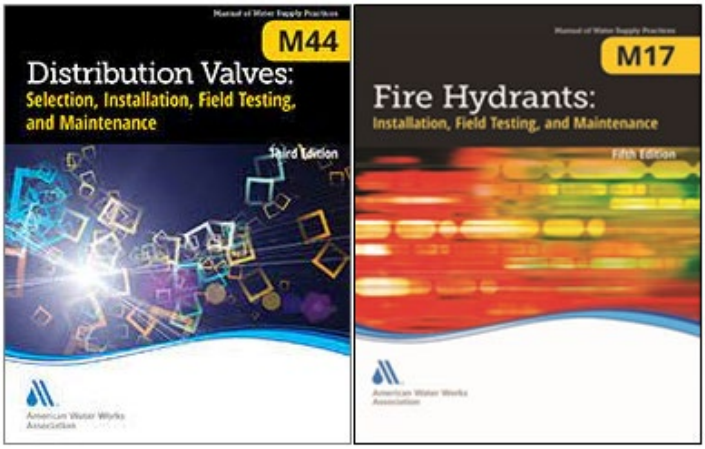
3.0 Project Understanding & Approach

Hydromax USA's Water Distribution Services Team has built a reputation for the quality of our valve and hydrant maintenance and unidirectional flushing (UDF) programs. **Our Solutions** are designed to maximize the value of our customer's water products and services by optimizing water distribution system performance and reliability, minimizing delivery costs, controlling water loss, and enhancing water quality.

Our Team has performed infrastructure condition assessment programs that have evaluated **hundreds of thousands of water distribution system assets**, helped clients recover millions of gallons in lost water, and provided information management services for improvement of system models and development of GIS integrated solutions for utilities across the United States.

VALVE AND FIRE HYDRANT ASSESSMENT AND MAINTENANCE

Hydromax USA's valve and hydrant assessment program is designed to comply with AWWA standards (including publication M44-Distribution Valves: Selection, Installation, Field Testing and Maintenance; and publication M17-Fire Hydrants: Installation, Field Testing, and Maintenance) and meet the requirements of oversight environmental agencies as well as all OSHA and confined space safety regulations. Hydromax USA works to develop a comprehensive valve assessment and maintenance program that meets the individual needs of each utility.



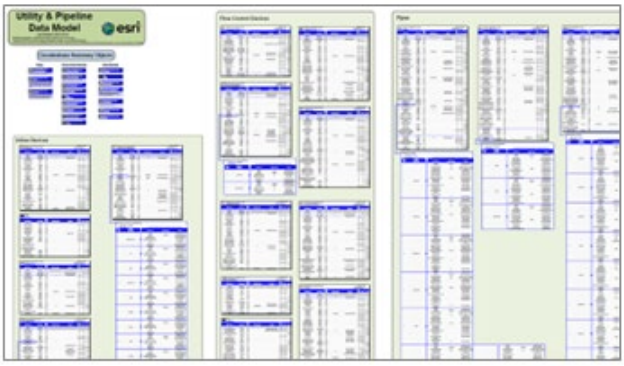
Planning and Implementation Tasks

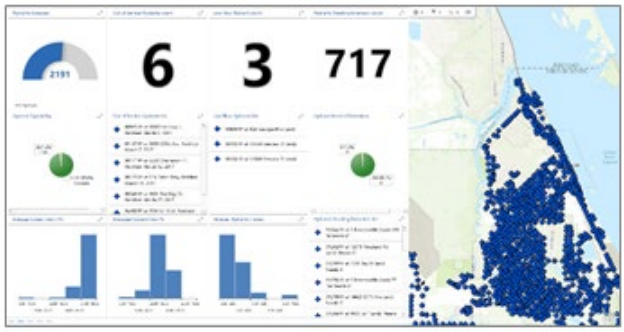
1) **Client Gap Analysis and Data Model Alignment:** Prior to the start of the program, HUSA will hold a project meeting with City of Addison to better understand the operational characteristics of the distribution system such as age of pipe, system areas prone to poor fire flow, and pressure problems in the distribution system. This will allow for a greater understanding of how the distribution system is functioning, establish expectations for all parties, and allow priorities to be assigned to segments of the work. As a part of this gap analysis, Hydromax USA will conclude the interview process with a water data model alignment meeting, assimilating information gathered in the process from utility stakeholders. The agenda for data alignment meeting will include:

    1. Introduction
        a. Participants
        b. Roles

c. Communications

2. Determination of Existing Conditions
    a. GeoDatabase schema
        i. Assets in existing schema
        ii. Fields in existing schema
        iii. Data capture methodology
        iv. Data QC procedures.
3. Determination of data to be captured under contract
    a. Data capture workflow
4. ArcGIS GeoDatabase deliverable.
    a. HUSA data QA procedures
    b. Feature classes
        i. Valves & Fire Hydrants
        ii. Pipes
        iii. Object classes
        iv. VALVE_GPS Table
        v. VALVE_INSPECTION Table.
        vi. Geometric Network
    c. Geodatabase delivery
        i. Tables
        ii. Attributes
        iii. Field relationships
        iv. Primary/foreign keys
5. Reports
    a. Production reports
    b. System status reports
    c. Work orders
    d. System evaluation reports
    e. Map-based reports





2) **Program Execution Planning.** Hydromax USA will determine City of Addison's desired geographical or hierarchical approach for initial implementation into areas of the distribution system. This would include setting a schedule designed to maintain a level of field staffing that will ensure completion of the valve assessments within the schedule and budget allotted.

3) **Field Workflow Pilot Test Cycle.** Hydromax USA will develop and test pilot program area to validate fully functioning work flows from replicated data distribution through all field activities and test of data delivery to client.

4) **Initiate Full Program Implementation.** Hydromax will perform assessments on the distribution system and document all locations and assessments in a manner that will allow a prioritized list of maintenance items to be provided to City of Addison.

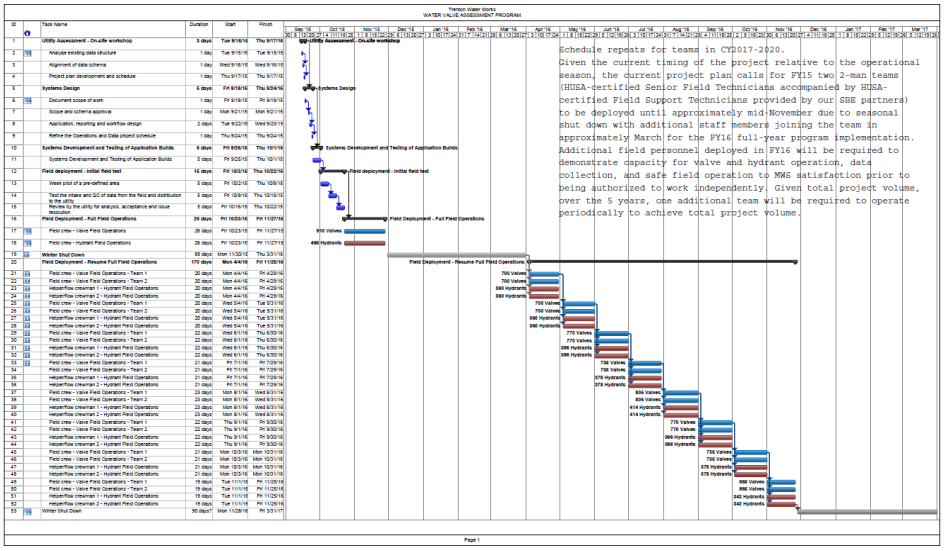
a. Locate all valves and hydrants with GPS in a manner that will allow their positions to be known and readily re-creatable by Utility personnel upon demand.

b. Document each asset maintained and collect individual asset data to such an extent as to provide information characteristic to each specific attribute as defined by the Utility.

c. Provide constant communication with the Utility staff so that the program is proactively managed and permit issues to be addressed in a timely manner.

d. Provide periodic corroborative field survey to ensure the spatial accuracy of the data submitted

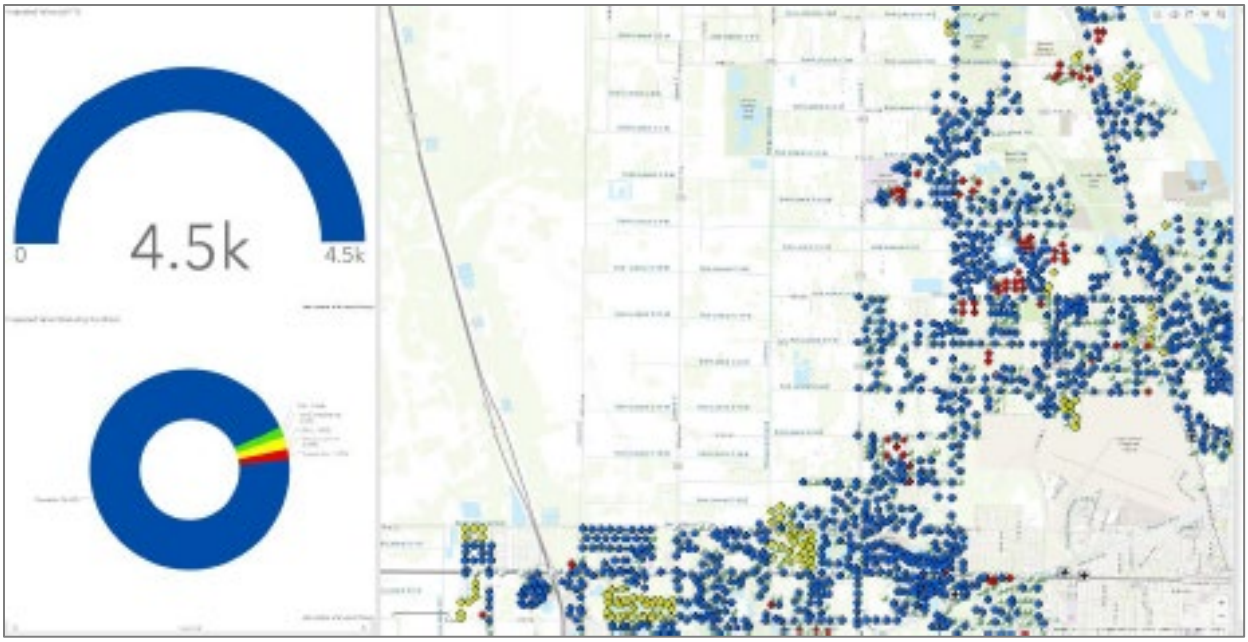
Project Scheduling



After completion of Tasks 1 and 2, Hydromax USA will prepare a formal project schedule for review and approval by the utility. Hydromax USA uses two primary methods to communicate project planning and project management. Project plans are formally prepared using MS Project and distributed to the project team for approval and coordination. If the project includes geographic assignments, the project schedule is updated to include this information for stakeholders inside and outside the municipality. Often this information is communicated to customer service to address customer questions regarding Hydromax staff field personnel performing assigned activities.

Project Reporting / Dashboard

Hydromax USA utilizes our custom **HUSA Operations Dashboard** to provide client management real time access to field activity and program results. The dashboard will provide a visual means for Hydromax USA to provide program metrics to City of Addison daily and will form the foundation for monthly progress reporting. The Utility will be able to see detailed valve physical and operational condition as they are found by our field crews.



Project Management Support

Hydromax USA employs a critical path project approach utilizing PMI principles and philosophies. This is designed to ensure a continuum of the following:

- Management of key decisions and milestones during this project.
- Preparation of initial project development plan (including the schedule of work tasks and key personnel to perform the work in the field to meet the milestones and objectives)
- Coordination of communications and meetings with the Utility as needed or requested to review technical concepts and alternatives, gathering staff feedback, and coordinating activities with the project team.
- Oversight of the execution and development of the project deliverables.

This comprehensive approach is not just employed by the project manager who owns it, but each member of the support team and field crew to provide superior hydrant assessment service.

HYDRANT ASSESSMENT AND MAINTENANCE PROGRAM

Hydromax USA's Water Distribution Services Team has built a reputation for the quality of our hydrant maintenance programs. Our capabilities have allowed us the opportunity to provide assessments and GIS services to utilities throughout the US ranging from a few thousand assets to tens of thousands of assets. Following is a summary of Hydromax USA's project understanding and approach.

Hydrant Assessment and Maintenance

Hydrant maintenance is an essential part of good distribution system management. Few things can harm a utility's reputation so quickly as a fire hydrant that does not work in an emergency.

Annual system-wide hydrant maintenance can help to improve the utility's ISO rating. It is also a visible sign to the public that the utility is "on the job" making sure fire hydrants are in working order to protect their property and personal safety. Annual hydrant maintenance can also play a vital part in maintaining water quality when incorporated into an organized flushing program. Hydromax USA's hydrant assessment and maintenance program is designed to comply with AWWA standards (including publication M17 – Installation, Field testing, and Maintenance of Fire Hydrants) and meet the requirements of oversight environmental agencies. Hydromax USA works to develop a comprehensive hydrant assessment and maintenance program that meets the individual needs of each utility.

Hydromax USA will develop an overall schedule of work to be approved by the County, prior to commencement of work. HUSA will also provide all spatial and feature class attribute data collected, metadata, including a detailed citation describing field data collection practices, equipment settings, post processing procedures, base stations used for differential correction and expected accuracy will be submitted with final and interim data deliveries.

Hydromax USA will perform required repairs that are needed to bring hydrants in the system to 100% operability. Repairs will be captured and HUSA will work with the utility to provide this data in a format suitable for client documentation in the GIS systems.

Hydromax USA will also evaluate and analyze the results of the hydrant assessment program and develop an evaluation report for the City. The evaluation report will include an analysis of the results of the program, findings and recommendations. The following deliverable reports will be provided to City of Addison.

- Validated compliant database
- Annotated maps which depict the program area
- A list of recommended hydrant and isolation valve repairs
- Work orders for these repairs
- A list of recommended hydrant and isolation valve replacements
- Evaluation report

Hydrant Program in City of Cocoa

Hydrant Flushing in City of Memphis

Hydrant Maintenance and Assessment Activities

HUSA is responsible for obtaining all permits, approvals, etc., required by any other governmental agency having jurisdiction, including the County. HUSA will follow the minimum requirements set forth in these specifications. All work will comply with all applicable provisions and standards of the following recognized entities: State and local building and plumbing codes, American National Standards Institute® (ANSI®), American Water Works Association® (AWWA®), Texas Commission on Environmental Quality (TCEQ), National Sanitation Foundation® (NSF®), US Environmental Protection Agency (EPA), US Food and Drug Administration (FDA) and the US Occupational Safety and Health Administration (OSHA).

HUSA (Standard) Fire Hydrant Maintenance and Assessment

- All hydrants shall be lubricated in the operating nut area with the original equipment manufacture's recommended lubricant to assist in smooth operation of the hydrant.
- All nozzle outlets shall be lubricated with FDA approved lubricant.
- All lubricant material shall be provided by HUSA.
- Each hydrant shall be fully opened, with the nozzle caps in place, for inspection of seal and operation. A check shall be made to ensure that the main valve is completely closed, and the barrel is draining.
- HUSA shall perform fire flow test per AWWA standards without residual pressure recordings.
- HUSA will clear weeds/grass and cut bushes back to ensure optimal visibility.
- Tighten nozzle caps slightly tighter than hand tight.
- Note and repair any operational deficiencies.
- Verify location and exercise hydrant isolation valve to determine operational capability.
- Record any miscellaneous findings.
- Provide coordinates of fire hydrant and isolation valve (two separate readings) using a sub-meter "GPS" device to be compatible with The City using State Plane systems. The accuracy of the coordinates shall be no more than one (1) meter with differential correction. Most hydrants are already in the GPS system. As new ones are added, coordinates will have to be added into the system.
- Replace hydrant ID Tag and/or reflective road markers (Blue), if necessary.
- Confirm and update The City's Fire Hydrant inventory.
- Provide all labor and replacement parts to correct the operational deficiencies found during the testing process or by other sources within The City, (i.e., Fire Department). Hydrant ID tags and reflective road markers are to be charged as a separate item.
- HUSA will not be responsible for "extraordinary" hydrant repairs necessitated by vandalism, traffic or construction damage, acts of war or civil disobedience, or acts of God.
- Hydrants that are deemed outdated by the City's Project Manager shall be excluded from the repair service due to unavailability of replacement parts.

Upper Barrel Repair (Optional)

- Replace any/all necessary parts/components excluding bonnet assembly.
- Disassemble and lubricate complete bonnet area.
- Replace missing or damaged caps/gaskets where needed (hose or pumper).
- Replace damaged nozzles (hose or pumper).
- Re-caulk and/or secure nozzles as needed.
- Replace any missing or deteriorated flange nuts and bolts.
- Rotate position of hydrant as required, or per City Project Manager's request.

Upper Barrel Replacement (Optional)

(Upper barrel and bonnet assemblies are considered in this Proposal as upper barrel assembly)

- Replace entire hydrant upper barrel component. When upper barrel repair is completed, warranty shall cover complete upper barrel assembly.
- Replace damaged nozzles (hose or pumper).
- Re-caulk nozzles as necessary.
- Replace flange, hose nozzle and/or pumper nozzle and gaskets where necessary.
- Replace any missing or deteriorated nuts and bolts.
- Rotate position of nozzle as required or per City Project Manager's request.
- Replace broken traffic flanges and couplings where necessary.

Lower Barrel (Optional)

- Includes all upper barrel repair items.
- Replace any/all necessary internal components.
- Replace broken traffic flanges, flange gaskets and couplings where necessary.
- Straighten hydrant, if necessary.

Bonnet Repairs/Replacements (Optional)

- Replace/repair hold down nuts.
- Replace/repair operating nuts.
- Replace/repair oil reservoir.
- Replace/repair "0" ring pressure seals.
- Replace/repair anti-friction washers.
- Replace/repair damaged bonnet nuts and bolts, as required.
- Lubricate all disassembled bonnet components.

Extensions (Optional)

Raise hydrant to meet minimum standards (minimum 18" to nozzle, maximum 24" where necessary.

Scrape, Wire Brush, and Paint (Optional)

- HUSA will be responsible for providing all paint and related supplies.
- All old rough spots or rust shall be scraped off and the hydrant wire brushed.
- The hydrant shall be cleaned with a solvent, primed, and painted in the approved City colors.
- Hydrant color - OSHA Yellow or Fire Hydrant Yellow.
- Paint - Rust-Oleum Fire Hydrant Acrylic Enamel Paint.
- Fire hydrant bonnets shall be color coded as determined from flow testing.
- Blue: >1,500 G.P.M., Green: 1,000 - 1,500 G.P.M, Orange: 500 - 1,000 G.P.M and Red: <500 G.P.M

Reflective Road Markers (Optional)

Reflective road markers shall be Stimsonite model-91 I-A, blue reflectors facing oncoming traffic. Road markers shall be installed approximately in the center of the lane nearest to the edge of the road adjacent to the hydrant.

Hydrant ID Tag (Optional)

Any identification tag missing after work has been completed shall be replaced with the proper The City ID number stamped on it.

GEOSPATIAL DATA MANAGEMENT

Information Management Approaches

The data capture during this program will be one of the factors utilized in risk and CIP prioritization models. The critical aspects to this project are field collection and data management between the field crews and Hydromax and the replication of collected data between Hydromax and the Utility. To assure smooth, low impact, data deliverables Hydromax USA will hold 'GIS data alignment meeting(s)' to obtain and review the current water database structure, also known as 'data-model'. This review will focus on Hydromax USA's internal data workflow processes and identifying possible data-model revision recommendations for the Utility to consider prior to the beginning of field operations. Hydromax is flexible regarding project data deliverables and will work with the Utility to determine the most efficient delivery format. These proven GIS data deliverables can range from simple Personal Geodatabase, ArcSDE to XML exports, to ArcSDE versioned database replication:

- Personal Geodatabase deliverables provide a simple, single file, format of GIS data that can be reviewed in ArcMap prior to migrating this data into the Utility's enterprise GIS. Manual or Model-builder geoprocessing tools can then be employed to append deliverable data in the Utility's enterprise GIS.
- ArcSDE to XML export creates a small foot-print file that retains SDE (Spatial Database engine) properties. This file would need to be 'Imported' into a staging SDE geodatabase for review in ArcMap prior to migrating this data into the Utility's enterprise GIS. Manual or Model-builder geoprocessing tools can then be employed to append deliverable data in the Utility's enterprise GIS.

Minimum Data Deliverable Quality Assurance & Quality Control

Hydromax USA's Quality Assurance Program is a formal methodology designed to assess and continually monitor the quality of services provided to ensure the services are within specifications of the contract scope. Our quality assurance includes formal review of processed and data, problem identification, corrective actions to remedy any deficiencies and evaluation of actions taken.

Quality Control involves defining the standard means and methods that data will be captured and then reviewed for accuracy. This includes automated tests for adherence to domain values, maintaining integrity of database schemas, and validating data based on best practices established by Hydromax for field inspections of water features. Hydromax will perform these tests as a combination of programmatic geoprocessing tools and manual review prior to submission to the utility.

Data delivered from the field is processed through Hydromax USA's standardized QA/QC ModelBuilder scripts to evaluate data against established HUSA program queries for valve data discrepancies. All data that is identified as exception data is reviewed by the program Operations Manager and reported to the Data Auditor prior to being released to the field for correction.

Reflective of our commitment to data accuracy, Hydromax USA employs a dedicated **Data Auditor** to support our Project Managers and GIS analysts. Hydromax auditing services include:

- Hydromax USA shall randomly select one day per month, and the work performed during this day shall be reviewed by the Data Auditor.
- If the work is greater than or equal to 95% accurate, no further additional auditing will be required for the month unless requested by the client.
- If the work is less than 95% accurate, Hydromax shall correct any known discrepancies in the work and have the work re-audited by the data auditor once the issues are resolved. Another sample data set from that submittal/ crew shall then be reviewed under this process until satisfactory results are achieved. In addition, the initial audit sample size will be doubled to determine if any systemic issues are present.
- The minimum levels of accuracy to be attained under the program are as follows:
    - Inspection Accuracy 95%
    - GPS Accuracy 98%
- Hydromax will perform this QA/QC analysis on all data recorded before the data is submitted to the client.
- Hydromax will also review, prior to each submission, the accuracy of the billing, contractual compliance (including program M/WBE participation) and internal procedural compliance.
- All non-conforming audit findings will be documented with Corrective Action Requests as appropriate.

ACCEPTED/LATEST PROFESSIONAL ENGINEERING PRACTICES

OPERATION AND REPAIR OF VALVES

Hydromax will bring to the program a vast amount of experience and knowledge within the field of water infrastructure condition assessment. Valve assessment is an essential component of good distribution system management. Malfunctioning, closed, "frozen" and/or "lost" valves make isolating a specific area of the distribution system for emergency and/or routine repairs difficult, time consuming and on occasion, impossible. Such conditions inevitably lead to excessive overtime, excessive water loss and adverse public relations. Initial distribution system valve assessment followed by annual system wide valve maintenance enhances the utility operator's capability to effectively control the flow of water within the distribution system. Valve assessment and maintenance will prolong the life of the valves in the distribution system, ensure that the valves can be located, accessed, and operated as needed and allows for the utility to better plan for and schedule system repairs/improvements.

The first step in an assessment program is to prioritize the valve and hydrant locations. Usually those near critical customers such as hospitals are the most important. Other factors could include the size of the water main, proximity to pump stations and treatment plants, the amount of flow through the valve and water main, age of the valve or hydrant, or proximity to a main intersection on a busy street. The main components to a Valve Exercise Program are:

- Find and document the location. Note the precise location using global positioning system (GPS) equipment and by traditional surveying
- Take a digital picture showing the hydrant/valve and surrounding area. The point is: don't lose the valve site location once it has been found.
- Ensure that the valve operates through the full range of motion *at least* two full cycles until the valve operates freely with little resistance. This may take several full cycles as well as several partial reverse/forward exercises.
- Keep and maintain detailed records for each hydrant and valve. This includes mapping locations taken from as-built drawings or road maps as well as field verification of locations, and possible interviews with staff regarding unrecorded installations of valves and hydrants. This data will then be maintained in both electronic and hard copies.
- Schedule and perform needed repairs. Often, valve boxes are out of alignment, so a valve key cannot access the valve. Valves and hydrants are sometimes broken during the exercising program because they have not previously been used or previously incorrectly turned. Fixing the broken valves or hydrants in a timely manner is very important so the integrity of the distribution system is maintained, and safety of the public is insured.
- Repeat these steps on a routine basis. Experts recommend exercising a valves and operating hydrants annually if possible. Valves should at least be operated once every two to three years. Some valves will need to have a different schedule than others based on their location or unusual operating conditions such as large valves or those in critical areas. It's usually a good idea to perform the exercising program during moderate weather conditions although valves and hydrants should be able to be operated in any condition.

When operating valves and hydrants, Hydromax will adhere to a strict methodology involving the following principles:

- Work in an orderly and safe manner to ensure protection of the residents, Utility employees, and the Field Staff so that no avoidable accidents occur. Use confined space practices to ensure safe entries when required.
- Employ a combination of recorded information, manual and technical testing techniques as needed to establish the location of valves and hydrants.
- Operate valves in accordance with the AWWA manual M-44, "Distribution Valves: Selection, Installation, Field Testing and Maintenance"
- Attempt to operate the valve or hydrant manually.
- Don't force the valve or be in a hurry.
- During initial valve closure, the valve will be turned no more than five turns before turn direction is reversed to two turns, thus allowing the threads of the stem and gate to free themselves.
- If the valve cannot be operated manually by one person, then employ a hydraulic operator with torque control.
- The valves will then be exercised from full open to full closure until such time as this can be done without further turn range improvement or no further reduction in the required operating torque is noted, through *a minimum* of two consecutive ranges of operations.
- Use the lowest hydraulic torque (turning force or rational force) setting possible to allow valve operation.
- Turn valves and hydrants slowly to avoid water hammer or potential water main rupture.
- Listen closely as water flow changes can occur when operating a valve. This may help determine if the valve is operating correctly.
- Debris can be stirred up during valve and hydrant programs so public notification should be performed before starting the process. This will keep the dirty water complaint calls down.
- Turns will be counted both down and up to insure they match. Valve sizes should match accepted turn ranges per size of valve. In cases where large valves are gear reduced, gear ratios should be noted if that determination can be made.
- Butterfly valves will need to be operated with great care, so they are not over torqued and damaged.
- If there is reasonable evidence that a valve or hydrant might break during the exercising process, the Utility will be notified immediately, and a decision will be made to attempt or not to attempt the process.
- Broken valves and hydrants will be reported immediately to the Utility so that notations can be made for future potential emergency situations.

Valve Maintenance Activities 4" And Smaller Gate Valves

- Special care will be taken for valves in this size range. Unless directed otherwise, all valves, 6" and smaller will be manually operated to avoid damage.
- Locate valve, properly position valve operator for minimum interference with vehicular and/or pedestrian traffic.
- Establish and set up M.O.T. as appropriate. Remove valve box lid and clean out valve box to access valve.

- Verify location, size, and operational direction (left or right) of valve by cross reference of supplied water atlas.
- Valves of this size (especially 2” and 3”) may be located at the “dead end” of a water main. If this is the case, follow protocol established as opening may create a washout.
- Attempt to identify the type of valve. Older valves, (especially in the 2” to 3” range) may be bronze disc “plumbing” style valves such as NIBCO or bronze ball valves of the “corporation stop” style. In either case, neither will have the standard operating nut and a pronged or slotted valve wrench will need to be employed.
- Carefully work the valve from open to closed, to back open position until the appropriate number of turns is achieved.
- Carefully operate the valve through a minimum of (2) full cycles leaving valve in fully open position, unless directed otherwise.

6” To 12” Gate Valves

- Locate valve then properly position valve operator for minimum interference with vehicular and/or pedestrian traffic.
- Establish and set up M.O.T. as appropriate. Remove valve box lid and/or open valve vault hatch covers. Clean out valve box and/or vault to access valve.
- Verify location, size and operational direction (left or right) of valve by cross reference of supplied water atlas.
- Work the valve from open to closed, to back open position until the minimum torque limit or appropriate number of turns is achieved. If torque limit is reached prior to obtaining the appropriate number of turns, continue to “massage” the valve by repeating the process and slowly increasing the torque limit up to, but not exceeding the maximum torque limit, until the appropriate number of turns are obtained.
- Operate the valve through a minimum of (2) full cycles leaving valve in fully open position, unless directed otherwise.

Actual experience in operating 16-inch and larger geared valves is far scarcer in the industry than the experience of having operated buried service valves that do not entail complex and extremely old gearing. Hydromax USA will approach the exercising of large, geared valves with an engineered protocol:

16” And Larger Gate Vales That Are Not Geared.

- Locate main line valve (and by-pass valve, if applicable) then properly position valve operator for minimum interference with vehicular and/or pedestrian traffic.
- Establish and set up M.O.T. as appropriate. Remove valve box lid and/or open valve vault hatch covers. Clean out valve box and/or vault to access valve.
- Verify location, size, and operational direction (left or right) of main line valve (and by-pass valve, if applicable) by cross reference of supplied water atlas.
- Identify size and type of main line valve (and by-pass valve, if applicable) and determine if valve is geared or not. If possible, determine manufacturer of valve. Cross reference the manufacturers specifications for

minimum and maximum torque and the number of turns from full open to full closed for both the by-pass valve (if applicable) and main valve.

- Set the hydraulic valve operator for desired minimum torque and appropriate number of turns (for by-pass valve first, if applicable).
- Work valve from open to close position until the minimum torque limit or appropriate number of turns is achieved. If torque limit is reached prior to obtaining the appropriate number of turns, continue to "massage" the valve by repeating the process and slowly increasing the torque limit up to, but not exceeding the maximum torque limit, until the appropriate number of turns are obtained.
- Operate both the main line valve (and by-pass valve, if applicable) through a minimum of (2) full cycles leaving valve in fully open position, unless directed otherwise by City of Addison.

16" And Larger Geared Valves

- Locate main line valve (and by-pass valve, if applicable) then properly position valve operator for minimum interference with vehicular and/or pedestrian traffic.
- Establish and set up M.O.T. as appropriate. Remove valve box lid and/or open valve vault hatch covers. Clean out valve box and/or vault to access valve.
- Verify location, size and operational direction (left or right) of main line valve (and by-pass valve, if applicable) by cross reference of supplied water atlas.
- Identify size and type of main line valve (and by-pass valve, if applicable) and determine if valve is geared or not. If possible, determine manufacturer of valve.
- Cross reference the manufacturers specifications for minimum and maximum torque and the number of turns from full open to full closed for both the by-pass valve (if applicable) and main valve.
- If valve is found to be geared, activate gear reduction mode on hydraulic valve operator and enter desired torque range.
- Set the hydraulic valve operator for desired minimum torque and appropriate number of turns.
- Work valve from open to close position until the minimum torque limit or appropriate number of turns is achieved. If torque limit is reached prior to obtaining the appropriate number of turns, continue to "massage" the valve by repeating the process and slowly increasing the torque limit up to, but not exceeding the maximum torque limit until the appropriate number of turns are obtained.
- Operate valve through a minimum of (2) full cycles leaving valve in fully open position, unless directed otherwise by City of Addison.

Butterfly Valves of Various Sizes

- Locate valve, properly position valve operator for minimum interference with vehicular and/or pedestrian traffic.
- Establish and set up M.O.T. as appropriate. Remove valve box lid and/or open valve vault hatch covers. Clean out valve box and/or vault to access valve.

- Verify location, size, and operational direction (left or right) of valve by cross reference of supplied water atlas.
- Attempt to determine manufacturer of valve. Cross reference the manufacturers specifications for torque and actuator requirements and the number of turns from full open to full closed position.
- Keeping in mind that this is a butterfly valve and not a gate valve, set the hydraulic valve operator for desired minimum torque and appropriate number of turns.
- After verifying the operational direction of valve, work valve from open to close position until the minimum torque limit or appropriate number of turns is achieved. If torque limit is reached prior to obtaining the appropriate number of turns, continue to "massage" the valve by repeating the process and slowly increasing the torque limit up to, but not exceeding the maximum torques. If valve is determined to be "stuck" between the open and closed position, notify utility for permission to access actuator. If permission is granted, access the actuator, and check for jamming. If nothing is found, the interference is likely in the valve. If this is the case,
- Do not attempt to force the disc open or closed since excessive torque in this situation can severely damage internal valve and/or actuator components.
- Once it is established that butterfly valve is operational, cycle the valve through (2) full cycles leaving valve in fully open position, unless directed otherwise.

Controlling Torque Using Hydraulic Valve Turning Device

The torque is automatically monitored and controlled by the hydraulic valve operator once our technician pre-sets the desired torque limit and activates the automatic mode. The technician will then closely monitor the torque range while the valve operator is turning to ensure that mechanical failure does not inadvertently impact the valve being turned.

Valves Found in the Wrong Position

If a valve is found in the wrong (closed) position, our technician will immediately contact City of Addison and inform them of the situation. If instructed to leave closed, our technician will document all appropriate data and proceed to the next valve. If instructed to operate valve to fully open position, our technician will proceed as appropriate for the type of valve encountered.

VALVE TECHNICAL SPECIFICATIONS

Torque Limits for Each Valve

The following information is compiled from AWWA references and various resilient wedge, double disc, and butterfly valve manufacturer specifications. Specific manufacturer requirements will supersede below information if applicable.

- (4" through 12" valves have an opening torque that is approximately 30% of the closing torque)
- (14" through 60" valves have an opening torque that is equal to or less than the closing torque during normal operation)

- 6” non-geared resilient wedge (RW) or double disc gate valve - 50 to 110 ft-lb
- 6” bevel geared RW or DD gate valve - 30 to 64.7 ft-lb (Rotork) or 25 to 56.3 ft-lb (MasterGear)
- 6” spur geared RW or DD gate valve - 30 to 60.1 ft-lb (Rotork)
- 8” non-geared RW or DD gate valve - 75 to 150 ft-lb
- 8” bevel geared R W or DD gate valve - 4 5 to 88.2 ft# (Rotork) or 40 to 76.7 ft-lb (MasterGear)
- 8” spur geared RW or DD gate valve - 40 to 82 ft-lb (Rotork)
- 10” non-geared RW or DD gate valve - 90 to 185 ft-lb
- 10” bevel geared RW or DD gate valve - 5O to 108 .8 ft-lb (Rotork) or 45 to 94.6 ft-lb (MasterGear)
- 10” spur geared RW or DD gate valve - 5O to 101 ft-lb (Rotork)
- 12” non-geared RW or DD gate valve - 100 to 225 ft-lb
- 12” spur geared RW or DD gate valve - 60 to 123 ft-lb (Rotork)
- 14” non-geared RW or DD gate valve - 110 to 225 ft-lb
- 14” bevel geared RW or DD gate valve - 30 to 75 ft-lb (Rotork) or 25 to 58.8 ft-lb (MasterGear)
- 14” spur geared RW or DD gate valve - 25 to 61 ft-lb (Rotork 4.1:1), or 55 to 117.9 ft-lb (Rotork 2.12:1)
- 16” non-geared RW or DD gate valve - 110 to 225 ft-lb
- 16” bevel geared R W or DD gate valve - 130 to 161.8 ft-lb (Rotork 2:1), 45 to 91.7 ft-lb (Rotork 4:1) or 35 to 71.9 ft-lb (MasterGear)
- 16” spur geared RW or DD gate valve - 30 to 61 ft-lb (Rotork 4.1:1), or 55 to 117.9 ft-lb (Rotork 2.12:1)
- 18” non-geared RW or DD gate valve - 110 to 225 ft-lb
- 18” bevel geared RW or DD gate valve -80 to 161.8 ft-lb (Rotork 2:1),90 to 91.7 ft-lb (Rotork 4:1) or 35 to
- 71.9 ft-lb (MasterGear 4.5:1)
- 18” spur geared RW or DD gate valve- 35 to 74.5 ft-lb (Rotork 4.1:1), or 70 to 144.1 ft-lb (Rotork 2.12:1)
- 20” non-geared RW or DD gate valve- 100 - 300 ft-lb
- 20” bevel geared RW or DD gate valve - 65 to 176.5 ft-lb (Rotork 2:1), 50 to 100 ft-lb (Rotork 4:1) or 35 to 78.4 ft-lb (MasterGear 4.5:1)
- 20” spur geared R W or DD gate valve - 40 to 81.3 ft-lb (Rotork 4.1:1), or 75 to 157.2 ft-lb (Rotork 2.12:1)
- 20” butterfly valve - 100 to 300 ft-lb
- 24” non-geared RW or DD gate valve - 160 to 325 ft-lb
- 24” bevel geared RW or DD gate valve - 60 to 127.5 ft-lb (Rotork 3:1)
- 24” spur geared RW or DD gate valve- 40 to 88.1 ft-lb (Rotork 4.1:1), or 60 to 120.4 ft-lb (Rotork 3:1)
- 24” butterfly valve - 100 to 300 ft-lb
- 30” non-geared RW or DD gate valve -150 to 450 ft-lb
- 30” bevel geared RW or DD gate valve - 80 to 176.5 ft-lb (Rotork 3:1), 65 to 132.4 ft-lb (Rotork 4:1) or 60 to 125 ft-lb (Limitorque 4:1)
- 30” spur geared R W or DD gate valve - 60 to 127.8 ft-lb (Rotork 4:1), or 80 to 166.7 ft-lb (Rotork 3:1)
- 30” butterfly valve - 100 to 300 ft-lb
- 36” non-geared RW or DD gate valve - 200 to 550 ft-lb
- 36” bevel geared RW or DD gate valve - 80 to 161.8 ft-lb (Rotork 4:1) or 75 to 152.8 ft-lb (Limitorque 4:1)
- 36” spur geared R W or DD gate valve - 75 to 156.3 ft-lb (Rotork 4:1) +
- 36” butterfly valve - 100 to 300 ft-lb

- 42” non-geared RW or DD gate valve - 200 to 700 ft-lb
- 42” bevel geared RW or DD gate valve - 100 to 205.9 ft-lb (Rotork 4:1) or 90 to 194.4 ft-lb (Limitorque 4:1)
- 42” spur geared RW or DD gate valve - 90 to 198.9 ft-lb (Rotork 4:1) +
- 42” butterfly valve - 100 to 300 ft-lb
- 48” non-geared RW or DD gate valve - 300 to 800 ft-lb
- 48” bevel geared RW or DD gate valve - 115 to 235.3 ft-lb (Rotork 4:1) or 110 to 222.2 ft-lb (Limitorque 4:1)
- 48” spur geared RW or DD gate valve - 110 to 227.3 ft-lb (Rotork 4:1)
- 48” butterfly valve - 100 to 300 ft-lb
- 54” non-geared RW or DD gate valve - 300 to 850 ft-lb
- 54” bevel geared R W or DD gate valve - 120 to 240 ft-lb
- 54” spur geared RW or DD gate valve- 110 to 227 ft-lb
- 54” butterfly valve - 100 to 300 ft-lb
- 60” non-geared RW or DD gate valve- 350 to 900 ft-lb
- 60” bevel geared double disc valve - 125to 250 ft-lb
- 60” butterfly valve - 100 - 300 ft-lb

Hydromax USA adheres to strict guidelines for the operation and exercising of valves as indicated in the torque limit chart provided within these technical specifications. At no time, will HUSA exceed the suggested maximum torque limits without authorization from City of Addison, thereby releasing Hydromax USA from obligations that exceed the published torque specifications. HUSA is aware that exceeding the maximum torque may release pressure and increase operability but will not proceed beyond the recommended torque specification without authorization and witnesses form the utility to verify the operational ability and possibility of operation beyond the specified limits.

4.0 Equipment & Software

With a fleet of over 300+ vehicles across the US, Hydromax USA understands the value in investing in the appropriate tools, equipment, and technology for our teams and dedicates the resources required to execute projects effectively and efficiently.

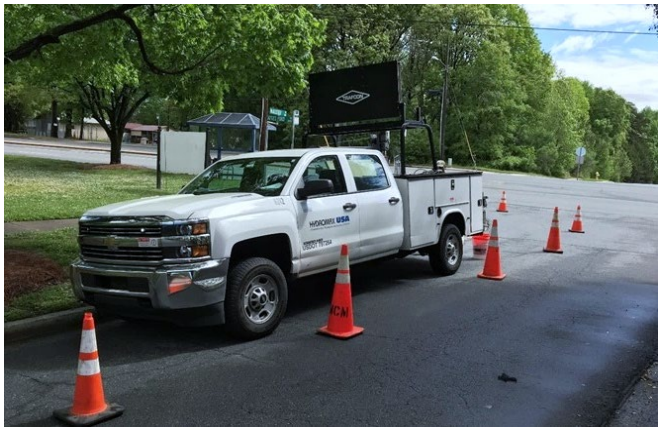
Valve Assessment and Data Management Equipment

- Fully stocked Ford F250 and RAM 2500 series fleet vehicles with crane, arrow boards, cones, strobes, and confined space gear. Fleet also contains 5500 series trucks with skid mounted valve maintenance equipment, for areas that will not permit trailered access.
- Grand LX Valve Maintenance Trailer (or skid): HUSA valve maintenance trailers include the ERV-750 extended reach system and the TM-7 valve operator, complete with heavy duty (2500 ft. lb. torque) hydraulic drive system, microprocessor control for torque and direction of rotation.

  The trailer is also equipped with a **high-pressure water system and 500 CFM industrial vacuum with a 500-gallon holding capacity**.

- 300 GPM water pumps for dewatering vaults: Hydromax USA utilizes dewatering pumps to pump out vaults so that the valve will be fully exposed for inspection and evaluation. These pumps allow for complete valve evaluation including items that normally would be submerged.
- Trimble R2 GPS Units - deliver reliable **sub-foot** performance and are used throughout our national operations.
- **ESRI ArcGIS Software** – Hydromax USA's GIS department utilizes the industry leading ArcGIS software package for all asset validation and spatial data analysis.

Typical Hydromax USA Truck w/ Valve Trailer



UDF Execution Team in City of Charlotte, North Carolina

Hydrant Assessment and Data Management Equipment

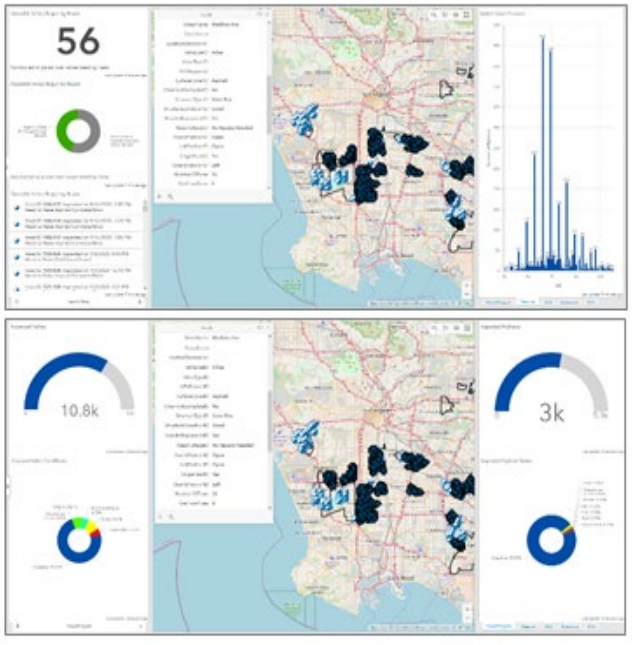
- Fully stocked Ford F250 and RAM 2500 series fleet vehicles with crane for repairs, arrow boards, flushing signs, cones, strobes.
- All related maintenance equipment including pitot gauges, diffusers, dechlorinating and standard, hydrant wrenches, vacuum for cleaning isolation valve boxes, valve keys.
- Trimble R2 GPS Units - deliver reliable sub foot performance and are used throughout our national operations.
- ESRI ArcGIS Software – Hydromax USA's GIS department utilizes the industry leading ArcGIS software package for all asset validation and spatial data analysis.

Valve & Hydrant Dashboard

Hydromax USA utilizes our custom HUSA Operations Dashboard to provide client management real time access to field team location, activity, and program results. The dashboard will provide a mechanism for Hydromax USA to provide program metrics to City of Addison in near-real-time and will form the foundation for progress reporting. City of Addison will be able to see the detailed physical and operational condition of system valves and fire hydrants as they are located and assessed by our field technicians and repairs as they are completed.

HUSA Dashboard Elements:

- Current position of crews in the field and data being collected live, including repairs.
- Progress tracking: detailed visual summary of planned assessment throughout the program, as well as actual inspections performed.
- Live aggregated information on operating condition and other operational information, presented through interactive charts, histograms, and reports.
- The ability to interactively view the location and attribution of single valves or hydrants and groups of valves meeting criteria listed above
- The ability to compare year-over-year assessment to track system changes over time



> **"Timely. Great communication. Great company. Complete work as requested."**
> Chris Graybosch, Distribution Supervisor, Seminole County

5.0 Team Organization & Qualifications

Hydromax USA is a national professional services firm with nearly 500 employees. We have the necessary expertise and manpower to successfully execute this program and are well-positioned to provide additional capabilities and solutions to City of Addison. The organizational chart below illustrates the roles and responsibilities of various team members with the development and execution of this program.

Key Staff Resumes

Given our combined expertise with developing similar programs, sustained experience with the required scope of services, and the location of our resources in Central Florida, we are confident this team is the best partner to develop and deliver this program for City of Addison.

Shane Majetich

Vice President

Industry Experience: 20+ years

- MA, Univ. of South Florida
- 2021 Water for People President's Award

Project Role: Responsible for overall contract fulfillment, data management and client satisfaction.

Shane leads HUSA's Water and Wastewater Solutions division. His experience includes the execution of water infrastructure assessment programs impacting hundreds of thousands of water systems assets while employed most recently as Business Unit Manager for Mueller Service Company where he had complete responsibility for the division. Shane provides expertise in the assessment of aging water and wastewater infrastructure through the implementation of technology-based solutions providing actionable infrastructure information for client network assets. Shane's project experience includes:

- **City of Portsmouth** I condition assessment program for 7,000 valves and 3,000 hydrants I GIS I 3,000 miles UDF
- **City of Cocoa** I comprehensive program to assess and remediate 36,000 system valves and 12,000 hydrants I GIS
- **Seminole County** I comprehensive program to assess and remediate 35,000 valves and hydrants I UDF program I GIS
- **Metro Water Nashville** I comprehensive program to assess and remediate nearly 60,000 system valves and 35,000 hydrants I GIS
- **Pinellas County** I assessment program for 25,000 valves I GIS
- **St. Louis** I assessment program for 20,000 valves I GIS
- **Broward County** I assessment program for 8,000 fire hydrants I GIS

Ramsey T. Hemaidan

Business Development Mgr.

Industry Experience: 17+ years

B.S., Radford University

Ramsey has over 25 years of business development experience in 16 countries spanning multiple industries and departments. Ramsey has been working in the field of large and small diameter pipe condition assessment since 2005. Prior to joining Hydromax USA, Ramsey worked for Insituform Technologies, Pure Technologies, Fluid Conservation Systems and The Pressure Pipe Inspection Company. Ramsey is a member of the AWWA Water Main Condition Assessment Committee and Water Loss Control Committee. Ramsey was a contributor to the 4th edition of the AWWA M36 Water Audits and Loss Control Programs Manual and is currently on the subcommittee for the 2nd edition of the AWWA M77 Condition Assessment of Water Mains Manual. Project Experience:

- **Metropolitan Utilities District of Omaha, NE** I Condition Assessment
- **Denver Water, CO** I Condition Assessment
- **City of Austin, TX** I Condition Assessment

Project Role: Responsible for client communications, team coordination, contract management and value delivery.

- **City of Phoenix, AZ** I Condition Assessment
- **Anchorage Water and Wastewater Utility, AK** I Condition Assessment

Russ Jackson

Operations Manager

Industry Experience: 20+ years

- Licensed General Engineering Contractor – CA,LA
- NSC Level III MOT Cert.
- Confined Space Safety
- Trench & Excavation Competent Person Certified
- OHSA 30 Certification

Project Role: Manage all day-to-day field activities and project personnel.

Russ has been in the water infrastructure condition assessment and maintenance industry for more than 20 years, managing projects and regional operations throughout the United States. His responsibilities include management of all regional field staff and equipment field operations providing valve and hydrant asset management, pipe condition assessment, leak detection, and construction/remediation activities. Russ' project experience includes:

- **City of Houston, Tx** I comprehensive program to assess and remediate 80,000+ valves I GIS
- **City of Garland, Tx** I condition assessment of 22,000+ valves & 8,000 hydrants I GIS
- **City of Waco, Tx** I comprehensive assessment program for 2,000 valves & 4,500 fire hydrants annually I GIS
- **City of Galveston, Tx** I comprehensive program to assess 8,000 valves in a 2 year period I GIS
- **City of Tulsa, OK** I condition assessment program to assess 9,000 fire hydrants annually
- **Golden State Water, CA** I condition assessment of 10,000 valves & 10,000 hydrants annually I GIS
- **City of Pasadena, CA** I condition assessment of 6,000 valves I Valve and hydrant installation and replacement I Line stopping and hot taps I GIS
- **City of Phoenix, AZ** I condition assessment program to assess, repair and paint 4,000 fire hydrants annually

Zollen Banks

Director, Louisville Data Center

Industry Experience: 20+ years

- BS, University of Kentucky

Project Role: Responsible for initial data alignment meetings,

Zollen brings a career with 20+ years of Data and Project management experience which he leverages in leading Hydromax USA's Data, GIS, and Development teams. Under his guidance, these teams innovate to create unique and innovative data platforms to serve the water, wastewater, and natural gas industries. Zollen joined the HUSA team in 2009 and has a bachelors from University of Kentucky. His project experience includes:

- **City of Portsmouth** I condition assessment program for 7,000 valves and 3,000 hydrants I GIS I 3,000 miles UDF
- **City of Cocoa** I comprehensive program to assess and remediate 36,000 system valves and 12,000 hydrants I GIS
- **Seminole County** I comprehensive program to assess and remediate 35,000 valves and hydrants I UDF program I GIS
- **Metro Water Nashville** I comprehensive program to assess and remediate nearly 60,000 system valves and 35,000 hydrants I GIS
- **Pinellas County** I assessment program for 25,000 valves I GIS

coodrinate data management team activities, and data deliverables.

- **St. Louis** I assessment program for 20,000 valves I GIS
- **Broward County** I assessment program for 8,000 fire hydrants I GIS
- **Indian River County** I comprehensive program to assess 4,000 valves and 2,000 hydrants I GIS

Scot Anderson

Safety and Training Director
Industry Experience: 20+ years

- Auburn University

Project Role: Responsible for project safety.

Scot has worked as a Safety and Training Manager for United States Infrastructure Corporation, the Corporate Safety and Training Manager for Consolidated Infrastructure Corporation, and the Vice President of Operations for Line Finders, LLC. prior to joining Hydromax USA. He has been involved with Safety and Training roles in the utility industry for over 20 years. His experience developing robust Health and Safety programs and working with all varieties of job hazard identification and readiness training makes him an integral part of the HUSA leadership. Scot's project experience includes:

- **City of Cocoa** I comprehensive program to assess and remediate 36,000 system valves and 12,000 hydrants I GIS
- **Seminole County** I comprehensive program to assess and remediate 35,000 valves and hydrants I UDF program I GIS
- **Metro Water Nashville** I comprehensive program to assess and remediate nearly 60,000 system valves and 35,000 hydrants I GIS
- **Pinellas County** I assessment program for 25,000 valves I GIS
- **St. Louis** I assessment program for 20,000 valves I GIS
- **Broward County** I assessment program for 8,000 fire hydrants I GIS
- **Henrico County** I comprehensive program to assess 13,000 valves and 5,000 hydrants I GIS
- **Indian River County** I comprehensive program to assess 4,000 valves and 2,000 hydrants I GIS
- **City of Raleigh** I comprehensive program for 1,350 large valves I GIS

Miles Sommers

Project Manager
Industry Experience: 15 years

- Florida Class 3 (DS3) License #0020240
- Arizona Grade 1 (DS1) License #OP033370
- NSC Level III MOT Cert.

Miles has been in the infrastructure condition assessment and maintenance industry for over fifteen (15) years. He is currently responsible for managing water asset management and UDF projects in the Central/Western United States. His duties include customer relations as well as managing area supervisors, equipment, and field personnel. Miles' project experience includes:

- **City of Houston, Tx** I comprehensive program to assess and remediate 80,000+ valves I GIS
- **City of Garland, Tx** I condition assessment of 22,000+ valves & 8,000 hydrants I GIS
- **City of Waco, Tx** I comprehensive assessment program for 2,000 valves & 4,500 fire hydrants annually I GIS
- **City of Galveston, Tx** I comprehensive program to assess 8,000 valves in a 2 year period I GIS
- **City of Tulsa, OK** I condition assessment program to assess 9,000 fire hydrants annually
- **City of Phoenix, AZ** I condition assessment program to assess, repair and paint 4,000 fire hydrants annually

- Confined Space Safety
- OSHA 30 Certification

Project Role: Manage valve & hydrant assessment, UDF crews as well as sub-contractors

Roland Burnett

Senior Field Technician

- OHSA 10 Certification
- Confined Space Safety Certified
- Certified Valve and Hydrant Operator and Crew Chief

Project Role: Crew chief .

Roland has extensive experience in the execution of valve and hydrant maintenance programs and unidirectional flushing programs on water systems across the US. Roland has been a Project Manager and Crew Chief supervising projects and field personnel on numerous valve and hydrant assessment programs including highly technical large valve programs. Roland has also performed hydrant flow testing and unidirectional flushing programs throughout the United States for our clients. His project experience includes:

- **City of Portsmouth** I condition assessment program for 7,000 valves and 3,000 hydrants I GIS I 3,000 miles UDF
- **City of Cocoa** I comprehensive program to assess and remediate 36,000 system valves and 12,000 hydrants I GIS
- **Seminole County** I comprehensive program to assess and remediate 35,000 valves and hydrants I UDF program I GIS
- **Metro Water Nashville** I comprehensive program to assess and remediate nearly 60,000 system valves and 35,000 hydrants I GIS
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- **Henrico County** I comprehensive program to assess 13,000 valves and 5,000 hydrants I GIS
- **Indian River County** I comprehensive program to assess 4,000 valves and 2,000 hydrants I GIS

Gary Simpson

Senior Field Technician

Industry Experience: 12+ years

- MOT Certification
- Confined Space Safety

Gary has extensive experience in the execution of valve and hydrant maintenance and UDF programs on water systems. Gary has been a crew chief, supervising numerous valve and hydrant assessment programs and highly technical large valve repair programs overseeing with multiple crews. Gary has inspected, audited, and exercised thousands of valves from 1" ball valves to large gate, butterfly, and cone valves. His project experience includes:

- **City of Portsmouth** I condition assessment program for 7,000 valves and 3,000 hydrants I GIS I 3,000 miles UDF
- **City of Cocoa** I comprehensive program to assess and remediate 36,000 system valves and 12,000 hydrants I GIS
- **Seminole County** I comprehensive program to assess and remediate 35,000 valves and hydrants I UDF program I GIS
- **Metro Water Nashville** I comprehensive program to assess and remediate nearly 60,000 system valves and 35,000 hydrants I GIS
- **Pinellas County** I assessment program for 25,000 valves I GIS

- Trench & Excavation Competent Person
- OHSA 10 Certification
- Certified Valve and Hydrant Operator and Crew Chief

Project Role: Crew chief.

- **St. Louis** I assessment program for 20,000 valves I GIS I GIS
- **Henrico County** I comprehensive program to assess 13,000 valves and 5,000 hydrants I GIS
- **Indian River County** I comprehensive program to assess 4,000 valves and 2,000 hydrants I GIS

Gabriel Chapman

Lead Field Technician

Industry Experience: 5+ years

- MOT Certification
- OHSA 10 Certification
- Certified Valve and Hydrant Operator and Crew Chief

Project Role: Crew chief.

Gabriel has been in the infrastructure condition assessment and maintenance industry for over five years. He serves as a lead utilities field technician for valve and hydrant maintenance and UDF projects in California and Texas. Gabriel's project experience includes:

- **City of Houston, Tx** I comprehensive program to assess and remediate 80,000+ valves I GIS
- **City of Garland, Tx** I condition assessment of 22,000+ valves & 8,000 hydrants I GIS
- **City of Galveston, Tx** I comprehensive program to assess 8,000 valves in a 2 year period I GIS
- **Golden State Water, CA** I condition assessment of 10,000 valves & 10,000 hydrants annually I GIS
- **City of Pasadena, CA** I condition assessment of 6,000 valves I Valve and hydrant installation and replacement I Line stopping and hot taps I GIS

Solicitation 22-06

Fire Hydrant Auditing, Inspecting and Testing Services

Bid Designation: Public

Town of Addison

Bid 22-06
Fire Hydrant Auditing, Inspecting and Testing Services

Bid Number	**22-06**
Bid Title	**Fire Hydrant Auditing, Inspecting and Testing Services**
Bid Start Date	**Nov 17, 2021 3:27:01 PM CST**
Bid End Date	**Jan 6, 2022 2:00:00 PM CST**
Question & Answer End Date	**Dec 30, 2021 5:00:00 PM CST**
Bid Contact	**Wil Newcomer** **Purchasing Manager**
Bid Contact	**Diana Munoz** **Purchasing Specialist**
Contract Duration	**1 year**
Contract Renewal	**4 annual renewals**
Prices Good for	**90 days**
Bid Comments	***NO FAX OR EMAIL SUBMITTALS ACCEPTED.**

Item Response Form

Item	**22-06--01-01 - Inspect, Test & Report Hydrant**
Quantity	**1087 each**
Unit Price	$42.00
Delivery Location	**Town of Addison** No Location Specified

Qty 1087

Description
*Per TOA Spec

BIDDING DOCUMENTS

FOR

FIRE HYDRANT AUDITING, INSPECTING AND TESTING SERVICES

ANNUAL CONTRACT

TOWN OF ADDISON, TEXAS

BID NUMBER 22-06

I. Advertisement

Town of Addison

FIRE HYDRANT AUDITING, INSPECTING AND TESTING SERVICES

RFP NO. 22-06

The Town of Addison, Texas requests competitive sealed proposals from qualified contractors, vendors or firms to provide ***Fire Hydrant Auditing, Inspecting and Testing Services – Annual Contract*** within the town limits. Sealed Proposals will be accepted until 2:00 p.m., January 6, 2022, at the Finance Building, 5350 Belt Line Rd., Dallas, Texas 75254 – Attention Purchasing Department, at which time offerors' names will be publicly read aloud. Late proposals will not be considered. The associated documents and other information are available on www.bidsync.com. The Town of Addison reserves the right to waive any formalities, to reject any and all proposals, and to select the proposal deemed most advantageous to the Town of Addison.

This Request for Proposals (RFP) is a completive sealed proposal method in accordance with the Texas Government Code Chapter 2269, Subchapter D.

Contractors should identify their proposal on the outside of a sealed envelope by writing the words **"22-06 FIRE HYDRANT AUDITING, INSPECTING AND TESTING SERVICES."**

PAPER PROPOSALS SHALL BE REQUIRED.

One original paper copy, signed by an authorized officer/agent to contract business for the vendor, and one electronic copy (USB preferred) should be included with the vendor's submittal. All submittals are to be delivered to the Town of Addison Finance Building, address above.

Related documents may be downloaded from www.bidsync.com. The Town of Addison is a "free buyer", meaning that prospective offerors need only a free registration to sign up for plan updates. Offerors assume all risk for acquiring specs and/or plans from third party sites and plan rooms, as only www.bidsync.com will be directly updated by the Town Addison.

The right is reserved by the Mayor and the City Council as the interests of the Town may reject any or all proposals and to waive any formality in proposals received and to select the proposal deemed most advantageous to the Town.

The Offeror (Proposer) must supply all the information required by the Proposal Form.

For information on the proposal or work to be performed, please submit all questions on www.bidsync.com. All questions must be received by 5:00pm on December 30, 2021. The Town will answer all questions as soon as possible.

II. Introduction

A. PURPOSE OF THIS REQUEST FOR PROPOSAL

The Town of Addison Public Works Department is requesting sealed proposals from qualified contractors, vendors or firms for auditing, inspection, and testing public fire hydrants located within Addison, Texas.

B. SCOPE OF WORK / GENERAL CONDITIONS

Town of Addison, Texas requires annual fire hydrant inspection and testing services for each hydrant located within town limits. The contact period will be effective for twelve months from the date of award. The contract shall contain and option to extend the term of the agreement for four (4) additional one (1) year periods upon the same terms and conditions of the original bid. Each renewal period, if exercised and mutually agreed upon by both parties will be for one (1) additional year. Prices shall remain firm for the duration of the initial contract period. The Town will also have the right and option to terminate the agreement upon thirty (30) days written notice.

There are 1087 hydrants owned by Town of Addison, Texas to date. In the first year of the Agreement, the Contractor will need to do an extensive inventory which will locate each hydrant and map it to be included in the Town's designated electronic format. It is the Town of Addison, Texas's intent to have all the fire hydrants located, inspected and tested with all data entered into the CityWorks asset management system within 12 months.

1. Contractor shall be willing to enter into liability release agreements with the Town of Addison, Texas.

2. Contractor's performed services under this contract shall comply with all insurance requirements per Town of Addison and accepted prior to contract signatures.

3. The Contractor fully agrees to work in conjunction with the Town of Addison Public Works Department to correct any deficiencies in the inspection and testing procedure and documentation program that prevents the fire protection system from receiving the fully functional operational requirement.

4. Contractor shall perform all fire hydrant inspection and testing services according to the procedures and requirements listed in the most recent version of the American Water Works Association (AWWA) M-17. These specifications establish minimum acceptable testing requirements.

5. Contractor shall locate each fire hydrant in the field using GPS. The Contractor shall collect Latitude and Longitude in decimal format (including 5 decimals) for each fire hydrant with a handheld GPS unit.

6. Contractor shall coordinate and schedule the service with the Town of Addison Public Works and Fire Departments before beginning testing.

7. Contractor shall locate every tested hydrant.

8. Audits:

Contractor shall physically inspect and collect data on each fire hydrant and document in a designated electronic format to be approved by the Town. The data should include at a minimum:

A. Descriptive location
B. Hydrant number in accordance with water department labeling
C. Audit number
D. Date of audit
E. Make of hydrant
F. Model of hydrant
G. Date manufactured
H. Main valve size
I. Size and thread of configuration pumper nozzle
J. Size and thread of hose nozzles
K. Operating nut size and shape
L. Opening direction of hydrant
M. Location
N. Distance from hydrant and opening direction of shut off valve
O. Indicate if valve not found or is buried
P. GPS coordinates for latitude and longitude in decimal format (include 5 decimals), accurate to the nearest foot
Q. Number of operating nut full turns from fully open to fully closed

9. Inspections: Contractor shall perform the inspections as follows:

A. Notify the Water Division of the area(s) you will be in before beginning a day prior.
B. Visually inspect the area around the hydrant.
    i. Clear any vegetation within 3 feet of the fire hydrant (you must coordinate with Town of Addison staff prior to clearing vegetation)
C. Visually check the hydrant for any defects.
    i. Remove all caps and check the threads. Remove the first cap slowly to ensure there is no pressure on the hydrant – clean

threads with a wire brush. Lubricate the threads with an approved food-grade grease.

ii. Check for water in the barrel.
iii. Replace caps.
iv. If the hydrant is equipped with safety chains, ensure the chains are loose and do not bind on the cap.
v. Check the breakaway flange for damage or lose bolts.
vi. Check the lubrication of operating-nut threads. Lubricate per the manufacturer's recommendations.

D. Remove cap from nozzle. Attached fire hose or other deflectors to protect the street, traffic and private property from water expelled at high velocity.
E. Flush hydrant of any debris.
F. Open hydrant SLOWLY, approximately 3 to 5 turns (verify operating nut turns freely). Allow time for air to escape from barrel. Then SLOWLY open the hydrant to the fully open position to check operation.
    i. Verify the bonnet area's seals and gaskets are not leaking
    ii. While taking the static test, verify hydrant drain valve is fully closed/sealed by observing the ground around the hydrant is dry, water is not bubbling up around the hydrant when the hydrant if fully charged, and there is no sound of running/rushing water when the hydrant is fully charged.
    iii. When hydrant is flowing full, a flow test can be conducted. Some styles of deflectors offer an opening explicitly designed to allow a Pitot Tube measurement to be taken.
    iv. Record Flow in GPM, static in psi, and residual in psi.
    v. Flow may then be reduced if desired.
    vi. Check for leakage at flanges, operating nut, nozzles, and nozzle caps.
    vii. Allow the water to flow for a minimum of 3 to 5 minutes to flush the hydrant and water lines.
G. When testing is complete, continue flushing until water is clean and clear.
    i. If needed, the flow may be reduced by closing the hydrant VERY SLOWLY.
H. Once the water is clear, close the hydrant VERY SLOWLY.
    i. Be aware that some hydrants may not seem to slow down when you turn them, which indicates the hydrant may slam (it will have some slop in the stem and may make a thumping sound when closing). This causes water-hammer and could cause significant damage to the water distribution system. This is why hydrants must be closed VERY SLOWLY.

I. Wait to make sure the hydrant stops dripping. It should not be necessary to close the hydrant with great force.
    i. If the hydrant does not shut off completely, debris may be stuck between the disc and seat. Over tightening of the hydrant can do permanent damage to the disc. Open the hydrant to flush the debris, then close the hydrant again. If the hydrant will not shut off completely, notify the Water Division.
J. Once the hydrant is closed, back off on the operating nut about 1/4 turn.
    i. This removes the pressure from the operating nut and stem. The main valve will remain closed.
K. Pump out the hydrant to remove water from the barrel.
L. Remove any fittings or hoses and replace the caps.
    i. Apply appropriate lubricant on nozzle threads and replace caps.
    ii. Tighten the cap and then back off slightly. Caps should be tight enough to prevent removal by hand but loose enough to be removed with ease using a spanner wrench.
M. Repair any damages from running water.
N. Report any problems with the hydrant to the Water Division.
O. Notify the Water Division when you are done for the day.

III. INSTRUCTION TO BIDDERS

1.0 RECEIPT AND PREPARATION OF THE BID

1.1 Bids will be received by the Town of Addison until time specified in the Invitation to Bid. Bids must be received by the specified time to be considered. Bids cannot be submitted after this closing time. No changes may be made to bids after closing.

1.2 Bid responses may be submitted in hard copy to the Finance Department address above.

1.3 Bidders are responsible for submitting responses in a timely manner.

1.4 Bids may be withdrawn prior to the above scheduled time set for closing of the bids. Any bid received after the time and date specified will not be considered.

1.5 The Town of Addison reserves the right to postpone the date and time for opening bids through an addendum.

1.6 No changes to bid, including pricing structure, time to completion, and references may be made following submission of the bid packet.

2.0 ADDENDA AND EXPLANATIONS

2.1 Bidders having any questions regarding the true meaning of the specifications or terms and conditions shall submit these questions through the www.bidsync.com system. All addenda are issued through BidSync and acknowledgement must be returned with your bid.

3.0 TAXES

All bids are required to be submitted without State Sales tax. The Town of Addison is exempt from payment of such taxes and a Tax Exemption Certificate will be executed for the successful bidder.

4.0 EXAMINATION OF CONTRACT DOCUMENTS AND SITES

4.1 Before submitting a bid, each bidder must thoroughly examine the contract documents and project site to ensure that the services you are proposing meets the intent of these specifications.

4.2 The Town of Addison is not responsible for incomplete bid packets.

5.0 BIDDING

5.1 Bidders are instructed to consider the following factors in preparation of your bid:

a. Exceptions to any specifications, or part thereof, must be clearly stated and included with your response.

b. Bidders are instructed to include all necessary charges related to this solicitation.

6.0 AWARD OF CONTRACT

6.1 The Town of Addison reserves the right to accept or reject any bid without compensation to bidders and to waive irregularities and informalities. The Town of Addison will select the bidder(s) with the best overall value for the Town. The evaluation committee will open, read, and evaluate the submittals with each representative providing scores.

The selected best overall value will be based on the following criteria and associated value of each:

- Price – lowest price receives maximum 50 points – The bid will be evaluated, and value paid to the contractor based on the cumulative costs of the total bid items. It is the intent of the Town to be billed monthly for services rendered and approved per hydrant tested and inspected. Any services provided outside of the scope must first be preapproved by Town staff.
- Experience and Past Performance will receive a maximum of 20 points. Include three (3) references for the contractors, vendors, or firms– Include with your submittal references for three (3) other clients in which you have provided similar services in the past 5 years. Include the name and contact information for the clients representative and describe the number of hydrants inspected and tested within a year. Show experience with similar project.
- Resources/Capacity – provide the number of individuals that will be dedicated to this contract and commitment to test, inspect and report a total of 1087 hydrants in a calendar year – maximum 20 points.
- Conformance to Solicitation will receive a maximum of 10 points. This includes format, ease of review by Town, and organization and overall appearance of submittal.

6.2 Award will be based upon an analysis and scoring of criteria detailed above.

6.3 The anticipated start date is within 10 days of award.

7.0 CERTIFICATES OF INSURANCE AND INDEMNIFICATION REQUIRED

7.1 Insurance and indemnification requirements are attached as a separate document and must be submitted with response. Submission of response confirms all requirements will be met within the time frame necessary.

8.0 RESOLUTION OF DISPUTES

Pursuant to subchapter I, Chapter 271, TEXAS LOCAL GOVERNMENT CODE, Contractor agrees that, prior to instituting any lawsuit or other proceeding arising from any dispute or claim of breach under this Agreement (a “Claim”), the parties will first attempt to resolve the Claim by taking the following steps: (i) A written notice substantially describing the factual and legal basis of the Claim shall be delivered by the Contractor to the Town within one-hundred eighty (180) days after the date of the event giving rise to the Claim, which notice shall request a written response to be delivered to the Contractor not less than fourteen (14) business days after receipt of the notice of Claim; (ii) if the response does not resolve the Claim, in the opinion of the Contractor, the Contractor shall give notice to that effect to the Town whereupon each party shall appoint a person having authority over the activities of the respective parties who shall promptly meet, in person, in a effort to resolve the Claim; (iii) if those persons cannot or do not resolve the Claim, then the parties shall each appoint a person from the highest tier of managerial responsibility within each respective party, who shall then promptly meet, in person, in an effort to resolve the Claim.

9.0 NON-DISCRIMINATION POLICY

It is the policy of the Town of Addison to afford all people an equal opportunity to bid on any contract being let by the Town.

The Town of Addison has a policy that prohibits discrimination against any person because of race, color, sex, or national origin, in the award or performance of any contract.

The Town of Addison will require its employees, agents, and contractors to adhere to this policy.

10.0 GENERAL CONDITIONS

10.1 Contractor will be subject to penalties if work is not completed by agreed upon time. The penalty amount will be based on the total construction price as laid out in the North Central Texas Council of Governments – Public Works Construction Standards (fifth edition) – section 108.8 Delays; Extension of Time; Liquidated Damages.

10.2 Before work begins, a pre-construction meeting will be arranged wherein the contractor and representative of the Town will discuss procedures for the work to be completed.

10.3 The contractor is responsible for supplying all equipment, labor, material, supervision, and traffic control as required in successfully completing repairs.

10.4 The contractor shall designate a full-time superintendent or foreman who shall be on the job site at all times during inspection. The Town's representative will communicate only with the superintendent or foreman. The contractor may replace the designated superintendent or foreman after notification to the Town.

10.5 The contractor hereby agrees to commence work within ten (10) working days of notice being given and complete the work on each group of testing within the agreed upon time frame.

10.6 The Town will be responsible for notification to the public of the agreed upon start date and scope of work at least forty-eight (48) hours prior to start of work.

10.7 The contractor will provide a list of names and twenty-four (24) hour emergency phone numbers for all key personnel related to the project.

10.8 The Town may request replacement of designated superintendent or foreman after written notification to contractor. Normal work hours shall be limited to the period between 7:00 A.M. and 5:00 P.M. No work will be allowed on Saturdays or Sundays without a written request to, and approval from the Town at least forty-eight (48) hours in advance. No work will be allowed on Sundays, during Addison special event, or holidays (listed below).

- New Year's Day
- Memorial Day
- July Third and Fourth
- Labor Day
- Thanksgiving Day and Day after Thanksgiving
- Christmas Eve and Day
- Martin Luther King Day
- Taste of Addison

- Addison Kaboom Town
- Addison Oktoberfest

10.9 The Town of Addison Standard Details specifications, in combination with Federal and State ADA Specifications, and North Central Texas Council of Governments Standard Specifications for Public Works Construction (as adopted by the Town of Addison), shall govern all work performed in the Town of Addison. If a conflict arises, the inspector in charge of the project shall determine which specifications will be used. The contractor's field supervisor shall be required to obtain a copy of both, at the contractor's expense. All invoices are to be submitted to the Town of Addison, Accounts Payable, P.O. Box 9010, Addison, Texas 75001 or accountspayable@addisontx.gov. The Town of Addison shall make payment within 30 days of receipt of invoice and acceptance of all goods and services by authorized town employees. Invoicing shall have the description of work done, be itemized according to the awarded unit cost. Unit cost shall not change for the initial contract.

10.10 The Town may wish to change the scope of this contract by adding or deleting goods or services. In this case, payments for extra work will be based upon agreed lump sums or agreed unit prices. The Contractor and Town shall agree upon such prices before the extra work is started. The Contractor shall submit to the Town a written estimate of the cost of the extra work.

No Change Order shall be made without a written order from the Town of Addison, in which event the Contractor shall proceed with such extra work or change, and no claim for an addition to the Contract Sum shall be valid unless so ordered. All Change Orders which shall exceed the sum of $50,000 or 25% of the original contract shall not be made without first obtaining City Council approval. All Change Orders less than $50,000 or 25% of the original contract shall be first approved by the City Manager (or City Manager's designee) before such work shall be done. No employee of the Town shall have the right to waive or authorize Change Orders in contradiction to the above provisions. Notwithstanding any provision to the contrary contained in this agreement, Contractor shall not be entitled to claim any delay or additional compensation for the time which it takes to obtain the consents required herein.

10.11 No Waiver - One or more waivers to any covenant, term or condition of this Agreement by either party shall not be construed as a waiver of a subsequent breach of the same or any other covenant, term, or condition; nor shall any delay or omission by either party to seek a remedy for any breach of this Agreement or to exercise a right accruing to such party by reason of such breach be deemed a waiver by such party of its remedies

or right with respect to such breach. The consent or approval by either party to or of any act by the other party requiring such consent or approval shall not be deemed to waive or render unnecessary consent to or approval of any similar act.

10.12 Entire Response Contractual Obligation – This response, submitted documents, and any negotiations, when properly accepted by the Town, shall constitute a contract equally binding between the successful vendor and Addison. No different or additional terms will become part of this contract except as properly executed in an addendum or change order.

10.13 Vendor shall familiarize themselves with the nature and extent of the specifications, site conditions and comply with all traffic and safety requirements, federal, state and local laws, ordinances, rules and regulations that in any manner may affect cost, progress or performance of the Work.

10.14 The vendor agrees that they will retain personal control and will give their personal attention to the fulfillment of this contract and that they will not assign by Power of Attorney, or otherwise, or sublet said contract without the written consent of the Town of Addison, and that no part or feature of the work will be sublet to anyone objectionable to the Owner. The vendor further agrees that the subletting of any portion or feature of the work, or materials required in the performance of this contract, shall not relieve the vendor from their full obligations to the Owner.

10.15 Town of Addison and vendor each binds themselves, their partners, successors, assigns and legal representative to the other party hereto, his partners, successors, assigns and legal representatives in respect to all covenants, agreements and obligations contained in the Contract Documents.

10.16 The Contractor agrees to pay not less than the minimum wage rates established by law.

10.17 Interlocal Agreement: It is desirable for the successful bidder to agree to extend prices to all entities that have entered into or will enter into joint purchasing interlocal cooperation agreements with the Town. The Town is a participating member of several interlocal cooperative purchasing agreements. As such, the Town has executed interlocal agreements, as permitted under Chapter 791 and 271 of the Texas Government Code, with certain other political subdivisions, authorizing participation in a cooperative purchasing program. The successful supplier may be asked to provide products/services based upon the bid price, to any other participant.

10.18 Silence of Specifications**:** The apparent silence of these specifications as to any detail or to the apparent omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practices are to prevail. All interpretations of these specifications shall be made on the basis of this statement.

10.19 Prior or pending litigation or lawsuits: Each supplier must include in its proposal a complete disclosure of any alleged significant prior or ongoing contract failures, any civil or criminal litigation or investigation pending which involves the proposer or in which the proposer has been judged guilty or liable.

11.0 TERMINATION OF AGREEMENT

11.1 BY TOWN: Failure to perform the work in accordance to the specifications shall constitute a material default. The Town of Addison, at its sole option, shall have the right to terminate the contract without further cause.

a. Should the Contractor at any time refuse or neglect to supply a sufficient number of properly skilled workmen or sufficient materials of the proper quality or fail in any respect to prosecute the work contemplated herein with promptness and diligence or fail in the performance of any of the covenants herein contained, or,

b. If the Town is dissatisfied with the quality of the Contractor's performance, or if the Contractor fails to comply with the terms of this Agreement, the Town shall so inform the Contractor by telephone, noting all areas of dissatisfaction. The Contractor shall start the process of correcting the deficiencies by noon of the following day communicating the date of completion. If the Contractor fails to correct the deficiencies within the said period, the Town may elect to:

1. Perform the services itself, or obtain others to perform the services, in which case the Town shall recover those costs by deducting 200% of the "out of pocket expense" from the Contractor's monthly invoice; and/or,

2. Terminate the Agreement immediately by giving written notice to the Contractor. Termination by the Town under this section shall be in addition to all other remedies that the Town may have against the Contractor.

3. The Town of Addison reserves the right to cancel this agreement, without cause with 10 days written notice.

4. The Town may be required to cancel the contract if the governing body does not provide funding for any fiscal year beginning October 1.

11.2 BY CONTRACTOR

a. Should the Contractor elect to cancel the Contract prior to the original or extended termination date, at least sixty (60) days written notice shall be given to the Purchasing Manager of the Town of Addison.

b. The Town shall deduct any out-of-pocket costs, associated with re-bidding this contract, from money owed the Contractor. Also, any cost of services for the balance of the contract term shall be deducted by the Town from amounts owed to the Contractor.

IV. General Construction Specifications
Town of Addison

A. **Traffic Control**

a. The contractor shall provide warning signs, barricades, channeling devices, and flagmen as needed to provide for the safety of the traveling public. Traffic control may include, but is not limited to, lane closures, detours, and road closings. A traffic control plan in conformance with the latest version of the “Texas Manual on Uniform Traffic Control Devices for Street and Highways” (TMUTCD) must be submitted for each separate street where work will be performed. Free-hand drawings will not be accepted.

b. The contractor shall ensure that each person whose actions affect temporary traffic control work zone safety, from upper-level management through field personnel, has received training appropriate to the job decision each individual is required to make concerning traffic control. All traffic control devices shall be used in accordance with the guidelines in the latest revision of the TMUTCD.

c. All barricades, plastic drums, channelizers, cones, and construction signing shall comply with the requirements of the current “Texas Department of Transportation Barricading and Construction Standards” sheets.

d. During repair of sidewalks an alternate pedestrian access route shall be provided according to Federal and State ADA requirements. All sidewalk repairs will have ADA compliant barricades with “Sidewalk Closed-Use Other Side” signs at the beginning and end of each excavation site. No signs will be allowed on the sidewalk outside of the closed area.

e. Interruption with the flow of traffic on major arterials is only permitted between 9:00A and 3:30P under normal conditions. Work times outside of this window must be approved by the Town.

f. Stop/Slow paddles will be used in all flagging operations.

g. Flagging personnel must meet the qualifications as stated in the TMUTCD.

h. No streets shall be closed to traffic without written approval from the Town.

i. All construction signing shall be reflective and “like new” in appearance. The Town may require that signs be replaced which do not meet these requirements.
j. “Construction Ahead” and “End of Construction” signs are required to be installed prior to the start of construction.

k. Routine inspection of traffic control for each project is the responsib ility of the contractor and shall be performed daily according to the latest version of
the TMUTCD. Traffic control inspections will be required on holidays, w eekends, and non-workdays as well.

l. Construction signing shall not be removed from the work zone until approved by the Town.

B. Paving/Drainage/Sidewalk/Landscaping/Barrier Free Ramps

Any repairs needed to the surrounding area caused by hydrant testing shall be in accordance with Town Standard Construction Details that is found on the website below.

https://addisontexas.net/ckeditorfiles/files/Infrastructure-Engineering-Standard-Construction-Details-Paving.pdf

C. Sediment Control

Contractor is required to meet all Stormwater requirements and will be required to utilize and maintain best management practices at all times.

D. Equipment Left on Jobsite

No equipment shall be left on the jobsite overnight. **All equipment will be required to carry fire extinguishers in case of emergency.**

E. Joint and Crack Sealants

Joint sealant shall follow NCTCOG PWCS, Standard Specifications and Standard Drawings Item 303.2.14 “Joint Sealant”.

Crack sealant shall follow NCTCOG PWCS, Standard Specifications and Standard Drawings Item 401 “Crack Sealing”.

F. General Construction Notes

a. The contractor is responsible for compliance with all laws and regulations regarding the prevention of underground utility damage. The contractor is also responsible for reporting to the appropriate operator any damage to underground utilities during the course of work.

b. The Contractor will be responsible for contacting DIGTESS prior to any excavation.

c. The Contractor shall mark the saw cut and excavation limit on e ach repair site with a Town representative present.

d. No sidewalk repair will be smaller than four feet by four feet (4' x 4').

e. No curb and gutter, or integral curb repair will be smaller than fi ve (5) linear feet.

f. All paving shall be saw cut along neat lines prior to removal. Any pavement that is chipped or broken outside saw cuts will be repaired as determined by the inspector and at the contractor's expense.

g. Topsoil will be used to level up excavated areas to receive sod.

h. The contractor shall remove all trees, stumps, brush, and other debris or deleterious material generated as part of this work that is within 3' of the hydrant. Proper disposal of these items is the sole responsibility of the contractor. Prior to removal, contractor shall notify the Town inspector to verify if removal is needed.

i. Delays associated with the delivery of materials will not be considered for any extension of contract time. It shall be the contractor's responsibility to ensure that all materials are delivered on time.

j. The areas adjacent to hydrant testing shall be returned to their original condition. The contractor should use every effort to avoid damage. If damage does occur it is the responsibility of the contractor to repair any damage landscaping, sprinkler systems, or other items affected by the hydrant testing.

k. Damage to sprinkler systems will be addressed promptly and in the following manner: contractor will inform inspector and property owner of damage. Upon completion of repairs, contractor will inform property owner and Inspector and set up a time to run the system to verify repairs are satisfactory.

Note: Once the damage has been identified, the contractor will repair the damage within 48 hours and verify with the customer that the system has been restored to its original condition. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THAT AN IRRIGATION SYSTEM HAS BEEN RETURNED TO ITS ORIGINAL CONDITION with the resident, business owner, etc. If condition of the irrigation system has not been verified, payment for that month may be withheld (at the inspector's discretion). Any sod that must be installed due to the construction will be installed within a reasonable time period.

l. The contractor will make every effort to match existing sod on all repairs.

m. Contractor's vehicles shall contain company name and information displayed properly on the side.

n. Labors shall have a uniform identifying who they are working for.

V. Proposal Form

Proposals will be scored by an evaluation committee consisting of Town staff. Proposals will be scored with regards to the following criteria and associated weights:

- **Price:** Evaluation will award up to 50 points based on pricing with low bid receiving all 50 points.
- **Experience and Previous Performance:** Evaluation will award up to 20 points based on past performance contracts with public agencies and private industry in terms of quality of work, and compliance with performance schedules. List three previous contracts and include the name, address, telephone number, and email address of the point of contact representing the public or private entity for each contract. Contractor is allowed to use the Town of Addison as a reference. Show experience with similar projects.
- **Resources/Capacity:** All contractors responding to the synopsis will be considered, however, evaluations will award up to 20 points based on the number of individuals dedicated to this contract and the commitment to test, inspect and report a total of 1087 hydrants in a calendar year, ability to link portable internet devices to the Town's app and update data.
- **Conformance to Solicitation:** This includes format and ease of review by the Town, organization of the submittal, and overall appearance.

- Price - 50%
- Experience and Past Previous Performance - 20%
- Resources/Capacity - 20%
- Conformance to solicitation – 10%

PROPOSAL FORM

TO: The Honorable Mayor and
Town Council Town of
Addison, Texas

The undersigned Offeror, having examined the plans, specifications and contract documents, and the location of the proposed work, and being fully advised as to the extent and character of the work, proposes to furnish all material, equipment and to perform all labor and work necessary for completion of the work described by and in accordance with the Contract Documents and Contract for the following prices, to wit:

SIGN HERE

Sig

Printed Name: Randall Wilson

Title: CFO

Business Name: Hydromax USA

Date: 1/4/2022

ACKNOWLEDGMENT OF ADDENDA:

The Offeror acknowledges receipt of the following addenda:

Addendum No. 1 _____

Addendum No. 2 _____

Addendum No. 3 _____

PROPOSAL FORM
REFERENCES

Reference #1

Entity Name: City of Houston, Tx

Type of Work performed: Valve Assessment & Maintenance

Address: 611 Walker St, Houston, Tx 77002

Point of Contact: Andrew Molly

Title: Senior Assistant Director

Phone Number: 832-395-3785

Email: Andrew.Molly@Houstontx.gov

Reference #2

Entity Name: City of Garland, Tx

Type of Work performed: Valve & Hydrant Assessment

Address: 2343 Forest Ln, Garland, Tx 75042

Point of Contact: Robert Ashcraft

Title: Field Operations Director

Phone Number: 972-205-3209

Email: RAshcraf@garlandtx.gov

Reference #3

Entity Name: City of Tulsa, OK

Type of Work performed: Hydrant Assessment & Maintenance

Address: 2317 S Jackson, Tulsa, OK 74107

Point of Contact: Monty Ragsdale

Title: Utility System Operations Manager

Phone Number: 918-596-9394

Email: MRagsdale@cityoftulsa.org

PROPOSAL FORM
RESOURCE/CAPACITY

Superintendent/Foreman Assigned to project on daily basis

Name: Miles Sommers

List number of Individuals to be fully assigned to hydrant testing

2

Number of hydrants to be completed in a weeks' time

125 - 150

How will your company complete inspection and testing of 1087 hydrants in one calendar year including reporting and repairing any damage?

Our crews typically maintain 25 to 30 hydrants a day per crew. At this rate it will take

36 to 46 man days to complete this contract. Allowing for repairs this may take up to 60

days to complete. This will enable us to complete 1,087 hydrants in well under 1 year.

PROPOSAL FORM
BID FORM

Description	Unit	Quantity	Bid Price Each	Total
Inspect, Test & Report Hydrant	EA	1087	42.00	45,654.00

Town of Addison

REQUEST FOR PROPOSAL TERMS AND CONDITIONS

1. APPLICABILITY: These standard Terms and Conditions and the Terms and Conditions, Specifications, Drawings and other requirements included in the Town of Addison's Request for Proposal (collectively, "Terms and Conditions") are applicable to Contracts/Purchase Orders issued by the Town of Addison (hereinafter referred to as the "Town" or "Buyer") and the Seller (herein after referred to as the "Seller," "Proposer," "Contractor," or "Supplier"). Any deviations must be in writing and signed by a representative of the Town's Purchasing Department and the Supplier. No Terms and Conditions contained in the Seller's Proposal, Invoice or Statement shall serve to modify the terms set forth herein. If there is a conflict between the Terms and Conditions and the provisions on the face of the Contract/Purchase Order, the Terms and Conditions will take precedence and control.

2. OFFICIAL PROPOSAL NOTIFICATION: The Town utilizes the following for official notifications of proposal opportunities: www.bidsync.com and the Dallas Morning News of Dallas County. These are the only forms of notification authorized by the Town. The Town is not responsible for receipt of notifications or information from any source other than those listed. It shall be the Supplier's responsibility to verify the validity of all Request for Proposal information received from any source other than the Town. There will be NO COST to the Seller for using BidSync for its Bids/Proposals.

3. PRIOR OR PENDING LITIGATION OR LAW SUITS: Each Proposer must include in its proposal a complete disclosure of any alleged significant prior or ongoing contract failures, any civil or criminal litigation or investigation pending which involves the Proposer or in which the Proposer has been judged guilty or liable.

4. COST OF RESPONSE: Any cost incurred by the Supplier in responding to the Request for Proposal is the responsibility of the supplier and cannot be charged to the Town.

5. PROHIBITION AGAINST PERSONAL INTEREST IN CONTRACTS: No Town of Addison employee shall have a direct or indirect financial interest in any contract with the Town, or be directly or indirectly financially interested in the sale of land, materials, supplies or services to the Town.

6. COMPETITIVE PRICING: It is the intent of the Town to consider Interlocal Cooperative Agreements and State/Federal contracts in determining the best value for the Town.

7. INTERLOCAL AGREEMENT: The successful Proposer agrees to extend prices to all entities that have entered into or will enter into joint purchasing interlocal cooperation agreements with the Town. The Town is a participating member of several interlocal cooperative purchasing agreements. As such, the Town has executed interlocal agreements, as permitted under Chapter 791 of the Texas Government Code, with certain other political subdivisions, authorizing participation in a cooperative purchasing program. The successful Supplier may be asked to provide products/services based upon terms and conditions of award, to any other participant in a cooperative purchasing program.

8. CORRESPONDENCE: The proposal number must appear on all correspondence and inquiries pertaining to the Request for Proposal. The Purchase Order number must appear on all invoices or other correspondence relating to the contract.

9. INDEMNITY/INSURANCE: See attached Town of Addison minimum requirements.

10. ERROR-QUANTITY: Proposals must be submitted in units of quantity specified, extended, and totaled. In the event of discrepancies in extension, the unit prices shall govern.

11. ACCEPTANCE: The right is reserved to accept or reject all or part of the proposal or offer, and to accept the proposal or offer considered most advantageous to the Town by line item or total offer or proposal.

12. PROPOSAL LIST REMOVAL: The Town reserves the right to remove a Supplier from any Proposal list for: (1) continued failure to be responsive to the Town, (2) failure to deliver merchandise within promised time, (3) delivery of substandard merchandise, or (4) failure to comply with the Contract/Purchase Order requirements.

13. CONTRACT RENEWAL OPTIONS: In the event a clause for option to renew for an additional period is included in the Request for Proposal, all renewals will be based solely upon the option and agreement between the Town and the Supplier. Either party dissenting will terminate the contract in accordance with its initial specified term.

14. TAXES-EXEMPTION: All quotations are required to be submitted LESS Federal Excise and State Sales Taxes. Tax Exemption Certificate will be executed for the successful Supplier.

15. ASSIGNMENT AND SUCCESSORS: The successful Supplier shall not assign, transfer, pledge, subcontract, or otherwise convey, in any manner whatsoever, any contract resulting from this proposal, in whole or in part, without the prior written consent of the Town of Addison.

16. INVOICING: Send ORIGINAL INVOICE to address indicated on the contract/purchase order. If invoice is subject to cash discounts the discount period will begin on the day invoices are received. So that proper cash discount may be computed, invoice should show amount of freight as a separate item, if applicable; otherwise, cash discount will be computed on total amount of invoice.

17. ELECTRONIC SIGNATURE – UNIFORM ELECTRONIC TRANSACTION ACT: The Town adopts Texas Business and Commerce Code Chapter 322, Uniform Electronic Transactions Act, allowing individuals, companies, and governmental entities to lawfully use and rely on electronic signatures.

18. FUNDING OUT CLAUSE: This agreement or contract may be terminated by the Town without notice and without penalty or liability in the event that (1) the Town lacks sufficient funds for this agreement or contract; (2) funds for this agreement or contract are not appropriated by the Town Council of the Town; and (3) funds for this agreement or contract that are or were to be provided by grant or through an outside service are withheld, denied or are otherwise not available to the Town.

19. DISPUTE RESOLUTION: Pursuant to subchapter I, Chapter 271, TEXAS LOCAL GOVERNMENT CODE, Contractor agrees that, prior to instituting any lawsuit or other proceeding arising from any dispute or claim of breach under this Agreement (a "Claim"), the parties will first attempt to resolve the Claim by taking the following steps: (i) A written notice substantially describing the factual and legal basis of the Claim shall be delivered by the Contractor to the Town within one-hundred eighty (180) days after the date of the event giving rise to the Claim, which notice shall request a written response to be delivered to the Contractor not less than fourteen (14) business days after receipt of the notice of Claim; (ii) if the response does not resolve the Claim, in the opinion of the Contractor, the Contractor shall give notice to that effect to the Town whereupon each party shall appoint a person having authority over the activities of the respective parties who shall promptly meet, in person, in a effort to resolve the Claim; (iii) if those persons cannot or do not resolve the Claim, then the parties shall each appoint a person from the highest tier of managerial responsibility within each respective party, who shall then promptly meet, in person, in an effort to resolve the Claim.

20. DISCLOSURE OF CERTAIN RELATIONSHIPS: Chapter 176 of the Texas Local Government Code requires that any person, as defined in the statute, considering doing business with a local government entity disclose in the Questionnaire Form CIQ, the supplier or person's affiliation or business relationship that might cause a conflict of interest with a local government entity. By law, this questionnaire must be filed with the Records Administrator of the Town not later than the 7th business day after the later of (a) the date the person (i) begins discussions or negotiations to enter into a contract with the local governmental entity, or (b) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity, or (b) the date the person becomes aware (i) of an employment or other business relationship with a local government officer, or a family member of the officer, described by the statute, or (ii) that the person has given one or more gifts described in the statute. See Section 176.006, Local Government Code. A person commits an offense if the person violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor. The questionnaire may be found at www.ethics.state.tx.us/forms/CIQ.pdf
By submitting a response to this request, Supplier represents that it is in compliance with the requirements of Chapter 176 of the Texas Local Government Code.

21. PATENTS: Seller agrees to **indemnify and hold harmless** the Buyer against all costs and expenses, including but not limited to attorneys fees, and undertakes and **agrees to defend** at seller's own expense, all suits, actions or proceedings in which Buyer or the users of Buyer's products are claimed to have conducted in, or are made defendants of, actual or alleged infringement of any U.S. or foreign patent or other intellectual property right resulting from the use or sale of the items purchased hereunder and further agrees to pay and discharge any and all judgments or decrees which may be rendered in any such suit, action or proceeding.

22. APPLICABLE LAW: This agreement shall be governed by the laws of the State of Texas, including but not limited to the Uniform Commercial Code as adopted by the State of Texas, as effective and in force on the date of this agreement, without regard to its conflict of laws rules or the conflict of law rules of any other jurisdiction.

23. VENUE**:** This agreement is performable in Dallas County, Texas, and venue for any suit, action, or legal proceeding under or in connection with this agreement shall lie exclusively in Dallas County, Texas. Proposer submits to the exclusive jurisdiction of the courts in Dallas County, Texas for purposes of any such suit, action, or proceeding hereunder, and waives any claim that any such suit, action, or legal proceeding has been brought in an inconvenient forum or that the venue of that proceeding is improper.

24. TERMINATION FOR CAUSE OR CONVENIENCE: The Town at any time after issuance of this agreement, by 30 days written notice to the Supplier, has the absolute write to terminate this agreement for cause or for convenience (that is, for any reason or no reason whatsoever). "Cause" shall be the Supplier's refusal or failure to satisfactorily perform or complete the work within the time specified, or failure to meet the specifications, quantities, quality and/or other requirements specified in the Contract/Purchase Order. In such case the Supplier shall be liable for any damages suffered by the Town. If the agreement is terminated for convenience, the Supplier has no further obligation under the agreement. Payment shall be made to cover the cost of material and work in process or "consigned" to the Town as of the effective date of the termination.

25. FORCE MAJEURE: To the extent either the Town or Proposer shall be wholly or partially prevented from the performance of this agreement or of any obligation or duty under this agreement placed on such party, by reason of or through work strikes, stoppage of labor, riot, fire, flood, acts of war, insurrection, court judgment, act of God, or other specific cause reasonably beyond the party's control and not attributable to its malfeasance, neglect or nonfeasance, then in such event, such party shall give notice of the same to the other party (specifying the reason for the prevention) and the time for performance of such obligation or duty shall be suspended until such disability to perform is removed.

26. BAFO: During evaluation process Town reserves the right to request a best and final offer upon completion of negotiations.

27. PROTECTION OF TRADE SECRETS OR PROPRIETARY INFORMATION: Proposals will be received and publicly acknowledged at the location, date, and time stated. Sellers, their representatives and interested persons may be present. The proposals shall be received and acknowledged only so as to avoid disclosure of the contents to competing sellers and kept secret

during negotiation. However, all proposals shall be open for public inspection after the contract is awarded. Trade secrets and confidential information contained in the proposal and identified by Seller in writing as such will be treated as confidential by the Town the extent allowable in the Texas Public Information Act and other law.

28. SILENCE OF SPECIFICATIONS: The apparent silence of these specifications as to any detail or to the apparent omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practices are to prevail. All interpretations of these specifications shall be made on the basis of this statement.

29. PROPOSAL RESPONSE CONTRACTUAL OBLIGATION: This proposal, submitted documents, and any negotiations, when properly accepted by the Town, shall constitute a contract equally binding between the successful Proposer and the Town. No different or additional terms will become part of this contract except as properly executed in an addendum or change order.

30. NO BOYCOTTING ISRAEL. The entity contract with the Town of Addison does not boycott Israel and will not boycott Israel during the term of the contract. Reference HB 89 as it relates to Chapter 2270 of the Texas Government Code. Boycott Israel means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes.

31. NO INDUSTRY DISCRIMINATION. The entity contracting with the Town of Addison does not discriminate against firearm and ammunition industries during the term of the contract. Reference SB 19 as it relates to Chapter 2251 of the Texas Government Code. Discriminating means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with the firearm or ammunition industry or with a person or entity doing business in the firearm or ammunition industry, but does not include an action made for ordinary business purposes.

Interested Parties

In 2015, the Texas Legislature adopted House Bill 1295, which added section 2252.908 of the Government Code. The law states that a governmental entity or state agency may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental entity or state agency. The law applies only to a contract of a governmental entity or state agency that either (1) requires an action or vote by the governing body of the entity or agency before the contract may be signed or (2) has a value of at least $1 million. The disclosure requirement applies to a contract entered into on or after January 1, 2016.

The Texas Ethics Commission was required to adopt rules necessary to implement that law, prescribe the disclosure of interested parties form, and post a copy of the form on the commission's website. The commission adopted the Certificate of Interested Parties form (Form 1295) on October 5, 2015. The commission also adopted new rules (Chapter 46) on November 30, 2015, to implement the law.

Filing Process

On January 1, 2016, the commission made available on its website a new filing application that must be used to file Form 1295. A business entity must use the application to enter the required information on Form 1295 and print a copy of the completed form, which will include a certification of filing that will contain a unique certification number. An authorized agent of the business entity must sign the printed copy of the form and have the form notarized. The completed Form 1295 with the certification of filing must be filed with the governmental body or state agency with which the business entity is entering into the contract.

The governmental entity or state agency must notify the commission, using the commission's filing application, of the receipt of the filed Form 1295 with the certification of filing not later than the 30th day after the date the contract binds all parties to the contract. The commission will post the completed Form 1295 to its website within seven business days after receiving notice from the governmental entity or state agency.

Information regarding how to use the filing application will be available on this site by January 1, 2016. https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm, please follow Instructional Video for Business Entities.

TOWN OF ADDISON, TEXAS
CONTRACTOR INSURANCE REQUIREMENTS & AGREEMENT

REQUIREMENTS

Contractors performing work on TOWN OF ADDISON property or public right-of-way shall provide the TOWN OF ADDISON a certificate of insurance or a copy of their insurance policy(s) (and including a copy of the endorsements necessary to meet the requirements and instructions contained herein) evidencing the coverages and coverage provisions identified herein within ten (10) days of request from TOWN OF ADDISON. Contractors shall provide TOWN OF ADDISON evidence that all subcontractors performing work on the project have the same types and amounts of coverages as required herein or that the subcontractors are included under the contractor's policy. Work shall not commence until insurance has been approved by TOWN OF ADDISON.

All insurance companies and coverages must be authorized by the Texas Department of Insurance to transact business in the State of Texas and must have a A.M. Best's rating A-:VII or greater.

Listed below are the types and minimum amounts of insurances required and which must be maintained during the term of the contract. TOWN OF ADDISON reserves the right to amend or require additional types and amounts of coverages or provisions depending on the nature of the work.

TYPE OF INSURANCE	AMOUNT OF INSURANCE	PROVISIONS
1. **Workers' Compensation Employers' Liability** to include: (a) each accident (b) Disease Policy Limits (c) Disease each employee	Statutory Limits per occurrence Each accident $1,000,000 Disease Policy Limits $1,000,000 Disease each employee$1,000,000	**TOWN OF ADDISON to be provided a *WAIVER OF SUBROGATION AND 30 DAY NOTICE OF CANCELLATION or*** material change in coverage. **Insurance company must be A-:VII rated or above.**
2. **Commercial General (Public) Liability** to include coverage for: a) Bodily Injury b) Property damage c) Independent Contractors d) Personal Injury e) Contractual Liability	Bodily Injury/Property Damage per occurrence $1,000,000, General Aggregate $2,000,000 Products/Completed Aggregate $2,000,000, Personal Advertising Injury per occurrence $1,000,000, Medical Expense 5,000	**TOWN *OF ADDISON to be listed as ADDITIONAL INSURED and provided 30 DAY NOTICE OF CANCELLATION* or material change in coverage.** **Insurance company must be A-:VII rated or above.**
3. **Business Auto Liability** to include coverage for: a) Owned/Leased vehicles b) Non-owned vehicles c) Hired vehicles	Combined Single Limit $1,000,000	**TOWN *OF ADDISON to be listed as ADDITIONAL INSURED and provided 30 DAY NOTICE OF CANCELLATION* or material change in coverage.** **Insurance company must be A:VII- rated or above.**

Certificate of Liability Insurance forms (together with the endorsements necessary to meet the requirements and instructions contained herein)may be **faxed** to the Purchasing Department: **972-450-7074 or emailed to: purchasing@addisontx.gov.** Questions regarding required insurance should be directed to the Purchasing Manager.

With respect to the foregoing insurance,

1. All liability policies shall contain no cross liability exclusions or insured versus insured restrictions applicable to the claims of the Town of Addison.

2. All insurance policies shall be endorsed to require the insurer to immediately notify the Town of Addison, Texas of any material change in the insurance coverage.

3. All insurance policies shall be endorsed to the effect that the Town of Addison, Texas will receive at least thirty (30) days' notice prior to cancellation or non-renewal of the insurance.

4. All insurance policies, which name the Town of Addison, Texas as an additional insured, must be endorsed to read as primary coverage regardless of the application of other insurance.

5. Insurance must be purchased from insurers that are financially acceptable to the Town of Addison and licensed to do business in the State of Texas.

All insurance must be written on forms filed with and approved by the Texas Department of Insurance. Upon request, Contractor shall furnish the Town of Addison with complete copies of all insurance policies certified to be true and correct by the insurance carrier.

This form must be signed and returned with your quotation. You are stating that you do have the required insurance and if selected to perform work for TOWN OF ADDISON, will provide the certificates of insurance (and endorsements) with the above requirements to TOWN OF ADDISON within 10 working days.

A CONTRACT/PURCHASE ORDER WILL NOT BE ISSUED WITHOUT EVIDENCE AND APPROVAL OF INSURANCE.

AGREEMENT

I agree to provide the above described insurance coverages within 10 working days if selected to perform work for TOWN OF ADDISON. I also agree to require any subcontractor(s) to maintain insurance coverage equal to that required by the Contractor. It is the responsibility of the Contractor to assure compliance with this provision. The TOWN accepts no responsibility arising from the conduct, or lack of conduct, of the Subcontractor.

Project/Bid# Solicitation 22-06

Company: Hydromax USA

Printed Name: Randall Wilson

Signature: Randall Wilson **Date:** 1/4/2022

SIGN HERE

Town of Addison

Indemnification Agreement

Contractor's Indemnity Obligation. Contractor covenants, agrees to, and shall DEFEND (with counsel reasonably acceptable to Owner), INDEMNIFY, AND HOLD HARMLESS Owner, its past, present and future elected and appointed officials, and its past, present and future officers, employees, representatives, and volunteers, individually or collectively, in both their official and private capacities (collectively, the "Owner Persons" and each being an "Owner Person"), from and against any and all claims, liabilities, judgments, lawsuits, demands, harm, losses, damages, proceedings, suits, actions, causes of action, liens, fees (including attorney's fees), fines, penalties, expenses, or costs, of any kind and nature whatsoever, made upon or incurred by Owner and/or Owner Person, whether directly or indirectly, (the "Claims"), that arise out of, result from, or relate to: (i) the services to be provided by Contractor pursuant to this Agreement, (ii) any representations and/or warranties by Contractor under this Agreement, (iii) any personal injuries (including but not limited to death) to any Contractor Persons (as hereinafter defined) and any third persons or parties, and/or (iv) any act or omission under, in performance of, or in connection with this Agreement by Contractor or by any of its owners, directors, officers, managers, partners, employees, agents, contractors, subcontractors, invitees, patrons, guests, customers, licensees, sublicensees, or any other person or entity for whom Contractor is legally responsible, and their respective owners, directors, officers, directors, officers, managers, partners, employees, agents, contractors, subcontractors, invitees, patrons, guests, customers, licensees, sublicensees (collectively, "Contractor Persons"). SUCH DEFENSE, INDEMNITY AND HOLD HARMLESS SHALL AND DOES INCLUDE CLAIMS ALLEGED OR FOUND TO HAVE BEEN CAUSED IN WHOLE OR IN PART BY THE NEGLIGENCE OR GROSS NEGLIGENCE OF OWNER OR ANY OTHER OWNER PERSON, OR CONDUCT BY OWNER OR ANY OTHER OWNER PERSON THAT WOULD GIVE RISE TO STRICT LIABILITY OF ANY KIND.

Contractor shall promptly advise Owner in writing of any claim or demand against any Owner Person related to or arising out of Contractor's activities under this Agreement and shall see to the investigation and defense of such claim or demand at Contractor's sole cost and expense. The Owner Persons shall have the right, at the Owner Persons' option and own expense, to participate in such defense without relieving Contractor of any of its obligations hereunder. This defense, indemnity, and hold harmless provision shall survive the termination or expiration of this Agreement.

The provisions in the foregoing defense, indemnity and hold harmless are severable, and if any portion, sentence, phrase, clause or word included therein shall for any reason be held by a court of competent jurisdiction to be invalid, illegal, void, or unenforceable in any respect, such invalidity, illegality, voidness, or unenforceability shall not affect any other provision thereof, and this defense, indemnity and hold harmless provision shall be considered as if such invalid, illegal, void, or unenforceable provision had never been contained in this Agreement. **In that regard, if the capitalized language included in the foregoing indemnity is so determined to be void or unenforceable, the parties agree that:**

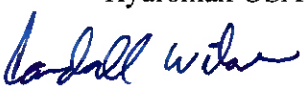
(i) the foregoing defense, indemnity, and hold harmless obligation of Contractor shall be to the extent Claims are caused by, arise out of, or result from, in whole or in part, any act or omission of Contractor or any Contractor Persons; and

(ii) notwithstanding the provisions of the foregoing subparagraph (i), to the fullest extent permitted by law, Contractor shall INDEMNIFY, HOLD HARMLESS, and DEFEND Owner and Owner Persons from and against all Claims arising out of or resulting from bodily injury to, or sickness, disease or death of, any employee, agent or representative of Contractor or any of its subcontractors, regardless of whether such Claims are caused, or are alleged to be caused, in whole or in part, by the negligence, or any act or omission, of Owner or any Owner Persons, it being the expressed intent of Owner and Contractor that IN SUCH EVENT THE CONTRACTOR'S INDEMNITY, HOLD HARMLESS, AND DEFENSE OBLIGATION SHALL AND DOES INCLUDE CLAIMS ALLLEGED OR FOUND TO HAVE BEEN CAUSED IN WHOLE OR IN PART BY THE NEGLIGENCE OR GROSS NEGLIGENCE OF OWNER OR ANY OTHER OWNER PERSON, OR CONDUCT BY OWNER OR ANY OTHER OWNER PERSON THAT WOULD GIVE RISE TO STRICT LIABILITY OF ANY KIND. The indemnity obligation under this subparagraph (ii) shall not be limited by any limitation on the amount or type of damages, compensation, or benefits payable by or for Contractor under workers compensation acts, disability benefit acts, or other employee benefit acts.

I understand that the indemnification provisions are required of all Town of Addison Contracts. I have read the provisions and agree to the terms of these provisions.

Project/Bid#: Solicitation 22-06

Company Name: Hydromax USA

Signature: 

SIGN HERE

Date: 1/4/2022

Information and Instruction Form

RESPONSES THAT DO NOT CONTAIN THIS COMPLETED FORM MAY NOT BE COMPLIANT

Section I Company Profile

Name of Business: Hydromax USA

Business Address: 14301 First National Bank Pkwy, suite 207, Omaha, NE 68154

Contact Name: Shane Majetich

Phone#: 813-305-6610

Fax#:

Email: shane.majetich@hydromaxusa.com

Name(s) Title of Authorized Company Officers:
Randall Wilson

Federal ID #: W-9 Form: A W-9 form will be required from the successful bidder.

DUN #:

Remit Address: If different than your physical address:

Section II Instructions to Bidders

Electronic Bids: The Town of Addison uses BidSync to distribute and receive bids and proposals. There will be **NO COST** to the Contractor/Supplier for Standard bids or proposals. For **Cooperative Bids and Reverse Auctions ONLY**, the successful contractor/supplier agrees to pay BidSync a transaction fee of one percent (1%) of the total amount of all contracts for goods and/or services. **Cooperative Bids and Reverse Auctions** will be clearly marked on the bid documents. To assure that all contractors/suppliers are treated fairly, the fee will be payable whether the bid/proposal is submitted electronically, or by paper means. Refer to www.bidsync.com for further information.

Contractor/Supplier Responsibility: It is the contractor/suppliers responsibility to check for any addenda or questions and answers that might have been issued before bid closing date and time. Contractors/Suppliers will be

notified of any addenda and Q&A if they are on the invited list, they view the bid, or add themselves to the watch list.

Acknowledgement of Addenda: #1 #2 #3 #4 #5

Delivery of Bids: For delivery of paper bids our physical address is:

Town of Addison

5350 Beltline Road

Dallas, TX 75254

Attn: Purchasing Department

Contractor/Supplier Employees: No Contractor/Supplier employee shall have a direct or indirect financial interest in any contract with the town, or be directly or indirectly financially interested in the sale of land, materials, supplies or services to the town.

Deliveries: All deliveries will be F.O.B. Town of Addison. All Transportation Charges paid by the contractor/supplier to Destination.

Payment Terms: A Prompt Payment Discount of % is offered for Payment Made Within Days of Acceptance of Goods or Services. If Prompt Payments are not offered or accepted, payments shall be made 30 days after receipt and acceptance of goods or services or after the date of receipt of the invoice whichever is later.

Delivery Dates: Delivery Dates are to be specified in Calendar Days from the Date of Order.

Bid Prices: Pre-Award bid prices shall remain Firm and Irrevocable for a Period of 90 Days.

☑ Exceptions: Contractor/Supplier does not take Exception to Bid Specifications or Other Requirements of this Solicitation. If neither exceptions box is checked, default shall be "No Exceptions"

☐ Contractor/Supplier take the following Exception(s) to the Bid Specifications or Other Requirements of this Solicitation (Explain in Detail). If box checked but no exceptions are listed, default shall be "No Exceptions"

Historically Underutilized Business (HUB): It is the policy of the Town of Addison to involve HUBs in the procurement of goods, equipment, services and construction projects. Prime Contractors/Suppliers are encouraged to provide HUBs the opportunity to compete for sub-contracting and other procurement opportunities. A listing of HUBs in this area may be accessed at the following State of Texas Website. http://www.window.state.tx.us/procurement/cmbl/cmblhub.html.

HUB Owned Business Yes No Include a current copy of your HUB certification with your response or insert Certification number N/A and expire date N/A.

Other Government Entities: Would bidder be willing to allow other local governmental entities to participate in this contract, if awarded under the same Terms and Conditions? Yes ✓ No ☐

Bid Bond: Is Bid Bond attached if applicable? ☐ Yes ☐ No N/A

Termination: The town at any time after issuance of this agreement, by 30 days written notice, has the absolute right to terminate this agreement for cause or convenience. Cause shall be the contractor/supplier's refusal or failure to satisfactorily perform or complete the work within the time specified, or failure to meet the specifications, quantities, quality and/or other requirements specified in the contract/purchase order. In such case the supplier shall be liable for any damages suffered by the town. If the agreement is terminated for convenience, the supplier has no further obligation under the agreement. Payment shall be made to cover the cost of material and work in process or "consigned" to the town as of the effective date of the termination.

Bidder Compliance: Bidder agrees to comply with all conditions contained in this Information and Instruction Form and the additional terms and conditions and specifications included in this request. The undersigned hereby agrees to furnish and deliver the articles or services as specified at the prices and terms herein stated and in strict accordance with the specifications and conditions, all of which are made a part of your offer. Your offer is not subject to withdrawal after the award is made.

The Town of Addison reserves the right to reject all or part of the offer and to accept the offer considered most advantageous to the town by item or total bid.

The Town of Addison will award to the lowest responsible bidder or to the bidder who provides goods or services at the best value for the Town.

I hereby certify that all of the information provided in sections I and II are true and accurate to the best of my knowledge.

Signature: Date: 1/4/2022

SIGN HERE

Title: CFO

Signature certifies no changes have been made to the content of this solicitation as provided by the Town of Addison.

10/17/17

Question and Answers for Bid #22-06 - Fire Hydrant Auditing, Inspecting and Testing Services

Overall Bid Questions

Question 1

Is it possible to complete the work on Saturdays? **(Submitted: Nov 29, 2021 8:09:26 AM CST)**

Answer

- The contractor may work regular business hours, Monday through Friday but no weekends. **(Answered: Dec 7, 2021 11:43:49 AM CST)**

Question 2

Section 8-H: Will the pipe main size be indicated on the map provided? **(Submitted: Dec 12, 2021 9:48:06 PM CST)**

Answer

- All feeds to fire hydrants are 6 inch. The main size is not necessary for inspections. **(Answered: Dec 13, 2021 3:10:39 PM CST)**

Question 3

Section-F-iv: When performing a flow test on a hydrant, a static and flow psi can be obtained, but where or how can we get the residual psi requested? **(Submitted: Dec 12, 2021 9:50:51 PM CST)**

Answer

- The residual PSI would be also referred to as dynamic PSI. The Flow will be measured in GPM. **(Answered: Dec 13, 2021 3:10:39 PM CST)**

Question 4

Section K: Are we to pump the water out of the hydrant only if it does not drain? **(Submitted: Dec 12, 2021 9:52:41 PM CST)**

Answer

- Correct it will only be necessary if the hydrant does not drain. **(Answered: Dec 13, 2021 3:10:39 PM CST)**

Question 5

Of the 1087 fire hydrants to be audited, are any of them private fire hydrants or all they all City owned? **(Submitted: Dec 29, 2021 11:05:09 AM CST)**

Answer

- All hydrants are owned by the Town of Addison. **(Answered: Dec 29, 2021 12:19:47 PM CST)**

Question Deadline: Dec 30, 2021 5:00:00 PM CST