

EXHIBIT 'A'

SCOPE OF WORK. The City of Sedona Wastewater Division is in need of Qualified Vendor(s) to perform motor repairs/rewinds, pump repairs, inspections, testing, preventative maintenance, repairs on City-owned electrical equipment and to furnish parts and replacements necessary to perform the Services above on an as-required basis as authorized by the City, in its sole discretion.

Locations of City Facilities covered under this agreement:

Pump Station Number	Pump Station Name	Address
1	El Camino Pump Station	850 El Camino Road
2	Carroll Canyon Pump Station	2240 Shelby Road
3	Uptown Pump Station	90 Art Barn Road
4	Bear Wallow Pump Station	102 Bear Wallow Lane
5	Brewer Pump Station	41 Ranger Road
6	Los Abridados Pump Station	170 Prochnow
7	New Castle Pump Station	44 New Castle Lane
8	179 Pump Station	1156 State Route 179
9	Trails End Pump Station	1021 Trails End Drive
10	Poco Diablo Pump Station	80 Oak Creek Cliffs Drive
11	Mystic Hills Pump Station	100 West Mallard Drive
12	Chapel Pump Station	3000 State Route 179
13	Northview Pump Station	160 Panorama Blvd
14	Stanley Steamer Pump Station	2475 Stanley Steamer Drive
15	Painted Cliffs Pump Station	55 Painted Cliffs Drive
16	Fox Pump Station	333 Fox Road
17	Back O' Beyond Pump Station	190 Scenic Drive
Plant	Wastewater Plant	19655 W. SR89A
City Hall	City of Sedona	102 Roadrunner Drive

General Provisions:

A. Minimum Qualifications.

- 1) Vendors shall have a minimum of five years of qualified repair experience on the listed types of equipment. Vendors must be licensed and bonded. A list of three references for each proposed Vendor must be supplied with offer to be responsive.

B. Vendors Personnel and Equipment.

- 1) The Vendor shall have a service facility fully equipped to repair, rewind, and fabricate parts as required for the size and type of equipment bid. The City reserves the right to make at least one annual on-site inspection of such Vendor facilities (within 24 hour minimum notice) at its discretion.
- 2) The Vendor's full service facilities must be equipped with personnel and equipment necessary to perform electromechanical repairs/rewinding to electric motors per the established guidelines in EASA AR100—2006, Recommended Practice for the Repair of Rotating Electrical Apparatus.
 - a) Provide a certificate or other proof of membership in good standing in the Electrical Apparatus Service Association (EASA).

- 3) Vendor's crew must be capable of communicating with the Vendor's main office without leaving the job site, i.e. 2 way radio, cell phone, etc.
- 4) Vendor must have access to various sizes of cranes capable of lifting motors up to 500 HP and capable of long reach applications.
- 5) Vendor must be able to travel and provide these services to the City of Sedona.
- 6) Vendor shall have available the following facility/field equipment of sufficient size to perform the services required:
 - a) Cleaning capability: power wash, steam cleaning, sandblasting
 - b) Welding equipment:
 - i. TIG: Tungsten inert gas
 - ii. WIG: Wolfram inert gas
 - iii. MIG: Metal inert gas
 - c) Metalizing torch
 - d) Dip tank of sufficient capacity
 - e) VPI System: Vacuum & Pressure Impregnation
 - f) Hydraulic bearing pullers
 - g) Dynamic balancing equipment and Vibration Analysis
 - h) Meg-ohm and Surge comparison testing specific to the motors being tested.
 - i) Lathes, milling machine, drill press of sufficient size
 - j) Stator core loss tester of sufficient capacity
 - k) Temperature-regulated Bake/Burn-off oven of sufficient size
 - l) Class H insulating materials including epoxy or polyester resin of sufficient quantity to treat new windings
 - m) Sufficient inventory of inverter-duty treated magnet wire
 - n) Hypotential tester of sufficient capacity
 - o) 460 volt test power supply to no load test run motors up 500 HP @ 460 VAC

C. Supervision by the Vendor

- 1) The Vendor shall supervise and direct all site maintenance work. The Vendor shall be solely responsible for the means, methods techniques, sequences and procedures of maintenance as well as compliance with all applicable OSHA safety practices, codes, and regulations.
- 2) The Vendor shall employ during the full term of the contract a qualified supervisor or superintendent which shall have been designated in writing by the Vendor as their authorized representative at the site. The supervisor shall have full authority to act on behalf of the Vendor and all communications given to the supervisor shall be as binding as if given to the Vendor. The supervisor shall be present on the site at all times as required to perform adequate supervision and coordination if the work.

D. Vendor's Performance

- 1) All materials and workmanship provided to the City shall be of the highest industry standard. Materials purchased by the City through this contract shall be new and subject to inspection and approval by a City representative prior to delivery.
- 2) Vendor shall obtain all permits and licenses and pay all taxes, charges and fees necessary to perform the services.

- 3) Vendor shall guarantee all work and repairs under this contract against defects of materials and/or workmanship for a period as stated per section from the completion date. Chemical agents used shall be warranted for the labeled time period and shall not exceed the shelf time, if applicable.
- 4) The Vendor shall furnish all necessary supplies, labor, vehicles and equipment to perform services. All supplies, labor, vehicles and equipment shall be compliant with the specifications, terms and provisions set forth herein and shall be subject to random, unannounced inspection by an individual designated by the City.
- 5) City shall not provide office or storage space for the Vendor's supplies, vehicles or equipment.

E. Motor Overhaul and Repair

- 1) All motor repairs and complete overhauls for the City will require new bearings regardless of existing bearing conditions.
- 2) The minimum class of insulation shall be class "H" as specified by NEMA.
- 3) Stator rewind shall include clean, dip and bake.
- 4) Vacuum Pressure Impregnation (VPI) shall be included on motors 15 HP and above.
- 5) All repaired or completely overhauled motors shall be cleaned and freshly painted in a "like new" exterior appearance.
- 6) All repaired or completely overhauled motors shall have a separate metal tag screwed or riveted next to the manufacturer's I.D. metal plate with the Vendor's name, address, phone number and date of motor repair.
- 7) Various divisions will deliver (or the Vendor will pick-up at the City's discretion) intact motors to the repair facility and the Vendor will disassemble them.
- 8) Upon completion and before delivery is taken on a motor overhaul or rewind, the motor or stator will be certified as surge comparison tested for winding condition and interrelationship.

F. Pumps

- 1) On-site or in-shop, provides repairs to, or replaces pump devices. Vendor shall have repair and/or replace the pump or the pump and motor devices in the field or provide shop work as necessary and approved by the City. Should the Services require shop work, the Vendor shall be responsible for delivery to Vendor's shop. Upon initiating work, if Vendor determines equipment requires shop work, the Vendor shall incur pickup/delivery charges. Vendor shall provide fieldwork Services as requested by the City. Vendor shall have a complete service truck inventoried with tools/parts as necessary to perform fieldwork Services. The Vendor shall troubleshoot, make repairs, craft, fabricate, weld, and provide qualified labor to meet performance guidelines established by equipment manufacturer. For all equipment repaired or overhauled, Vendor shall provide, at a minimum, a (1) year warranty. All equipment replaced by the Vendor shall have, at a minimum, a one (1) year warranty. All work shall be free of defects in materials and workmanship. Sampling of typical systems that may require repair, overhaul, or replacement under the definition of pumps, may include but not limited to these types used within the City:

1. Centrifugal
2. Turbine

3. Diaphragm
4. Rotary
5. Submersible sump pumps
6. Multi-stage systems
7. Chopper pumps

G. Electrical Support Components and Auxiliary Controls

The Vendor shall service, test, repair or replace electrical electric control devices and their components including electrical testing and troubleshooting tests on low and medium voltage electrical equipment and systems for A/C and D/C electronics, and site construction work. The following equipment is indicative but not all inclusive of the City's current uses:

1. 480V Motor Control Center
2. Switchgear
3. Transfer Switches
4. Variable Frequency Drives
5. Ground Fault Interrupters
6. Circuit Breakers
7. Ground and Protective Relays
8. Power Transformers 5V-480V
9. Wiring and cabling
10. Elevated Lighting 15-80ft
11. Switches
12. Warrick Multifunction Switches
13. 4-20 mAmp transducers
14. Solenoids
15. Valve Actuators
16. Pressure switches

The Vendor shall ensure all equipment is operational and within industry and manufacturer's tolerances. For all equipment repaired or overhauled, Vendor shall provide, at a minimum, a (1) year warranty. All equipment replaced by the Vendor shall have, at a minimum, a one (1) year warranty. All work shall be free of defects in materials and workmanship.

H. Estimates for Repairs

- 1) Prior to the Vendor performing any repair work, the Vendor will be required to provide the City a written or verbal report including condition of equipment, recommended repairs and cost of repairs. Where necessary, and with prior written or verbal approval, the Vendor will be allowed to remove and disassemble the equipment prior to providing the City written estimates.
- 2) Estimates must be provided within twenty-four (24) hours of the Vendor receiving the motor.
- 3) Downtime is a critical factor for the City's pumps; therefore, the motor repair, overhaul and/or rewind time is a critical factor. Maximum motor repair time shall not exceed fourteen (14) working days for the City; this includes the time taken to provide an estimate.
- 4) In some cases, the City will require expedited service and motor repair time shall not exceed seven (7) working days when requested, including the time taken to provide an estimate.

- 5) The City reserves the right to replace the motor rather than repair it. The City reserves the right to make a determination at any time during the repair process to replace the motor with a new one, depending upon the situation.
- 6) No additional costs other than for the tear down and the estimate will be charged to the City if the motor is not repaired. All non-repaired motors and parts will be returned to the City (upon request).

I. Pick-up and Delivery

- 1) Vendor shall be responsible for pick-up and delivery of all motors when and where requested by the City. The Vendor shall perform all pick-up or delivery within twenty-four (24) hours of notification by the City.
- 2) Pick-up and delivery shall be F.O.B. Destination Freight Prepaid to and from various City locations.
- 3) Vendor shall offer over-the-counter service for those City locations that do not request pick-up or delivery of the motors.
- 4) The Vendor may be requested to pick-up a disassembled motor. Alternatively, disassembled motors may also be delivered to the Vendor.

J. Cleanup

- 1) The Vendor shall clean, repaint / recoat and restore all pipe work and equipment disturbed or damaged as a result of their work to match the existing paint and/or coatings. Any damage caused by the Vendor to site appurtenances, structures, and perimeter fencing shall be restored to pre-construction conditions. Site landscaping, including decomposed granite or aggregate surfacing, shall be restored to pre-construction condition.
- 2) After all work under the Contract has been completed, the Vendor shall remove all debris, spoils, unused materials, temporary structures, and construction equipment from the site.

K. Protection of Excavations or Partially Finished Work

- 1) The Vendor shall properly identify, isolate, and protect all excavations or partially finished work, and shall be responsible for the same until the entire contract is completed.

L. Dumping and Disposal of Waste

- 1) The Vendor shall provide for and facilitate the safe disposal of all contaminated waste products, hazardous materials, construction debris, etc., at an off-site location authorized and designed for such materials. Any disposal/dumping of waste products or unused materials shall conform to applicable federal, state and local regulations. Copies of regulated materials disposal documentation shall be provided to the City.

1. RESPONSE TIMES

- A. Emergency response time for City equipment, motors, and other equipment at wells, sewage lift stations, treatment plants, and booster stations shall be within twelve (12) hours after notification.
- B. Emergency motor repairs must be completed within twenty-four (24) hours of notification to proceed.

- C. Normal non-emergency response time and warranty response time for City repairs shall be within seventy-two (72) hours after notification.

2. **REPLACEMENT PARTS AND EQUIPMENT**

- A. The City may choose to purchase replacement and new motors from the Vendor. The price to be paid to the Vendor by the City will be billed at the Manufacturer's List Price plus a percent markup.
- B. Awarded Vendor shall provide the current MSRP reference material (catalog, website, disk) for each part or equipment item within ten (10) days of notification to proceed per replacement.
- C. The City reserves the right to purchase motors directly from the manufacturer or from other vendors if it is in the City's best interest to do so.
- D. The Vendor may be required to provide written pricing for repair parts on specific jobs prior to the City authorizing purchase of the parts.
- E. The City reserves the right to supply spares from its current inventory.

3. **WARRANTY**

- A. Vendor shall warrant that all equipment and parts furnished as new under this contract are newly manufactured and free from defects in material and workmanship for no less than one (1) year from the date the equipment is delivered.
- B. Vendor shall warrant that all rebuilt or repaired equipment and parts furnished under this contract meet manufacturer's specifications and are free from defects in material and workmanship for no less than (1) year from the date the equipment is delivered.
- C. Warranty shall include accepted trade standards of quality, fitness for the intended uses, and conformance to promises or specified specifications. No other express or implied warranty shall eliminate the Vendor's liability as stated herein.
- D. Vendor shall warrant that all labor involved in the rewind and repair of electric motors and associated equipment for no less than (1) year from the date the equipment is delivered. This includes, but is not limited to, general, welding and machine work labor.