

SCOPE OF WORK

1. INTENT

The purpose of this specification is to establish an annual requirements contract for the maintenance service and training on ozone generators for the City of Arlington Water Treatment facilities.

The City maintains two water treatments plants that generate ozone for purposes of drinking water disinfection (see detailed generator specs outlined in Attachment A.)

The City Requires that maintenance and training in support of the ozone generator equipment be provided to optimize the production of ozone in quantities in accordance with the demand for water upon the water treatment plants.

The individual equipment shall be maintained by City personnel in accordance with written O&M documentation and consultation documentation provided by the vendor.

2. PURPOSE

The City desires to execute a contract such that in the case of a needed repair or scheduled maintenance, the successful vendor will:

- Be available within 24 hours for a telephone consultation
- Be onsite within 72 hours for hands-on consultation and mechanical assistance
- Upon request by the City, be onsite within five (5) business days for hands-on training on care, maintenance, and efficiency enhancements to:
 - a) Ozone generators
 - b) PSUs / PLCs
 - c) Destruct units
 - d) Any other equipment issues related to the ozone system as deemed necessary by the City
- Provide a Final written report detailing the repairs and any other related data, list the before and after conditions of the generator, as well as, concerns and recommendations.
- Provide a restock list of items used and any recommendations for the City to maintain an adequate 20% stock of parts and supplies.

3. SCHEDULED MAINTENANCE

1. Develop and provide, to the City, an ongoing maintenance plan and schedule (preventative maintenance), as recommended by the generator manufacturer for minor and major preventative maintenance for all six generators owned by the City.
 - Bi-Annual Minor preventative maintenance
 - Minor preventative maintenance may include, but not be limited to, periodic calibration, inspection, etc. (guidelines for minor services as outlined by the manufacturer)

- Annual Major preventative maintenance
 - Major preventative maintenance may include, but not be limited to dielectric disassembly, cleaning, service, and reassembly (guidelines for major service as outlined by the manufacturer)
 - PSU inspections, Coolant system flushing, and refill.
- 2. Service two (2) generators, one at each water treatment plant per year. In a period of three (3) years all six generators shall be fully serviced with minor and major preventive maintenance.
- 3. This specification defines the minimum requirements of this contract. The replacement parts and repair work identified herein, when provided and completed by the Contractor, are intended to return the subject generator/equipment back to Original Equipment Manufacturer (O.E.M.) operating specification, unless otherwise specified by COA when the work is ordered.
- 4. All scheduling of work under this contract will be on an “as needed” basis and is to be coordinated with the City of Arlington’s Maintenance Coordinator, or authorized designee. The Maintenance Coordinator, or authorized designee, must approve all repair quotes and reports prior to any repair work being performed.
- 5. There shall be two (2) designations of repair under this contract as identified as “routine” and “Emergency”.
 - Routine repairs are defined as any repair that may be addressed in a timely manner but does not require a response within 24 hours. The contractor shall acknowledge notification by phone and be on-site within five (5) working days.
 - Emergency repairs are defined as repairs needed when the City’s water system could be at risk due to lack of disinfection capabilities. If an emergency repair is needed, the Contractor will be notified and must be on-site at the designated COA facility within 24 hours. A Repair Report Estimate shall be submitted to the COA Maintenance Coordinator within 24 hours of system inspection. Contractor must be capable of performing emergency work on an around-the-clock basis, if requested by COA.
 - Scheduled maintenance shall be scheduled and submitted to the COA representative for review and approval. Upon approval of the schedule, the Contractor shall contact the authorized COA representative two weeks prior to site visit to arrange preparations for the preventive maintenance to be performed.
 - All requirements noted in this specification are applicable to both routine and emergency repairs. Repeated failure to meet the specified time frames will be grounds for termination of the contract.

4. GENERATORS AND LOCATIONS

Storage facilities for the ozone generators are located on two sites. See attachment “A.”

Pierce-Burch Water Treatment Plant (WTP) – 1901 Lakewood Drive, Arlington, TX.

- Three (3) Generators Model OF209

John Kubala Water Treatment Plant (WTP) – 7001 US HWY 287, Arlington, TX.

- Three (3) Generators Model OF214L-AT

5. SECURITY PROCEDURES

All entrants must have specific business with an Arlington Water Department employee to be allowed entrance to the water treatment plants and remote sites. Employees controlling gate access at each plant will view the appropriate Electronic Visitor's Calendar in order to determine validity of requested visitor entries per Security Procedures. This includes consultants, vendors, salespersons, contractors, or any other non-City employees. Any access shall require:

- a. Listing on the Electronic Visitor's Calendar, or Immediate sign in at a designated sign-in log book after approval to enter, as designated by employee authorizing entry. Sign in must include driver's name, company name, phone number and time in, as well as time out upon departure.
- b. All entries must reflect correct date, time, company, and driver name.
- c. Show photo identification at the time of log-in, if requested
- d. Sign out prior to leaving the Water Plant (if signed in)