CITY OF NOVI CITY COUNCIL
JUNE 2, 2025

SUBJECT: Consideration of approval to award the Valve Exercising, Condition Assessment and Repair Program contract to Hydromax USA LLC, the low bidder, in the amount of $1,469,048.

SUBMITTING DEPARTMENT: Department of Public Works, Water & Sewer Division

KEY HIGHLIGHTS:

- This is a 5-year program intended to evaluate 20% of the system's valves every year (~1,650 valves per year).
- Annual program costs will be ~$295,000.
- Water system valves will be exercised and then assessed for future maintenance.
- Minor repairs will be completed during the assessment. Major repairs identified will be completed as a separate project.

FINANCIAL IMPACT

	FY 2024/25
EXPENDITURE REQUIRED	**$ 273,950 Year 1** **$ 283,545 Year 2** **$ 293,459 Year 3** **$ 303,733 Year 4** **$ 314,362 Year 5** **$ 1,469,048 TOTAL**
BUDGET **Water & Sewer Fund 592-536.00-936.040**	**$ 275,000 Year 1**
APPROPRIATION REQUIRED	**$ 0**
FUND BALANCE IMPACT	**$ 0**
Years 2 through 5 costs will be budgeted in the out years.	

BACKGROUND INFORMATION:

This project involves condition assessment, exercising, and repair of the water valves within the City's distribution system. The valves range in size from 30-inch on primary transmission mains, down to 6-inch hydrant isolation valves. The valves are a critical part of the water distribution system and are used to isolate water main segments or areas within the system for operation, maintenance, and repair.

Best practices include an exercising program every five years to help ensure proper function. In 2021/22, a valve exercising program for the entire water system was completed. Now, the first phase of an annual program is being implemented, where approximately 1,650 valves will be evaluated each year (20% of the 8,280 valves in the water system). The work will involve exercising and assessing each valve, along with minor repairs (rusted bolts, operating nuts, packing, etc.). Major repairs (valve rehabilitation, structure repairs, etc.) will be completed together as a separate project. As major repairs are identified, the contractor will provide estimates, and staff will evaluate for potential change orders as appropriate.

The project was advertised for public bids on March 13, 2025. Three (3) bids were received and opened on May 5, 2025, following the solicitation period. Hydromax USA LLC is recommended in the best interest of the city as it is responsive and complies with all the requirements of the bidding instructions. A summary of the three bids is as follows:

Contractor	**Total Bid**
Hydromax USA	$1,469,048
M.E. Simpson	$2,079,201
Superior Excavating	$4,774,163

This program is expected to begin shortly after City Council award.

RECOMMENDED ACTION: Approval to award the Valve Exercising, Condition Assessment and Repair Program contract to Hydromax USA LLC, the low bidder, in the amount of $1,469,048.

CITY OF NOVI
Valve Exercising, Condition Assessment and Repair Program
Bid Tab 4/8/2021 1pm

Valve Exercising, Condition Assessment and Repair Program

	Hydromax USA	M.E. Simpson	Superior Excavating
YEAR 1	$273,950	$389,993	$861,550
YEAR 2	$283,545	$389,993	$905,745
YEAR 3	$293,459	$422,710	$953,030
YEAR 4	$303,733	$434,410	$1,001,314
YEAR 5	$314,362	$442,095	$1,052,524
5 YEAR TOTAL	**$1,469,048**	**$2,079,201**	**$4,774,163**

CITY OF NOVI
Valve Exercising, Condition Assessment and Repair Program
Bid Tab 4/8/2021 1pm

				Hydromax USA		M.E. Simpson		Superior Excavating	
YEAR 1	**Description**	**Unit**	**Quantity**	**Unit Price**	**Total Price**	**Unit Price**	**Total Price**	**Unit Price**	**Total Price**
	VALVE ASSESSMENT								
1	Mobilization Valve Assessment	Ea	1	$ 2,500	$ 2,500	$ 3,550	$ 3,550	$ 25,000	$ 25,000
2	Valve Assessment, 8" to 12" Diameter	Ea	730	$ 65	$ 47,450	$ 99	$ 72,270	$ 250	$ 182,500
3	Valve Assessment, 16" Diameter	Ea	30	$ 150	$ 4,500	$ 129	$ 3,870	$ 275	$ 8,250
4	Valve Assessment, 20" Diameter	Ea	1	$ 200	$ 200	$ 198	$ 198	$ 300	$ 300
5	Valve Assessment, 24" Diameter	Ea	5	$ 200	$ 1,000	$ 198	$ 990	$ 350	$ 1,750
6	Valve Assessment, 30" Diameter	Ea	5	$ 350	$ 1,750	$ 248	$ 1,240	$ 400	$ 2,000
7	Valve Cannot Locate	Ea	150	$ 55	$ 8,250	$ 99	$ 14,850	$ 200	$ 30,000
8	Confined Space Entry	Ea	5	$ 250	$ 1,250	$ 395	$ 1,975	$ 250	$ 1,250
9	Minor Repairs (bolt tightening and repalcement,	Hour	50	$ 235	$ 11,750	$ 395	$ 19,750	$ 450	$ 22,500
10	Hydrant Valve Assessment, 6" Diameter	Ea	1200	$ 60	$ 72,000	$ 99	$ 118,800	$ 250	$ 300,000
11	Valve Box Re-Alignment, up to 1' Deep (Non Pavement)	Ea	15	$ 95	$ 1,425	$ 295	$ 4,425	$ 250	$ 3,750
12	Valve Box Re-Alignment, up to 1' Deep (Pavement)	Ea	15	$ 250	$ 3,750	$ 395	$ 5,925	$ 1,000	$ 15,000
13	Valve Box Re-Alignment, >1'to 3' Deep (Non	Ea	15	$ 125	$ 1,875	$ 295	$ 4,425	$ 450	$ 6,750
14	Valve Box Re-Alignment, >1'to 3' Deep (Pavement)	Ea	15	$ 350	$ 5,250	$ 395	$ 5,925	$ 1,500	$ 22,500
15	Valve Box Height Adjust, up to 1' Deep (Non Pavement)	Ea	100	$ 95	$ 9,500	$ 195	$ 19,500	$ 250	$ 25,000
16	Valve Box Height Adjust, up to 1' Deep (Pavement)	Ea	100	$ 125	$ 12,500	$ 395	$ 39,500	$ 1,000	$ 100,000
17	Miscellaneous Work	Hour	100	$ 235	$ 23,500	$ 395	$ 39,500	$ 450	$ 45,000
	LARGE VALVE & OPERATING NUT REPAIR								
18	Mobilization, Large Valve & Operating Nut Repair	Ea	1	$ 2,000	$ 2,000	$ 3,550	$ 3,550	$ 15,000	$ 15,000
19	Removal of Gears	Day	3	$ 3,500	$ 10,500	$ -	$ -	$ 5,000	$ 15,000
20	Re-installation of Gears	Day	3	$ 3,500	$ 10,500	$ -	$ -	$ 5,000	$ 15,000
21	Replace Missing/Damaged Operating Nuts	Ea	50	$ 850	$ 42,500	$ 595	$ 29,750	$ 500	$ 25,000
				TOTAL	$ 273,950	**TOTAL**	$ 389,993	**TOTAL**	$ 861,550

CITY OF NOVI
Valve Exercising, Condition Assessment and Repair Program
Bid Tab 4/8/2021 1pm

				Hydromax USA		M.E. Simpson		Superior Excavating	
YEAR 2	**Description**	**Unit**	**Quantity**	**Unit Price**	**Total Price**	**Unit Price**	**Total Price**	**Unit Price**	**Total Price**
	VALVE ASSESSMENT								
1	Mobilization Valve Assessment	Ea	1	$ 2,587.50	$ 2,587.50	$ 3,550.00	$ 3,550.00	$26,250.00	$ 26,250.00
2	Valve Assessment, 8" to 12" Diameter	Ea	730	$ 67.28	$ 49,114.40	$ 99.00	$ 72,270.00	$ 263.00	$ 191,990.00
3	Valve Assessment, 16" Diameter	Ea	30	$ 155.25	$ 4,657.50	$ 129.00	$ 3,870.00	$ 289.00	$ 8,670.00
4	Valve Assessment, 20" Diameter	Ea	1	$ 207.00	$ 207.00	$ 198.00	$ 198.00	$ 315.00	$ 315.00
5	Valve Assessment, 24" Diameter	Ea	5	$ 207.00	$ 1,035.00	$ 198.00	$ 990.00	$ 368.00	$ 1,840.00
6	Valve Assessment, 30" Diameter	Ea	5	$ 362.25	$ 1,811.25	$ 248.00	$ 1,240.00	$ 420.00	$ 2,100.00
7	Valve Cannot Locate	Ea	150	$ 56.93	$ 8,539.50	$ 99.00	$ 14,850.00	$ 210.00	$ 31,500.00
8	Confined Space Entry	Ea	5	$ 258.75	$ 1,293.75	$ 395.00	$ 1,975.00	$ 263.00	$ 1,315.00
9	Minor Repairs (bolt tightening and repalcement,	Hour	50	$ 243.23	$ 12,161.50	$ 395.00	$ 19,750.00	$ 473.00	$ 23,650.00
10	Hydrant Valve Assessment, 6" Diameter	Ea	1200	$ 62.10	$ 74,520.00	$ 99.00	$ 118,800.00	$ 263.00	$ 315,600.00
11	Valve Box Re-Alignment, up to 1' Deep (Non Pavement)	Ea	15	$ 98.33	$ 1,474.95	$ 295.00	$ 4,425.00	$ 263.00	$ 3,945.00
12	Valve Box Re-Alignment, up to 1' Deep (Pavement)	Ea	15	$ 258.75	$ 3,881.25	$ 395.00	$ 5,925.00	$ 1,050.00	$ 15,750.00
13	Valve Box Re-Alignment, >1'to 3' Deep (Non	Ea	15	$ 129.38	$ 1,940.70	$ 295.00	$ 4,425.00	$ 473.00	$ 7,095.00
14	Valve Box Re-Alignment, >1'to 3' Deep (Pavement)	Ea	15	$ 362.25	$ 5,433.75	$ 395.00	$ 5,925.00	$ 1,575.00	$ 23,625.00
15	Valve Box Height Adjust, up to 1' Deep (Non Pavement)	Ea	100	$ 98.33	$ 9,833.00	$ 195.00	$ 19,500.00	$ 263.00	$ 26,300.00
16	Valve Box Height Adjust, up to 1' Deep (Pavement)	Ea	100	$ 129.38	$ 12,938.00	$ 395.00	$ 39,500.00	$ 1,050.00	$ 105,000.00
17	Miscellaneous Work	Hour	100	$ 243.23	$ 24,323.00	$ 395.00	$ 39,500.00	$ 473.00	$ 47,300.00
	LARGE VALVE & OPERATING NUT REPAIR								
18	Mobilization, Large Valve & Operating Nut Repair	Ea	1	$ 2,070.00	$ 2,070.00	$ 3,550.00	$ 3,550.00	$15,750.00	$ 15,750.00
19	Removal of Gears	Day	3	$ 3,622.50	$ 10,867.50	$ -	$ -	$ 5,250.00	$ 15,750.00
20	Re-installation of Gears	Day	3	$ 3,622.50	$ 10,867.50	$ -	$ -	$ 5,250.00	$ 15,750.00
21	Replace Missing/Damaged Operating Nuts	Ea	50	$ 879.75	$ 43,987.50	$ 595.00	$ 29,750.00	$ 525.00	$ 26,250.00
				TOTAL	**$ 283,544.55**	**TOTAL**	**$ 389,993.00**	**TOTAL**	**$ 905,745.00**

CITY OF NOVI
Valve Exercising, Condition Assessment and Repair Program
Bid Tab 4/8/2021 1pm

				Hydromax USA		M.E. Simpson		Superior Excavating	
YEAR 3	Description	Unit	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
	VALVE ASSESSMENT								
1	Mobilization Valve Assessment	Ea	1	$ 2,678.06	$ 2,678.06	$ 3,700.00	$ 3,700.00	$27,563.00	$ 27,563.00
2	Valve Assessment, 8" to 12" Diameter	Ea	730	$ 69.63	$ 50,829.90	$ 110.00	$ 80,300.00	$ 277.00	$ 202,210.00
3	Valve Assessment, 16" Diameter	Ea	30	$ 160.68	$ 4,820.40	$ 155.00	$ 4,650.00	$ 304.00	$ 9,120.00
4	Valve Assessment, 20" Diameter	Ea	1	$ 214.25	$ 214.25	$ 210.00	$ 210.00	$ 331.00	$ 331.00
5	Valve Assessment, 24" Diameter	Ea	5	$ 214.25	$ 1,071.25	$ 210.00	$ 1,050.00	$ 387.00	$ 1,935.00
6	Valve Assessment, 30" Diameter	Ea	5	$ 374.93	$ 1,874.65	$ 260.00	$ 1,300.00	$ 441.00	$ 2,205.00
7	Valve Cannot Locate	Ea	150	$ 58.92	$ 8,838.00	$ 110.00	$ 16,500.00	$ 221.00	$ 33,150.00
8	Confined Space Entry	Ea	5	$ 267.81	$ 1,339.05	$ 410.00	$ 2,050.00	$ 277.00	$ 1,385.00
9	Minor Repairs (bolt tightening and repalcement,	Hour	50	$ 251.74	$ 12,587.00	$ 410.00	$ 20,500.00	$ 497.00	$ 24,850.00
10	Hydrant Valve Assessment, 6" Diameter	Ea	1200	$ 64.27	$ 77,124.00	$ 110.00	$ 132,000.00	$ 277.00	$ 332,400.00
11	Valve Box Re-Alignment, up to 1' Deep (Non Pavement)	Ea	15	$ 101.77	$ 1,526.55	$ 310.00	$ 4,650.00	$ 277.00	$ 4,155.00
12	Valve Box Re-Alignment, up to 1' Deep (Pavement)	Ea	15	$ 267.81	$ 4,017.15	$ 415.00	$ 6,225.00	$ 1,103.00	$ 16,545.00
13	Valve Box Re-Alignment, >1'to 3' Deep (Non	Ea	15	$ 133.90	$ 2,008.50	$ 310.00	$ 4,650.00	$ 497.00	$ 7,455.00
14	Valve Box Re-Alignment, >1'to 3' Deep (Pavement)	Ea	15	$ 374.93	$ 5,623.95	$ 415.00	$ 6,225.00	$ 1,654.00	$ 24,810.00
15	Valve Box Height Adjust, up to 1' Deep (Non Pavement)	Ea	100	$ 101.77	$ 10,177.00	$ 210.00	$ 21,000.00	$ 277.00	$ 27,700.00
16	Valve Box Height Adjust, up to 1' Deep (Pavement)	Ea	100	$ 133.90	$ 13,390.00	$ 415.00	$ 41,500.00	$ 1,103.00	$ 110,300.00
17	Miscellaneous Work	Hour	100	$ 251.74	$ 25,174.00	$ 415.00	$ 41,500.00	$ 497.00	$ 49,700.00
	LARGE VALVE & OPERATING NUT REPAIR								
18	Mobilization, Large Valve & Operating Nut Repair	Ea	1	$ 2,142.45	$ 2,142.45	$ 3,700.00	$ 3,700.00	$16,538.00	$ 16,538.00
19	Removal of Gears	Day	3	$ 3,749.29	$ 11,247.87	$ -	$ -	$ 5,513.00	$ 16,539.00
20	Re-installation of Gears	Day	3	$ 3,749.29	$ 11,247.87	$ -	$ -	$ 5,513.00	$ 16,539.00
21	Replace Missing/Damaged Operating Nuts	Ea	50	$ 910.54	$ 45,527.00	$ 620.00	$ 31,000.00	$ 552.00	$ 27,600.00
				TOTAL	**$ 293,458.90**	**TOTAL**	**$ 422,710.00**	**TOTAL**	**$ 953,030.00**

CITY OF NOVI
Valve Exercising, Condition Assessment and Repair Program
Bid Tab 4/8/2021 1pm

				Hydromax USA		M.E. Simpson		Superior Excavating	
YEAR 4	Description	Unit	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
	VALVE ASSESSMENT								
1	Mobilization Valve Assessment	Ea	1	$ 2,771.79	$ 2,771.79	$ 3,700.00	$ 3,700.00	$28,942.00	$ 28,942.00
2	Valve Assessment, 8" to 12" Diameter	Ea	730	$ 72.07	$ 52,611.10	$ 110.00	$ 80,300.00	$ 291.00	$ 212,430.00
3	Valve Assessment, 16" Diameter	Ea	30	$ 166.31	$ 4,989.30	$ 155.00	$ 4,650.00	$ 320.00	$ 9,600.00
4	Valve Assessment, 20" Diameter	Ea	1	$ 221.74	$ 221.74	$ 210.00	$ 210.00	$ 348.00	$ 348.00
5	Valve Assessment, 24" Diameter	Ea	5	$ 221.74	$ 1,108.70	$ 210.00	$ 1,050.00	$ 407.00	$ 2,035.00
6	Valve Assessment, 30" Diameter	Ea	5	$ 388.05	$ 1,940.25	$ 260.00	$ 1,300.00	$ 464.00	$ 2,320.00
7	Valve Cannot Locate	Ea	150	$ 60.98	$ 9,147.00	$ 110.00	$ 16,500.00	$ 233.00	$ 34,950.00
8	Confined Space Entry	Ea	5	$ 277.18	$ 1,385.90	$ 410.00	$ 2,050.00	$ 291.00	$ 1,455.00
9	Minor Repairs (bolt tightening and repalcement,	Hour	50	$ 260.55	$ 13,027.50	$ 410.00	$ 20,500.00	$ 522.00	$ 26,100.00
10	Hydrant Valve Assessment, 6" Diameter	Ea	1200	$ 66.52	$ 79,824.00	$ 110.00	$ 132,000.00	$ 291.00	$ 349,200.00
11	Valve Box Re-Alignment, up to 1' Deep (Non Pavement)	Ea	15	$ 105.33	$ 1,579.95	$ 310.00	$ 4,650.00	$ 291.00	$ 4,365.00
12	Valve Box Re-Alignment, up to 1' Deep (Pavement)	Ea	15	$ 277.18	$ 4,157.70	$ 415.00	$ 6,225.00	$ 1,159.00	$ 17,385.00
13	Valve Box Re-Alignment, >1'to 3' Deep (Non	Ea	15	$ 138.59	$ 2,078.85	$ 310.00	$ 4,650.00	$ 522.00	$ 7,830.00
14	Valve Box Re-Alignment, >1'to 3' Deep (Pavement)	Ea	15	$ 388.05	$ 5,820.75	$ 415.00	$ 6,225.00	$ 1,737.00	$ 26,055.00
15	Valve Box Height Adjust, up to 1' Deep (Non Pavement)	Ea	100	$ 105.33	$ 10,533.00	$ 210.00	$ 21,000.00	$ 291.00	$ 29,100.00
16	Valve Box Height Adjust, up to 1' Deep (Pavement)	Ea	100	$ 138.59	$ 13,859.00	$ 415.00	$ 41,500.00	$ 1,159.00	$ 115,900.00
17	Miscellaneous Work	Hour	100	$ 260.55	$ 26,055.00	$ 415.00	$ 41,500.00	$ 522.00	$ 52,200.00
	LARGE VALVE & OPERATING NUT REPAIR								
18	Mobilization, Large Valve & Operating Nut Repair	Ea	1	$ 2,217.44	$ 2,217.44	$ 3,700.00	$ 3,700.00	$17,365.00	$ 17,365.00
19	Removal of Gears	Day	3	$ 3,880.51	$ 11,641.53	$ -	$ -	$ 5,789.00	$ 17,367.00
20	Re-installation of Gears	Day	3	$ 3,880.51	$ 11,641.53	$ 3,900.00	$ 11,700.00	$ 5,789.00	$ 17,367.00
21	Replace Missing/Damaged Operating Nuts	Ea	50	$ 942.41	$ 47,120.50	$ 620.00	$ 31,000.00	$ 580.00	$ 29,000.00
				TOTAL	**$ 303,732.53**	**TOTAL**	**$ 434,410.00**	**TOTAL**	**$ 1,001,314.00**

CITY OF NOVI
Valve Exercising, Condition Assessment and Repair Program
Bid Tab 4/8/2021 1pm

				Hydromax USA		M.E. Simpson		Superior Excavating	
YEAR 5	**Description**	**Unit**	**Quantity**	**Unit Price**	**Total Price**	**Unit Price**	**Total Price**	**Unit Price**	**Total Price**
	VALVE ASSESSMENT								
1	Mobilization Valve Assessment	Ea	1	$ 2,868.81	$ 2,868.81	$ 3,850.00	$ 3,850.00	$30,390.00	$ 30,390.00
2	Valve Assessment, 8" to 12" Diameter	Ea	730	$ 74.59	$ 54,450.70	$ 115.00	$ 83,950.00	$ 306.00	$ 223,380.00
3	Valve Assessment, 16" Diameter	Ea	30	$ 172.13	$ 5,163.90	$ 165.00	$ 4,950.00	$ 336.00	$ 10,080.00
4	Valve Assessment, 20" Diameter	Ea	1	$ 229.50	$ 229.50	$ 220.00	$ 220.00	$ 366.00	$ 366.00
5	Valve Assessment, 24" Diameter	Ea	5	$ 229.50	$ 1,147.50	$ 220.00	$ 1,100.00	$ 428.00	$ 2,140.00
6	Valve Assessment, 30" Diameter	Ea	5	$ 401.63	$ 2,008.15	$ 275.00	$ 1,375.00	$ 488.00	$ 2,440.00
7	Valve Cannot Locate	Ea	150	$ 63.11	$ 9,466.50	$ 114.00	$ 17,100.00	$ 245.00	$ 36,750.00
8	Confined Space Entry	Ea	5	$ 286.88	$ 1,434.40	$ 430.00	$ 2,150.00	$ 306.00	$ 1,530.00
9	Minor Repairs (bolt tightening and repalcement,	Hour	50	$ 269.67	$ 13,483.50	$ 430.00	$ 21,500.00	$ 549.00	$ 27,450.00
10	Hydrant Valve Assessment, 6" Diameter	Ea	1200	$ 68.85	$ 82,620.00	$ 115.00	$ 138,000.00	$ 306.00	$ 367,200.00
11	Valve Box Re-Alignment, up to 1' Deep (Non Pavement)	Ea	15	$ 109.01	$ 1,635.15	$ 325.00	$ 4,875.00	$ 306.00	$ 4,590.00
12	Valve Box Re-Alignment, up to 1' Deep (Pavement)	Ea	15	$ 286.88	$ 4,303.20	$ 435.00	$ 6,525.00	$ 1,217.00	$ 18,255.00
13	Valve Box Re-Alignment, >1'to 3' Deep (Non	Ea	15	$ 143.44	$ 2,151.60	$ 325.00	$ 4,875.00	$ 549.00	$ 8,235.00
14	Valve Box Re-Alignment, >1'to 3' Deep (Pavement)	Ea	15	$ 401.63	$ 6,024.45	$ 435.00	$ 6,525.00	$ 1,824.00	$ 27,360.00
15	Valve Box Height Adjust, up to 1' Deep (Non Pavement)	Ea	100	$ 109.01	$ 10,901.00	$ 220.00	$ 22,000.00	$ 306.00	$ 30,600.00
16	Valve Box Height Adjust, up to 1' Deep (Pavement)	Ea	100	$ 143.44	$ 14,344.00	$ 435.00	$ 43,500.00	$ 1,217.00	$ 121,700.00
17	Miscellaneous Work	Hour	100	$ 269.67	$ 26,967.00	$ 435.00	$ 43,500.00	$ 549.00	$ 54,900.00
	LARGE VALVE & OPERATING NUT REPAIR								
18	Mobilization, Large Valve & Operating Nut Repair	Ea	1	$ 2,295.05	$ 2,295.05	$ 3,850.00	$ 3,850.00	$18,234.00	$ 18,234.00
19	Removal of Gears	Day	3	$ 4,016.33	$ 12,048.99	$ -	$ -	$ 6,079.00	$ 18,237.00
20	Re-installation of Gears	Day	3	$ 4,016.33	$ 12,048.99	$ -	$ -	$ 6,079.00	$ 18,237.00
21	Replace Missing/Damaged Operating Nuts	Ea	50	$ 975.39	$ 48,769.50	$ 645.00	$ 32,250.00	$ 609.00	$ 30,450.00
				TOTAL	**$ 314,361.89**	**TOTAL**	**$ 442,095.00**	**TOTAL**	**$ 1,052,524.00**

CITY OF NOVI

VALVE EXERCISING, CONDITION ASSESSMENT AND REPAIR PROGRAM

FEE PROPOSAL FORM

We the undersigned as the Proposer, propose to furnish to the City of Novi, according to the specifications, terms, conditions and instructions attached hereto and made a part thereof:

YEAR 1

Item No.	Item Description	Unit	Quantity	Unit Price	Total Price
	VALVE ASSESSMENT				
1	Mobilization, Valve Assessment	Ea	1	$2,500.00	$2,500.00
2	Valve Assessment, 8" to 12" Diameter	Ea	730	$65.00	$47,450.00
3	Valve Assessment, 16" Diameter	Ea	30	$150.00	$4,500.00
4	Valve Assessment, 20" Diameter	Ea	1	$200.00	$200.00
5	Valve Assessment, 24" Diameter	Ea	5	$200.00	$1,000.00
6	Valve Assessment, 30" Diameter	Ea	5	$350.00	$1,750.00
7	Valve Cannot Locate	Ea	150	$55.00	$8,250.00
8	Confined Space Entry	Ea	5	$250.00	$1,250.00
9	Minor Repairs (bolt tightening and replacement, fix packing leaks)	Hr	50	$235.00	$11,750.00
10	Hydrant Valve Assessment, 6" Diameter	Ea	1200	$60.00	$72,000.00
11	Valve Box Re-Alignment, up to 1' Deep (Non Pavement)	Ea	15	$95.00	$1,425.00
12	Valve Box Re-Alignment, up to 1' Deep (Pavement)	Ea	15	$250.00	$3,750.00
13	Valve Box Re-Alignment, >1' to 3' Deep (Non Pavement)	Ea	15	$125.00	$1,875.00
14	Valve Box Re-Alignment, >1' to 3' Deep (Pavement)	Ea	15	$350.00	$5,250.00
15	Valve Box Height Adjust, up to 1' Deep (Non Pavement)	Ea	100	$95.00	$9,500.00
16	Valve Box Height Adjust, up to 1' deep (Pavement)	Ea	100	$125.00	$12,500.00
17	Miscellaneous Work	Hr	100	$235.00	$23,500.00
	LARGE VALVE & OPERATING NUT REPAIR				
18	Mobilization, Large Valve (16"+) & Operating Nut Repair (includes all required mobilizations)	Ea	1	$2,000.00	$2,000.00
19	Removal of Gears	Day	3	$3,500.00	$10,500.00
20	Re-installation of Gears	Day	3	$3,500.00	$10,500.00
21	Replace Missing/Damaged Operating Nuts	Ea	50	$850.00	$42,500.00
				TOTAL PRICE	$273,950.00

YEAR 2

Item No.	Item Description	Unit	Quantity	Unit Price	Total Price
	VALVE ASSESSMENT				
1	Mobilization, Valve Assessment	Ea	1	$2,587.50	$2,587.50
2	Valve Assessment, 8" to 12" Diameter	Ea	730	$67.28	$49,110.75
3	Valve Assessment, 16" Diameter	Ea	30	$155.25	$4,657.50
4	Valve Assessment, 20" Diameter	Ea	1	$207.00	$207.00
5	Valve Assessment, 24" Diameter	Ea	5	$207.00	$1,035.00
6	Valve Assessment, 30" Diameter	Ea	5	$362.25	$1,811.25
7	Valve Cannot Locate	Ea	150	$56.93	$8,538.75
8	Confined Space Entry	Ea	5	$258.75	$1,293.75
9	Minor Repairs (bolt tightening and replacement, fix packing leaks)	Hr	50	$243.23	$12,161.25
10	Hydrant Valve Assessment, 6" Diameter	Ea	1200	$62.10	$74,520.00
11	Valve Box Re-Alignment, up to 1' Deep (Non Pavement)	Ea	15	$98.33	$1,474.88
12	Valve Box Re-Alignment, up to 1' Deep (Pavement)	Ea	15	$258.75	$3,881.25
13	Valve Box Re-Alignment, >1' to 3' Deep (Non Pavement)	Ea	15	$129.38	$1,940.63
14	Valve Box Re-Alignment, >1' to 3' Deep (Pavement)	Ea	15	$362.25	$5,433.75
15	Valve Box Height Adjust, up to 1' Deep (Non Pavement)	Ea	100	$98.33	$9,832.50
16	Valve Box Height Adjust, up to 1' deep (Pavement)	Ea	100	$129.38	$12,937.50
17	Miscellaneous Work	Hr	100	$243.23	$24,322.50
	LARGE VALVE & OPERATING NUT REPAIR				
18	Mobilization, Large Valve (16"+) & Operating Nut Repair (includes all required mobilizations)	Ea	1	$2,070.00	$2,070.00
19	Removal of Gears	Day	3	$3,622.50	$10,867.50
20	Re-installation of Gears	Day	3	$3,622.50	$10,867.50
21	Replace Missing/Damaged Operating Nuts	Ea	50	$879.75	$43,987.50
				TOTAL PRICE	$283,538.25

YEAR 3

Item No.	Item Description	Unit	Quantity	Unit Price	Total Price
	VALVE ASSESSMENT				
1	Mobilization, Valve Assessment	Ea	1	$2,678.06	$2,678.06
2	Valve Assessment, 8" to 12" Diameter	Ea	730	$69.63	$50,829.63
3	Valve Assessment, 16" Diameter	Ea	30	$160.68	$4,820.51
4	Valve Assessment, 20" Diameter	Ea	1	$214.25	$214.25
5	Valve Assessment, 24" Diameter	Ea	5	$214.25	$1,071.23
6	Valve Assessment, 30" Diameter	Ea	5	$374.93	$1,874.64
7	Valve Cannot Locate	Ea	150	$58.92	$8,837.61
8	Confined Space Entry	Ea	5	$267.81	$1,339.03
9	Minor Repairs (bolt tightening and replacement, fix packing leaks)	Hr	50	$251.74	$12,586.89
10	Hydrant Valve Assessment, 6" Diameter	Ea	1200	$64.27	$77,128.20
11	Valve Box Re-Alignment, up to 1' Deep (Non Pavement)	Ea	15	$101.77	$1,526.50
12	Valve Box Re-Alignment, up to 1' Deep (Pavement)	Ea	15	$267.81	$4,017.09
13	Valve Box Re-Alignment, >1' to 3' Deep (Non Pavement)	Ea	15	$133.90	$2,008.55
14	Valve Box Re-Alignment, >1' to 3' Deep (Pavement)	Ea	15	$374.93	$5,623.93
15	Valve Box Height Adjust, up to 1' Deep (Non Pavement)	Ea	100	$101.77	$10,176.64
16	Valve Box Height Adjust, up to 1' deep (Pavement)	Ea	100	$133.90	$13,390.31
17	Miscellaneous Work	Hr	100	$251.74	$25,173.79
	LARGE VALVE & OPERATING NUT REPAIR				
18	Mobilization, Large Valve (16"+) & Operating Nut Repair (includes all required mobilizations)	Ea	1	$2,142.45	$2,142.45
19	Removal of Gears	Day	3	$3,749.29	$11,247.86
20	Re-installation of Gears	Day	3	$3,749.29	$11,247.86
21	Replace Missing/Damaged Operating Nuts	Ea	50	$910.54	$45,527.06
				TOTAL PRICE	$293,462.09

YEAR 4

Item No.	Item Description	Unit	Quantity	Unit Price	Total Price
	VALVE ASSESSMENT				
1	Mobilization, Valve Assessment	Ea	1	$2,771.79	$2,771.79
2	Valve Assessment, 8" to 12" Diameter	Ea	730	$72.07	$52,608.66
3	Valve Assessment, 16" Diameter	Ea	30	$166.31	$4,989.23
4	Valve Assessment, 20" Diameter	Ea	1	$221.74	$221.74
5	Valve Assessment, 24" Diameter	Ea	5	$221.74	$1,108.72
6	Valve Assessment, 30" Diameter	Ea	5	$388.05	$1,940.26
7	Valve Cannot Locate	Ea	150	$60.98	$9,146.92
8	Confined Space Entry	Ea	5	$277.18	$1,385.90
9	Minor Repairs (bolt tightening and replacement, fix packing leaks)	Hr	50	$260.55	$13,027.44
10	Hydrant Valve Assessment, 6" Diameter	Ea	1200	$66.52	$79,827.69
11	Valve Box Re-Alignment, up to 1' Deep (Non Pavement)	Ea	15	$105.33	$1,579.92
12	Valve Box Re-Alignment, up to 1' Deep (Pavement)	Ea	15	$277.18	$4,157.69
13	Valve Box Re-Alignment, >1' to 3' Deep (Non Pavement)	Ea	15	$138.59	$2,078.85
14	Valve Box Re-Alignment, >1' to 3' Deep (Pavement)	Ea	15	$388.05	$5,820.77
15	Valve Box Height Adjust, up to 1' Deep (Non Pavement)	Ea	100	$105.33	$10,532.82
16	Valve Box Height Adjust, up to 1' deep (Pavement)	Ea	100	$138.59	$13,858.97
17	Miscellaneous Work	Hr	100	$260.55	$26,054.87
	LARGE VALVE & OPERATING NUT REPAIR				
18	Mobilization, Large Valve (16"+) & Operating Nut Repair (includes all required mobilizations)	Ea	1	$2,217.44	$2,217.44
19	Removal of Gears	Day	3	$3,880.51	$11,641.54
20	Re-installation of Gears	Day	3	$3,880.51	$11,641.54
21	Replace Missing/Damaged Operating Nuts	Ea	50	$942.41	$47,120.51
				TOTAL PRICE	$303,733.26

YEAR 5

Item No.	Item Description	Unit	Quantity	Unit Price	Total Price
	VALVE ASSESSMENT				
1	Mobilization, Valve Assessment	Ea	1	$2,868.81	$2,868.81
2	Valve Assessment, 8" to 12" Diameter	Ea	730	$74.59	$54,449.97
3	Valve Assessment, 16" Diameter	Ea	30	$172.13	$5,163.85
4	Valve Assessment, 20" Diameter	Ea	1	$229.50	$229.50
5	Valve Assessment, 24" Diameter	Ea	5	$229.50	$1,147.52
6	Valve Assessment, 30" Diameter	Ea	5	$401.63	$2,008.17
7	Valve Cannot Locate	Ea	150	$63.11	$9,467.06
8	Confined Space Entry	Ea	5	$286.88	$1,434.40
9	Minor Repairs (bolt tightening and replacement, fix packing leaks)	Hr	50	$269.67	$13,483.40
10	Hydrant Valve Assessment, 6" Diameter	Ea	1200	$68.85	$82,621.66
11	Valve Box Re-Alignment, up to 1' Deep (Non Pavement)	Ea	15	$109.01	$1,635.22
12	Valve Box Re-Alignment, up to 1' Deep (Pavement)	Ea	15	$286.88	$4,303.21
13	Valve Box Re-Alignment, >1' to 3' Deep (Non Pavement)	Ea	15	$143.44	$2,151.61
14	Valve Box Re-Alignment, >1' to 3' Deep (Pavement)	Ea	15	$401.63	$6,024.50
15	Valve Box Height Adjust, up to 1' Deep (Non Pavement)	Ea	100	$109.01	$10,901.47
16	Valve Box Height Adjust, up to 1' deep (Pavement)	Ea	100	$143.44	$14,344.04
17	Miscellaneous Work	Hr	100	$269.67	$26,966.79
	LARGE VALVE & OPERATING NUT REPAIR				
18	Mobilization, Large Valve (16"+) & Operating Nut Repair (includes all required mobilizations)	Ea	1	$2,295.05	$2,295.05
19	Removal of Gears	Day	3	$4,016.33	$12,048.99
20	Re-installation of Gears	Day	3	$4,016.33	$12,048.99
21	Replace Missing/Damaged Operating Nuts	Ea	50	$975.39	$48,769.73
				TOTAL PRICE	$314,363.93

We acknowledge receipt of the following Addenda: N/A
(please indicate numbers)

EXCEPTIONS TO SPECIFICATIONS (all exceptions must be noted here):

Not applicable

COMMENTS: Not applicable

REFERENCES: Please provide at least three client (3) references for projects of similar scope done in the last 3 years.

Company City of Houston
Address 7027 Ardmore Street, Houston, TX 77021
Phone (832) 395-4623 Contact name Michael Johnson

Company Metro Water Services
Address 1450 Lebanon Pike, Nashville, TN 37210
Phone (615) 862-4877 Contact name Felix Hernandez

Company Great Lakes Water Authority
Address 6425 Huber Street, Detroit, MI 48211
Phone (313) 799-0289 Contact name Todd King, P.E., BCEE

THIS PROPOSAL SUBMITTED BY:

Company (Legal Registration) Hydromax USA LLC

Address 2790 Diesel Park Drive

City Saginaw State MI Zip 48601

Telephone (863) 398-9202 Fax (817) 887-2317

Representative's Name Andrew Apgar

Representative's Title Vice President

Authorized Signature Michael Farmer, Chief Financial Officer

E-mail andrew.apgar@hydromaxusa.com

Date 4/10/2025

CITY OF NOVI
VALVE EXERCISING, CONDITION
ASSESSMENT AND REPAIR PROGRAM

Please return this page with your bid form

If your company is awarded the item(s) referenced in the bid proposal, other governmental entities may wish to use this contract and will issue a purchase order or contract for the item(s) awarded in the bid proposal following minimum order/contract requirements set forth in the bid documents. Each entity will provide their own purchase order and delivery location(s) and must be invoiced separately to the address indicated on their purchase order.

1. **EXTENSION OF AWARD TO THE MITN (MICHIGAN INTER-GOVERNMENTAL TRADE NETWORK) PURCHASING COOPERATIVE:** ***OPTIONAL***

Numerous Counties, Cities, Townships, and Authorities of the State of Michigan are members of the MITN (Michigan Inter-governmental Trade Network) Purchasing Cooperative. Other associate entities are also members of the Cooperative in the Tri-County area. Please visit www.bidnetdirect.com website to view the entire list of participating agencies.

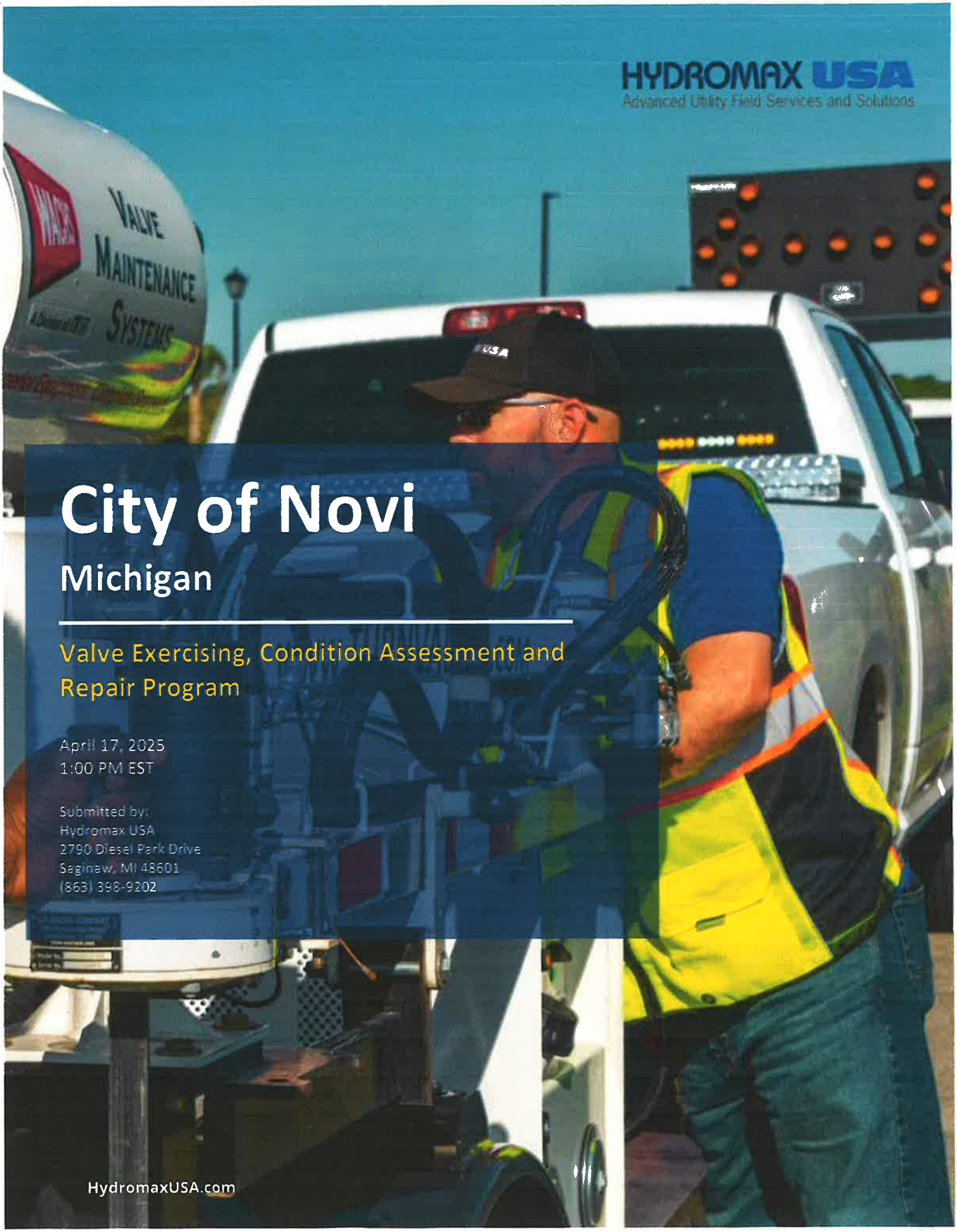
(X) If an award is made to Hydromax USA LLC, it is agreed that the contract will be extended to other MITN Purchasing Cooperative members and associate entities under the same prices, terms, and conditions.

( ) Our company is **NOT** interested in extending the contract to those MITN members listed on the website.

Contractor Signature: _____

Company Name: Hydromax USA LLC

Date: 4/10/2025



HYDROMAX USA
Advanced Utility Field Services and Solutions

City of Novi

Michigan

Valve Exercising, Condition Assessment and Repair Program

April 17, 2025
1:00 PM EST

Submitted by:
Hydromax USA
2790 Diesel Park Drive
Saginaw, MI 48601
(863) 398-9202

HydromaxUSA.com

April 10, 2025

Ms. Tracey Marzonie
Purchasing Accountant
City of Novi
Attn: Finance Department
45175 Ten Mile Road
Novi, MI 48375

RE: Request for Proposals (RFP) for Valve Exercising, Condition Assessment and Repair Program

Dear Tracey and Members of the Selection Committee,

On behalf of Hydromax USA, I am pleased to submit our qualifications and pricing for the Request for Proposal referenced above. We have completed a thorough review of the RFP, and fully understand and acknowledge all terms and conditions as set forth. Given the excellent qualifications of our team, extensive experience and expertise with similar valve assessment programs, and strong regional presence, Hydromax USA is uniquely qualified and well-positioned to help the City of Novi implement this program.

Established in 2003, Hydromax USA's team of world-class professionals and innovative solutions enable water and wastewater utilities to accelerate operational excellence, promote the continuity of critical infrastructure, protect the communities they serve, and invest funding where it matters most. 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 City of Novi a full and accurate picture of its buried infrastructure. Simply put, we help communities thrive!

Our crews have **assessed more than 1.4 million valves and collected** and **collected over 95 million valuable GIS data points** working for water utility clients like Houston, Metro Water Nashville, Orange County Utilities, Raleigh, and Novi. Based upon a robust record of performance, our clients recognize that Hydromax USA brings an exceptional ability to meet their needs for advanced data collection and they select us again and again.

As an ESRI Silver Partner, we have **70+ full-time GIS professionals** in our Louisville Technology Center that specialize in data management, 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.

Our team looks forward to working with the City of Novi in the weeks and months ahead. Should you have any questions about the proposal, please contact our Program Lead, Andrew Apgar, at (863) 398.9202, or andrew.apgar@hydromaxusa.com.

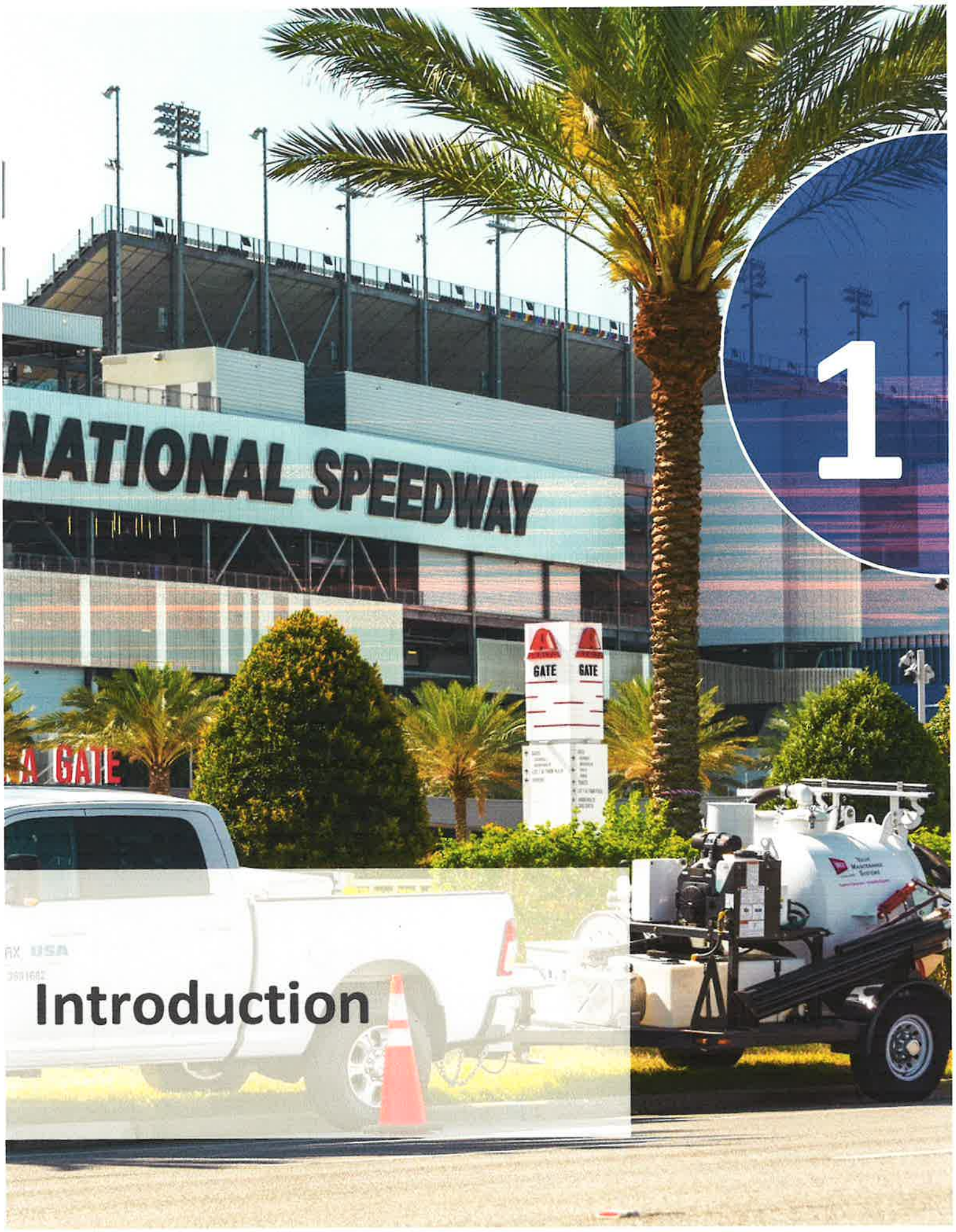
Thank you for considering Hydromax USA.

Respectfully,

Shane Majetich

Vice President
Water & Wastewater Solutions

TABLE OF CONTENTS



1

Introduction

1. INTRODUCTION

A brief introduction shall include the following information:

1. Name of Contractor
2. Office Address (within 100 miles of CITY)
3. Office Telephone number
4. 24-hr. emergency telephone number
5. Fax number
6. Name of contact person

Firm Overview & Financial Strength

Hydromax USA LLC, headquartered in Flower Mound, Texas, has been a trusted industry leader for **over 21 years**. The company is owned by Industrial Group Partners, a San Francisco-based private investment partnership that has raised over **$3.4 billion** in capital since its inception in 1997.

Hydromax USA's strong financial foundation is supported by a consistent track record of performance and strategic investments in innovative technologies and infrastructure solutions. This stability enables the company to confidently deliver large-scale projects, foster long-term partnerships, and continually expand its capabilities across utility and municipal markets. With disciplined financial management and a commitment to safety and operational excellence, Hydromax USA is well-positioned to meet the evolving needs of clients like the City of Novi while driving sustainable growth and resilience in a dynamic industry.

Corporate Headquarters:
3700 River Walk Drive, Suite 145, Flower Mound, Texas 75028

Michigan Operations Center *(within 100 miles of the City of Novi)*:
2790 Diesel Park Drive
Saginaw, MI 48601

Corporate Officers:
Chris Jensen, Chief Executive Officer
Michael Farmer, Chief Financial Officer

Program Lead:
Andrew Apgar, Vice President
2790 Diesel Park Drive
Saginaw, MI 48601
(P): 863.398.9202
(F): 817.887.2317
(E): andrew.apgar@hydromaxusa.com
24-hour emergency telephone: 714.404.3044

Firm Qualifications

Since our founding in 2003, Hydromax USA has earned a reputation for helping water and wastewater utilities enhance operational efficiency, protect critical infrastructure, and optimize resource allocation. Our innovative solutions and dedicated team are committed to delivering reliable, essential services that empower communities to thrive.

We bring unparalleled expertise to this project, backed by a proven track record on similar projects.

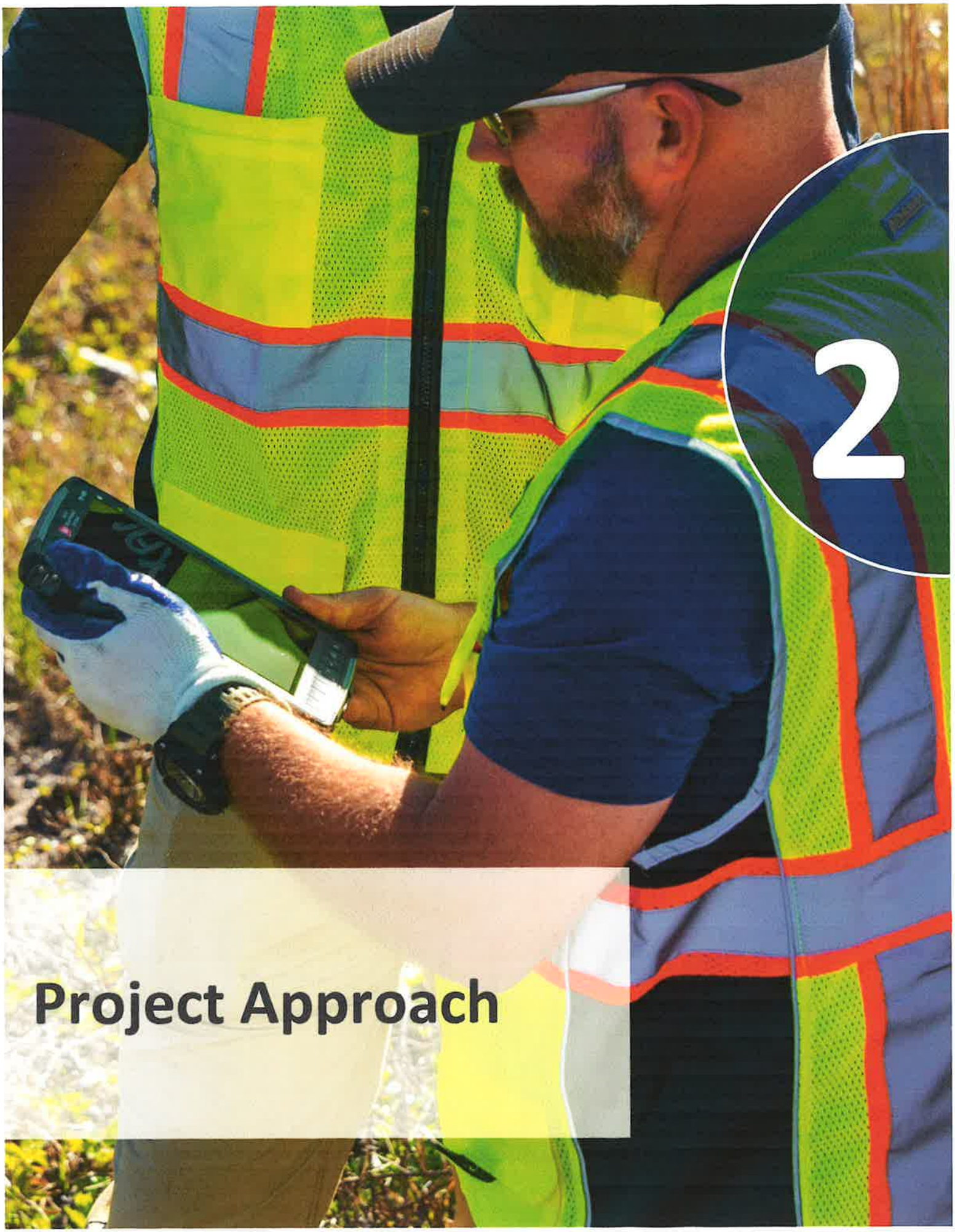
- **Comprehensive Experience:** Our crews bring unmatched expertise, having assessed over 1.4 million valves, tested and maintained more than 500,000 fire hydrants, flushed over 50,000 miles of pipelines, completed nearly 50,000 test-cuts and shutdowns, and collected more than 95 million data points. We've delivered proven results for leading utilities such as **Houston Water**, **Nashville Metro Water Services**, and **Orange County Utilities**. These project references highlight our ability to enhance valve and hydrant operability, implement effective unidirectional flushing (UDF) programs, and leverage industry-leading GIS tools and project management dashboards to ensure successful execution and measurable outcomes.
- **Regional Project Expertise:** Our crews are intimately familiar with performing work in Michigan, having supported similar valve exercising, condition assessment and repair programs for the **City of Novi** and **Great Lakes Water Authority**. We can leverage our regional project experience to ensure Novi's program is a success.
- **Value-Added Advanced Capabilities:** In addition to valve assessment, fire hydrant testing and maintenance, and UDF/flushing services, we provide comprehensive expertise in pipeline condition assessment, leak detection, sanitary sewer evaluation surveys, and multi-sensor inspections. These services deliver a holistic understanding of buried infrastructure to support informed, strategic decision-making.
- **Data-Driven Solutions:** As an Esri Silver Partner, our 70+ full-time GIS professionals specialize in client information management, program analytics, and customized reporting. Our proven processes for progress tracking, risk management, and quality assurance ensure seamless project execution.
- **Infrastructure Repair Expertise:** Hydromax USA brings extensive experience in valve repairs, including valve raising, realignment, and operating nut replacements.
- **Construction Management Support Capabilities:** Our team recently supported major infrastructure projects for the City of Houston, including replacement of a 36-inch WWTP check valve, repair of a 42-inch plug valve, and actuator replacements for 42-inch and 48-inch valves.
- **Industry Network:** Hydromax USA has long-standing relationships with key industry and technology leaders, like Esri, Gutermann, and ITW, helping to ensure that we leverage new technologies, bring additional value-added solutions, and respond quickly and effectively to project needs.

As part of this program, Hydromax USA will provide trained crews, vehicles, and equipment, bolstered by proven processes and tools to deliver the following services in support of Novi's goals and objectives:

- Locate and perform thorough valve assessments following AWWA M44 guidelines to locate assets, optimize system valve performance, minimize service disruptions, mitigate risks, reduce valve O&M costs, and extend asset life.

- Provide a complete and comprehensive report of each valve exercised/assessed specifically focusing on those that need preventative maintenance and/or repairs.
- Complete repairs as directed.
- Provide a comprehensive, web-hosted project management dashboard offering real-time updates and actionable insights to enhance CMMS database for continuing maintenance activities.

The City of Novi can trust Hydromax USA to deliver exceptional outcomes through our unwavering commitment to safety, quality, reliability, and innovation. We are excited about the opportunity to partner with the City of Novi to support its infrastructure goals and drive long-term system performance.



2

Project Approach

2. PROJECT APPROACH

This section should include the following:

1. A description of the firm's thorough understanding of the scope of the project.
2. An overall account of the philosophy and methods the Contractor will utilize to successfully complete this project.
3. A detailed outline of the tasks associated with each element of the scope of services described above including any additional tasks that the Contractor may choose to identify.
4. A description of potential problems to be expected and the possible techniques to be employed for solving these problems.

PROJECT UNDERSTANDING

The City of Novi seeks a service provider to inspect, exercise, and report on valve conditions, completing repairs as needed. This five-year program will cover 20% of the water system annually. Under this program, Hydromax USA will:

1. Locate and perform valve exercising on all distribution system valves.
2. Complete a full, thorough assessment of the valve's condition.
3. Provide a complete and comprehensive report of each valve exercised/assessed specifically focusing on those that need preventative maintenance and/or repairs.
4. Complete repairs as directed.

The scope of work for this program includes essential tasks such as pre-project planning, stakeholder communication, valve locating, assessment, exercising, repair, and reporting. Ensuring safety during confined space operations, when required, is critical to the program's success.

PHILOSOPHY AND METHODS

Hydromax USA will utilize a comprehensive approach designed to support Novi in assessing critical infrastructure, enhancing system performance, reducing operational costs, and strengthening community and stakeholder trust. This program integrates best practices from AWWA standards, robust project management tools, and proactive communications to achieve operational excellence and long-term asset sustainability. Hydromax USA will perform all services in accordance with AWWA Manual M44 (Valves) and perform repair and miscellaneous services as required in the RFP, including:

- Locating and verifying system valves.
- Assessing valve operability and condition.
- Identifying performance deficiencies and recommending corrective actions. An instant notification system will be used to provide alerts for all inoperable or found closed valves. Our system can provide simultaneous alerts for up to 10 points of contact within the City of Novi.
- Supporting valve maintenance prioritization to reduce O&M costs and extend asset life.
- Documenting assessment data for Novi's capital renewal plan.

PRE-PROGRAM TASKS

Hydromax USA will determine Novi's desired geographical or hierarchical approach for initial program implementation. This will include developing a schedule and plan to maintain appropriate levels of staffing to ensure the timely completion of all assessment program milestones within budget.

1. Hydromax USA will conduct a kick-off meeting with the City to cover the goals of the project, project schedules, better understand the operational characteristics of the distribution system such as problem areas prone to poor fire flow, age of pipe, 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 and outline work procedures.
2. Hydromax USA will provide detailed, written valve exercising processes that will be used by Hydromax USA's field crew that will include torque limits for every valve type and size anticipated in the scope of this project.
3. Hydromax USA will prepare a proposed Valve Exercising, Condition Assessment and Repair Project Schedule.

PROGRAM TASKS

A daily report will be provided summarizing the work completed, and any noteworthy information will be highlighted.

Valve Locating

1. Hydromax USA understands the City will provide reference geodatabase (.gdb) files to assist in location and identification of known features. Additional GIS information will be made available as requested.
2. Once located, the valve boxes or valve vault covers, and adjacent curbs will be painted with an environmentally formulated precautionary blue paint for future identification (paint provided by Hydromax USA).
3. All located water valves will be exercised and assessed as a part of the program unless specifically directed not to do so by the Water & Sewer Manager.
4. For valves that cannot be located initially, a search will be conducted to locate the valve for up to 15 minutes. If it cannot be located after that search, it will be considered a 'Valve Cannot Locate'. Hydromax USA will return to complete the assessment once the valve has been located by Novi.

Valve Assessment Tasks

The valve condition assessment will essentially consist of the following elements:

1. A thorough visual inspection of the valve body and valve structure will be executed. The condition assessment will be conducted from ground level and is intended to discover discrepancies and deficiencies with the valve.
2. Valve vaults will be pumped out if needed, and the valve body, bonnet, and operating nut area will be cleaned and clearly visible. To provide this service, Hydromax USA will need to provide crews with a water pump and a means to clean the valve body.
3. No valve will to be exercised if deteriorated or missing bonnet bolts are observed until bolts have been replaced as necessary.

4. A visual inspection of the packing gland for all 30" and 36" valves will be completed. This will require a confined space entry.

Valve Exercising Tasks

The valve exercising will comply with the City of Novi's requirements and consist of the following elements:

1. Hydromax USA will report each morning (or per request of the City), to the assigned City personnel and cover what areas will be covered the current day.
2. Each valve located will be exercised to such an extent as to ensure its ability to operate through its full range of "turns" or complete revolutions upon demand.
3. Hydromax USA will first attempt to operate each of the valves manually. If a valve cannot be started manually, the Water & Sewer Manager will be contacted for further direction.
4. Valves greater than 16" will be exercised following notification of the Water & Sewer Manager for each instance.
5. Valves will be exercised with the minimum torque required to prevent valve damage.
6. If a valve fails to cycle at the set torque limit, the exercise process for that valve will stop immediately. Additional torque may be applied to the valve as directed by the Water & Sewer Manager (with input from Hydromax USA). Additional effort required to free the valve will be per the direction of the Water & Sewer Manager and will be considered 'Miscellaneous Work'.
7. During initial valve closure, the valve will be turned no more than five (5) turns before turn direction is reversed to two (2) turns, thus allowing the threads of the stem and gate to free itself. This closure and partial reversal process will be repeated until the valve has achieved full closure.
8. Valves will 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 three (3) consecutive ranges of operations. Then, the top and bottom operation range will be additionally exercised an additional three (3) times.
9. Valve boxes with debris will be cleaned out by Hydromax USA to facilitate proper exercising (15 minutes or less).
    a. For valve boxes requiring heavy cleaning (15 minutes or more) the Water & Sewer Manager can be contacted to determine whether Hydromax USA or Novi should continue the cleaning.
10. After the valve is exercised, Hydromax USA will verify that the valve is not leaking. Hydromax USA will check either visually, if appropriate, or with an electronic listening device if the valve is located within a valve box.
11. Hydromax USA will immediately notify the Water & Sewer Manager of any valves found leaking, closed, broken, or if any unsafe conditions are observed.

Valve Repairing Tasks

The valve exercising consists of the following elements:

1. All potential valve repairs identified will be brought to the attention of the Water & Sewer Manager.

2. If a repair would like to be pursued by the City, Hydromax USA will provide a written quote for the work for review and approval by the City.

POST-PROGRAM TASKS

1. A final report (one (1) digital file) will be prepared for the City at the completion of the program which will include:
    a. Each valve that is exercised and/or assessed will be documented with the following information:
        i. Valve asset ID
        ii. Size
        iii. Type (gate/butterfly)
        iv. Operating nut depth
        v. Enclosure type (vault or box)
        vi. Number of turns to achieve full closure
        vii. Direction of closure
        viii. Valve position at start and completion of work
        ix. Torque Rating
        x. Date exercised and condition assessment performed
        xi. Valve structure discrepancies or deficiencies
        xii. Valve body discrepancies or deficiencies
        xiii. Any mapping errors
        xiv. Detailed description of any repairs completed
2. Hydromax USA will submit a final report to the City within thirty (30) working days of the completion of the project.

PROJECT MANAGEMENT SUPPORT

Hydromax USA employs a critical path project approach utilizing PMI principles and philosophies. 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 valve assessment service. 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 Novi 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.

PROJECT SCHEDULING & PROGRESS REPORTING

Hydromax USA will prepare a formal project schedule for review and approval by Novi. 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 USA staff field personnel performing assigned activities.

DATA MANAGEMENT

The critical aspects to this project are the field collection, management, and sharing of asset data between the field crews and the Hydromax USA GIS team and the replication of collected data between Hydromax USA and Novi. To ensure smooth, low impact, data deliverables Hydromax USA will hold GIS data alignment meeting to obtain and review the current water database structure, also known as the "data-model." This review will focus on Hydromax USA's internal data workflow processes and identifying possible data-model revision recommendations for Novi to consider prior to the beginning of field operations.

Hydromax USA is flexible regarding project data deliverables and will work with Novi to determine the most efficient delivery format. We provide a Personal Geodatabase deliverable that can be reviewed in ArcMap prior to migrating this data into Novi's enterprise GIS. Manual or Model-builder geoprocessing tools can then be employed to append deliverable data in Novi's enterprise GIS.

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 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 USA for field inspections of water features. Hydromax USA will perform these tests as a combination of programmatic geoprocessing tools and manual review prior to submission to Novi.

Data delivered from the field is processed through Hydromax USA's standardized QA/QC scripts to evaluate data against established HUSA program queries for valve hydrant 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.

- Hydromax USA will perform this QA/QC analysis on all data recorded before the data is submitted to the client.
- Hydromax USA will also review, prior to each submission, the accuracy of the billing, contractual compliance, and internal procedural compliance.
- All non-conforming audit findings will be documented with Corrective Action Requests as appropriate.

PROJECT CHALLENGES AND RISKS

Valve assessments are critical components of water system maintenance and asset management. But these activities also come with a range of operational, safety, compliance, and reputational risks. That's why partnering with an experienced contractor like Hydromax USA—equipped with dedicated in-house crews, specialized tools, and state-of-the-art equipment—is critical to ensuring project success while minimizing costly disruptions and liabilities.

Risk Area	Description	Mitigation
Valve Failure or Inoperability	Aging or neglected valves may be seized, broken, or nonfunctional and impact system perform and limit emergency isolation capabilities	Hydromax USA's skilled crews can quickly identify and troubleshoot inoperable assets to mitigate downtime and sequence activities to maintain system integrity.
Inaccurate or Outdated System Data	Incomplete mapping or incorrect asset locations can disrupt operations and increase labor costs.	Hydromax USA's experienced teams leverage field verification, GPS mapping, and GIS integration to correct data discrepancies and build accurate asset inventories for future planning.
Pressure Transients and Water Hammer	Improper valve operation or rapid flow changes during system flushing can cause damaging pressure surges or main breaks.	Our seasoned professionals understand hydraulic behavior and use proven techniques to minimize pressure transients, protect infrastructure, and maintain water quality.
Safety Hazards for Field Crews	Traffic exposure, confined spaces, and heavy manual operations create serious safety concerns.	Hydromax USA maintains a rigorous safety program, trains crews extensively, and deploys the right tools (e.g., valve exercisers, traffic control setups, PPE, etc.) to protect workers and the public.
Exposing Hidden Infrastructure Weaknesses	Flushing and valve operation can reveal corrosion, weak joints, or failing mains.	Hydromax USA's crews are trained to spot early warning signs, document findings thoroughly, and recommend follow-up repairs — helping utilities prioritize capital improvements based on real-world conditions.
Project Delays and Costs	Unforeseen asset failures or inefficient workflows can inflate timelines and budgets.	Hydromax USA brings efficient processes, proactive problem-solving, and realistic scheduling to keep projects on track and within budget.

WEB-BASED PROJECT MANAGEMENT DASHBOARD

Hydromax USA will provide a web-based application capable of providing the Utility with the following real-time program metrics and information. Our dashboard is a comprehensive, web-hosted platform designed to provide real-time updates and actionable insights from field assessments of valves and fire hydrants. This platform will integrate the Utility's initial asset data with data collected during the assessment program, enabling seamless visualization and interaction with specific assets through various dashboard elements. The data platform will provide field technicians with a QC embedded data collection interface to ensure quality of the data and will provide the Utility with understandable metrics and project health statistics, supporting informed decision-making and proactive management.

Web-Based Program Dashboard

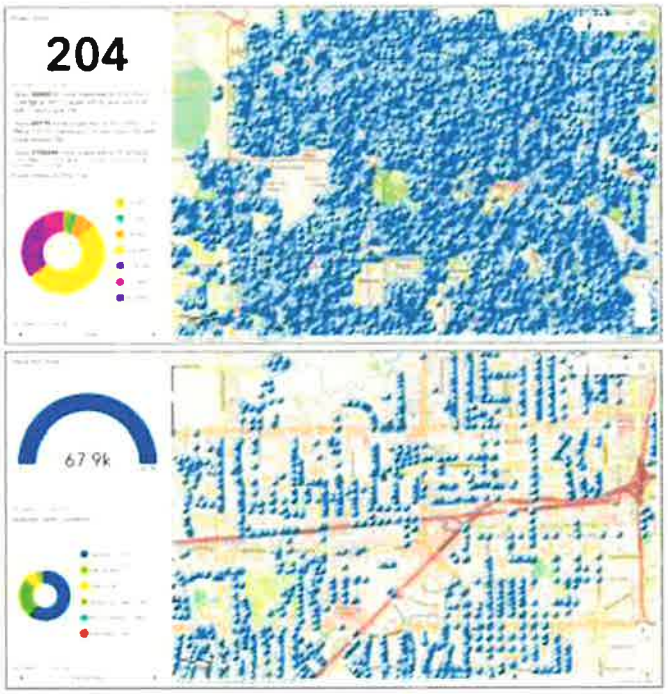
Key Dashboard Features:

- Progress Tracking: Detailed summary of expected appurtenances throughout the program, as well as actual inspections performed.
- Aggregated Operational Data: Compilation and display of information regarding the operating condition and other relevant operational data of assets assessed by the service provider.
- Interactive Asset View: Capability to view the location and attributes of individual assets or groups of assets interactively.
- Year-over-Year Assessment Comparison: Tools to compare assessment data year-over-year to track changes in the system over time.
- Spatial Work Assignment: Ability for Utility to assign work through a spatial selection process within the application.
- Multimedia Content Delivery: Feature-driven multimedia content delivery for appurtenance information, enhancing the visualization and understanding of asset data.
- Export Capabilities: Functionality to export asset information on demand for external use and reporting.

- Digital Pairing Display for Hydrant Testing: For two-hydrant M-17 fire hydrant testing and maintenance, the dashboard will display planned digital pairings of hydrants before field work execution.

Key Features for Valves:

- Tachometer: Displays the number of valves assessed to date against the total assigned to the project, providing a clear overview of progress.
- Pie Chart: Reflects the percentage of system assets by accessibility and types of asset operability.
- Bar Chart: Shows the number of assets assessed by valve size, offering detailed insights into system assessments completed.
- Operability Issues: Details the total and specific types of operability issues encountered, such as frozen valves, damaged operating nuts, and spin-free valves that require replacement due to internal damage.
- Accessibility Issues: Lists assets that cannot be accessed due to various reasons, such as the need for valve raising, valve box realignment, or being paved over.



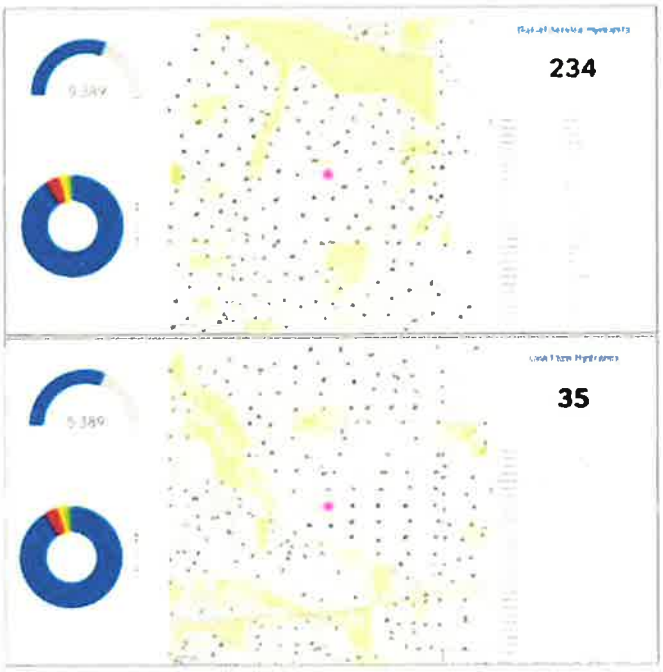
- Torque Measurements: Provides a histogram of initial and ending torque measurements for assessed valves, demonstrating improved operability resulting from our program.
- Closed Valves: Indicates valves found closed in the system and whether they were reopened or left closed, which can impact water distribution efficiency and water quality.

Key Features for Fire Hydrants:

- Tachometer: Represents the number of hydrants assessed to date.
- Pie Chart: Displays the operability status of hydrants.
- Out of Service Hydrants: Provides specific information on hydrants that are out of service and the required repairs, which is crucial for ensuring availability for firefighters.
- System Pressures and GPM: Includes a histogram of system pressures and GPM from flowed hydrants.
- Accessibility Issues: Identifies hydrants that were inaccessible, could not be located, or need raising for proper operation.
- Low Flow Hydrants: Highlights hydrants with flow below 20 psi, indicating potential closed valves in the system and increased water contamination risk.

DATA MANAGEMENT

The critical aspects to this project are the field collection, management, and sharing of asset data between the field crews and the Hydromax USA GIS team and the replication of collected data between Hydromax USA and the Utility. To ensure smooth, low impact, data deliverables Hydromax USA will hold GIS data alignment meeting to obtain and review the current water database structure, also known as the "data-model." This review will focus on Hydromax USA's internal data workflow processes and identifying possible data-model revision recommendations for Utility to consider prior to the beginning of field operations.



Hydromax USA is flexible regarding project data deliverables and will work with Utility to determine the most efficient delivery format. We provide a Personal Geodatabase deliverable that can be reviewed in ArcMap prior to migrating this data into Utility's enterprise GIS. Manual or Model-builder geoprocessing tools can then be employed to append deliverable data in Utility's enterprise GIS.

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 scripts to evaluate data against established HUSA program queries for valve and fire hydrant 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.

- Hydromax USA will perform this QA/QC analysis on all data recorded before the data is submitted to the client.

- Hydromax USA will also review, prior to each submission, the accuracy of the billing, contractual compliance, and internal procedural compliance.
- All non-conforming audit findings will be documented with Corrective Action Requests as appropriate.

3. PROJECT TEAM

Provide experience of key professional members of the firm who will be directly involved with this project. The key personnel should include the following:

1. Project Manager who will be responsible for coordinating all activities (preferred to have ten (10) years' experience managing valve exercising, condition assessment and repair programs).
2. A Field Project Leader with three (3) years of valve exercising, assessment and repair experience. The Field Project Leader shall be onsite at all times during this project. This person shall be trained in traffic control (MUTCD standards) and confined space entry.

Hydromax USA is a national professional services firm with nearly 500 employees. We have the necessary expertise and workforce resources to successfully execute this program and are well-positioned to provide additional capabilities and solutions for the City of Novi. The team assembled for this project has over 100 years of combined industry experience.

Hydromax USA Project Team

Ability to flex the number of crews to fit project needs and timing!

3

Project Team

Key Personnel Resumes

Russ Jackson

Project Manager *(over 30 years of industry experience)*

Russ has over 30 years of experience in the water industry. He manages western operations for Hydromax USA, including valve assessment, fire hydrant testing and maintenance, valve and hydrant repairs, unidirectional flushing, leak detection, pipe condition assessment and construction/remediation service projects.

Certifications/Training

- Louisiana Underground Utility Contractor - 66976
- California A General Engineering Contractor
- OSHA 30
- OSHA Confined Spaced Entry
- MOT

Areas of Expertise

- Contract management
- Project management
- Water systems evaluation
- Underground construction and remediation services
- Hydrant and valve repairs
- Large valve repair/replacement
- Field Execution
- M44 valve assessment
- M17 fire hydrant testing
- Unidirectional flushing

Project Experience Highlights

VALVE ASSESSMENT & REPAIR/REPLACEMENT – HOUSTON
HOUSTON, TEXAS

Operations Director for City of Houston's M44 valve assessment program. Project consisted of sub-foot GPS location, condition assessment, maintenance, and GIS integration for 67,900 water system valves, including 754 large valves, and 46,400 test cuts. Real time updates via project management dashboard. Houston also issued two (2) emergency POs totaling $17.2M for crew support during severe winter storm operations in 2021 (up to 18 crews) and drought operations from 2022-2023 (up to 49 crews), assisting COH's main break crews.

VALVE & HYDRANT ASSESSMENT – CITY OF GARLAND
GARLAND, TEXAS

Operations Director for City of Garland's M44 valve and M17 fire hydrant assessment program (22,000 total assets). Project consisted of preliminary client meetings, coordination with local DOT, permitting, and coordinating maintenance and remediation activities.

HYDRANT ASSESSMENT – CITY OF TULSA
TULSA, OKLAHOMA

Operations Director for City of Tulsa fire hydrant assessment program (9,000 hydrants). Project consisted of preliminary client meetings, coordination with local DOT, permitting, and coordinating maintenance and remediation activities.

VALVE & HYDRANT ASSESSMENT – GOLDEN STATE WATER
MULTIPLE LOCATIONS, CALIFORNIA

Operations Director for Golden State Water's M44 valve and M17 fire hydrant assessment program (over 10,000 hydrants). Project consisted of preliminary client meetings, coordination with local DOT, permitting, and coordinating maintenance and remediation activities.

Jeremy (JT) Burden

Field Project Leader

Jeremy (JT) has more than 23 years of experience in the water and wastewater industry, all with Hydromax USA. He has been the lead technician/operator on more than 100 different projects located in twenty (20) states.

Certifications/Training

- NASSCO Certified PACP, LACP, MACP (since 2006)
- OSHA Confined Spaced Entry
- OSHA 10
- MOT

Areas of Expertise

- Operations management
- Buried infrastructure
- Sewer inspection
- MSI
- CCTV

Experience

- 21+ Years Industry Experience
- 100+ Industry Projects
- 10M+ LF Sanitary & Storm Inspections

Project Experience Highlights

VALVE & HYDRANT ASSESSMENT – METRO WATER SERVICES
NASHVILLE, TENNESSEE
Project Manager for comprehensive asset management program that involved the condition assessment of 60,000 water system valves, flushing, and remediation services. Asset data was captured, digitized, and integrated into Metro Water Services' GIS.

SEWER ASSESSMENT – SARP10 PROGRAM
MEMPHIS, TENNESSEE
Project Manager for multiple phases of work on the SARP10 program. Throughout the program, JT has overseen or been involved in more than 5 million linear feet of sewer investigations including cleaning and televising, manhole inspections, smoke testing and multi-sensor inspections. All work was completed in NASSCO PACP format.

SEWER ASSESSMENT – KANSAS CITY WATER SERVICES
KANSAS CITY, MISSOURI
Field Supervisor on more than 10 years of work in Kansas City, MO for both the Water Services Department and the Smart Sewer Program. JT has overseen or been involved with several projects providing cleaning and televising, sonar, multi-sensor, manhole inspections, smoke testing, flow monitoring and GPS data collection. All data was collected in NASSCO PACP Format

SEWER ASSESSMENT – JOHNSON COUNTY
OLATHE, KS
Project Manager for project where Hydromax USA completed 11,000 LF of multi-sensor inspection utilizing the CUES SFX Multi-Sensor Inspection system on pipes ranging from 42-inch to 72-inch.

Blaine Myers

GIS / Data Analyst Manager

Blaine manages Hydromax USA's team of data analysts. He has worked to help organizations maintain and improve their GIS through a wide range of methods. These include using GIS software to standardize information from multiple data sources, automating time consuming tasks through scripts and models, and utilizing web technologies to develop new products and extend the range of maps and data.

Areas of Expertise

- Project Management
- GIS / data analysis
- Dashboard creation / management
- CMMS integration
- Project visualization tools

Project Experience Highlights

VALVE, HYDRANT AND UDF PROGRAM – ORANGE COUNTY
ORLANDO, FLORIDA

Data Manager for Orange County Utility's valve and hydrant assessment and UDF program. Project consisted of sub-foot GPS location, condition assessment, maintenance, UDF, and GIS integration for **42,000 water system valves (over 5,700 large valves)** and **13,500 fire hydrants**; and execution of **UDF** plan. Real time updates via project management dashboard.

VALVE & HYDRANT ASSESSMENT – METRO WATER SERVICES
NASHVILLE, TENNESSEE

Data Manager for comprehensive asset management program that involved the condition assessment of 60,000 water system valves, flushing, and remediation services. Asset data was captured, digitized, and integrated into Metro Water Services' GIS.

VALVE ASSESSMENT – GREAT LAKES WATER AUTHORITY
DETROIT, MICHIGAN

Data manager for GLWA's large valve, ARV, and vault assessment program. Project consisted of preliminary client meetings, site visits, coordination with the water distribution plants, coordination with MDOT, valve remediation repairs, coordination with traffic control and vault dewatering subs, confined space entry and permitting as well as bi-weekly progress meetings.

VALVE & HYDRANT ASSESSMENT – WINSTON SALEM
WINSTON SALEM, NORTH CAROLINA

Data manager for comprehensive asset management program that involved the condition assessment and remediation of 60,000 water system valves. Asset data was captured, digitized, and integrated into Winston Salem's' GIS.

Dustin Smith

Director of Safety, Risk & Procurement

Dustin manages Hydromax USA's Safety, Fleet, Logistics and Training Teams. He has worked to help organizations maintain and improve our safety statistics using a custom safety app that tracks all things safety in real time. This includes Jobsite Hazard Analysis's (JHA), Stop Work/Good Catches, Confined Space Entry Permits, PPE order requests, Site Safety Audits, and Incident/Injury Reporting Forms. This along with access to a full library of SDS sheets, training materials and quick reference documents to include the full Hydromax USA Safety Manual.

Certifications/Training

- Certified Safety Professional (CSP)
- Construction Health & Safety Tech (CHST)
- OSHA 500
- OSHA 510
- CPR/AED Instructor Certified
- NFPA70E Certified
- Competent Person in Excavation, Confined Space, Areal Lifts, H2S, LOTO, and Fall Protection

Areas of Expertise

- Safety and Risk
- Fleet and DOT management
- Procurement
- Construction, Real Estate, Licensing, and Insurance

Project Experience Highlights

REGIONAL SUBSTATION & TRANSMISSION SAFETY
VARIOUS U.S LOCATIONS

Oversaw and assured safety of organizational employees by creating and rolling out safety policies, procedures, and training programs. Reviewed safety data and statistics to identify potential hazards or safety concerns in workplace. Led investigations of workplace accidents and incidents to identify causes. Conducted audits and safety walks to highlight unsafe/potentially unsafe conditions and design remedial measures. Updated management of organizational safety outlook and progress of various EHS initiatives through safety meetings and client safety meetings/briefs

SAFETY MANAGER – CHEMICAL REFINERTY PLANT
CORPUS CHRISTI, TEXAS

Managed and maintained all safety procedures and processes as well as supervised site safety inspections for 800+ employees. Headed JSA audits, accident investigations, site safety audits, crane safety, and safety briefs. Provided effective general site management and guided confined space entry, fall protection, PPE, and incident reporting. Issued hot work permits, checked fire/hole watches, and administered bottle watch crews. Audited crew JHAs and covered all discrepancies with crews.

SAFETY MANAGER – POWER DISTRIBUTION
RISING SUN, MARYLAND

Reviewed existing safe work practices of 500+ staff members and provided guidance and recommendations to improve compliance with state, federal, and internal regulations. Acclimated newly recruited staff members to organizational work environment through employee orientation sessions. Planned and initiated JSA and LOTO audits, provided safety briefs, investigated safety incidents, and reported to senior management on incidents. Conducted daily safety meetings for over 600 staff members. Issued and audited hot work permits, fire watches, confined space permits, and fall protection. Inspected and cleared permit required confined spaces with proper paperwork.

Andrew Apgar

Program Lead, VP of Sales, Water & Wastewater Solutions

Andrew brings more than 25 years' experience creating and delivering unique energy services and utility asset management solutions across diverse vertical markets and geographies. Before joining HUSA, Andrew held key sales and leadership positions with Schneider Electric, Mueller Service Co., and Triton Water Technologies. He previously served on the AWWA Water Loss Control and Asset Management Committees and has co-authored multiple articles for various industry periodicals.

Education

B.S., Management
United States Military Academy at West Point

Areas of Expertise

- Program management
- Team development
- Buried infrastructure assessment and analysis
- Energy management
- Non-revenue water
- Pipe condition assessment
- M44 valve assessment
- M17 fire hydrant testing
- Unidirectional flushing

Project Experience Highlights

VALVE, HYDRANT AND UDF PROGRAM – ORANGE COUNTY ORLANDO, FLORIDA

Sales Executive for Orange County Utility's valve and hydrant assessment and UDF program. Project consisted of sub-foot GPS location, condition assessment, maintenance, UDF, and GIS integration for 42,000 water system valves (over 5,700 large valves) and 13,500 fire hydrants; and execution of UDF plan. Real time updates via project management dashboard.

VALVE & HYDRANT ASSESSMENT – METRO WATER SERVICES NASHVILLE, TENNESSEE

Sales Executive for comprehensive asset management program that involved the condition assessment of 60,000 water system valves, flushing, and remediation services. Asset data was captured, digitized, and integrated into Metro Water Services' GIS.

BIOSOLIDS ENERGY EFFICIENCY PROJECT – CITY OF LAKELAND LAKELAND, FLORIDA

Sales Executive for performance contract that enabled Lakeland to reduce the operating costs at its main wastewater reclamation facility by more than 40%. Through the program, Lakeland can capture and condition methane gas to use as a sustainable fuel source for an onsite cogeneration (CHP) system. This project received special recognition from the Environmental Protection Agency.

METER REPLACEMENT/AMR PROJECT – EMERALD COAST UTILITIES PENSACOLA, FLORIDA

Sales Executive for non-revenue water program that allowed ECUA to replace more than 75,000 water meters and automate its meter reading capabilities. ECUA was able to reinvest recaptured water revenues to help fund the program.

Shane Majetich

Vice President of Water & Wastewater Solutions

Shane leads Hydromax USA's Water and Wastewater Solutions division. His experience includes the execution of water infrastructure assessment programs impacting millions 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.

Education

M.A., Accounting
University of South Florida

Areas of Expertise

- Program management
- Team development
- Contract management
- Buried infrastructure assessment and analysis
- GIS / data analysis
- Pipe condition assessment
- M44 valve assessment
- M17 fire hydrant testing
- Unidirectional flushing

Project Experience Highlights

VALVE, HYDRANT AND UDF PROGRAM – ORANGE COUNTY
ORLANDO, FLORIDA

Operations Executive for Orange County Utility's valve and hydrant assessment and UDF program. Project consisted of sub-foot GPS location, condition assessment, maintenance, UDF, and GIS integration for **42,000 water system valves (over 5,700 large valves)** and **13,500 fire hydrants**; and execution of **UDF** plan. Real time updates via project management dashboard.

VALVE & HYDRANT ASSESSMENT – METRO WATER SERVICES
NASHVILLE, TENNESSEE

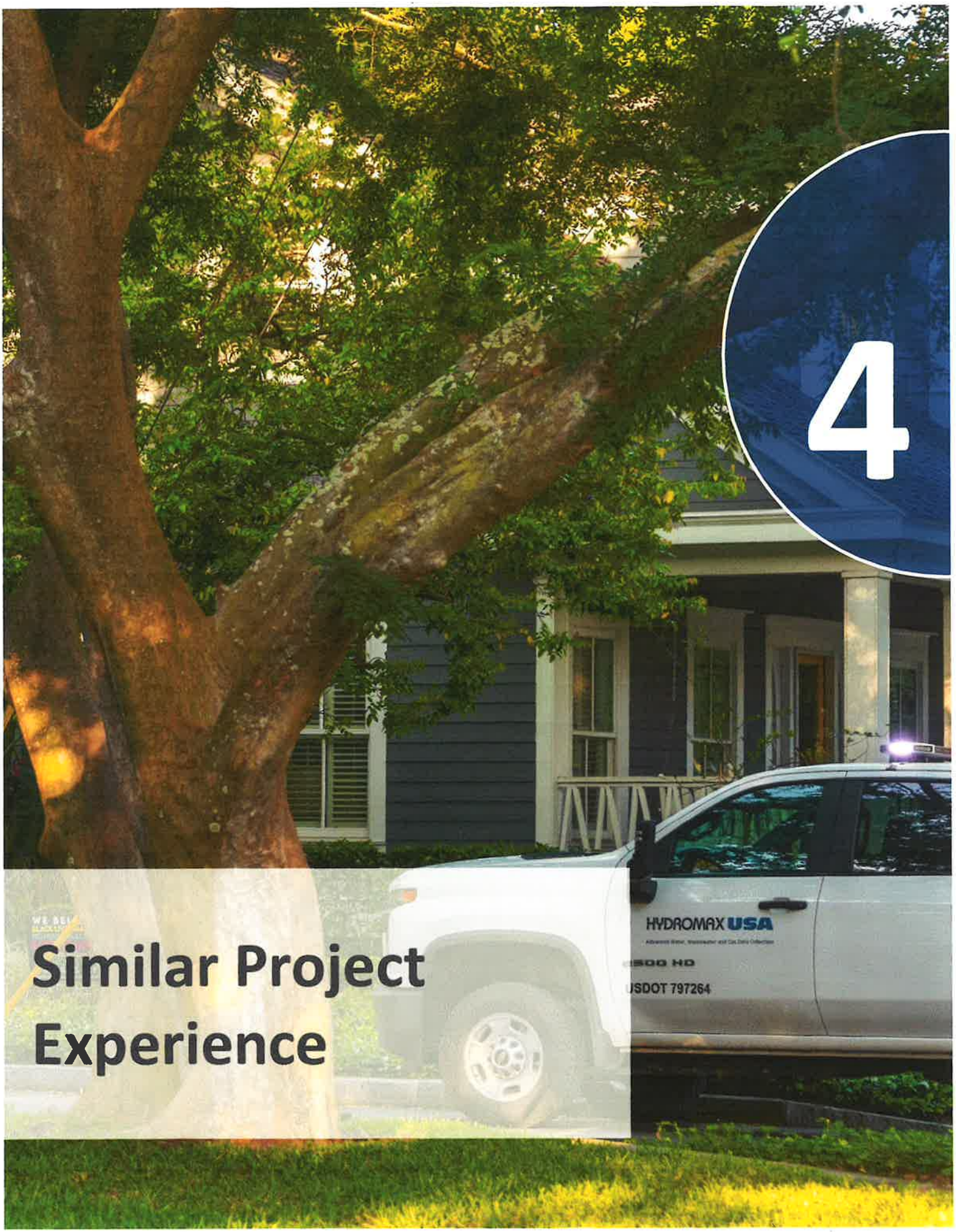
Operations Executive for comprehensive asset management program that involved the sub-foot GPS location, condition assessment, maintenance, flushing, and GIS integration for 60,000 water system valves. Asset data was captured, digitized, and integrated into Metro Water Services' GIS. Real time updates via project management dashboard.

VALVE ASSESSMENT – GREAT LAKES WATER AUTHORITY
DETROIT, MICHIGAN

Operations Executive for GLWA's large valve, ARV, and vault assessment program. Project consisted of preliminary client meetings, site visits, coordination with the water distribution plants, coordination with MDOT, valve remediation repairs, coordination with traffic control and vault dewatering subs, confined space entry and permitting as well as bi-weekly progress meetings.

VALVE, HYDRANT AND UDF PROGRAM – SEMINOLE COUNTY
SANFORD, FLORIDA

Operations Executive for Seminole County's full system valve and hydrant assessment and UDF execution program. Project consisted of preliminary client meetings, coordination with FDOT, permitting, coordinating construction remediation activities, coordination with construction subs, execution of the full system Unidirectional Flushing Program.



Similar Project Experience

4. SIMILAR PROJECT EXPERIENCE

Provide at least three specific examples of municipal valve exercising, assessment and repair projects completed within the last three years that are similar in nature to this project. Include a description of each project that include:

1. Location
2. Client Name and phone number
3. Project team that staffed the project (Project Manager, Field Project Leader)
4. Duration of the project
5. Key events or activities that distinguish the project from others

Over the last 21 years, Hydromax USA has achieved an outstanding record of supporting water and wastewater clients throughout the United States. Our crews have assessed over **1.4 million valves**, tested and maintained more than **500,000 fire hydrants**, flushed over **50,000 miles of pipelines**, performed nearly **50,000 test-cuts and shutdowns** and collected over **95 million data points**.

The following references demonstrate our ability to meet and exceed project requirements, validating the strength of our team and approach in delivering comprehensive utility asset management services.

1

City of Houston

Michael Johnson
7027 Ardmore Street, Houston, TX 77021
michael.johnson3@houstontx.gov
823.395.4623

Scope:
Sub-foot GPS location, condition assessment, maintenance, and GIS integration for 67,900 water system valves (754 large valves) and 46,400 test cuts and shutdowns. Real time updates via project management dashboard. COH also issued 2 emergency POs totaling $17.2M for crew support for severe winter storm operations in 2021 (up to 18 crews) & drought operations from 2022-2023 (up to 49 crews), assisting COH's main break crews.

Contract Amount:
$25.4 Million + $17.2 Million EPO

Key Personnel:
Miles Sommers, Program Lead
Andrew Apgar, Program Co-Lead
Russ Jackson, Operations Manager
Blaine Myers, GIS Manager

Project Duration:
2019-2024

"Hydromax USA exceeded all expectations for the City of Houston. Every time we needed them to pivot to address critical needs, they responded with professionalism and expediency."

Drew Molly, P.E.
COO, City of Corpus Christi
Former Director of Drinking Water Operations, Houston

2

Metro Water Services

Felix Hernandez
1450 Lebanon Pike, Nashville, TN 37210
felix.hernandez@nashville.gov
615.862.4877

Scope:
Sub-foot GPS location, condition assessment, maintenance, flushing, and GIS integration for 60,000 water system valves. Real time updates via project management dashboard.

Contract Amount:
$2 Million

Key Personnel:
Andrew Apgar, Program Lead
Lamar Carroll, Operations Manager
JT Burden, Project Manager
Blaine Myers, GIS Manager

Project Duration:
2011 - 2015; 2015 – 2020;
2020 – 2026

Metro Water Services selected Hydromax USA three (3) times for its valve assessment program.

3

Great Lakes Water Authority

Todd King, PE, BCEE
6425 Huber Street, Detroit, MI 48211
todd.king@glwater.org
313.799.0289

Scope:
Sub-foot GPS location, condition assessment, maintenance, vault inspection, and GIS integration for 5,000 large water system valves (20-inch to 108-inch). Real time updates via project management dashboard.

Contract Amount:
$5.5 Million

Key Personnel:
Shane Majetich, Program Lead
Lamar Carroll, Operations Manager
Lamar Carroll, Project Manager
Blaine Myers, GIS Manager

Project Duration:
2020 - 2023

4

Seminole County

Chris Graybosch
500 W. Lake Mary Boulevard, Sanford, FL 32771
cgraybosch@seminolecountyfl.gov
386.307.2560

Scope:
Sub-foot GPS location, condition assessment, maintenance, and GIS integration for 13,000 water system valves. Testing, maintenance, and GIS integration for 6,000 fire hydrants. Real time updates via project management dashboard.

Contract Amount:
$2 Million

Key Personnel:
Andrew Apgar, Program Lead
Lamar Carroll, Operations Manager
Nick Darchiville, Project Manager
Blaine Myers, GIS Manager

Project Duration:
2011 - 2015; 2020 - 2024; 2025 – 2030

Hydromax USA was recently awarded two (2) contracts in March 2025: 1) Fire Hydrant - Valves Maintenance, Repair & Flushing; 2) Fire Hydrants - Valves Repair & Construction.

Equipment Used

5. EQUIPMENT USED

Provide a narrative of the specific name and age of the equipment your firm proposes to utilize on this program.

Hydromax USA's field crew consists of two (2) trained personnel with a fully equipped ¾-ton truck and valve assessment equipment. With a fleet of over 300+ vehicles across the United States, 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. Our valve assessment program equipment includes:

GPS Hardware and Software

Hydromax USA utilizes RTK GPS units throughout all U.S. operations to deliver reliable sub-foot performance. Our team uses the industry leading Esri ArcGIS software (v.11.2) for all spatial data analysis and collection. Data will be submitted to the City of Novi in an agreed upon geodatabase (.gdb) format or Esri Shapefile.

Full-Service Vehicles

Hydromax USA maintains a fleet of stocked Ford F250, RAM 2500 or Chevy 2500 series fleet vehicles with cranes, arrow boards, cones, strobes, and confined space gear. Our fleet also contains 5500 series trucks with skid mounted valve maintenance equipment, for areas that will not permit trailered access.

Valve Exercising Trailer with Industrial Vacuum

Hydromax USA employs the Grand LX Valve Maintenance Trailer (or skid), the industry standard for a full featured, versatile platform for valve exercising. Our valve maintenance trailers include the ERV-750 extended reach system and the powerful TM-7 high torque (up to 2,500 ft·lb) valve exercisers. The trailer is also equipped with a high-pressure water system and 500CFM industrial vacuum.

Grand LX Valve Trailer w/ Vacuum

For this project, Hydromax USA plans to utilize the following equipment and technology:

Equipment/Technology	Model/Size	Version	Year	Assigned to Program
Truck	Chevy/Ford/RAM ¾-Ton	250 or 2500-series	2022 or newer	1-2
Valve Maintenance Trailer	E.H. Wachs Grand LX		2022 or newer	1-2
Valve Exerciser	E.H. Wachs TM-7		2022 or newer	1-2
Industrial Vacuum	E.H. Wachs 500 CFM		2022 or newer	1-2
GIS Software	ESRI ArcGIS	11.2	2022 or newer	1
Operating Nut Equipment	Kravitch		2022 or newer	1
Dashboard Platform	HUSA Dashboard	2024	2024	1

Hydromax USA can flex the number of crews/equipment to fit project needs and timing!


HYDROMAX USA
Advanced Gas, Water, and Wastewater Data Collection

6

Appendix

6. APPENDIX

The following required documents are enclosed in this Appendix:

- Fee Proposal Form
- Required Documentation

VALVE EXERCISING, CONDITION ASSESSMENT AND REPAIR PROGRAM

City of Novi, Attn: Finance Department
45175 Ten Mile Road
Novi, MI 48375

Received 4.15.25
7:28am
A Pawlowski

NOTICE - CITY OF NOVI

VALVE EXERCISING, CONDITION ASSESSMENT AND REPAIR PROGRAM

REQUEST FOR PROPOSALS (RFP)

This RFP is issued by the Purchasing Office of the City of Novi.

IMPORTANT DATES

RFP Issue Date	March 13, 2025
Last Date for Questions	Wednesday, April 9, 1:00 PM Submit questions via email to: Tracey Marzonie, Purchasing Accountant tmarzonie@cityofnovi.org
Response Due Date	**Thursday, April 17, 2025, 1:00 PM** Deliver to: City of Novi, Attn: Finance Department 45175 Ten Mile Road Novi, MI 48375
Anticipated Award Date	**May 5, 2025**

DESCRIPTION:

The City of Novi will receive sealed proposals for performing a VALVE EXERCISING, CONDITION ASSESSMENT AND REPAIR PROGRAM. The purpose of the program is to exercise each valve and report on the present valve condition, and then complete repairs as directed. This is intended to be a 5-year program, completing 20% of the water system per year.

NOTICE TO PROPOSERS

The City of Novi officially distributes RFP documents through the Michigan Intergovernmental Trade Network (MITN). **Copies of RFP documents obtained from any other source are not considered official copies**. The City of Novi cannot guarantee the accuracy of any information not obtained from the MITN website and is not responsible for any errors contained by any information received from alternate sources. Only those vendors who obtain RFP documents from the MITN system are guaranteed access to receive addendum information, if such information is issued. If you obtained this document from a source other than the source indicated, it is recommended that you register on the MITN site, www.mitn.info and obtain an official copy.

INSTRUCTIONS

QUESTIONS

Please email all questions to the staff member listed above. Please write the name of the RFP in the subject line. If you write anything else in the subject line, your email may be deleted as spam.

MANDATORY PRE-PROPOSAL MEETING

A mandatory pre-proposal meeting will not be held.

TYPE OF CONTRACT

If a contract is executed as a result of the bid, it stipulates a fixed price for products/ services

CHANGES TO THE RFP/ADDENDA

Should any prospective Proposer be in doubt as to the true meaning of any portion of the Request for Proposal, or should the Proposer find any patent ambiguity, inconsistency, or omission therein, the Proposer shall make a written request (via email) for official interpretation or correction. Such request shall be submitted to the specified person by the date listed above. The individual making the request shall be held responsible for its prompt delivery.

Such interpretation or correction, as well as any additional RFP provisions that the City may decide to include, will be made as an addendum, which will be posted on the MITN website at www.mitn.info . Any addendum issued by the City shall become part of the RFP and shall be taken into account by each Proposer in preparing their proposal. Only written addenda are binding. It is the Proposer's responsibility to be sure they have obtained all addenda. Receipt of all addenda must be acknowledged on proposal form.

PROPOSAL SUBMITTALS

Proposals may be submitted by mailing hard copies to the address shown above.

All hard copy bids must be submitted in a SEALED envelope marked **"VALVE EXERCISING, CONDITION ASSESSMENT AND REPAIR PROGRAM"** to the address shown on the Notice above.

Provide **one (1)** unbound, signed copy of your proposal. The bid may be clipped but should not be stapled or bound. Bids must be signed by an official authorized to bind the Contractor to its provisions.

As this RFP is being made available by electronic means, the Proposer accepts full responsibility to ensure that no changes are made to the RFP documents. In the event of conflict between a version of the RFP submitted by Proposer, the version maintained by the City of Novi Purchasing Department shall govern.

FAILURE TO SUBMIT PRICING ON THE PROPOSAL FORM PROVIDED BY THE CITY OF NOVI MAY CAUSE THE BID TO BE CONSIDERED NON-RESPONSIVE AND INELIGIBLE FOR AWARD.

SUBMISSION OF PROPOSALS

To be considered, sealed proposals must be submitted, as specified in this Instructions section on or before the specified time and date. There will be no exceptions to this requirement. Faxed, emailed, or telephone proposals are not acceptable. The City of Novi shall not be held responsible for lost or misdirected proposals. The City reserves the right to postpone an RFP opening for its own convenience.

Proposals must be clearly prepared and legible and must be signed by an Authorized Representative of the submitting Company on the enclosed form when one is provided in the RFP documents. Proposals must show unit and total prices when requested. In case of mistakes in price extension, unit pricing shall govern. *ANY CHANGES MADE ON THE PROPOSAL FORM MUST BE INITIALED OR YOUR PROPOSAL MAY BE CONSIDERED NON-RESPONSIVE.*

A proposal may be withdrawn by giving written notice to the Purchasing Manager before the stated due date/closing time. After the stated closing time, the bid may not be withdrawn or canceled for a period of One Hundred and Twenty (120) days from closing time.

Proposers are expected to examine all specifications and instructions. Failure to do so will be at the Proposer's risk.

Failure to include in the proposal all information requested may be cause for rejection of the proposal.

Any samples, CDs, DVDs or any other items submitted with your proposal will not be returned to the contractor.

No proposal will be accepted from, or contract awarded to any person, firm, or corporation that is in arrears or is in default to the City Novi upon any debt or contract, or that is in default as surety or otherwise, or failed to perform faithfully any previous contract with the City.

USE OF THE CITY LOGO IN YOUR PROPOSAL IS PROHIBITED.

INELIGIBILITY OF IRAN LINKED BUSINESS

Under 2012 PA 517, an Iran Linked Business, as defined therein, is not eligible to contract with the City and shall not submit a proposal.

CONSIDERATION OF PROPOSALS

In cases where items are requested by a manufacturer's name, trade name, catalog number or reference, it is understood that the Proposer intends to furnish the item so identified or an item of "equal" quality and value as determined by the City of Novi.

Reference to any of the above is intended to be descriptive, but not restrictive, and only indicates articles that will be satisfactory. Bids of "equal" quality and value will be considered, provided that the Proposer states in his/her bid what he/she proposed to

furnish, including literature, or other descriptive matter which will clearly indicate the character of the item covered by such bid.

The City hereby reserves the right to approve as an "equal", any item proposed which contains minor or major variations from specification requirements, but which may comply substantially therewith.

RESPONSIVE PROPOSALS

All pages and the information requested herein shall be furnished completely in compliance with instructions. The manner and format of submission is essential to permit prompt evaluation of all proposals on a fair and uniform basis. Unit prices shall be submitted if space is provided on proposal form. In cases of mistakes in extension, the unit price shall govern. Accordingly, the City reserves the right to declare as non-responsive, and reject an incomplete proposal if material information requested is not furnished, or where indirect or incomplete answers or information is not provided.

EXCEPTIONS

The City will not accept changes or exceptions to the RFP documents/specifications unless Contractor indicates the change or exception in the "Exceptions" section of the proposal form. If Contractor neglects to make the notation on the proposal form but writes it somewhere else within the RFP documents and is awarded the contract, the change or exception will not be included as part of the contract. The original terms, conditions and specifications of the RFP documents will be applicable during the term of the contract.

CONTRACT AWARD

The contract that will be entered into will be that which is most advantageous to the City of Novi, prices and other factors considered. The City reserves the right to accept any or all alternative proposals and to award the contract to other than the lowest Proposer, waive any irregularities or informalities or both, to reject any or all proposals, and in general, to make the award of the contract in any manner deemed by the City, in its sole discretion, to be in the best interests of the City of Novi.

After contract award, notification will be posted on the MITN website at www.mitn.info.

The City may, from time to time, find it necessary to continue this contract on a month-to-month basis only, not to exceed a six (6) month period. Such month-to-month extended periods shall be by mutual agreement of both parties, with all provisions of the original contract or any extension thereof remaining in full force and effect.

SELECTION PROCESS

This document is a Request for Proposals. It differs from an Invitation to Bid in that the City is seeking a solution as described herein, and not a bid meeting firm specifications for the lowest price. As such the lowest price will not guarantee an award recommendation. Competitive sealed proposals will be evaluated based on criteria formulated around the most important features of the service, of which qualifications, experience, capacity and methodology, may be overriding factors, and price may not be determinative in the issuance of a contract or award. The proposal evaluation criteria should be viewed as standards that measure how well a contractor's approach meets the desired requirements of the city. Those criteria that will be used and considered in evaluation for award are set

forth in this document. The City will thoroughly review all proposals received. A contract will be awarded to a qualified contractor submitting the best proposal.

PROPOSAL EVALUATION CRITERIA

Proposals will be evaluated by the Qualifications Based Selection (QBS) process Qualifications using the following criteria:

1. Qualification and experience of personnel
2. Valve exercising and assessment experience with similar programs
3. References
4. Price

PROPOSAL FORMAT

The provided Fee Proposal Form shall be submitted with this bid.

GENERAL CONDITIONS

INSURANCE

A certificate of insurance naming the City of Novi as an additional insured must be provided by the successful Proposer prior to commencement of work. A current certificate of insurance meeting the requirements in Attachment A is to be provided to the City and remain in force during the entire contract period.

PERMITS

Where required by code, permits and all required inspections must be obtained by the Contractor. Fees for permits and inspections obtained from the City of Novi will be waived by the City for work on City buildings. Upon completion, all work will be subject to the State Laws and City Ordinance Codes.

CLEAN UP

The contractor shall keep the work area and surrounding area reasonable free from rubbish at all times and shall remove debris from the site from time to time or when directed to do so by the City's designated representative(s). Before final inspection and acceptance of the work, the Contractor shall clean his portion of the work area. All materials removed/replaced shall be the responsibility of the contractor to properly dispose of.

SAFETY REQUIREMENTS

The Contractor shall be solely responsible for the entire work site and provide all necessary protections as required by laws or ordinances governing such conditions and as required by the Owner. He shall be responsible for any damage to the Owner's property or that of others on the job, by himself, his personnel or his subcontractors, and shall make good such damages. He shall be responsible for and pay for any claims against the owner arising from such damages.

The Contractor shall provide all necessary safety measures for the protection of all persons on the work, and shall fully comply with all state laws or regulations and Michigan State building code requirements to prevent accident or injury to persons on or about the

location of the work. He shall clearly mark or post signs warning of hazards existing, and shall barricade excavations and similar hazards. He shall protect against damage or injury resulting from falling materials and he shall maintain all necessary protective devices and signs throughout the progress of the work.

CONTRACT RENEWAL
No contract shall be automatically renewed at the end of any contract term.

NO EXCLUSIVE CONTRACT
Contractor agrees and understands that the contract shall not be construed as an exclusive agreement and further agrees that the City may, at any time, secure similar or identical products/services at its sole option. The Contractor will not be reimbursed for any anticipatory profits should the City exercise this option.

TAX EXEMPT STATUS
It is understood that the City of Novi is a governmental unit, and as such, is exempt from the payment of all Michigan State Sales and Federal Excise taxes. Do not include such taxes in the bid prices. The City will furnish the successful Proposer with tax exemption certificates when requested. The City's tax-exempt number is 38-6032551.

The following exception shall apply to installation projects: When sales tax is charged to the successful Proposer for materials to be installed during the project, that cost shall be included in the "Complete for the sum of" bid price and not charged as a separate line item. The City is not tax exempt in this case and cannot issue an exemption certificate.

FREIGHT CHARGES/SHIPPING/HANDLING
All bid/proposal pricing is to be F.O.B. destination.

INVOICING
Invoices may be mailed to: City of Novi, Attn: Finance Department, 45175 Ten Mile Road, Novi, MI 48375, OR emailed to: invoices@cityofnovi.org. *This email is to be used for invoices and statements only and not for any other type of communication or sales. We are unable to respond to any inquiries from this email.*

CONTRACT TERMINATION
The City may terminate and/or cancel this contract (or any part thereof) at any time during the term, any renewal, or any extension of this contract, upon thirty days (30) days written notice to the Contractor, for any reason, including convenience without incurring obligation or penalty of any kind. The effective date for termination or cancellation shall be clearly stated in the written notice.

TRANSFER OF CONTRACT/SUBCONTRACTING
The successful Proposer will be prohibited from assigning, transferring, converting or otherwise disposing of the contract agreement to any other person, company or corporation without the expressed written consent of the City of Novi. Any subcontractor, so approved, shall be bound by the terms and conditions of the contract. The contractor shall be fully liable for all acts and omissions of its subcontractor(s) and shall indemnify the City of Novi for such acts or omissions.

ACCEPTANCE OF PROPOSAL CONTENT

Should a contract ensue, the contents of the proposal of the successful Proposer may become contractual obligations. Failure of a contractor to accept these obligations may result in cancellation of the award.

DISCLOSURE

All documents, specifications, and correspondence submitted to the City of Novi become the property of the City of Novi and are subject to disclosure under the provisions of Public Act No. 442 of 1976 known as the "Freedom of Information Act". This Act also provides for the complete disclosure of contracts and attachments hereto. This means that any informational material submitted as part of this RFP is available without redaction to any individual or organization upon request.

ECONOMY OF PREPARATION

Proposals should be prepared simply and economically, providing a straightforward and concise description of the contractor's ability to meet the requirements of the bid. Emphasis should be on completeness and clarity of content. Included in the response must be a point by point response to the Requirements and other sections of the bid.

The City of Novi is not liable for any costs incurred by Proposers prior to issuance of a contract.

INDEPENDENT PRICE DETERMINATION

By submission of a proposal, the offeror certifies, and in case of a joint proposal, each party hereto certifies as to its own organization, that in connection with the proposal:

(a) The prices in the proposal have been arrived at independently without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other offeror or with any other Competitor; and
(b) No attempt has been made or will be made by the offeror to induce any other person or firm to submit or not submit a proposal for the purpose of restricting competition.

Each person signing the proposal certifies that:
(c) He is the person in the offeror's organization responsible within that organization for the decision as to prices being offered in the proposal and that he has not participated and will not participate in any action contrary to (a) and (b) above; or
(d) He is not the person in the offeror's organization responsible within that organization for the decision as to prices being offered in the proposal but that he has been authorized in writing to act as agent for the persons responsible for such decisions in verifying that such persons have not participated, and will not participate, in any action contrary to (a) and (b) above , and that as their agent, does hereby so certify; and that he has not participated, and will not participate in any action contrary to (a) and (b) above.

A proposal will not be considered for award if the sense of the statements required in the proposal has been altered so as to delete or modify the above.

NON-DISCRIMINATION

The Contractor shall not discriminate against any employee or applicant for employment with respect to hire, tenure, terms, condition or privileges of employment on a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, or marital status pursuant to the Elliot Larsen Civil Rights Act, 1976, P.A. 453. The Agency and the Municipality shall also comply with the provisions of the Michigan Handicappers Civil Rights Act, 1976, P.A. 220 and the Federal Rehabilitation Act of 1973, P.A. 93-112, 87 Stat. 394, which require that no employee or client or otherwise qualified handicapped individual shall, solely by reason of his/her handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal Assistance. No person shall, on the grounds of race, creed, color, sex, age, national origin, height, weight, handicap, or marital status be excluded from participation in, be denied the proceeds of, or be subject to discrimination in the performance of this contract. The Consultant further covenants that it will comply with the Civil Rights Act of 1973, as amended; and the Michigan Civil Rights Act of 1976 (78. Stat. 252 and 1976 PA 453) and will require a similar covenant on the part of any consultant or sub-consultant employed in the performance of this contract.

CITY OF NOVI

VALVE EXERCISING, CONDITION ASSESSMENT AND REPAIR PROGRAM

SPECIFICATIONS

The City of Novi Water and Sewer Division will receive sealed proposals for performing a VALVE EXERCISING, CONDITION ASSESSMENT AND REPAIR PROGRAM, and is requesting an RFP for the following scope of work.

The City of Novi will receive sealed proposals for performing a VALVE EXERCISING, CONDITION ASSESSMENT AND REPAIR PROGRAM. The purpose of the program is to exercise each valve and report on the present valve condition, and then complete repairs as directed.

The City's water distribution system consists of approximately 360 miles of water main. The water valves are operated and maintained on an "as-needed" basis. Most of the City's water valves are operated during emergency water main breaks, or during routine maintenance on the distribution system. The City of Novi is planning to complete a valve exercising program to help assure that all valves in the water system operate properly during emergency operations.

The City has four primary goals with this program:

1. Locate and perform valve exercising on all distribution system valves.
2. Complete a full, thorough assessment of the valve's condition.
3. Provide a complete and comprehensive report of each valve exercised/assessed specifically focusing on those that need preventative maintenance and/or repairs.
4. Complete repairs as directed.

The City will be flexible with regards to the timeline of this project; however, once the City issues a "Notice to Proceed", the selected contractor shall complete the program within 6 months. A final comprehensive report will be due to the City within thirty (30) days of the completion of the program.

VALVE EXERCISING, CONDITION ASSESSMENT AND REPAIR PROGRAM DESCRIPTION

The City of Novi is seeking to retain the services of a qualified and experienced Firm with extensive experience in water distribution system valve exercising, valve assessment and repair.

The water distribution system for the City of Novi contains approximately:

- 4,430 Hydrant Valves
- 3,850 Main Line Valves
  - 3,650 – 8" to 12"
  - 156 – 16"
  - 1 – 20"
  - 26 – 24"
  - 15 – 30"

The program will include approximately 20% of the water system's valves annually.

The selected contractor will develop, plan, and execute a valve exercising, condition assessment and repair program. Valves will be exercised, and thoroughly assessed in accordance with the specifications herein. A report of each valve exercised and assessed will be provided. Results will include analytical data of the location, valve ID number (asset ID), and will be prioritized according to condition and criticality of needed repairs.

The services to be provided related to this proposal are described in the Minimum Scope of Services section of this proposal. All work must adhere to the City, AWWA and MDOT standards as required.

MINIMUM SCOPE OF SERVICES

The City is seeking a Firm that will develop, plan, and execute a Valve Exercising, Condition Assessment and Repair program to exercise water distribution systems valves, assess the valve condition to known, and complete repairs as directed.

Valve Exercising & Condition Assessment Working Hours

The permitted working hours per City ordinance are as follows:

- 7:00 AM to 7:00 PM Monday through Saturday,
- No work is allowed on Sundays or holidays.

Safety

1. There will always be a minimum of Two Persons per team working on the program. The use of One Person Project Teams is not acceptable and will not be allowed to perform work on the water system.
2. Proper PPE (personal protection equipment) shall be worn **at all times**. A class III reflective safety vest will be worn for all work. Class II will not be acceptable.
3. The Project Team will follow all traffic safety rules, as is designated by the City, the Department of Labor, OSHA and the Michigan Department of Transportation.
4. The Project Team will follow all procedures regarding Workplace First Aid & CPR, as is designated by the Utility, the Department of Labor and OSHA.
5. The City of Novi is not responsible for site safety. The Contractor is solely and exclusively responsible for construction means, methods, technologies and site safety.

Traffic Control

Appropriate measures must be exercised to ensure traffic and worker safety especially in high traffic areas. When impacting a lane of traffic, these measures would include appropriately diverting traffic to proper distances, safety apparatus, and high visibility clothing, and obtaining the necessary permits from the appropriate agency.

Misc.

All field staff will have readily observable identification badges worn while in the field.

Valve Exercising Equipment

Valves 8" and larger will be exercised with an electric or hydraulic valve exerciser with torque control and an automated turn counter.

PRE-PROGRAM TASKS

1. Conduct a kick-off meeting with the City to cover the goals of the project, project schedules, and to outline work procedures.
2. The Contractor will provide detailed, written valve exercising processes that will be used by Contractor's field crew that will include torque limits for every valve type and size anticipated in the scope of this project.
3. The Contractor shall prepare a proposed Valve Exercising, Condition Assessment and Repair Project Schedule.

PROGRAM TASKS

A daily report shall be provided summarizing the work completed, and any noteworthy information shall be highlighted.

Valve Locating

1. The City will provide reference geodatabase files to assist in location and identification of known features. Additional GIS information will be made available as requested.
2. Once located, the valve boxes or valve vault covers, and adjacent curbs shall be painted with an environmentally formulated precautionary blue paint for future identification (paint provided by contractor).
3. All located water valves shall be exercised and assessed as a part of the program unless specifically directed not to do so by the Water & Sewer Manager.
4. For valves that cannot be located initially, a search shall be conducted to locate the valve for up to 15 minutes. If it cannot be located after that search, it will be considered a 'Valve Cannot Locate'. The Contractor will return to complete the assessment once the valve has been located by the City.

Valve Assessment Tasks

The valve condition assessment shall essentially consist of the following elements:

1. A thorough visual inspection of the valve body and valve structure shall be executed. The condition assessment shall be conducted from ground level and is intended to discover discrepancies and deficiencies with the valve.
2. Valve vaults shall be pumped out if needed, and the valve body, bonnet, and operating nut area shall be cleaned and clearly visible. In order to provide this service, the Contractor will need to provide crews with a water pump and a means to clean the valve body.
3. No valve is to be exercised if deteriorated or missing bonnet bolts are observed until bolts have been replaced as necessary.
4. A visual inspection of the packing gland for all 30" and 36" valves shall be completed. This will require a confined space entry.

Valve Exercising Tasks

The valve exercising shall essentially consist of the following elements:

1. The Contractor will report each morning (or per request of the City), to the assigned City personnel and cover what areas will be covered the current day.
2. Each valve located shall be exercised to such an extent as to ensure its ability to operate through its full range of "turns" or complete revolutions upon demand.
3. The Contractor will first attempt to operate each of the valves manually. If a valve cannot be started manually, the Water & Sewer Manager shall be contacted for further direction.

4. Valves greater than 16" will be exercised following notification of the Water & Sewer Manager for each instance.
5. Valves will be exercised with the minimum torque required to prevent valve damage.
6. If a valve fails to cycle at the set torque limit, the exercise process for that valve will stop immediately. Additional torque may be applied to the valve as directed by the Water & Sewer Manager (with input from the contractor). Additional effort required to free the valve will be per the direction of the Water & Sewer Manager, and will be considered 'Miscellaneous Work'.
7. During initial valve closure, the valve will be turned no more than five (5) turns before turn direction is reversed to two (2) turns, thus allowing the threads of the stem and gate to free itself. This closure and partial reversal process shall be repeated until the valve has achieved full closure.
8. Valves shall 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 three (3) consecutive ranges of operations. Then, the top and bottom operation range shall be additionally exercised an additional three (3) times.
9. Valve boxes with debris shall be cleaned out by the Contractor to facilitate proper exercising (15 minutes or less).
    a. For valve boxes requiring heavy cleaning (15 minutes or more) the Water & Sewer Manager can be contacted to determine whether the Contractor or the City should continue the cleaning.
10. After the valve is exercised, the contractor will verify that the valve is not leaking. The contractor will check either visually, if appropriate, or with an electronic listening device if the valve is located within a valve box.
11. The contractor will immediately notify the Water & Sewer Manager of any valves found leaking, closed, broken, or if any unsafe conditions are observed.

Valve Repairing Tasks

The valve exercising shall essentially consist of the following elements:

1. All potential valve repairs identified will be brought to the attention of the Water & Sewer Manager.
2. If a repair would like to be pursued by the City, Contractor shall provide a written quote for the work for review and approval by the City.

POST-PROGRAM TASKS

1. A final report (one (1) digital file) will be prepared for the City at the completion of the program which will include:
    a. Each valve that is exercised and/or assessed will be documented with the following information:
        i. Valve asset ID
        ii. Size
        iii. Type (gate/butterfly)
        iv. Operating nut depth
        v. Enclosure type (vault or box)
        vi. Number of turns to achieve full closure
        vii. Direction of closure
        viii. Valve position at start and completion of work
        ix. Torque Rating
        x. Date exercised and condition assessment performed
        xi. Valve structure discrepancies or deficiencies
        xii. Valve body discrepancies or deficiencies
        xiii. Any mapping errors
        xiv. Detailed description of any repairs completed

2. This final report shall be submitted to the City within thirty (30) working days of the completion of the project.

SUBMITTAL

1. Introduction

A brief introduction shall include the following information:

1. Name of Contractor
2. Office Address (within 100 miles of CITY)
3. Office Telephone number
4. 24-hr. emergency telephone number
5. Fax number
6. Name of contact person

2. Project Approach

This section should include the following:

1. A description of the firm's thorough understanding of the scope of the project.
2. An overall account of the philosophy and methods the Contractor will utilize to successfully complete this project.
3. A detailed outline of the tasks associated with each element of the scope of services described above including any additional tasks that the

Contractor may choose to identify.

4. A description of potential problems to be expected and the possible techniques to be employed for solving these problems.

3. <u>Project Team</u>

Provide experience of key professional members of the firm who will be directly involved with this project. The key personnel should include the following:

1. Project Manager who will be responsible for coordinating all activities (preferred to have ten (10) years' experience managing valve exercising, condition assessment and repair programs).
2. A Field Project Leader with three (3) years of valve exercising, assessment and repair experience. The Field Project Leader shall be onsite at all times during this project. This person shall be trained in traffic control (MUTCD standards) and confined space entry.

4. <u>Similar Project Experience</u>

Provide at least three specific examples of municipal valve exercising, assessment and repair projects completed within the last three years that are similar in nature to this project.

Include a description of each project that include:

1. Location
2. Client Name and phone number
3. Project team that staffed the project (Project Manager, Field Project Leader)
4. Duration of the project
5. Key events or activities that distinguish the project from others

5. <u>Equipment used</u>

Provide a narrative of the specific name and age of the equipment your firm proposes to utilize on this program.

CITY OF NOVI
INSURANCE REQUIREMENTS
ATTACHMENT A

1. The Contractor shall maintain at its expense during the term of this Contract, the following insurance:

   a. **Worker's Compensation** insurance with the Michigan statutory limits and Employer's Liability insurance with minimum limits of **$100,000** (One Hundred Thousand Dollars) each accident.

   b. **Commercial General Liability Insurance –** The Contractor shall procure and maintain during the life of this contract, Commercial General Liability Insurance, Personal Injury, Bodily Injury and Property Damage on an "Occurrence Basis" with limits of liability not less than **$1,000,000** (One Million Dollars) per occurrence combined single limit.

   c. **Automobile Liability** insurance covering all owned, hired and non-owned vehicles with Personal Protection insurance to comply with the provisions of the Michigan No Fault Insurance Law including Residual Liability insurance with minimum bodily injury limits of **$1,000,000** (One Million Dollars) each person and **$1,000,000** (One Million Dollars) each occurrence and minimum property damage limits of **$1,000,000** (One Million Dollars) each occurrence.

   d. The Contractor shall provide proof of **Professional Liability** coverage in the amount of not less than **$1,000,000** (One Million Dollars) on a per claim/aggregate.

2. All policies shall name the Contractor as the insured and shall be accompanied by a commitment from the insurer that such policies shall not be canceled or reduced without at least thirty (30) days prior notice date to the City; alternately, contractor may agree to provide notice of such cancellation or reduction.

3. The City of Novi shall be named as Additional Insured for General Liability and Auto Liability. Certificates of Insurance evidencing such coverage shall be submitted to City of Novi, Purchasing Department, 45175 Ten Mile Road, Novi, Michigan 48375-3024 prior to commencement of performance under this Contract and at least fifteen (15) days prior to the expiration dates of expiring policies. A current certificate of insurance must be on file with the City for the duration of the contract. Said coverage shall be primary coverage rather than any policies and insurance self-insurance retention owned or maintained by the City. Policies shall be issued by insurers who endorse the policies to reflect that, in the event of payment of any loss or damages, subrogation rights under those contract documents will be waived by the insurer with respect to claims against the City.

4. The Contractor shall be responsible for payment of all deductibles contained in any insurance required hereunder.

5. If, during the term of this Contract, changed conditions or other pertinent factors should in the reasonable judgment of the City render inadequate insurance limits, the Contractor will furnish on demand such additional coverage as may reasonably be required under the circumstances. All such insurance shall be effected at the Contractor's expense, under valid and enforceable policies, issued by the insurers of recognized responsibility which are well-rated by national rating organizations and are acceptable to the City.

6. If any work is sublet in connection with this Contract, the Contractor shall require each subcontractor to effect and maintain at least the same types and limits of insurance as fixed for the Contractor.

7. The provisions requiring the Contractor to carry said insurance shall not be construed in any manner as waiving or restricting the liability of the Contractor under this contract.

8. The City has the authority to vary from the specified limits as deemed necessary.

ADDITIONAL REQUIREMENTS

HOLD HARMLESS/INDEMNITY

1. The Contractor agrees to fully defend, indemnify and hold harmless the City, its City Council, its officers, employees, agents, volunteers and contractors from any claims, demands, losses, obligations, costs, expenses, verdicts, and settlements (including but not limited to attorney fees and interest) resulting from:

A. Acts or omissions by the Contractor, its agents, employees, servants and contractors in furtherance of execution of this Agreement, unless resulting from the sole negligence and tort of the City, its officers, employees, agents and contractors.

B. Violations of state or federal law involving whether administrative or judicial, arising from the nature and extent of this Agreement.

C. The Contractor agrees to defend the City from and against any and all actions or causes of action, claims, demands or whatsoever kind or nature arising from the operations of the Contractor and due to the acts or omissions of the Contractor or its agents, including, but not limited to, acts of omissions alleged to be in the nature of gross negligence or willful misconduct. The Contractor agrees to reimburse the City for reasonable attorney fees and court costs incurred in the defense of any actions, suits, claims or demands arising from the operations of the Contractor under this Agreement due to the above-referenced acts or omissions.

2. The Contractor agrees that it is its responsibility and not the responsibility of the City of safeguard the property and materials used in performing this Contract. Further the Contractor agrees to hold the City harmless for any loss of such property and materials used in pursuant to the Contractor's performance under this Contract.

3. The Contractor shall not discriminate against any employee, or applicant for employment because of religion, race, color, national origin, age, sex, height, weight, handicap, ancestry, place of birth, sexual preference or marital status. The Contractor further covenants that it will comply with the Civil Rights Act of 1973, as amended; and the Michigan Civil Rights Act of 1976 (78. Stat. 252 and 1976 PA 453) and will require a similar covenant on the part of any consultant or subcontractor employed in the performance of this contract.

CITY OF NOVI

VALVE EXERCISING, CONDITION ASSESSMENT AND REPAIR PROGRAM

FEE PROPOSAL FORM

We the undersigned as the Proposer, propose to furnish to the City of Novi, according to the specifications, terms, conditions and instructions attached hereto and made a part thereof:

YEAR 1

Item No.	Item Description	Unit	Quantity	Unit Price	Total Price
	VALVE ASSESSMENT				
1	Mobilization, Valve Assessment	Ea	1		
2	Valve Assessment, 8" to 12" Diameter	Ea	730		
3	Valve Assessment, 16" Diameter	Ea	30		
4	Valve Assessment, 20" Diameter	Ea	1		
5	Valve Assessment, 24" Diameter	Ea	5		
6	Valve Assessment, 30" Diameter	Ea	5		
7	Valve Cannot Locate	Ea	150		
8	Confined Space Entry	Ea	5		
9	Minor Repairs (bolt tightening and replacement, fix packing leaks)	Hr	50		
10	Hydrant Valve Assessment, 6" Diameter	Ea	1200		
11	Valve Box Re-Alignment, up to 1' Deep (Non Pavement)	Ea	15		
12	Valve Box Re-Alignment, up to 1' Deep (Pavement)	Ea	15		
13	Valve Box Re-Alignment, >1' to 3' Deep (Non Pavement)	Ea	15		
14	Valve Box Re-Alignment, >1' to 3' Deep (Pavement)	Ea	15		
15	Valve Box Height Adjust, up to 1' Deep (Non Pavement)	Ea	100		
16	Valve Box Height Adjust, up to 1' deep (Pavement)	Ea	100		
17	Miscellaneous Work	Hr	100		
	LARGE VALVE & OPERATING NUT REPAIR				
18	Mobilization, Large Valve (16"+) & Operating Nut Repair (includes all required mobilizations)	Ea	1		
19	Removal of Gears	Day	3		
20	Re-installation of Gears	Day	3		
21	Replace Missing/Damaged Operating Nuts	Ea	50		
				TOTAL PRICE	

YEAR 2

Item No.	Item Description	Unit	Quantity	Unit Price	Total Price
	VALVE ASSESSMENT				
1	Mobilization, Valve Assessment	Ea	1		
2	Valve Assessment, 8" to 12" Diameter	Ea	730		
3	Valve Assessment, 16" Diameter	Ea	30		
4	Valve Assessment, 20" Diameter	Ea	1		
5	Valve Assessment, 24" Diameter	Ea	5		
6	Valve Assessment, 30" Diameter	Ea	5		
7	Valve Cannot Locate	Ea	150		
8	Confined Space Entry	Ea	5		
9	Minor Repairs (bolt tightening and replacement, fix packing leaks)	Hr	50		
10	Hydrant Valve Assessment, 6" Diameter	Ea	1200		
11	Valve Box Re-Alignment, up to 1' Deep (Non Pavement)	Ea	15		
12	Valve Box Re-Alignment, up to 1' Deep (Pavement)	Ea	15		
13	Valve Box Re-Alignment, >1' to 3' Deep (Non Pavement)	Ea	15		
14	Valve Box Re-Alignment, >1' to 3' Deep (Pavement)	Ea	15		
15	Valve Box Height Adjust, up to 1' Deep (Non Pavement)	Ea	100		
16	Valve Box Height Adjust, up to 1' deep (Pavement)	Ea	100		
17	Miscellaneous Work	Hr	100		
	LARGE VALVE & OPERATING NUT REPAIR				
18	Mobilization, Large Valve (16"+) & Operating Nut Repair (includes all required mobilizations)	Ea	1		
19	Removal of Gears	Day	3		
20	Re-installation of Gears	Day	3		
21	Replace Missing/Damaged Operating Nuts	Ea	50		
				TOTAL PRICE	

YEAR 3

Item No.	Item Description	Unit	Quantity	Unit Price	Total Price
	VALVE ASSESSMENT				
1	Mobilization, Valve Assessment	Ea	1		
2	Valve Assessment, 8" to 12" Diameter	Ea	730		
3	Valve Assessment, 16" Diameter	Ea	30		
4	Valve Assessment, 20" Diameter	Ea	1		
5	Valve Assessment, 24" Diameter	Ea	5		
6	Valve Assessment, 30" Diameter	Ea	5		
7	Valve Cannot Locate	Ea	150		
8	Confined Space Entry	Ea	5		
9	Minor Repairs (bolt tightening and replacement, fix packing leaks)	Hr	50		
10	Hydrant Valve Assessment, 6" Diameter	Ea	1200		
11	Valve Box Re-Alignment, up to 1' Deep (Non Pavement)	Ea	15		
12	Valve Box Re-Alignment, up to 1' Deep (Pavement)	Ea	15		
13	Valve Box Re-Alignment, >1' to 3' Deep (Non Pavement)	Ea	15		
14	Valve Box Re-Alignment, >1' to 3' Deep (Pavement)	Ea	15		
15	Valve Box Height Adjust, up to 1' Deep (Non Pavement)	Ea	100		
16	Valve Box Height Adjust, up to 1' deep (Pavement)	Ea	100		
17	Miscellaneous Work	Hr	100		
	LARGE VALVE & OPERATING NUT REPAIR				
18	Mobilization, Large Valve (16"+) & Operating Nut Repair (includes all required mobilizations)	Ea	1		
19	Removal of Gears	Day	3		
20	Re-installation of Gears	Day	3		
21	Replace Missing/Damaged Operating Nuts	Ea	50		
				TOTAL PRICE	

YEAR 4

Item No.	Item Description	Unit	Quantity	Unit Price	Total Price
	VALVE ASSESSMENT				
1	Mobilization, Valve Assessment	Ea	1		
2	Valve Assessment, 8" to 12" Diameter	Ea	730		
3	Valve Assessment, 16" Diameter	Ea	30		
4	Valve Assessment, 20" Diameter	Ea	1		
5	Valve Assessment, 24" Diameter	Ea	5		
6	Valve Assessment, 30" Diameter	Ea	5		
7	Valve Cannot Locate	Ea	150		
8	Confined Space Entry	Ea	5		
9	Minor Repairs (bolt tightening and replacement, fix packing leaks)	Hr	50		
10	Hydrant Valve Assessment, 6" Diameter	Ea	1200		
11	Valve Box Re-Alignment, up to 1' Deep (Non Pavement)	Ea	15		
12	Valve Box Re-Alignment, up to 1' Deep (Pavement)	Ea	15		
13	Valve Box Re-Alignment, >1' to 3' Deep (Non Pavement)	Ea	15		
14	Valve Box Re-Alignment, >1' to 3' Deep (Pavement)	Ea	15		
15	Valve Box Height Adjust, up to 1' Deep (Non Pavement)	Ea	100		
16	Valve Box Height Adjust, up to 1' deep (Pavement)	Ea	100		
17	Miscellaneous Work	Hr	100		
	LARGE VALVE & OPERATING NUT REPAIR				
18	Mobilization, Large Valve (16"+) & Operating Nut Repair (includes all required mobilizations)	Ea	1		
19	Removal of Gears	Day	3		
20	Re-installation of Gears	Day	3		
21	Replace Missing/Damaged Operating Nuts	Ea	50		
				TOTAL PRICE	

YEAR 5

Item No.	Item Description	Unit	Quantity	Unit Price	Total Price
	VALVE ASSESSMENT				
1	Mobilization, Valve Assessment	Ea	1		
2	Valve Assessment, 8" to 12" Diameter	Ea	730		
3	Valve Assessment, 16" Diameter	Ea	30		
4	Valve Assessment, 20" Diameter	Ea	1		
5	Valve Assessment, 24" Diameter	Ea	5		
6	Valve Assessment, 30" Diameter	Ea	5		
7	Valve Cannot Locate	Ea	150		
8	Confined Space Entry	Ea	5		
9	Minor Repairs (bolt tightening and replacement, fix packing leaks)	Hr	50		
10	Hydrant Valve Assessment, 6" Diameter	Ea	1200		
11	Valve Box Re-Alignment, up to 1' Deep (Non Pavement)	Ea	15		
12	Valve Box Re-Alignment, up to 1' Deep (Pavement)	Ea	15		
13	Valve Box Re-Alignment, >1' to 3' Deep (Non Pavement)	Ea	15		
14	Valve Box Re-Alignment, >1' to 3' Deep (Pavement)	Ea	15		
15	Valve Box Height Adjust, up to 1' Deep (Non Pavement)	Ea	100		
16	Valve Box Height Adjust, up to 1' deep (Pavement)	Ea	100		
17	Miscellaneous Work	Hr	100		
	LARGE VALVE & OPERATING NUT REPAIR				
18	Mobilization, Large Valve (16"+) & Operating Nut Repair (includes all required mobilizations)	Ea	1		
19	Removal of Gears	Day	3		
20	Re-installation of Gears	Day	3		
21	Replace Missing/Damaged Operating Nuts	Ea	50		
				TOTAL PRICE	

We acknowledge receipt of the following Addenda: _____
(please indicate numbers)

EXCEPTIONS TO SPECIFICATIONS (all exceptions must be noted here):

_____

_____

_____

_____

COMMENTS: _____

_____

_____

_____

_____

_____

REFERENCES: Please provide at least three client (3) references for projects of similar scope done in the last 3 years.

Company _____

Address _____

Phone _____ Contact name _____

Company _____

Address _____

Phone _____ Contact name _____

Company _____

Address _____

Phone _____ Contact name _____

THIS PROPOSAL SUBMITTED BY:

Company (Legal Registration) _____

Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____

Representative's Name _____

Representative's Title _____

Authorized Signature _____

E-mail _____

Date _____

CITY OF NOVI
VALVE EXERCISING, CONDITION
ASSESSMENT AND REPAIR PROGRAM

Please return this page with your bid form

If your company is awarded the item(s) referenced in the bid proposal, other governmental entities may wish to use this contract and will issue a purchase order or contract for the item(s) awarded in the bid proposal following minimum order/contract requirements set forth in the bid documents. Each entity will provide their own purchase order and delivery location(s) and must be invoiced separately to the address indicated on their purchase order.

1. EXTENSION OF AWARD TO THE MITN (MICHIGAN INTER-GOVERNMENTAL TRADE NETWORK) PURCHASING COOPERATIVE: ***OPTIONAL***

Numerous Counties, Cities, Townships, and Authorities of the State of Michigan are members of the MITN (Michigan Inter-governmental Trade Network) Purchasing Cooperative. Other associate entities are also members of the Cooperative in the Tri-County area. Please visit www.mitn.info website to view the entire list of participating agencies.

( ) If an award is made to _____, it is agreed that the contract will be extended to other MITN Purchasing Cooperative members and associate entities under the same prices, terms, and conditions.

( ) Our company is **NOT** interested in extending the contract to those MITN members listed on the website.

Contractor Signature: _____

Company Name: _____

Date: _____