

**WAIEHU KOU SUBDIVISION  
PHASE 3  
Waiehu, Island of Maui**

**OPERATION AND MAINTENANCE OF THE  
SEWER PUMP STATION**

**SCOPE OF WORK**

The Selected Contractor shall furnish all labor, equipment, cleaning supplies, materials and supervision to satisfactorily maintain the Waiehu Kou, Phase 3 Sewer Pump Station (see attached diagram for property description).

**DETAILED SCOPE OF WORK**

**REGULAR SERVICE:**

1. Twice a Week Services:

- During this twice a week inspection, the Selected Contractor shall visually inspect the entire system to ensure reliability and optimum performance of the Sewer Pump Station. In the event an observation of a potential problem is observed, the Selected Contractor shall notify the DHHL in a timely manner to obtain authorization to correct the potential problem from occurring.
- During this twice a week inspection, the Selected Contractor shall observe at least two cycles of automatic operation of pumps, whereby automatic alternation of lead/lag sequence has occurred.

2. Weekly Services (Note: to be scheduled on a different day than the above mentioned twice a week services):

- The Selected Contractor shall maintain a Station Master Log, which includes reports of all observations, equipment, service, repairs, meter readings and other essential information. The Master Log shall be signed by the operator performing the services, as it is a permanent document of operation and maintenance conditions for the station. A duplicate copy of this Master Log should be kept at the Selected Contractors Office and duplicate copies forward to the DHHL for the tracking of this service

3. MONTHLY SERVICE:

- The Selected Contractor shall test the Alarm System on the first working day of each month. Findings of this test shall be entered into the Station Master Log.
- On the first working day of each month, the Selected Contractor shall test the Standby Generator, including confirmation of automatic transfer of power from MECO primary power to standby power. Findings of this test shall be entered into the Station Master Log.
- The Selected Contractor shall monitor odors with Hydrogen Sulfide Detector (to be provided by the Contractor) at wet well and discharge manhole, and take appropriate action. Mitigate action with chemicals, if deemed necessary, (paid by DHHL on a time and material basis).

4. QUARTERLY SERVICES:

- The Selected Contractor shall Check submersible pumps for wear. Findings are to be entered into the Station Master Log.
- The Selected Contractor shall clean wet well. (Note: In the event build-up of settled solids/floating grease in wet well occurs more frequently, arrange with DHHL to provide cleaning more frequently.) All servicing should be entered into Station Master Log.

5. ANNUAL SERVICE:

- The Selected Contractor shall clean belt drive for alignment and tension for exhaust fan. Cleaning dates and condition of belts are to be entered into the Station Master Log.
- The Selected Contractor shall conduct performance verification check for magnetic flow meter. Performance report to be entered into the Station Master Log.
- The Selected Contractor shall exercise all aboveground and buried valves to prevent freezing, including valve on generator engine exhaust to drain any condensation. Exercise report to be entered into the Station Master Log.
- The Selected Contractor shall confirm proper operation and clean out (open drain valve) combination air valve at end of aboveground piping where force main begins.
- Operation and clean out report(s) to be entered into the Station Master Log.

#### REPAIR AND REPLACEMENT:

The Selected Contractor shall provide 24-hour service capabilities to handle any emergency services, which shall be paid for by the DHHL to the Selected Contractor on an actual time and material basis.

The Selected Contractor shall provide the DHHL a list of the contact person(s) and telephone number that they can be reached. Changes to this list shall be reported to the DHHL.

#### WORKMANSHIP:

All operational and maintenance services, including emergency repair/replacement, shall be done in a first-class workmanlike manner by mechanics skilled in the trade and under proper supervision by the Contractor.

The Selected Contractor shall provide the DHHL a list of employees along with qualifications and other certifications which the employees hold. A current list shall also be maintained in the Station Master Log.

#### LAWS TO BE OBSERVED:

- The Selected Contractor, at all times, shall observe and comply with all Federal, State, and County laws and ordinances in all manner affecting the conduct of work and shall indemnify and hold harmless the Owner and its representatives against any claim arising from the violation of any such law- by-law or ordinances by the Selected Contractor, or by their respective employees.
- The Selected Contractor shall comply with all Federal, State, and County laws and Ordinances relating to safety, hours of labor, wages and payroll records.

#### SAFETY:

The Selected Contractor shall take all necessary precautions to safeguard his work and also the property of the DHHL, as well as other individuals in the vicinity of his work area, during the performance of his work. The Selected Contractor shall be solely responsible for, and shall make good on, any and all damages and or losses to work or property caused by his or his employee's negligence.

#### CLEAN-UP:

At the completion of each operational and/or maintenance service or repair/replacement, the Selected Contractor shall clean up and remove all rubbish, grease and debris from the premises resulting from his work, and keep the entire area clean and neat.

#### GROUND MAINTENANCE:

The Selected Contractor will be responsible for the neatness of the entire Pump Station Lot (Lot No. 91). The area has been filled with gravel and should be kept neat at all times. No vegetation is planned for this area. The Selected Contractor is expected to replenish the gravel on an as needed basis to keep the area free of vegetation at all times (incidental). The Selected Contractor will submit the method to control vegetation to the DHHL for approval and subsequently included this information into the Station Master Log.

#### TERM OF CONTRACT:

Contractor shall enter into a contract for a two (2) year period commencing on July 1, 2012 to June 30, 2014, or the official commencement date specified on the Notice to Proceed.

Unless terminated, the contract shall be extended for not more than one (1) additional twenty-four-month period or parts thereof, without the necessity of rebidding upon mutual agreement in writing at least sixty (60) days prior to expiration, provided that the contract price for the extended periods shall remain the same or lower than the initial bid price or as adjusted in accordance with the price adjustment provisions.

The Contractor or the State may terminate the extended contract any time upon sixty (60) days prior written notice.

#### SUBMISSION OF BIDS:

Bids should reflect the cost on a per month basis. The contract amount will reflect the cost of service for twelve (12) consecutive months.