

Process Instrumentation & Control Service
Bid # 15-42
2:45 PM

- ① CDM
- ② Wilson Controls

Op. [Signature]
Senior Mgr.

6-11-18

**CITY OF ROCHESTER, NEW HAMPSHIRE
BID SPECIFICATIONS
PROCESS INSTRUMENTATION & CONTROL SERVICES**

This contract must be approved by the Director of Public Works and shall become effective on July 1, 2015 and expires July 1, 2018. This is a (3) three year bid, renewable each year. Minimum specifications are listed below. Work to include maintenance, service and calibration for water & sewer equipment. Work to include all materials, labor, tools and equipment to complete the project.

There is one department with two separate divisions participating in this bid, the Water Division and the Sewer Division. The following outlines the contact names, addresses, phone and fax numbers and associated work groups.

There will be a mandatory walk through (unless currently under contract) on Monday June 1, 2015. Contractor(s) will meet at 8:30 AM at the Wastewater Treatment Plant, 175 Pickering Rd, Gonic, and will proceed to the Water Treatment Plant at 64 Strafford Road, Rochester.

Public Works Department

45 Old Dover Road
Rochester, NH 03867
Tel: 603-332-4096 - Fax 603-335-4352

Wastewater Group contact person

David Green, Chief Plant Operator
603-332-8950 - Fax 603-335-6940

Water Treatment Group contact person

Ian Rohrbacher, Chief Plant Operator
603-335-4291 - Fax 603-335-9286

- 1) The contractor shall maintain and service all instruments and/or control equipment that is required to maintain normal operation of the treatment plant(s), well site and pump station(s).
- 2) Maintenance service inspections, consisting of one (1) eight (8) hour day each, shall be rendered semi-annually. To be conducted during the months of April and October of each year. A report shall be ~~left with City Staff on the day~~ provided within 10 days of services. This report will include a description of the inspection and all work performed. See also Page 5, Para 4 Payment.
- 3) It is required that new batteries be installed for all Wastewater UPS and CPU controllers during the month of October in the second (2nd) year of the contract. To include, but not limited to, Administration building UPS (Eaton); UPS's located in each of the four (4) Local Control Panels; CPU controllers located in each of the four (4) Local Control Panels; Three (3) Disk Filter Control Panels; One (1) UV4000 Control Panel, One (1) Mechanical Bar Screen/Wash Press Control Panel.
- 4) It is required that new batteries be installed for all Water UPS and CPU controllers during the month of October in the second (2nd) year of the contract. To include, but not limited to, WTF UPS's and CPU's located in each of the two (2) Control Panels; Well Site UPS and

CPU Controllers located in the one (1) Control Panel; UPS's and CPU's located at each of the three (3) Pump Stations – one (1) each at Salmon Falls Rd, Chesley Hill Rd and Rochester Hill Rd; UPS's and CPU's located at each of the three (3) tank sites – one (1) each at Salmon Fall Rd, Chesley Hill Rd and Rochester Hill Rd.

- 5) The owner reserves the right to require a specific Instrumentation Specialist, as long as said Specialist is employed by the contractor.
- 6) The contractor will supply all labor, vehicles, tools, testing equipment and parts, which satisfy manufacturer's applicable requirements.
- 7) The contractor will be responsible for providing advance notification, a minimum of twenty-four (24) hours, to the facility managers of any service or maintenance activities.
- 8) In addition, the contractor will be responsible for maintaining a schedule governing all maintenance and inspection activities, i.e., the specific periodic tasks to be performed for each semi-annual inspection.
- 9) A copy of the schedule, which lists all scheduled Semi-Annual maintenance and inspection activities, must be submitted to the Public Works Department for review and approval.
- 10) Hardware maintenance during each semi-annual visit shall include at a minimum: Cleaning of case, mechanical mouse, keyboards, monitors (vacuum vents to clean), and testing and checking the power protection devices. Each PC and Laptop shall be opened and cleaned with special attention give to power supply fans, case, components and CPU fans. Components shall be sprayed with a blast of compressed air to loosen dust and a small vacuum shall be used to remove the dust.
- 11) In the event that during the period of this contract the Water Treatment Plant, the Wastewater Treatment Plant, the Well Site, or the Pump Stations expand, upgrade and/or add additional hardware and/or software programs the contractor agrees that for extra work, if performed in accordance with the terms and provisions of the contract documents, they will accept compensation as stipulated herein.
- 12) Prior to any extra work a proposal to include, scope, cost and time frame shall be submitted by the contractor to the Director of Public Works for review and approval
- 13) In addition, the contractor quote should specify;
 - a. Labor billing rate for repair activities not covered under the fixed price activities- include straight time and overtime rates, and under what circumstances overtime rates are charged.
 - b. Mileage charges for repair activities not covered under the fixed price activities.
 - c. Policies if any, on pricing of replacement parts not covered under the fixed price activities.

1) CONTRACTOR CAPABILITIES – QUALITY ASSURANCE

- A. The contractor shall perform all work necessary to select, furnish, configure, customize, debug, install, connect, calibrate (if required by the City), place into operation all hardware & software specified within specification form and to install all system software upgrades as required to keep systems updated and

running within the manufactures supported versions to include but not limited to Intellution SCADA software, XLReporter, Win911 paging software, Modbus+, and Maintenance software programs.

- B. The contractor shall be a "systems house," regularly engaged in the design and the installation of computer systems and their associated subsystems as they are applied to the municipal water or wastewater industry. For the purposes of this specification section, a "systems house" shall be interpreted to mean an organization that complies with all of the following criteria:
1. Employs a registered professional Control Systems Engineer or Electrical Engineer to supervise or perform the work required by this specification section.
 2. Employs personnel on this project who have successfully completed a manufacturers training course on the configuration and implementation of the specific programmable controllers, computers and software.
 3. Has performed work of similar or greater complexity on at least five (5) previous projects. Shall submit names, addresses, telephone numbers, and details of instrumentation.
 4. Has been in the water/wastewater industry performing the type of work specified in this specification section for a minimum of ten (10) years.
- C. The contractor shall maintain a fully equipped office/production facility with full-time employees capable of fabricating, configuring, installing, calibrating, troubleshooting, and testing the system specified herein. Qualified repair personnel shall be available and capable of reaching the facilities within a twenty-four (24) hour period for non-emergency services and shall be available and capable of reaching the facilities within a four (4) hour period for emergency services.
- D. Actual installation of a system or additional equipment need not be performed by the contractor's employees; however, the contractor shall be responsible for the on-site technical supervision of the installation. Written approval must be given by the City for any subcontractors.
- E. The contractor shall submit a statement of qualifications, relevant to the specifications proposed for this bid, that includes: equipment inventory, facility description, resumes of key personnel, experience references, and certifications.
- F. The contractor shall provide a list of telephone numbers, ~~pager numbers~~, and cellular phone numbers where an Instrumentation Specialist(s) can be reached ~~at all times~~ in the event of an emergency. Maximum ~~thirty (30)~~ ninety (90) minute call back time is required.

2) SCOPE OF WORK

a) SEMI-ANNUAL MAINTENANCE SERVICE

The scope of work under this contract shall include service of all equipment listed on the specifications for water and wastewater. All work to be scheduled between the normal work hours of 7:00 AM and 3:00 PM, Monday through Friday. Payment for this work shall be a lump sum figure including labor and any expenses. This report is to include work performed and work necessary to complete. It is required that as part of this service, the contractor shall perform services to correct documented problems to the system and all files must be backed up (two sets) to disks and/or flash drives. Two sets (each) of backup disks and/or flash drives, for both the Water Treatment Plant and the Wastewater Treatment Plant, are required and shall be provided by the contractor.

b) DEMAND SERVICE – STRAIGHT TIME

Included under this contract is an hourly rate for service work requested by the customer which is not part of the SEMI-ANNUAL MAINTENANCE SERVICE described above. This rate shall include labor and expenses. Travel time shall be shown as a separate rate in the bid document.

c) EMERGENCY SERVICE – OVERTIME

Included under this contract is an hourly rate for service work requested by the customer for times outside of normal working hours (nights, weekends, holidays). The contractor agrees to provide service within four (4) hours of notification. This rate shall include all labor ~~and expenses. Travel time shall be shown as a separate rate in the bid document.~~ at 1.5 times the std. day rate. Tolls to be added at the NH DOT rate of cost.

d) PARTS

Any parts required and authorized by the customer will be subject to a maximum markup as noted in the bid document. The contractor shall offer to provide the owner with maintenance services not identified on equipment list on specification form - to include, but not be limited to, the City's wastewater pumping stations and water lift stations. The contractor shall advise the owner of all cost required to provide such services and receive authorization by the owner prior to commencing services. The owner shall have the right to purchase parts direct from equipment manufacturer(s) or through the contractor. In such case where the contractor is authorized to furnish new parts, either for repair or 100% replacement, the owners cost shall be limited to a value equal to the contractor's actual cost, including freight and other applicable miscellaneous charges plus the percent (%) profit margin noted in Appendix A of the Bid Quotation Form. Percent (%) markup charge shall not include freight costs. Contractor must provide invoices of their actual costs as required by the owner.

3) TERM OF CONTRACT

This contract must be approved by the Director of Public Works and shall become effective on July 1, 2015 and expire on July 1, 2018. This is a three (3) year bid, renewable each year. The bid shall remain in effect for one year, and may be renewed for two additional years based upon the following: 1) Satisfactory performance of the selected company as determined by the Director of Public Works, and 2) Mutual agreement between both the City of Rochester and the contractor selected.

4) PAYMENT

Two invoices for the SEMI- ANNUAL MAINTENANCE SERVICE, one for water and one for wastewater, described in paragraph 2.a shall be submitted upon the completion of this work.

Invoices for DEMAND SERVICE, EMERGENCY SERVICE, and PARTS described in paragraphs 2.b, 2.c, 2.d, and 2.e shall be submitted upon completion of ~~this~~that work.

A full written report, within 10 days of all services, must be completed for each visit and must be submitted prior to payment of invoice. This report shall include but is not limited to, the reason for the visit, all pieces of equipment serviced, results of troubleshooting activities and diagnosis, all changes that were made, equipment repairs with part numbers and service technician(s) name(s) that completed the work.

Battery replacement cost shall be submitted at time of purchase. Invoice with actual contractor cost of batteries must be submitted at time of purchase (purchase price plus % mark up will be reimbursed) – installation cost shall be considered in contract bid price for Semi-Annual service.

BID QUOTATION FORM
TIME & MATERIAL RATES FOR MAINTENANCE & SERVICE
(1 of 2 pages to be submitted)

| Company Name: CDM SMITH | | | |
|---|--|--|---|
| Description | Year One FY16 | Year Two FY17 | Year Three FY18 |
| Semi-Annual Service-Wastewater 1 Day per Contract, excess at straight time rates. 1 day ea. Spr. & Fall | \$1748.32 One thousand seven hundred forty eight & 32 cents | \$2701.20 Two thousand seven hundred one & 20 cents | \$1854.72 One thousand eight hundred fifty four & 72 cents |
| Semi-Annual Service-Water 1.5 Days per Contract, excess at straight time rates. 1.5 day ea. Spr. & Fall | \$2622.48 Two thousand six hundred twenty two & 48 cents | \$4502.00 Four thousand five hundred two & 00 cents | \$2782.08 Two thousand seven hundred eighty two & 08 cents |
| Demand Services (Straight time) | \$109.27 One hundred nine & 27 cents | \$112.55 One hundred twelve & 55 cents | \$115.92 One hundred fifteen & 92 cents |
| Demand Services (Over-time) | \$163.91 One hundred sixty three & 91 cents | \$168.82 One hundred sixty eight & 82 cents | \$173.88 One hundred seventy three & 88 cents |
| Mileage Charge Plus tolls at cost std. NH DOT rate. | \$0.65 | \$0.65 | \$0.65 |
| Parts, Percent Markup | 15% | 15% | 15% |

The equipment covered under this agreement includes but not limit to:

- a) All SCADA and PLC equipment as defined and included in Operations & Maintenance Manual No.2035A040 dated May 2001, consisting of eleven (11) volumes.
- b) All the equipment as defined and included in the Wastewater Treatment Plant Upgrade and Expansion Contract No.96-1 in the following sections:
 - Section 13300 Process Instrumentation and Controls – General Provisions
 - Section 13301 Process Instrumentation and Controls – Products
 - Section 13302 Distributed Data Acquisition and Process Control System

AND

 - Headwork's Bar Screen Upgrades SCADA and PLC (2012) NH DES SRF Project No. 330122-11.
- c) All SCADA and PLC equipment as defined and included in the Water Treatment Control System Speci
 - Section C6332 Control System Summary
- d) All SCADA equipment as defined and included at the Water Treatment Well Site located on Farmington Road (Route 11). (2011) NH DES SRF Project No.

Bid results will be posted after 48 hours on the City of Rochester's web site:
www.rochesternh.net or will be available by request via e-mail at the following address:
purchasing@rochesternh.net

BID FORM
TIME & MATERIAL RATES FOR MAINTENANCE & SERVICE
2 of 2 pages to be submitted

A mandatory site visit will be held on Thursday May 21, 2015 @ 8:30 AM. All contractors are to meet at the Wastewater Treatment Plant, 175 Pickering Road and will proceed to the Water Treatment Plant at 64 Strafford Road. All bidders, accept for current contracted vendor for services, must attend walk through.

Was site visit attended, Yes or No: NO

Bidder Name: Richard F. Halloran

Bidder Address: 25 Industrial Ave
Chelmsford, MA 01824

Telephone: (978) 606-2716

Cell Phone: (978) 505-3223

Fax Number: (978) 250-8843

E-Mail Address: halloranjrrf@cdmsmith.com

| | |
|---------------------|-----------|
| Richard F. Halloran | 6/10/2015 |
| Print Name | Date |

| | |
|-----------|-------|
| Signature | Title |
|-----------|-------|

BID QUOTATION FORM
TIME & MATERIAL RATES FOR MAINTENANCE & SERVICE
 (1 of 2 pages to be submitted)

| Company Name: | | | |
|---------------------------------|---------------|---------------|-----------------|
| Description | Year One FY16 | Year Two FY17 | Year Three FY18 |
| Semi-Annual Service-Wastewater | \$1,440.00 | \$2,280.00 | \$1,600.00 |
| Semi-Annual Service-Water | \$1,440.00 | \$2,280.00 | \$1,600.00 |
| Demand Services (Straight time) | \$110.00 | \$112.50 | \$115.00 |
| Demand Services (Over-time) | \$165.00 | \$168.75 | \$172.50 |
| Mileage Charge | \$0.60 | \$0.60 | \$0.60 |
| Parts, Percent Markup | 15% | 15% | 15% |

The equipment covered under this agreement includes but not limit to:

- a) All equipment as defined and included in Operations & Maintenance Manual No.2035A040 dated May 2001, consisting of eleven (11) volumes.
- b) All the equipment as defined and included in the Wastewater Treatment Plant Upgrade and Expansion Contract No.96-1 in the following sections:
 - Section 13300 Process Instrumentation and Controls – General Provisions
 - Section 13301 Process Instrumentation and Controls – Products
 - Section 13302 Distributed Data Acquisition and Process Control System

AND

 - Headwork's Bar Screen Upgrades (2012) NH DES SRF Project No. 330122-11.
- c) All equipment as defined and included in the Water Treatment Control System Specification
 - Section C6332 Control System Summary
- d) All equipment as defined and included at the Water Treatment Well Site located on Farmington Road (Route 11). (2011) NH DES SRF Project No.

Bid results will be posted after 48 hours on the City of Rochester's web site:
www.rochesternh.net or will be available by request via e-mail at the following address:
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Was site visit attended, Yes or No: Yes

Bidder Name: Wilson Controls, LLC

Bidder Address: 288 Calef Hwy
Lee, NH 03861

Telephone: 617-701-3900

Cell Phone: 603-422-5271

Fax Number: 978-517-1321

E-Mail Address: Sdrapeau@Wilson-Controls.com

Scott E. Drapeau 6-11-15

Print Name

Date

Scott E. Drapeau Co-owner

Signature

Title



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
06/10/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | | | |
|--|--|---|--|
| PRODUCER Anchorage Insurance & Financial 1 New Hampshire Avenue Suite 125 Portsmouth, NH 03801 | | CONTACT NAME: PHONE (A/C, No, Ext): 603-766-4946 E-MAIL ADDRESS: s.damsell@comcast.net FAX (A/C, No): 603-421-6446 | |
| INSURED Wilson Controls LLC 288 Calef Hwy Lee NH 03861 | | INSURER(S) AFFORDING COVERAGE INSURER A: Westchester Insurance INSURER B: Lloyds INSURER C: Providence Mutual INSURER D: INSURER E: INSURER F: | |

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|--|-----------|----------|---------------|-------------------------|-------------------------|---|
| B | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | a | | L0601201500 | 06/01/15 | 06/01/16 | EACH OCCURRENCE \$ 1000000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500000 MED EXP (Any one person) \$ 10000 PERSONAL & ADV INJURY \$ 1000000 GENERAL AGGREGATE \$ 2000000 PRODUCTS - COMP/OP AGG \$ 2000000 |
| C | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS | | | CAP0051362 | 06/05/15 | 06/05/16 | COMBINED SINGLE LIMIT (Ea accident) \$ 500000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ 500000 |
| | UMBRELLA LIAB EXCESS LIAB DED RETENTION \$ | | | | | | EACH OCCURRENCE \$ AGGREGATE \$ |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | Y/N | N/A | | | | PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$ |
| A | Professional Liability E&O | | | G27544873 | 12/12/14 | 12/12/15 | 1,000,000 single limit Policy |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

PROGRAMMING.

| | |
|---|--|
| CERTIFICATE HOLDER City of Rochester NH 31 Wakefield Street Rochester, NH 03867 | CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE |
|---|--|

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CERTIFICATE OF LIABILITY INSURANCE

WILSO-7

OP ID: JMK

DATE (MM/DD/YYYY)

06/10/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | |
|--|--|
| PRODUCER Granite Insurance & E-COMP 6600 Koll Center Parkway #100 Pleasanton, CA 94566 Payroll Management, Inc. | CONTACT NAME: Marianne Wonels PHONE (A/C, No., Ext.): 925-462-8400 FAX (A/C, No.): 925-462-8888 E-MAIL ADDRESS: |
| INSURED Wilson Controls LLC 288 Calef Hwy Lee, NH 03861 | INSURER(S) AFFORDING COVERAGE INSURER A: Farmington Casualty Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F: |

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL SUBR INSD WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|--|-------------------------------------|---------------|-------------------------|-------------------------|--|
| | COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | | | | | EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$ |
| | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS | | | | | COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ |
| | UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$ | | | | | EACH OCCURRENCE \$ AGGREGATE \$ \$ |
| A | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | Y/N <input type="checkbox"/> N/A | UB8D28133A | 11/06/2014 | 11/06/2015 | X PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

| | |
|---|--|
| CERTIFICATE HOLDER CITY027 City of Rochester, New Hampshire Attn: Purchasing Agent 31 Wakefield Street Rochester, NH 03867 | CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE |
|---|--|

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288 CALEF HIGHWAY
LEE, NH 03861
617.701.3900: T
978.517.1321: F

Wilson Controls, LLC

Company Summary

Wilson Controls, LLC is comprised up of two main partners that bring over 44 years of combined experience in the Automation and Controls field. Our diversified experience covers our customers' needs well.

Control and Monitoring of the different equipment is primarily through the use of Programmable Logic Controller (PLC) hardware, Supervisory Control And Data Acquisition (SCADA) software and Instrumentation that Wilson Controls programs using proven Manufacturers certified software/hardware to perform the tasks per the written requirements of the Customer's and/or Engineer's project Specifications and Plans. Once all work is completed per the Contract requirements, the Engineer and/or Owner witnesses testing of all system functions and once satisfied with all operation (be it control, monitoring, alarming or just reporting) will sign off on the completed project prior to release of final payment. Wilson Controls provides written Operation & Maintenance (O&M) Manuals for the completed system for use by the Owner/Engineer for future reference. These O&M manuals are also used by Wilson Controls when we provide training to the Owner and Engineers on how the completed system operates and what components were used and how they function as a whole, including system troubleshooting, parts replacement and Wilson Control company contact information.

A typical project will contain the following tasks to be performed by Wilson Controls:

- Project Bid per Contract Plans and Specifications.
- Submit to Owner/Engineer Project Plan with detailed Engineering Design Data, Material Data and Software Programs for Approval prior to release of material orders and final programming.
- Once Approved Submittals are obtained – Complete Software Programming per Owner/Engineer comments and release approved materials.
- Build the approved Control Panels in our UL 508A Shop
- Provide materials to Owner/General contractor for installation by their professional staff.
- Provide Startup Services of installed equipment by Owner/General Contractor.
- Provide O&M Manuals and Project Training.
- Provide witnessed testing and obtain project sign-off.

The information contained within this document is to be considered confidential and proprietary. It shall not be distributed or communicated to other individuals or parties except those directly involved with Wilson Controls, LLC and its affiliates on this particular application. Under no conditions shall this document or the information contained within be communicated to competitors of Wilson Controls, LLC and its affiliates.



288 CALEF HIGHWAY
LEE, NH 03861
617.701.3900: T
978.517.1321: F

Wilson controls also provides Automation & Control System Maintenance. This can be as an on call service or periodic maintenance based on the customers' needs/requirements of their system.

Installation of Control Panels and Instrumentation is by the Owner or General Contractor's professional staff, such as Licensed Electricians and Mechanical Installers.

Definitions:

PLC - Programmable Logic Controller. This is a hardware device that has physical wired Digital & Analog Inputs and Outputs from/to Field Instruments and Equipment. Examples Given - Digital Inputs such as Pump Run Status, Generator Power Run Status; Digital Outputs such as sending a Start command to start a pump or open a control valve; Analog Inputs such as a level in a tank or Chlorine amount measured from a Chlorine analyzer in water; and Analog Outputs such as sending a speed command to a pump to run at a certain speed or opening a valve to 50% open.

SCADA – Supervisory Control And Data Acquisition. Computer controlled systems that monitor and control industrial processes that exist in the physical world. Wikipedia can give a more detailed definition. In general, it collects data from the PLC and gives the operator a way to see the data on the computer screen through automated objects, i.e. a picture of a Water Pump turning Green when on or Red when off, a level in a tank moving up or down and displaying xx feet of water in the tank. It also allows the operator to input data such as set points to the PLC to have the PLC logic "control" the equipment based on a set point, i.e. the operator can enter a water level set point that the pump needs to maintain in the tank, the PLC logic will then control the pump speed to maintain that level set point. SCADA is also used to monitor data points through trends/graphs or alarming points; i.e. trending a level in a wastewater pump station tank and if the level goes above an operator set point SCADA will cause an alarm horn to sound and email or page an operator to inform them of an operation issue.

Automated Reporting – Data collected from the PLC and/or SCADA can be incorporated into a Formatted Excel Spreadsheet, database, etc. and used to report process data to governing authorities; i.e. dissolved oxygen or Chlorine content of treated wastewater leaving the facility.

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Instrumentation - An instrument is a device that measures and/or regulates physical quantity/process variables such as flow, temperature, level, or pressure. Instruments include many varied devices that can be as simple as valves, switches, and transmitters and as complex as analyzers.

All Software and hardware used by Wilson Controls is from Manufacturers with proven track records and required certifications such as Under Writers Laboratory (UL), Institute of Electrical and Electronics Engineers (IEEE) and International Society of Automation (ISA), etc.

Owners:

Scott E. Drapeau, P.E. is a licensed Civil/Environmental Professional Engineering that perfectly aligns with the Automation and Controls work within the Environmental field. Mr. Drapeau has a deep understanding of the environmental processes which is used to program the controls logic, SCADA Systems, Alarm Monitoring and Reporting Software. Mr. Drapeau is also experienced with working with Contract Plans and Specifications, having written these on several projects in the past.

Timothy P. McKeon is a highly capable Controls Engineer that brings to the table a vast array of experience in the industrial field as well as the Environmental field. Mr. McKeon's impressive Programming and Electrical background gives Wilson Controls an upper hand in addressing all customer Automation & Controls needs by providing the customers with quality work with and minimized downtime.



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Scott E. Drapeau, P.E.

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Lee, New Hampshire 03861
(603) 422-5271
sdrapeau@Wilson-Controls.com

QUALIFICATIONS HIGHLIGHTS

- Professional Engineer, NH Certificate #11063
- 18 years' experience in Automation and Controls Engineering.
- Project Management / Administration
- Project Estimating
- Programming experience in Fortran, Relay Logic, SQL, SCADA
- Experience with wide range of PLC and SCADA Platforms
- Project Engineering and Integration
- Panel Design and Fabrication
- Control System and Instrumentation Startups
- Certifications – GE iFIX, GE PLC's, Rockwell/Allen-Bradley PLC/SCADA, Citect, OSHA-10

Software:

- Software: Programs: MS Visio, AutoCAD, AutoCAD Land Desktop, Softdesk 8 Civil/Survey, Microsoft Products.
- Programming: Fortran; PLC:(Ladder/Flowchart) Allen-Bradley, Modicon, GE, Motorola, etc.; SCADA: iFIX, Rockwell Software, Wonderware, Citect, etc.; telephone/radio modems; Autodialers: RACO; Alarming Software: WIN911; Reporting Software: XLReporter

PROFESSIONAL EXPERIENCE

Co-Owner, Wilson Controls, LLC, Lee, NH (Jun. 2012 – Present)

- Complete Instrumentation & Control (I&C) System Integration
- Professional Consulting Services for I&C Projects
- Project Estimating/Bidding, Proposal preparation
- Complete project administration for municipal and private controls integration projects.
- Design/Specify control/monitoring instrumentation and control panels
- Create drawing packages including panel layouts, wiring schematics, system architecture, etc. using MS Visio/AutoCAD.
- Prepare project submittals/O&M's for instrumentation, hardware/software, control panels and logic narratives.
- Program Programmable Logic Controllers (PLC), modems/radios for Remote Terminal Units (RTU), Operator Interface Terminals (OIT) & Supervisory Control & Data Acquisition (SCADA) systems using various software packages for Water and Wastewater projects.
- Perform control system startups and field service calls/troubleshooting.

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Division Manager, VSG New England, a Zeller Company (formerly Ellis Engineering, Inc.), Lee, NH (Sep. 2005 – Jun. 2012)

- Complete project administration for municipal and private controls integration projects.
- Manage/Support Engineering staff – Programmers, Design Engineers, Sub-Contractors and Estimators.
- Manage/Support Field Service Technicians and Coordinate Scheduling.
- Responsible for forecasting Revenue Recognition through Project Tracking and Project Financial Breakouts
- Perform Estimating for Project Bids and Project Change Orders
- Write project proposals and prepare project schedules.
- Design/Specify control/monitoring instrumentation and control panels
- Create drawing packages including panel layouts, wiring schematics, system architecture, etc.
- Prepare project submittals/O&M's for instrumentation, hardware/software, control panels and logic narratives.
- PLC, OIT and SCADA Programming
- Perform control system startups and field service calls/troubleshooting.

Project Manager/Senior Engineer, Albanese Brothers, Inc., Dracut, MA (Nov. 2003 – Sep. 2005)

- Performed project administration for multi-million dollar municipal projects, including but not limited to:
 - Managed field engineers/crews, subcontractors and working closely with project owners/engineers to construct wastewater collection systems, pump stations, water distribution, site drainage, roadways & utilities.
 - Prepared, submitted and presented project permit applications for federal, state and local agencies.
 - Prepared subcontracts, project submittals and change order proposals for various trades, including site contractors, building, electrical, HVAC, controls & instrumentation.
 - Chief estimator for project bidding and successful material takeoffs for cost minimization.

Senior Engineer, Weston & Sampson Engineers, Inc., Portsmouth, NH (May 1999 – Nov. 2003)

- Managed and coordinated project subconsultants, field personnel and design staff for multiple projects.
- Wrote project proposals and prepared project schedules.
- Designed sewer collection systems, water distribution systems, wastewater treatment facilities, site drainage and process control systems with complete plans and specifications.
- Performed public speaking/technical seminars on instrumentation and control systems
- Prepared project permit applications for federal, state and local agencies.
- Worked closely with clients through phone conversations, project meetings, e-mails, reports, memos and letters.

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- Generated project drawing packages using AutoCAD Land Development Desktop.
- Performed on-site construction inspections and managed on-site construction activities.
- Surveyed various project sites using a level/total station for incorporation into design plans.
- Designed/Build of control/SCADA systems with complete programming and startup services for Water & Wastewater clients

Project Engineer, Automation Specialties, Inc., Portsmouth, NH (Apr. 1997 – May 1999)

- Wrote project proposals and prepared project schedules.
- Managed and coordinated design engineering staff for multiple projects.
- Designed/Constructed Chilled Water Facility Control System for Pfizer Pharmaceuticals, Inc. research campus in Groton, CT.
- Designed/Constructed Landfill Control Systems, Wastewater Facility Controls and other various Control Systems.
- Programmed Programmable Logic Controllers (PLC) & Supervisory Control & Data Acquisition (SCADA) systems.
- Created project drawing packages using AutoCAD.

Graduate Engineer, Tighe & Bond, Inc., Westfield, MA (Jul. 1995 – Apr. 1997)

- Designed/permitted Landfill Composite Liner Systems, including roads, sedimentation basins and parking areas.
- Performed on-site construction inspections and managed on-site construction activities.
- Performed density tests and inspected installation of soil test borings, gas extraction wells and water wells.
- Performed project cost/benefit analysis.
- Surveyed various project sites, including existing conditions, construction layout and asbuilts.
- Reviewed and approved materials, specifications, construction methods and project submittals.
- Created landfill design plans using AutoCAD.

Engineering Intern, Waste Management of New Hampshire, Rochester, NH (May 1993 – Jun. 1995)

- Performed field and laboratory analysis of water, soil, leachate and landfill gas samples.
- Supervised construction activities including roadway construction, utility and pump station installations.
- Prepared underground and above ground storage tank state permitting applications.
- Used AutoCAD to create project plans.

EDUCATION

University of New Hampshire - Bachelor of Science Civil/Environmental Engineering, May 1995

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QUALIFICATIONS HIGHLIGHTS

- 26 years' experience in Automation and Controls Engineering.
- Experience in wide range of PLC and SCADA platforms.
- Experience in wide range of industries – Manufacturing, Water & Waste Water, Medical, Municipal, Education
- Interfacing business systems with manufacturing information.
- Project Engineering and Integration Design
- Panel Design and Fabrication
- Variable Frequency Drives – Square D, AC Tech, ABB, GE
- Servo Systems
- Robotics
- System Startups – PLC, SCADA, Instrumentation, Drives
- Certifications – GE iFIX, Wonderware, Rockwell/Allen-Bradley, Citect, OSHA-10

Software:

- CAD (Autocad, Versacad)
- PLC (RSLogix5/500/5000, Softlogix, VersaPro, MEDOC)
- HMI (FactoryTalk View, RSView32, FixMMI, PanelBuilder, Wonderware Intouch, iFIX, etc.)
- Standard Office Software,
- VMware
- Individual Hardware Setups
- Microsoft Products

PROFESSIONAL EXPERIENCE

Co-Owner, Wilson Controls, LLC, Lee, NH (Jun. 2012 – Present)

- Providing Complete Instrumentation & Control (I&C) System Integration
- SCADA, HMI, PLC System Integration.
- Control panel design and component specification.
- Customer support.
- Project Estimating/Bidding, Proposal preparation
- Complete project administration for municipal and private controls integration projects.
- Prepare project submittals/O&M's for instrumentation, hardware/software, control panels and logic narratives.
- Program Programmable Logic Controllers (PLC), modems/radios for Remote Terminal Units (RTU), Operator Interface Terminals (OIT) & Supervisory Control & Data Acquisition (SCADA) systems using various software packages for Water and Wastewater projects.
- Perform control system startups and field service calls/troubleshooting.

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Senior Engineer, VSG New England, A Zeller Company, Lee, New Hampshire (2011– 2012)

- SCADA, HMI, PLC system integration.
- Control panel design and component specification.
- Project plan and testing submittals.
- Customer support.

Engineering Manager, Thermoplastics Engineering, Leominster, Massachusetts (1992 – 2011)

- Supervised engineers and a varying number of panel builders for a major OEM of wire & cable and fiber optic machinery.
- Startup of major equipment globally.
- Provided training seminars and technical assistance to clients .
- R&D on new equipment for the telecommunications industry.
- Designed and programmed over 1000 machines
- Clients include; Lucent, Avaya, Belden, Hitachi, Simplex, Alcoa, CDT, Pirelli, Nordex and many others. In the year 2000 I was the largest SLC user in the northeast and this year I am the largest Powerflex consumer

Controls Engineer, RT Engineering, Walpole, Massachusetts (2004 – 2005)

- Support sales department in the promotion and logical course of action for a given project.
- Design high end systems for domestic manufacturers.
- Assist in the company goal of becoming a Rockwell Automation, Control Solutions Provider.
- Control programming and customer training.
- Field Engineering consisting mainly of PLC, HMI, and Drive issues

President, AbAutomation, LLC, East Brookfield, Massachusetts (1999 – 2011)

- Provide control solutions to a broad spectrum of users including, environmental, manufacturing, educational institutions, and medical.
- Wrote a VB program for Contrex to control and monitor their MTRIM motor controller. They abandoned their own and promoted my software.
- Extensive support to Ellis Engineering of Gloucester, MA over four years. Water /Wastewater projects and service throughout the northeast.
- Recently, providing solutions to other integrators

Field Service Engineer, Fenwal Safety Systems, Marlborough, Massachusetts (1991 – 1992)

- Preventative Maintenance on explosion suppression systems

Electronic Technician, Gallileo Electro Optics, Sturbridge, Massachusetts (1987 – 1990)

- Designed and built control systems for military night vision optics
- First exposure to PLC2's and MMI systems
- System integration in a clean room environment

Electronic Technician, Prime Computer, Framingham, Massachusetts (1984 – 1987)

- Configured specialized mini-computers for specific applications
- Highly classified CPU development area



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EDUCATION

Associates Degree in Computer Maintenance Technology
Associates Degree in Electronics Technology
Quinsigamond College, Worcester, Massachusetts
1985

OTHER

Patent # 6,209,299 April 3, 2001

- This patent allows a method to manufacture LAN cable exceeding CAT6 specification. 100% of Avaya's product is using this method, as well as many other manufacturers. The PLC code is also patented.