EXHIBIT A
Scope of Work
Pre-vendor selection

Indiana Department of Correction (IDOC)
Westville Correctional Facility (WCC)
5501 S. 1100 W.
Westville, IN 46391

This is a four (4) year contract for Water Treatment and Testing Services at the Indiana Department of Correction (IDOC), Westville Correctional Facility. The service and (or) commodity details are outlined below.

1. **Purpose**
   The Indiana Department of Correction (IDOC), Westville Correctional Facility, is in need of Water Treatment and Testing Services to maintain all Well Pump Equipment.
2. **The Contractor must provide the following:**
   a. All labor and material shall be furnished as specified for the below listed equipment, while complying with the requirements of IDEM. Complete adherence to all state and local codes shall be a requirement of this Agreement. To include all necessary domestic drinking water testing required by IDEM such as adding the TTH/HAA5 Analysis and the Nitrate Analysis.

      Equipment List
      - Well #1 Pump is Layne/Floway SN; 1922A/89-30721
        Rated @ 350 GPM Depth is 85' Drilled 1948
      - Well #2 Pump is Layne/Floway SN; 19223A
        Rated @ 350 GPM Depth is 85' 2" Drilled 1948
      - Well # 3 Pump is Layne/Goulds SN; 51155
        Rated @ 400 GPM Depth is 89' Drilled 1964
      - Well #4 Pump is National Pump SN; 0104FGF00995-1
        Rated @ 750 GPM Depth is 140' Drilled 2001

   b. The purpose of the contract is to implement an agreement whereby all parties will have a firm understanding of the requirements necessary for the systematic service, repair, part replacements, callback service and preventative maintenance of the Pump Equipment contained within the Westville Correctional Facility, all of which constitutes what is normally referred to in the Water Production Industry as Full or Complete Maintenance
   c. Contractor shall comply with the requirements of IDEM. Complete adherence to all state and local codes shall be a requirement of this Agreement also, to include all necessary domestic drinking water testing required by IDEM such as adding the TTH/HAA5 Analysis and the Nitrate Analysis.
      Inspection Reports: The contractor shall complete all corrections as may be mandated by the IDEM routine inspection within 30 days, provided the changes necessary are included within the scope, terms and conditions of the agreement.

Operations: Contractor will provide a certified drinking water operator with a DSL and WT2 license to operate and visit the facility five (5) times weekly and collect samples to satisfy all monitoring requirements. Contractor will complete and submit all necessary paperwork. Contractor will know facility Well Head Protection Plan and keep facility within compliance.
Extent of Contract Coverage: By use of personnel directly employed, supervised and trained by the Contractor, the Contractor shall regularly and systematically examine, adjust, lubricate, clean, and when conditions warrant, repair or replace the following equipment as necessary.
Additional Replacements: When equipment or parts are replaced in their entirety, and a newer design of this device is available, functionally equivalent and compatible, the device of the newer design shall be used as the replacement. If part(s) cannot be replaced with original manufacturers product due to no fault of the contractor, part(s) may be substituted using another manufacturers product if approval is first obtained from the institution. All replacements of a newer design shall be the responsibility of the contractor.

Service Requirements and Testing

Maintenance Schedule: The contractor shall be responsible for the establishment of a preventative maintenance schedule capable of meeting the individual requirements of each Well Equipment System contained within this agreement. A record or chart shall be maintained and kept in each Pump House. The record shall indicate the date service was performed and what services were rendered at that time. The log shall be kept clean, and all entries shall be legible.

Report Procedure: A written report shall be furnished to the facility after each examination, emergency service or test, including monthly pump records. The report shall clearly indicate what type of service was provided. The contractor shall see that the report is signed by the Institutions Physical Plant Director or his designee.

Testing Requirements: Contractor shall adhere to the 9 year Matrix set forth by IDEM and complete all monthly testing.

Callback and Emergency Services

Response Time: Due to the nature of this agreement, the contractor shall be required to respond to all emergency callbacks within 24 hours of having received the institutions request for such service. Emergency Calls relating to water leaks or equipment failure shall be responded to within 4 hours by contractor.

d. Normal Working Hours: The contractor shall observe the hours of 8:00am to 4:30pm, Monday through Friday, five days a week, as regular working hours,

e. Timeline for Project:

Minimum time requirements: It is understood that each Well Field may have significantly different preventative maintenance time requirements. The frequency of service and the amount of time to be spent servicing and maintaining a unit shall be the Contractor's responsibility. However, a minimum of one (1) visit per quarter, per unit, shall be required as a condition of this agreement. Callbacks and repairs that may be required during the course of the agreement shall not be considered as part of the minimum maintenance time requirements.

Task	Deliverable	Anticipated Start Date	Anticipated Completion Date
Service, repairs, part replacements, callback service and	Facility inspection and verification of completed tasks	December 17, 2022.	December 16, 2026

preventive maintenance of the Pump Equipment at WCC.			

3. **The Indiana Department of Correction (IDOC) shall provide the following:**
    a. Diagrams: The institution shall make available, to the extent possible, any, maintenance manuals or other relative information which may be in their possession. All such materials shall remain in the property of the institution and shall not be removed from the property. The facility will provide an escort as needed and access to secured locations.
    b. Charges for basic services are payable monthly, in arrears.

4. **Cost**
    a. The Contractor shall provide a detailed budget outlining specific costs for each service and commodity including; item, cost per item, quantity of item, total cost of line-item times quantity, and total overall cost for all services and commodities.
    b. The Contractor shall provide a total amount for all services and commodities. If awarded, this will be the maximum amount the State of Indiana shall pay for the services and (or) commodities outlined.