



CASCADE WATER ALLIANCE

Request for Proposals (RFP)

For

Lake Tapps Project Security System Maintenance

Issue Date: February 25, 2019

| Contact Person for Questions | | |
|---|--|--------------------------------|
| Questions should be directed only to: Henry Chen Engineering and Capital Projects Director | Telephone number: (425) 283-0367 Email address:hchen@cascadewater.org | |
| Deadline for Submission of Questions | | |
| Questions must be submitted to the individual named above no later than: 03 / 06 /2019 at 2:00pm | | |
| Place and Deadline for Submission of Proposals | | |
| Submit Proposals to: Cascade Water Alliance 520 112 th Ave. NE, Suite 400, Bellevue, WA 98004 Attn: Henry Chen | Date: 03 / 13 /2019 | Time: 2:00pm (Pacific Time) |



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I. ANNOUNCEMENT OF REQUEST FOR PROPOSAL

Cascade Water Alliance (“Cascade”) is soliciting Requests for Proposals (“RFP”) for Lake Tapps Project Security System Maintenance (“Maintenance Program”). Proposers must demonstrate experience and satisfactory performance with engagements of similar scope by key personnel assigned.

This Request for Proposal (“RFP”) process is being performed to assure that Cascade obtains the services of a qualified service provider in the most effective and efficient manner.

A. Description of Cascade Water Alliance

Cascade is a municipal corporation organized under the authority of the Joint Municipal Utilities Services Act, chapter 39.106 of the Revised Code of Washington to provide wholesale water supply to meet the current and future water supply needs of its Members.

- **Members:** Members include the following:
 - City of Bellevue
 - City of Issaquah
 - City of Kirkland
 - City of Redmond
 - City of Tukwila
 - Sammamish Plateau Water and Sewer District
 - Skyway Water and Sewer District
- **Governance:** Cascade is governed by a Board of Directors represented by each of its Members. All Board Members are elected officials of their respective Member organization. Day-to-day management is provided by Cascade’s Chief Executive Officer.
- **Water Supplies and Facilities:** Cascade currently utilizes a combination of local groundwater supplies owned and operated by its Members and regional water supplies. Cascade operates and maintains certain infrastructure on behalf of its Members (e.g. the Bellevue Issaquah Pipeline). In addition, Cascade has wholesale water contracts with the City of Seattle and the City of Tacoma, as well as ownership of the White River/Lake Tapps Reservoir Project purchased from Puget Sound Energy in 2009 (“Project”). The Project, constructed in 1911, consists of facilities once utilized in hydro-power generation via water diverted from the White River near the town of Buckley, Washington. The Project is comprised of the Lake Tapps Reservoir, as well as numerous dikes, inlets, fish screens, a diversion dam and approximately 7.5 miles of pipes, flume and canal.



B. Background

On May 1, 2018 (“Completion Date”) Cascade Water Alliance completed electronic security upgrades at three sites (“Sites”) within the Project boundaries. These Sites, shown on Attachment A, are as follows:

- Diversion Dam and Headworks
- Tunnel Intake
- Powerhouse

The security system upgrades consists of the following:

- Diversion Dam
 - New powered, card reader controlled gates
 - Thermal, pan-tilt-zoom (PTZ), and fixed cameras for surveillance, alarming, and alarm assessment. Cameras are a mix of both Power Over Ethernet (POE) and line powered units
 - Wireless radios for some closed circuit television (CCTV) and Access Control System (ACS) equipment
 - Card readers on critical doors
 - Network equipment to provide communication to the monitoring point (Powerhouse)
- Tunnel Intake
 - PTZ camera for surveillance, alarming, and alarm assessment
 - Internet Protocol (IP) speaker to provide communication from Powerhouse to intruders / visitors at the remote site
 - Network equipment to provide communication to the monitoring point (Powerhouse)
- Powerhouse
 - PTZ and fixed cameras for surveillance, alarming, and alarm assessment
 - Card readers on critical doors
 - IDS (Intrusion Detection System) devices operated through the ACS.

All Sites report to a 24-hour monitoring station located in the Powerhouse. The head end for both the ACS and CCTV systems is located at the Powerhouse. S2 is the platform for both ACS and CCTV/VMS. A detailed list of equipment for the Maintenance Program is provided in Attachment B.

The intent of the Maintenance Program is to mitigate the possibility of security equipment failure by performing regular maintenance checks, which includes inspection, adjustment, and minor repair to all components. The security system upgrades to be maintained as part of the Maintenance Program are under a two-year warranty with the original contractor dating back to the Completion Date. Unless the work is covered



under the two-year warranty, the Maintenance Program also includes the provision of emergency service call outs to the three Sites to address security equipment issues.

C. Scope of Work

The selected Proposer shall provide services for this Maintenance Program as described below:

- I – Preventative Maintenance, and
- II – Fault Rectification
- III – Minor System Add-Ons, as required by the Cascade

The equipment to be maintained as part of the Maintenance Program (“Equipment”) is all equipment required to successfully operate the Access Control System and the CCTV/VMS System at the Sites, includes the existing equipment listed in the Attachment B to this RFP. Cascade intends to select one firm based on this RFP process to perform the following tasks:

1. Preventative Maintenance: The successful Proposer will be responsible for the provision of Preventative Maintenance service two (2) times per year on the Equipment located at all three Sites described in the Background.
 - Within ten (10) business days of each site visit, the service provider shall provide a detailed record of their findings and recommendations during the visit.
 - Visits must be scheduled in advance with Cascade.
 - Attachment B to this document provides detail for the existing equipment.
 - Attachment C to this document provides a checklist of anticipated activities to be conducted per site visit. Proposers may list additional recommended services appropriate for the Preventative Maintenance program in their pricing schedule.
 - The service provider will be compensated for all costs associated with Preventative Maintenance services consistent with the pricing schedule submitted by the Proposer (Attachment D).

2. Fault Rectification: Following the two-year warranty period with the original contractor, or if requested earlier by Cascade, the successful Proposer will respond to system faults for the Equipment located on the three Sites on a call out basis.
 - Call outs will be designated as critical or non-critical by Cascade, based on the impact the event has on the ability of Cascade to perform its day to day business.
 - Critical issues will require a guaranteed response time of four (4) hours.



- Non critical Equipment problems will be responded to within two (2) business days.
 - If a critical piece of Equipment cannot be replaced or repaired on the initial call out, the service provider shall notify the Owner prior to leaving the Site of a plan of action to address the concern.
 - Faults will be notified on the Fault Report Form, to be developed by the service provider.
 - The service provider will be able to provide a status report on any given fault or issue immediately upon request, and will provide annual trend reports that document the number of issues opened and closed over the previous 12 months.
 - The service provider will be compensated for Fault Rectification Services consistent with the pricing schedule submitted by the Proposer (Attachment D).
3. Minor System Add-Ons: The successful Proposer may be asked to supply and install new equipment and parts at any of the three Sites on a task order basis. Task orders will not be issued for work (inclusive of all labor, parts, and equipment) in excess of \$40,000.
- The service provider will be compensated for task order work consistent with the pricing schedule submitted by the Proposer (Attachment D).
 - The service provider will be compensated at cost for all equipment listed in Attachment C, including cameras, POE switches, access control panels, and wireless radios and antennas, plus any mark-up listed on the pricing schedule submitted by the Proposer (Attachment D).

The successful Proposer will work primarily under the management of Cascade's Engineering and Capital Projects Director.

The successful Proposer shall be responsible for providing all of the specialist tools and test equipment necessary to carry out the Maintenance Program and validate that the Equipment is operating correctly to the optimum performance settings.

Where, in the course of a Preventative Maintenance visit or a Fault Rectification visit, Equipment is added or deleted from the system, the service provider shall update all necessary documentation, including but not limited to As Built drawings, operations and maintenance manuals, and interactive icons and other relevant information within the access or CCTV/VMS software.

After the warranty period, the service provider shall be responsible for identifying all faults associated with the systems and control links associated with the system (the Cascade WAN), and for reporting to and liaison with Cascade to ensure that the system is restored to full operation as quickly as possible. The service provider will not be responsible for the performance of the Cascade WAN.



All goods and materials used by the service provider in carrying out the obligations of the Maintenance Program and under the contract shall be of the highest standard and quality and in full compliance with the requirements of the original equipment manufacturer's recommendation; all replacements shall be new and of a manufacturer's revision level not less than that of the part to be replaced. When replacement parts are fitted, these shall become the property of Cascade Water Alliance.

The service provider shall be responsible for providing the servicing equipment, and all tools, test equipment, spares, goods and materials in fulfilling the Maintenance Program.

II. SUBMITTAL AND EVALUATION PROCESS

Each Proposer's proposal must be organized by discrete sections corresponding to the evaluation criteria and in the order listed below, and must include an index to assist Cascade in reviewing all proposals received. Proposers are further advised that lengthy or wordy submissions are not necessary. Nevertheless, proposals that do not respond completely or sufficiently to the evaluation criteria in this RFP may be rejected as non-responsive, or will receive correspondingly lower scores for those criteria, which may result in the proposal not scoring high enough to be considered further.

A. *Submittal Requirements and Evaluation Criteria*

The proposal must include and will be reviewed and scored by Cascade based on the following weighted evaluation criteria.

| Evaluation Criteria | Maximum Points |
|---|----------------|
| 1) <u>Cover Letter</u> : Please submit a cover letter of not more than two pages that summarizes your experience in providing the services described in this RFP, addressing, at a minimum, the following: <ul style="list-style-type: none"> a) A high level summary of your firm's relevant qualifications. b) The size of your firm and discuss your firm's capability to manage projects as anticipated by this RFP. c) Your firm's historical workload and how this would impact your ability to perform work as contemplated by this RFP. d) The name and contact information of the individual in your firm that Cascade should contact regarding questions about your proposal. The contact information should include the following: name of individual, title (Mr., Ms., etc.), firm name, address (city, state, zip code), telephone number, e-mail address. | 5 |



| | |
|---|----|
| <p>e) Acknowledgement that you have received any addenda issued to the RFP, as posted on Cascade’s website.</p> | |
| <p>2) <u>Background of the Firm:</u> Provide a brief description and history of your firm (the number of years it has been in business, areas of specialization(s), number of employees, location of offices, and other applicable services offered). Discuss your firm’s financial and organizational stability.</p> | 5 |
| <p>3) <u>Relevant Experience of the Firm:</u> A description of demonstrated expertise and experience of the firm in successfully completing similar projects as described in this RFP, preferably in western Washington State, including your experience, if any, with Cascade’s facilities.</p> <p>Provide copies of firm certifications on relevant equipment. If the company has no existing certification on relevant equipment discuss your intention to obtain such certification (S2 Black Support).</p> <p>Indicate your specific company experience with the following components:</p> <ul style="list-style-type: none"> • S2 (ACS and VMS) • Axis Thermal equipment • Firetide • Other thermal CCTV equipment • Other wireless transmission equipment • Projects requiring integration of access, video, and thermal imaging systems | 20 |
| <p>4) <u>Staff Experience and Availability:</u> A description of the staff proposed (employees and/or sub-consultants) for performing any work as outlined in this RFP that may be assigned, that demonstrates relevant experience from other projects. Include a copy of the resume of the firm’s primary contact person for Cascade activities and the resume for any other key personnel who will be assigned to perform work for Cascade. Describe their relevant background, experience, qualifications, and availability (including their ability to respond on an emergency basis). Indicate how long personnel who are intended to work on this project have been with the firm. Provide copies of individual technicians or project managers certifications on relevant equipment.</p> | 25 |



| | |
|---|----|
| <p>5) <u>Project Approach:</u> The Proposer should demonstrate solid understanding of the proposed scope of work with a clear, concise description of the services to be performed and a responsive schedule.</p> <p>Provide a general description of the project approach and methodology your firm uses for Preventive Maintenance, Fault Rectification, and security installation work.</p> <p>Provide a checklist comparable to that produced in Attachment C of this document, including both the anticipated tasks listed in Attachment C and any additional recommended tasks that could be conducted during your Preventative Maintenance visits. Include on this form checklist the relevant information noted in Attachment C.</p> <p>Provide a sample report that would be provided at the end of each Preventative Maintenance visit.</p> | 15 |
| <p>6) <u>Pricing Schedule:</u> Provide a pricing schedule for Preventive Maintenance services, Fault Rectification services, and equipment costs for the first year of the Contract, as well as the optional second and third years of the Contract. Pricing should be listed in the form provided in Attachment D.</p> | 30 |
| <p>7) <u>Standard Contract Language:</u> Cascade intends to utilize its standard Consultant Agreement for this project. The Agreement is included as Attachment E to this RFP. Each firm must affirm in its proposal that the terms and conditions of this Agreement are acceptable, or if the firm takes exception to any of the proposed language in the Agreement, the firm must specifically describe the reasons for the exceptions and propose in its proposal alternative language for review and consideration by Cascade.</p> | 0 |
| <p>8) <u>References:</u> Provide three (3) references of clients who are familiar with the work of the firm, and for whom work as performed that closely resembles the work described in this RFP. Cited references should include project name, reference name, title, project role, and current contact telephone number. Cascade reserves the right to conduct reference checks as part of evaluating proposals as well as in evaluating the suitability of the firm for a particular work assignment. In the event that information obtained from the reference checks reveals concerns about the firm's past performance or their ability to successfully perform work required by Cascade, Cascade may, at its sole discretion, not select a firm. In</p> | 0 |



| | |
|---|------------|
| conducting reference checks, Cascade may include itself as a reference if the firm has performed work for Cascade, even if the firm did not identify Cascade as a reference. Likewise, Cascade reserves the right to check references for the firm from other clients, even if they were not identified by the firm as references in the proposals submitted. | |
| Total Points | 100 |

B. *Format Requirements*

- Proposals and their sealed packaging (boxes or envelopes) should be clearly marked with the name and address of the firm and should be marked with the name of this RFP as indicated on page 1 of the RFP.
- The bound proposals should be in an 8 1/2” by 11” format, using a minimum 12 point type size.
- Cascade strongly encourages the use of recycled and recyclable materials in the submission of proposals.
- Firms are encouraged to “double side” the printing of their proposals; however, for the purposes of any page limitations of the proposal outlined in the RFP, one side of a printed page is considered one page. Cascade will not review or evaluate pages in a proposal that are in excess of any RFP page number limitation for a specific section of the proposal.

C. *Evaluation Process*

Cascade will select, if at all, one Proposer whose qualifications, in the sole judgment of Cascade: best meets the requirements set forth in this RFP; is the most advantageous to Cascade based on the evaluation criteria set forth herein; and is in the best interest of Cascade. The proposals will be reviewed by an evaluation committee and the highest rated firms may be invited to an interview prior to final selection.

Grounds for rejecting proposals as non-responsive include late submittals, missing information or addenda, qualifications that do not meet the minimum requirements or do not address all areas identified by Cascade.

III. GENERAL INFORMATION AND INSTRUCTIONS TO PROPOSERS

By submitting a response to this RFP, the Proposer certifies that the proposal and any additional materials are genuine and not a sham or collusive, and not made in the interest of any person not named, and that the Proposer has not induced or solicited others to submit a sham proposal, or to refrain from submitting a proposal.



A. Time and Place for Submittal

One (1) original and four (4) bound copies, as well as one (1) electronic copy (CD or USB), of the proposal and any additional materials must be submitted to Cascade Water Alliance, 520 112th Ave. NE, Suite 400, Bellevue, WA 98004, Attn: Henry Chen, no later than the deadline listed on page 1 of the RFP. Faxed or e-mail submittals will not be accepted.

Firms are responsible for ensuring receive of the proposal at the designated place and by the deadline stated above. Submittals received after the deadline will not be accepted. Cascade will not be liable for delays in delivery of proposals due to handling by the U.S. Postal Service, courier services, overnight carriers, or any other type of delivery service. Proposals may be delivered in person or by a delivery service. No oral, fax, electronic (e.g. e-mail), or telephonic proposals will be accepted. Firms are responsible for ensuring that Cascade receives the proposal at the designated location by the deadline set forth above.

B. Anticipated Schedule (Dates subject to change by Cascade)

| Date | Description |
|--------------------------|---|
| See page 1 of RFP | Issue Date of RFP |
| See page 1 of RFP | Deadline for Submission of Questions |
| See page 1 of RFP | Deadline for Cascade’s Response to Questions Asked |
| See page 1 of RFP | Proposal Submittal Date (Due Date) |
| 03/20/2019 to 03/21/2019 | Dates of possible interviews |
| 03/27/2019 | Recommendation to Cascade’s Board for Award |
| 04/08/2019 | Cascade’s and Successful Firm’s Execution of Contract |
| 04/09/2019 | Commencement of Services Under the Contract |

C. Contact with Cascade

All questions or requests for clarification must be made only to the Designated Cascade Contact Person identified on page 1 of this RFP, and must be submitted no later than the deadline listed on page 1 of this RFP. Other than the Designated Cascade Contact Person, Proposers shall not directly or indirectly contact any Cascade Board Member or employee of Cascade in connection with this RFP, the selection process, or the contract contemplated herein. Contact with anyone at Cascade other than the Designated Cascade Contact Person may result in the firm being disqualified from further consideration.

D. Addenda

Cascade will issue addenda to this RFP to respond to any questions received by Cascade and/or to modify the terms of the RFP. All addenda will be posted on Cascade’s website



at www.cascadewater.org. It is the responsibility of the Proposers to check the website for any addenda to this RFP before submitting their proposal.

E. Cost of Preparation

Cascade will not reimburse Proposers for any costs involved in the preparation and submittal of a response to this RFP.

F. Contract

Cascade's budget for the work in the first year of this contract is \$60,000. Subsequent year budget after the 1st year is anticipated to be equivalent.

The contract shall be for a term of one (1) year. Cascade shall have the option to renew or extend the contract term for up to two (2) additional years at its sole discretion.

Cascade intends to utilize its standard Maintenance Agreement for this project. The Agreement is included as Attachment E to this RFP. Cascade Board action may be required to authorize the Chief Executive Officer to execute the contract. Cascade reserves the option, based on any dissatisfaction with the successful Proposer's performance, to solicit qualifications from other firms.

G. Insurance

Prior to execution of a Contract for services under this RFP, the successful firm will be required to provide acceptable evidence of insurance coverage consistent with the insurance requirements outlined in Cascade's standard Maintenance Contract and referenced on Cascade's website as applying to this RFP. Any proposed deviations from the standard insurance coverage requirements, as applied to this RFP, must be included within the proposal.

H. Rights Reserved by Cascade

This RFP does not obligate Cascade to accept or contract for any expressed or implied services. Cascade reserves the following rights:

1. To waive as an informality any irregularities in proposals and/or to reject any or all proposals.
2. To extend the date for submittal of responses and to change or modify the RFP schedule at any time.
3. To request additional information and data from any or all firms.
4. To supplement, amend, or otherwise modify the RFP through addenda issued.
5. To cancel this RFP with or without the substitution of another RFP.
6. To reissue the RFP.



7. To make such reviews and investigations, as it considers necessary and appropriate for evaluation of the proposals.
8. To reject any proposal in the event that Cascade's analysis of the firm's financial status and capacity indicates, in Cascade's judgment, that the firm is not able to successfully perform the work.
9. To cancel the RFP process in the event only one proposal is received by the deadline.
10. To establish a revised deadline for submission of proposals in the event only one proposal is received by the deadline.

I. *Public Disclosure*

1. Property of Cascade: Proposals submitted to Cascade shall become the property of Cascade and shall not be returned to the firm.
2. Proposals are Public Records: Pursuant to Chapter 42.56 RCW, proposals submitted under this RFP shall be considered public records and with limited exceptions will be available for inspection and copying by the public. Except to the extent protected by state and/or federal laws, proposals shall be considered public documents and available for review and copying by the public after an award of contract is made by Cascade.
3. Public Records Exemption: Any proprietary information included in the proposal that the firm wishes to remain confidential (to the extent allowed under the laws of the State of Washington) should be clearly identified as "Confidential" in the proposal. In addition, the firm must provide the legal basis for the exemption to Cascade.
4. Proposals Not Marked as Confidential: If a proposal does not clearly identify the confidential portions, Cascade will not notify the firm that its proposal will be made available for inspection and copying.
5. Process for Disclosing Information: If a request is made for disclosure of material or any portion marked "Confidential" by the firm, Cascade will notify the firm of the request and allow the firm ten (10) business days to take appropriate action pursuant to RCW 42.56.540. If the firm fails or neglects to take such action within said period, Cascade may release the portions of the proposal deemed subject to disclosure.
6. Indemnification by Firm: To the extent that Cascade withholds from disclosure all or any portion of firm's documents at firm's request, firm shall agree to fully indemnify, defend and hold harmless Cascade from all damages, penalties, attorneys' fees and costs Cascade incurs related to withholding information from public disclosure.



7. No Claim Against Cascade: By submitting a proposal, the firm consents to the procedure outlined in this section and shall have no claim against Cascade because of actions taken under this procedure.

J. *Diversity*

Cascade is committed to providing the maximum practicable opportunity for participation by minority business enterprises, women business enterprises, and veteran owned businesses in its contracts through direct contracts with Cascade, or sub-consulting. However, no minimum level of participation by such firms will be required as a condition for entering into a contract.

K. *Basic Eligibility*

The successful firm must be licensed to do business in the State of Washington and must have a state Unified Business Identifier (UBI) number. In addition, the successful firm must not be debarred, suspended, or otherwise ineligible to contract with Cascade.

L. *Sub-Consultants*

The successful firm may not use sub-consultants on this engagement unless prior approval is received from Cascade.

M. *Other Contracts*

During the original term and all subsequent renewal terms of the contract resulting from this RFP, Cascade expressly reserves the right, through any other sources available, to pursue and implement alternative means of soliciting and awarding similar or related services as described in this RFP.

N. *Funding Availability*

By responding to this RFP, the firm acknowledges that for any contract signed as a result of this RFP, the authority to proceed with the work is contingent upon the availability of funding.

Attachments:

- A. Site Map
- B. Existing Equipment
- C. Preventative Maintenance Checklist
- D. Pricing Schedule
- E. Standard Ordinary Maintenance Agreement for Cascade Water Alliance



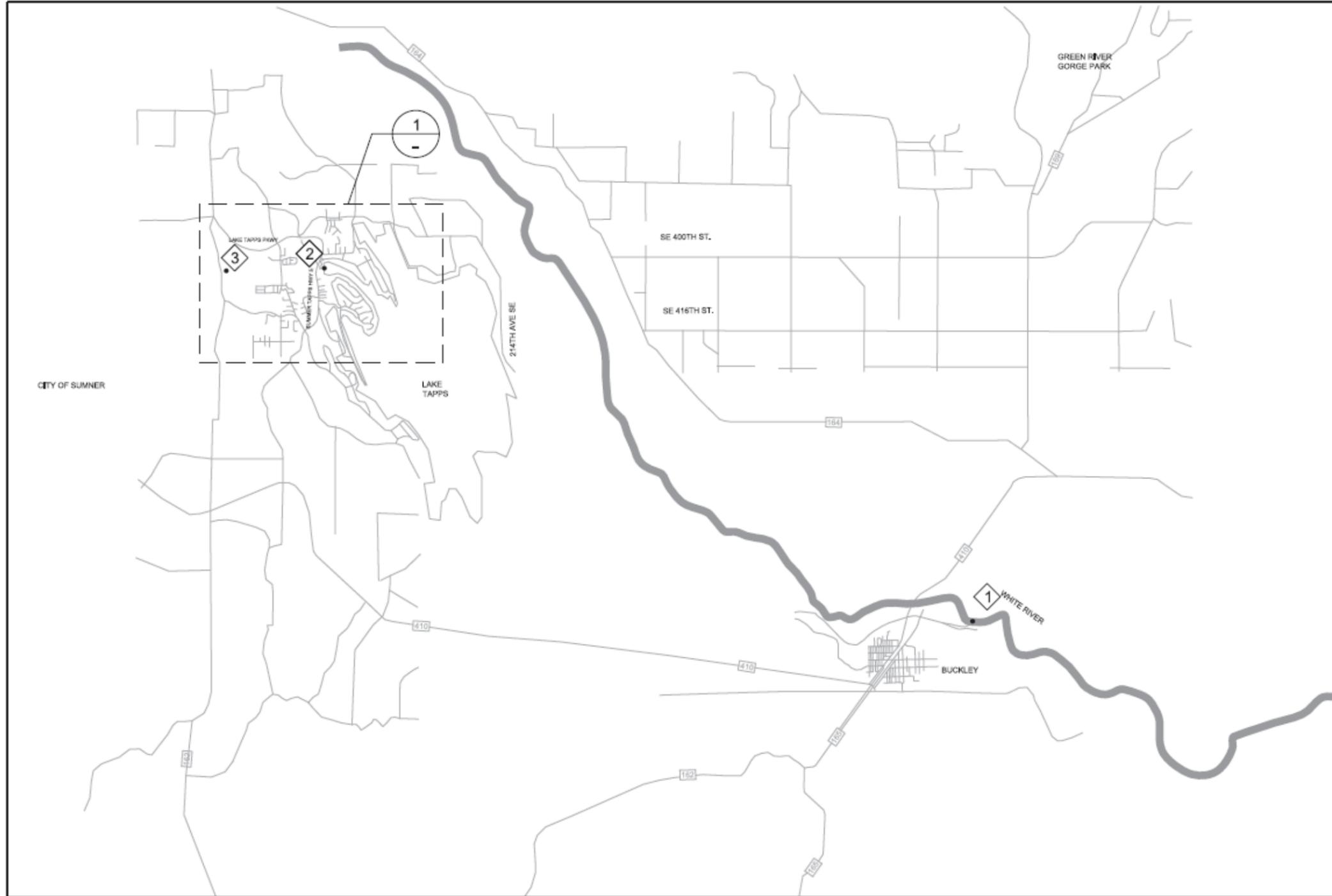
END OF RFP INSTRUCTIONS



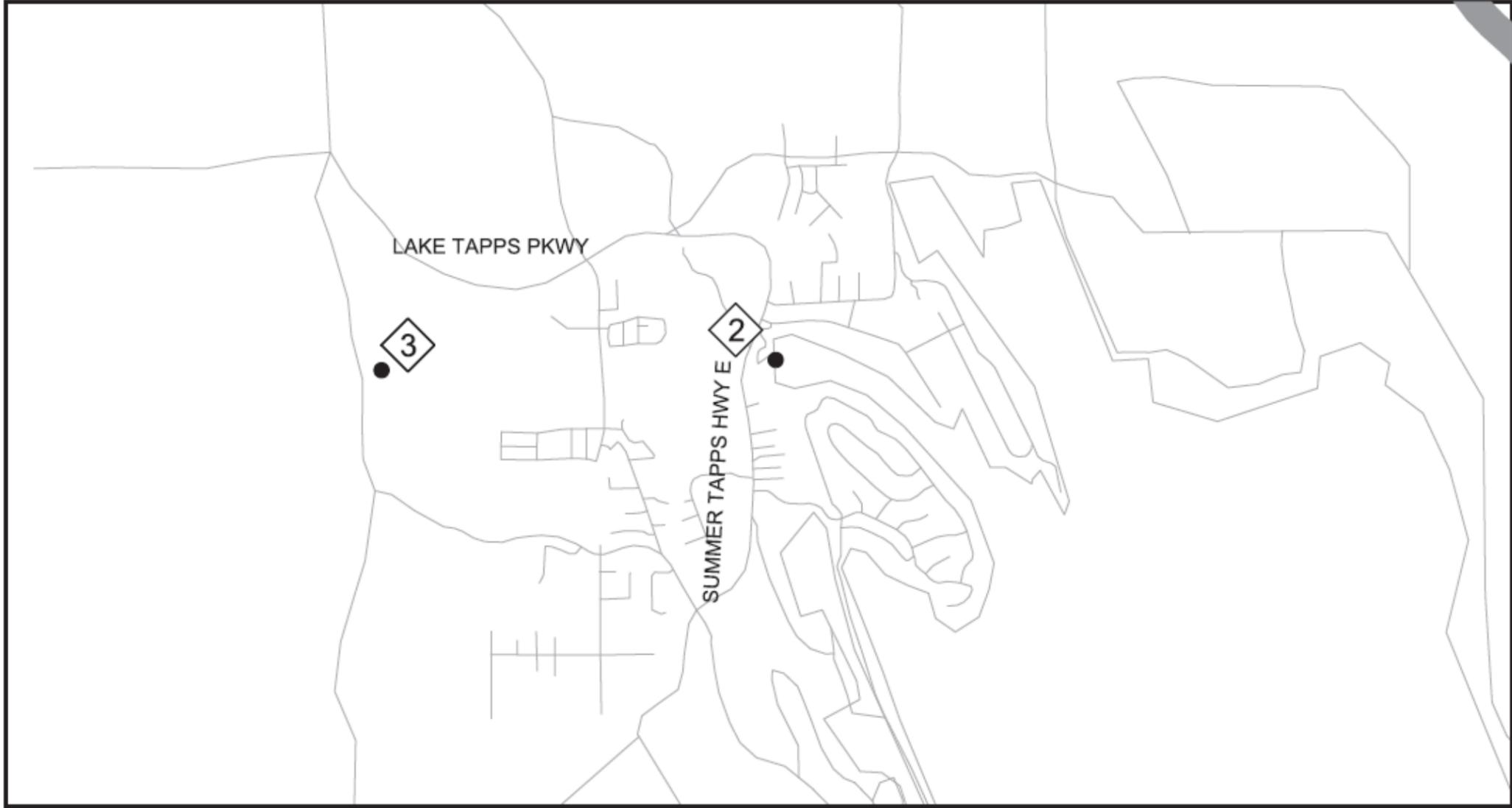
Form Revised March 19, 2018
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ATTACHMENT A – SITE MAP



WHITE RIVER/LAKE TAPPS COMPLEX VICINITY MAP



1 VICINITY MAP

ATTACHMENT B – EXISTING EQUIPMENT

Diversion Dam

| System | Equipment | Count | Type/Manufacturer |
|----------------|----------------|-------|---------------------|
| ACS | Gate Reader | 8 | |
| | Door Reader | 2 | |
| | Controller | 4 | |
| CCTV | Thermal Cam | 4 | Axis Q-1942E |
| | PTZ | 3 | Axis Q-6055E |
| | Fixed | 3 | Axis Q-1615, Q-1765 |
| Intercom | Remote Station | 1 | Aiphone IX-DF |
| Wireless Tran. | Antenna/Radio | 3 | Firetide 7010 |

Powerhouse

| System | Equipment | Count | Type/Manufacturer |
|----------|----------------------|-------|---------------------|
| ACS | Door Reader | 7 | |
| | Door Contact (no CR) | 3 | |
| | Controller | 1 | S2 |
| CCTV | PTZ | 4 | |
| | Fixed - Encoded | 5 | Axis Q-7401 Encoder |
| Head End | NVR | 1 | S2 NETVR-700 |
| | Access Server | 1 | S2-EXT-16-RM |
| | Workstation | 1 | Dell Precision 3260 |
| Intercom | Master Station | 1 | Aiphone IX-MV |
| | Remote Station | 1 | Aiphone IX-SS |

Tunnel Intake

| System | Equipment | Count | Type/Manufacturer |
|--------|------------------|-------|-------------------|
| CCTV | PTZ Camera | 1 | Axis |
| Other | Intercom Speaker | 1 | Axis |



**ATTACHMENT C – ANTICIPATED PREVENTATIVE MAINTENANCE VISIT
CHECKLIST**

| ITEM | SYSTEM / DEVICE | CHECKS |
|------|-------------------------------------|---|
| 1 | Head End - NVR | <p>Check if date and time are correct in menu setup and correct for any faults.</p> <p>View quality of playback/retrieved images to ensure that recording has taken place.</p> <p>Check functionality and clean exterior of NVR.</p> <p>Verify the recording parameters for all cameras on the system. Parameters include scheduling, alarms, frame rate, compression.</p> <p>Comment on video storage.</p> <p>Test search functionality.</p> <p>Provide day and night archived images from each camera in the PM report.</p> |
| 2 | CCTV - Thermal Cameras (per camera) | <p>Inspecting field of view for desired coverage.</p> <p>Test for thermal alarming in required FOV, night and day tests. [L] [SEP]</p> <p>Focusing camera correctly on points. [L] [SEP]</p> <p>Adjust and clean cameras and housings. [L] [SEP]</p> <p>Check general condition of wiring (damage, burnt, loose). [L] [SEP]</p> <p>Confirm view and archive off site. [L] [SEP]</p> |
| 3 | CCTV - PTZ Cameras | <p>Inspecting field of view for desired coverage.</p> <p>Test and confirm response to associated thermal alarms.</p> <p>Test and confirm response to associated ACS events.</p> |



| | | |
|---|----------------------|--|
| | | <p>Motion detection properly configured.</p> <p>Focusing camera correctly on points – confirm home position and tours.</p> <p>Test PTZ controls. [L] [SEP]</p> <p>Adjust and clean cameras and housings. [L] [SEP]</p> <p>Check general condition of wiring (damage, burnt, loose). [L] [SEP]</p> <p>Confirm view and archive off site [L] [SEP]</p> |
| 4 | CCTV - Fixed Cameras | <p>Inspecting field of view for desired coverage.</p> <p>Motion detection properly configured.</p> <p>Test and confirm response to associated ACS events.</p> <p>Focusing camera correctly on points. [L] [SEP]</p> <p>Adjust and clean cameras and housings. [L] [SEP]</p> <p>Check general condition of wiring (damage, burnt, lose). [L] [SEP]</p> <p>Confirm view and archive off site [L] [SEP]</p> |
| 5 | CCTV - Other | <p>Verify operation of the IP speaker located at the Tunnel Intake.</p> |
| 6 | CCTV - Monitors | <p>Check functionality and clean exterior. [L] [SEP]</p> <p>Check and clean connections. [L] [SEP]</p> <p>Check general condition of wiring (damage, burnt, loose).</p> <p>Ensure no burn in or distortion.</p> |
| 7 | CCTV - PC | <p>Check and ensure software is appropriate version, properly licensed and updated.</p> |



| | | |
|----|---------------------------------|--|
| | | <p>Confirm with client log in and Windows permissions</p> <p>Check functionality of keyboard, mouse. L SEP</p> |
| 8 | CCTV – Radio | <p>Confirm data transmission, antenna alignment from wireless points to switch.</p> |
| | | |
| 9 | Head End - ACS | <p>Ensure software is licensed and up to date.</p> <p>Check network connection to remote sites.</p> <p>Check if date and time are correct in menu setup and correct for any faults. Ensure times within the ACS match those on the NVR.</p> <p>Check all events and alarms are reporting properly.</p> <p>Check that video clips are attaching to the alarms within the ACS.</p> |
| 10 | ACS – Reader and Door Operation | <p>Check each card reader for valid/invalid read operation</p> <p>Test/check system is properly indicating alarms on door forced, door held open</p> <p>Ensure alarms and events are occurring within the software.</p> <p>Check seals on exterior equipment.</p> |
| 11 | ACS - Other Devices | <p>Check operation of door contacts, motion detectors, and glass breaks. Ensure reporting to the head end.</p> <p>Test powered, card reader controlled gate operation at Diversion Dam.</p> |
| 12 | ACS - Locks | <p>Visually inspect and test all electronic locking mechanisms to ensure doors are properly closing and securing</p> <p>Carry out any minor adjustments or repairs required</p> |



| | | |
|----|--------------|--|
| 13 | ACS – Panels | <p>Check firmware for latest versions.</p> <p>Inspect wiring and connections, dress as necessary.</p> <p>Test back up batteries for charge</p> |
|----|--------------|--|

The checklist above is a sample, but the tasks indicated are considered the anticipated services to be completed during each Preventative Maintenance Visit. Proposers may recommend additional services appropriate for the Preventative Maintenance program in their proposal.

The service provider shall provide, for Cascade Water Alliance approval, detailed check sheets that include the work undertaken on each visit. These check sheets shall also indicate:

- place, date, and time of maintenance visit;
- persons performing the maintenance;
- specific task undertaken for each device;
- findings for each device or system;
- remedial tasks undertaken on the visit, and
- recommendations if required for further work.



ATTACHMENT D – PRICING SCHEDULE

1. Preventative Maintenance Visits

| ITEM | SYSTEM/DEVICE | Unit | Year 1 | Year 2 | Year 3 | Total |
|------|--|------------|--------|--------|--------|-------|
| 1 | Head End – NVR | Each Visit | | | | |
| 2 | CCTV - Thermal Cameras | Each Visit | | | | |
| 3 | CCTV - PTZ Cameras | Each Visit | | | | |
| 4 | CCTV - Fixed Cameras | Each Visit | | | | |
| 5 | CCTV – Other | Each Visit | | | | |
| 6 | CCTV - Monitors | Each Visit | | | | |
| 7 | CCTV – PC | Each Visit | | | | |
| 8 | CCTV – Radio | Each Visit | | | | |
| 9 | Head End – ACS | Each Visit | | | | |
| 10 | ACS – Reader and Door Operation | Each Visit | | | | |
| 11 | ACS - Other Devices | Each Visit | | | | |
| 12 | ACS – Locks | Each Visit | | | | |
| 13 | ACS – Panels | Each Visit | | | | |
| 14 | Include pricing and anticipated frequency for any recommended tasks included in Attachment C | | | | | |
| | | Total: | | | | |

Proposer shall be paid for specific services provided at each visit pursuant to pricing schedule and consistent with the terms of the Contract.

2. Fault Rectification Visits

| ITEM | UNIT | COST |
|----------------------------------|--------|------|
| Emergency (4 Hour) Call Out Rate | HOURLY | |
| Non-Emergency Call Out Rate | HOURLY | |



3. Minor System Add-ons (if assigned by task order)

| ITEM | UNIT | COST |
|----------------------------------|--------|------|
| Fully Loaded Labor Rate – Year 1 | HOURLY | |
| Fully Loaded Labor Rate – Year 2 | HOURLY | |
| Fully Loaded Labor Rate – Year 3 | HOURLY | |

Include a list of direct non-salary and reimbursable expenses not included in the fully loaded labor rates that the Proposer would charge for task order work issued by Cascade.

4. Equipment Unit Costs (for Fault Rectification or Minor System Add-ons)

| EQUIPMENT (1) | MARK UP PERCENTAGE | HOURS ESTIMATE (2) |
|---------------------|--------------------|--------------------|
| Axis Thermal Camera | | |
| Axis PTZ Camera | | |
| Axis Fixed Camera | | |
| | | |
| S2 Controller | | |
| Card Reader | | |
| | | |
| Firetide Antenna | | |
| | | |

(1): The Proposer will be reimbursed at cost for equipment, plus the mark-up percentage (if any) listed above.

(2): Include estimated number of hours required for install of that piece of equipment. The Proposer will be compensated at hourly rates identified in Proposal, but Cascade will use these estimates for budgeting purposes.



ATTACHMENT E

Cascade Water Alliance
Contract No. : _____
Title: Lake Tapps Security System
Maintenance

ORDINARY MAINTENANCE - SERVICES CONTRACT

THIS MAINTENANCE-SERVICES CONTRACT (this "Contract") is by and between CASCADE WATER ALLIANCE ("CASCADE"), a municipal corporation and _____ a _____ corporation ("CONTRACTOR"), referred to collectively as the "Parties."

In consideration of the terms and conditions contained in this Contract and attached to it, the parties agree as follows:

1. Effective Date. The Effective Date of this Agreement is _____.
2. Maintenance Program. Contractor shall perform and complete all Work and furnish all tools, materials, and equipment for Cascade's maintenance program known as Lake Tapps Security System Maintenance ("Maintenance Program") in accordance with and as more fully described in the Scope of Work described in Exhibit 1 hereto. Except as expressly provided elsewhere in this Contract, any and all modifications or revisions to Exhibit 1 (including, but not necessarily limited to, additions, deletions and extensions) must be in writing and signed by both Parties.
3. Work. The term Work, as used in this Contract, means the work and services necessary or incidental to fulfill Contractor's obligations in conformance with this Contract as more fully set forth in Exhibit 1. Contractor shall have sole and exclusive control over the means and methods of its Work and shall be solely responsible for planning, scheduling, coordinating, executing and completing the Work in accordance with its chosen means and methods.
4. Term. The Term of this Contract shall commence on the date both Parties have executed this Contract by authorized representatives and shall continue in effect until _____ unless this Contract is terminated earlier in accordance with the terms of this Contract.
5. Compensation. Contractor shall be paid for the performance of the Work at the rates and fee levels specified in Exhibit 2 ("Compensation"), which attachment is incorporated herein by reference. Contractor's Compensation include all labor (inclusive of overtime), materials, profit, fee, taxes (other than WSST), mobilization, travel, overhead, administrative, and permit



and regulatory costs required for or incurred in connection with the completion of this Work, as provided in Exhibit 2. Compensation for the Work shall not exceed the total compensation amount set forth on Exhibit 2 without the prior written approval of Cascade.

6. Work by Subcontractor. Contractor may, with prior written authorization from Cascade, contract with one or more qualified subcontractors ("Subcontractor Agreement") to perform a portion of the Work; provided, however, that Contractor shall remain solely responsible to Cascade for all performance under this Contract and, provided further, that Cascade shall have no responsibility for the review or supervision of the work of any subcontractor or for any payment to any subcontractor. All Subcontractor Agreements shall require the subcontractor to comply with the invoicing, insurance, prevailing wages, suspension of work, audit, documentation, confidentiality and return of records obligations imposed on Contractor by this Contract. No subcontractor shall be deemed to be a third party beneficiary of this Contract or to have any other rights under this Contract. Cascade hereby authorizes Contractor to use the subcontractors listed on Exhibit 4, which attachment is incorporated herein by reference.
7. Payment Terms. Compensation shall be payable in the following manner: On or before the 26th day of each month, Contractor shall submit a detailed monthly invoice for all services provided describing in reasonable and understandable detail the services completed during the previous month, the progress of the services, and the requested payment in an amount proportionate to the services completed. Cascade shall pay the invoice within thirty (30) days after approval of the invoice. Contractor shall provide written notice to Cascade that submission of invoices reach 80% of the total Compensation authorized under the Contract. The final invoice must be submitted within thirty (30) days of completion of all Work authorized under the Contract.
8. Warranty. Contractor warrants that all materials and equipment shall be new unless otherwise specified, of good quality, and free from defective workmanship and materials. Contractor further warrants that the Work shall be free from defects in workmanship and material, and shall transfer to Cascade all written warranties related to the Work performed and equipment installed. Contractor guarantees payment of all obligations incurred in this Work until final acceptance of the Work and for one (1) year thereafter.
9. Prevailing Wages. The Contractor shall pay prevailing wages as required and shall comply with RCW 39.12 and RCW 49.28. Notice of intent to pay prevailing wages and prevailing wage rates for the Maintenance Program must be posted for the benefit of workers. At the completion of the Contract, the Contractor and its subcontractors shall submit Affidavits of Wages Paid to the Department of Labor and Industries for certification. Final payment on the Contract shall be withheld until Cascade receives certification from the Department of Labor and Industries that prevailing wage requirements have been satisfied.
10. Nondiscrimination. Contractor shall, in all hiring or employment made possible or resulting from this Contract, take affirmative action to ensure that there shall be no unlawful discrimination against any employee or applicant for employment because of sex, race, age,



color, creed, national origin, marital status or the presence of any sensory, mental or physical handicap, or other circumstances prohibited by federal, state or local law or ordinance, unless based upon a bona fide occupational qualification, and this requirement shall apply to but not be limited to the following: employment, advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship.

No person shall be denied or subjected to discrimination in receipt of the benefit of any services or activities made possible by or resulting from this Contract on the grounds of sex, race, color, creed, national origin, age except minimum age and retirement provisions, marital status, or the presence of any sensory, mental or physical handicap.

11. Indemnification. Contractor shall defend, indemnify, and hold harmless Cascade, its board of directors, officers, managers, employees, engineers, agents, and volunteers from and against all demands, claims, losses, injuries, damages, liabilities, suits, judgment, attorneys' fees and costs, and other expenses of any kind (including any suits or claims made by or for the benefit of Contractor's employees or their survivors) on account of, relating to, or arising out of Contractor's Work under this Contract, except to the extent such injuries or damages are caused by the sole negligence of Cascade.

For the purposes of this indemnification, Contractor specifically and expressly waives any immunity granted under the Washington Industrial Insurance Act, Title 51 RCW. This waiver has been mutually negotiated and agreed to by the parties. Contractor further agrees to require its consultants, subcontractors, and suppliers and their consultants, subcontractors and suppliers to similarly indemnify and hold Contractor harmless and waive immunity under Title 51 solely for the purposes of this indemnification.

Pursuant to RCW 4.24.115, to the extent liability for Indemnified Claims (including defense obligations) were caused or result from the concurrent negligence of (a) the Indemnified Parties and (b) Contractor or the Contractor's agents or employees, the indemnity and defense obligations under this Agreement shall be limited to the extent of the Contractor's negligence.

The provisions of this paragraph shall survive the expiration or termination of this Contract.

12. Consequential Damages. In no event and under no circumstances shall Cascade be liable to Contractor or its officers, agents, representatives, employees and subcontractors for any principal, interest, loss of anticipated revenues, earnings, profits, increased expense of operation or construction, loss by reason of shutdown or non-operation, or for any other economic, consequential, indirect, or special damages.

13. Liability Insurance Coverage/Liability Limitation. Contractor will, at Contractor's sole expense, obtain insurance as specified on Exhibit 3.

Contractor shall also cause all subcontractors (if allowed by this Contract) to carry such policies and with such limits as shown on Exhibit 3. Cascade shall be named as an additional



insured to the extent indicated on Exhibit 3 on all policies carried by Contractor and each subcontractor; and such additional insured endorsement shall not limit the completed operations coverage.

Contractor agrees to provide Cascade with certificates of insurance evidencing the required coverage before execution of any work or service under this Contract. In the event Contractor fails to maintain, or require its subcontractors (if allowed by this Contract) to maintain, insurance policies in compliance with this provision, Cascade may in its discretion either purchase such insurance coverage and charge the premium to Contractor or terminate this Contract for breach.

14. Job Safety/Housekeeping. Contractor shall at its cost take all reasonable precautions for the safety of all employees or other persons who may be involved in the Maintenance Program, as well as visitors and third parties such as government officials. Contractor shall also establish and enforce all reasonable safeguards for safety and protection including posting signs and other warnings against hazards and promulgating safety regulations. Contractor shall designate a qualified and responsible employee whose duty shall be to supervise plant safety, project safety, prevention of fires and accidents and the coordination of such activities as shall be necessary. In order to protect the lives and health of persons performing work under this Contract, the Contractor shall comply with the Federal Occupational Safety and Health Act of 1970 (OSHA), including all revisions, amendments and regulations issued thereunder, and the provisions of the Washington Industrial Safety Act of 1973 (WISHA), including all revisions, amendments and regulations issued thereunder by the Washington State Department of Labor and Industries. The WISHA regulations shall apply, without limitation, to all excavation, tunneling, trenching and ditching operations. In case of conflict between any such requirements, the more stringent regulation or requirement shall apply. There is no acceptable deviation from these safety requirements, regardless of practice in the construction industry. Any violation of OSHA, WISHA or other safety requirements applicable to the work may be considered a breach of this Contract.
15. Compliance with Codes and Regulations. Contractor shall comply with all applicable statutes in performing Maintenance Program Work, including, but not limited to all state and local laws, regulations, codes and standards that are applicable at the time Contractor performs work, inclusive of water safety/quality laws and regulations.
16. Permits, Taxes, Temporary Functions. Contractor shall secure and pay for all permits, fees and licenses necessary for the performance of this Contract. Contractor shall pay any and all federal, state and municipal taxes, including sales taxes, if any, for which Contractor may be liable in carrying out this Contract. Contractor shall be responsible for all temporary functions associated with its work, including but not limited to, lighting, wiring, protection, hoisting, scaffolding, rigging, flagman, drinking water, storage, ventilation and heat.



17. Suspension of Contract. Cascade reserves the right to suspend this Contract, at any time, with or without cause, by giving ten (10) days prior written notice to Contractor. The time for completion of the remaining Work shall be extended by the number of days the Work is suspended by Cascade, unless both Parties can mutually agree upon a new completion time. In the event the period of suspension exceeds ninety (90) days, the terms of this Contract shall be subject to renegotiation; provided, however, that if such renegotiation of a mutually acceptable replacement contract has not occurred within one hundred eighty (180) days after suspension (“Renegotiation Period”), then either Party may terminate this Contract upon ten (10) days prior written notice, provided further, that the failure to renegotiate this Contract within the Renegotiation Period shall not be construed as a breach of the Contract by either Party. Contractor shall be entitled to receive just and equitable compensation for any satisfactory Work completed prior to the date of suspension.
18. Termination for Default. If Contractor: (1) fails to provide a sufficient number of properly skilled workers or a sufficient quantity of suitable materials or adequate equipment; (2) fails to diligently prosecute work according to the Maintenance Program schedule; (3) causes, by act or omission, stoppage, delay, or interference of the Work; (4) fails to correct or repair any damaged or defective work or materials; (5) fails to comply with any provisions of this Contract; (6) becomes insolvent or adjudged bankrupt; (7) fails to comply with applicable regulations; or (8) fails to make prompt payment to lower tier subcontractors or suppliers, then Cascade may terminate this Contract upon written notice to the Contractor. Contractor shall be entitled to receive just and equitable compensation for any satisfactory Work completed prior to the date of termination.
19. Termination for Convenience. Cascade may terminate this Contract for convenience upon providing Contractor with seven (7) days written notice. Any right of convenience termination shall be in addition to, not in replacement of, any and all rights and remedies a Party may have for breach of the Contract by the other Party. In the event of convenience termination, Contractor shall be entitled to receive only such compensation as is allowed under this Contract for any satisfactory Work completed prior to the date of termination and shall not be paid any costs, fees, markups or profit on the terminated part of the Contract.
20. Additional Work. Cascade may desire to have Contractor perform work or render services in connection with the Maintenance Program other than that Work provided for by the express intent of this Contract. Any such work or services shall be considered as additional work, supplemental to this Contract. Authorized additional work will be compensated for in accordance with a written supplemental or new contract between Contractor and Cascade.
21. General Provisions.
- a. Notices. Any notice or demand desired or required to be given under this Contract shall be in writing and deemed given when personally delivered, sent by facsimile machine, or

deposited in the United States Mail (or with an express courier), postage prepaid, sent certified or registered mail, and addressed to the parties as set forth below or to such other address as either party shall have previously designated by such a notice:

Cascade:

Cascade Water Alliance
520 112th Ave. NE Suite 400
Bellevue, WA 98004
Attn: Henry Chen

Contractor:

Attn: _____

- b. Entire Agreement. This Contract and its attachments contain the entire understanding between Cascade and Contractor relating to the Maintenance Program which is the subject of this Contract. This Contract merges all prior discussions, negotiations, letters of understanding or other promises whether oral or in writing. Subsequent modification or amendment of this Contract shall be in writing and signed by the parties to this Contract.
- c. Modification. No modification of this Contract and no waiver of rights under this Contract shall be valid or binding on the parties unless the same is in writing.
- d. Waiver. Waiver of any breach or default hereunder shall not constitute a continuing waiver or a waiver of any subsequent breach either of the same or of another provision of this Contract.
- e. Assignment. Neither party shall assign, transfer or otherwise dispose of this Contract in whole or in part to any individual, firm or corporation without the prior written consent of the other party. Subject to the provisions of the preceding sentence, this Contract shall be binding upon and inure to the benefit of the respective successors and assigns of the parties hereto. This Contract is made only for the benefit of Cascade and the Contractor and successors in interest and no third party or person shall have any rights hereunder whether by agency or as a third party beneficiary.
- f. Severability. If any term, covenant or condition of this Contract is held by a court of competent jurisdiction to be invalid, the remainder of this Contract shall remain in effect.
- g. Dispute Resolution. As a condition precedent to filing suit on any dispute between the Parties arising under or relating to this Contract, the Parties shall attempt to resolve the dispute through good faith negotiation. If the dispute cannot be resolved through good faith negotiation within thirty (30) days of the commencement of such negotiations, the Parties shall hire an independent, trained and mutually acceptable mediator to mediate the dispute. If the Parties cannot agree upon a mediator within ten (10) days, either party may petition a judge of the Superior Court of King County to appoint such a mediator. The cost



of the mediator will be shared equally by the Parties. The mediation shall be conducted in Bellevue, Washington or Seattle, Washington as determined by Cascade.

- h. Jurisdiction/Law. This Contract shall be governed by and construed in accordance with the laws of the State of Washington. Any suit to enforce or relating to this Contract shall be brought in King County Superior Court, King County, Washington.
- i. Attorneys' Fees. In the event that any party commences litigation against the other party relating to the performance, enforcement or breach of this Contract, the prevailing party in such action shall be entitled to all costs, including attorneys' fees and costs and any such fees or costs incurred on appeal.
- j. Force Majeure. Notwithstanding anything contained in this Contract to the contrary, neither Party will be deemed liable or to be in default for any delay or failure in performance under this Contract deemed to result from acts of God, acts of civil and military authority, acts of public enemy, war, or any like cause beyond the Parties' reasonable control.

CASCADE:

CONTRACTOR:

CASCADE WATER ALLIANCE, a
Washington municipal corporation

_____, a
_____ corporation

By: _____
Name: _____
Its: _____
Date: _____

By: _____
Name: _____
Its: _____
Date: _____



EXHIBIT 3 –INSURANCE REQUIREMENTS

Contractor shall procure and maintain for the duration of the Contract insurance as described below.

I. Required Minimum Scope of Insurance

Coverage shall include:

- A. Commercial General Liability: Insurance Services Office Commercial General Liability coverage (occurrence Form CG 00 01) to be maintained for so long as any Work or Service is performed by Contractor, plus an additional three (3) years from completion of such Work or Service.
- B. Automobile Liability: Insurance Services Office Form Number CA 0001 covering Automobile Liability, Code 1 (any auto).
- C. Workers’ Compensation insurance as required by the State of Washington.
- D. Employers’ Liability coverage or Stop Gap Liability coverage.

II. Required Minimum Limits of Insurance

Contractor shall maintain limits no less than:

- A. Commercial General Liability: (Including operations, products and completed operations.) **\$2,000,000** per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
- B. Automobile Liability: **\$1,000,000** per accident for bodily injury and property damage.
- C. Workers’ Compensation As may be required by the State of Washington.
- D. Employers’ Liability: **\$1,000,000** each accident, **\$1,000,000** policy limit bodily injury by disease, **\$1,000,000** each employee bodily injury by disease.



III. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions (1) shall be the sole financial responsibility of Contractor and (2) must be declared to and approved by Cascade. At the option of Cascade, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects Cascade, its officers, officials, employees and volunteers; or the Contractor shall provide a financial guarantee satisfactory to Cascade guaranteeing payment of losses and related investigations, claim administration and defense expenses.

IV. Other Insurance Provisions

The Commercial General Liability and Automobile Liability policies are to contain, or be endorsed to contain, the following provisions:

1. Cascade, its officers, officials, employees, and volunteers are to be covered as additional insureds (a) with respect to liability arising out of automobiles and boats owned, leased, hired or borrowed by or on behalf of the Contractor and (b) with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance, or as a separate owner's policy.
2. For any claims related to this Maintenance Program, the Contractor's insurance coverage shall be primary insurance as respects Cascade, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by Cascade, its officers, officials, employees, or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.
3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled by either party, except after forty-five (45) days prior written notice has been provided to Cascade.

V. Claims Made

If General Liability, Contractors' Pollution Legal Liability and/or Asbestos Pollution Liability and/or Professional Liability coverages are written on a "claims-made" form:

1. The retroactive date must be shown, and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained and evidence of insurance must be provided for an unlimited extended reporting period ("tail coverage"), or if unavailable, tail coverage of at least six (6) years after completion of contract work.
3. A copy of the claims reporting requirements must be submitted to Cascade for review.



VI. Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best rating of no less than A:VII, unless otherwise acceptable to Cascade. Exception may be made for any State Compensation Insurance Fund when such is not specifically rated.

VII. Verification of Coverage

Contractor shall furnish Cascade with endorsements effecting coverage required by this Contract. The endorsements are to be signed by a person authorized by that Insurer to bind coverage on its behalf. The endorsements are to be on the insurance industry forms as indicated previously unless the insurance company will not use such forms, in which case such forms must be pre-approved by Cascade. All endorsements are to be received and approved by Cascade before work commences. However, failure to do so shall not operate as a waiver of these insurance requirements.

VIII. Waiver of Subrogation

Contractor hereby agrees to waive subrogation which any insurer of Contractor may acquire from Contractor by virtue of the payment of any loss. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation.

IX. Subcontractors

Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, unless Cascade at its option waives such requirements.

