

## **5. SECTION B - SCOPE OF SERVICES**

### **5.1. BACKGROUND**

- 5.1.1. Montgomery County's Department of Environmental Protection (DEP) is responsible for the Stormwater Best Management Practices (BMP) Inspection and Maintenance Program (SWIMP), which is funded by the County's Water Quality Protection Charge (WQPC).
- 5.1.2. The SWIMP is charged with conducting preventative maintenance inspections and ensuring maintenance and repair of stormwater management (SWM) BMPs under Montgomery County jurisdiction (excluding Rockville, Gaithersburg, and Takoma Park). More than 16,000 stormwater BMPs in the County must be inspected on a triennial basis in accordance with the conditions mandated in the County Code, the Municipal Separate Storm Sewer System (MS4) Permit, and state law.
- 5.1.3. The SWIMP is responsible for providing maintenance on storm drainage conveyance system deficiencies as identified through triennial inspections of SWM facilities, including deficiencies of principal spillway pipes, culverts, risers, manholes and appurtenant structures. The pipes range in size from 6-inch diameter up to 102-inch diameter. Most pipes are round, but occasionally they may be elliptical pipes or box culverts. Majority of the pipes are 48-inch diameter or smaller. Corroded and deteriorated Corrugated Metal Pipes (CMP), leaking risers, and cracking concrete pipes are typical deficiencies identified during inspections. Corrosion of CMP pipes are especially common for ponds with CMP pipes installed around 1970s. These pipes are approaching or have already exceeded their intended service life. The risers come in different shapes (round or rectangular) and made of different materials including CMP, concrete and brick.

### **5.2. INTENT**

- 5.2.1. The County intends to enter into one contract for provision of services described herein.
- 5.2.2. The purpose of this contract is to rehabilitate principal spillway pipes and risers of stormwater management facilities. Spillway pipe linings have been installed over the past several years and this is expected to continue and increase in volume. Concrete or CMP riser rehabilitation will be a new addition to the existing pipe lining program, and it is expected to be performed each year as repair needs are continuously being identified from inspections. Inspections for stormwater facilities may include, but are not limited to, principal spillways, control structure/risers, barrels, toe drain pipes, inlets, manholes, culverts and junction boxes, flow splitters, and underground storage vaults. This contract intends to provide repair methods for conditions such as metal pipe corrosions, deteriorations, joint separations, and seepages, in order to extend the life span of stormwater drainage pipes and structures.

### **5.3. SCOPE OF SERVICES/ SPECIFICATIONS**

- 5.3.1. The County requires services for the rehabilitation of stormwater drainage pipes, using pipelining with video inspection support to document the pre- and post-installation condition of storm drainage pipe systems. Principal Spillway Pipe rehabilitation must be accomplished using trenchless methods. Riser rehabilitation must include the installation of various products as needed to provide a structurally sound control structure. The County requires three main types of pipelining technologies for principal spillway pipe rehabilitation:

### 5.3.2. Cured In Place Pipe Lining (CIPP)

- 5.3.2.1. The preferred method is ultraviolet cured liners, but other methods will be considered when UV cure is not practical. Ultraviolet Cured-in-Place-Pipe is defined as a hollow cylinder consisting of a glass reinforced fabric tube impregnated with an ultraviolet light sensitive resin. The impregnated tube is cured by the application of ultraviolet light. The UV-CIPP is formed within the host pipe and takes the shape of and fits tightly to the host pipe.
- 5.3.2.2. Materials: The liner reinforcement must be corrosion resistant fiberglass. Each lot of liner must be inspected for defects and tested in accordance with applicable sections of ASTM F-2019-20 standards or latest version. The liner must be sampled and tested for modulus of elasticity, flexural strength, and wall thickness. The results must be provided to the County for review.
- 5.3.2.3. The UV-CIPP must be manufactured using materials and methods that when installed:
- 5.3.2.3.1. Provides a jointless and continuous structurally sound liner.
- 5.3.2.3.2. Able to withstand all imposed static, and dynamic loads on a long-term basis.
- 5.3.2.4. Execution: Any notable condition that could affect the lining operation must be removed/repaired prior to initiating the lining. For pipes where sags exist in the pipe segment, water in the sag must be removed to avoid trapping water between the liner and the host pipe.
- 5.3.2.5. CIPP installation must be in accordance with applicable ASTM F-2019 and manufacturer's specifications. The Contractor must be responsible for the thorough curing of the liner to achieve the specified results. The UV light sources must be assembled according to the manufacturer's specifications for the liner diameter to achieve the required water tightness and specified mechanical properties. Contractor must extend, at their expense, curing time to achieve a hard, sound liner that meets or exceeds ASTM F-2019 standards.

### 5.3.3. HDPE Pipe Lining

- 5.3.3.1. Repair existing conveyance pipes associated with SWM facilities by inserting a High-Density Polyethylene (HDPE) pipe liner and grouting the annular space between two pipe s with cement-based grout (grouting for slip-lining is covered under a separate Line Item). The liner pipe must be centered on the host pipe. The host pipe must be cleaned to remove any obstructions prior to slip lining. The annular space must be fully grouted in a continuous operation. In case the existing pipe shows signs of significant infiltration, the potential cavity outside the pipe may require filling by pumping a chemical grout prior to the slip lining operation as directed by the County.
- 5.3.3.2. Materials: HDPE Liner to be used for slip-lining must be Snap-Tite Solid HDPE Liner by ISCO or approved equal.
- 5.3.3.3. Grout must be composed of Portland cement, fine sand, admixtures, and potable water proportioned as to create a concrete that is pumpable yet remains dense, to completely fill void between the host pipe and the pipe

liner. It is preferred that the grout be mixed on site. The grout mix must be cement and water proportioned in the ratio of 1 cubic foot of cement to 1 cubic foot (7.5 gallons) of water. The mix ratio must be modified by grout pump operator to insure filling of all voids. Grout must meet ASTM C-1107. Grout must remain fluid for at least 2 hours after it was pumped and must develop minimum compressive strength of 300 psi within 7 days.

- 5.3.3.4. Execution: Grout must be tested in accordance with ASTM C-939. Results of ASTM C-939 must be sent to the County for review and approval within two days of completion of the testing, and prior to any grouting.
- 5.3.3.5. The Contractor must furnish a Supplier's Certification for the pipe material, and pipe dimensions. Liner and fittings must be manufactured from PE resin compounds that conform to the requirements of cell class 345464C as defined and described in ASTM D-3350-05. The liner must have a smooth, non-corrugated interior capable of maintaining a minimum flow rate of 100% of the existing pipe. The liner size must be selected based on the size and condition of the existing pipe. Liner selected must be resistant to UV radiation. Liner must be capable of being jointed into continuous length with mechanical connectors, male and female. Pipe joints must comply with ASTM D-3212 Standard Specification for Joint tightness. The Contractor must follow the manufacturer's recommendations for proper installation of the product. Slip liner pipe grade must be centered on the host pipe and by use of wood spacers in accordance with manufacturer's recommendations.
- 5.3.3.6. The annular void must be grouted solid by injecting grout from one end of the pipe run and allowing it to flow toward the other end. Venting of the annular void must be performed to assure uniform filling of the void space during the grouting process. Care must be taken so that the grout does not float or damage the liner. The Contractor must follow the HDPE liner manufacturer's recommendations for allowable grouting pressures based on the pipe size.

5.3.4. Cementitious Pipe Lining

- 5.3.4.1. Cementitious pipe lining utilizes the high-speed spin-casting equipment or robotic shotcrete nozzle, which is secured to the retrieval sled in the center of the pipe at the opposite end of the pipe from the pump. As the mortar is pumped and cast evenly around the interior of the pipe, the application equipment is retracted using a custom wench system at a set speed to insure an even application of the predetermined thickness.
- 5.3.4.2. Material: The cementitious lining material must be a high strength, high build, abrasion resistant and corrosion resistant mortar, based on advanced cements and additives. The hardened, finished liner must be a dense and highly impermeable pipe within a pipe. The lining material composition must possess excellent thin-section toughness, a high modulus of elasticity in flexure and strong self-bonding capabilities. Fibers must be added as an aid to the centrifugal casting process, for increased cohesion and to enhance flexural strength. The water content must be adjusted to achieve consistencies ranging from plastic to modeling clay.

- The lining mortar must be capable of being cast against soil, bricks, metals, and concrete pipes.
- 5.3.4.3. Execution: The Contractor must mix the cementitious material to manufacturer's recommended water/cement ratio with a high-speed shear type mixer until proper consistency is obtained. The Contractor must continue to agitate the mortar to prevent thickening beyond the desired fluidity.
- 5.3.4.4. The Contractor must position the rotating casting applicator within the culvert pipe as required by the Manufacturer and commence pumping the mortar. As the mortar begins to be centrifugally cast evenly around the interior, the Contractor must retrieve the applicator head at the best speed for applying the thickness that has been specified. The spinning applicator head must be positioned inside the pipe at a height to maximize the application of the material. Additional spinning applicator heads shall be available on site. If the mortar flow is interrupted for any reason, the Contractor must arrest the retrieval of the applicator head until the mortar flow is restored. Throughout the application process the Contractor must verify the thickness using an appropriate tool.
- 5.3.4.5. The cementitious liner must not be placed when the ambient temperature is 37°F and falling or when the temperature is anticipated to fall below 32°F during the next 24 hours unless specific precautions are employed. Refer to ACI 306R-88 Cold Weather Concreting. Low-substrate and ambient temperatures slow down the rate of set and strength development. At temperatures below 45°F, warm the material and monitor substrate temperatures. Properly ventilate the area when heating. Protect the new liner from freezing in the first 6 hours after application.
- 5.3.4.6. Refer to ACI 305R-99 Hot Weather Concreting. Do not apply geopolymer liner material when ambient and surface temperatures are 100°F and above. Shade the material and prepare the surface to keep it cool. To extend working time, mix the material with chilled water. Be certain the substrate is saturated surface dry (SSD) before application begins. Proper curing is always required and is particularly important in hot weather.
- 5.3.5. Quality Assurance: The installation must be by an experienced installer who has completed pipelining installations similar in material and design and whose work has produced a record of successful performance. Upon request by the County and prior to commencing work the Contractor must submit installer qualifications including list of completed projects involving pipe slip-lining, identified by name, location, the reference name, and the phone numbers.
- 5.3.6. Traffic Control: The Contractor must establish traffic control, or any other work required to properly perform storm system rehabilitation in accordance with local, state, and federal requirements. The Contractor must provide per day pricing for traffic signs, cones and flagging operations. In some situations, the Contractor must apply and obtain Right of Way permit for the work. The Contractor must apply and obtain permits before work can be performed. Permit applications will be paid as as-needed service.

- 5.3.7. Hydro Jet Cleaning of Culverts: The Contractor must clean pipe before pre-insertion CCTV inspection. Before installation of the CIPP lining, complete a high pressure flush and vacuum of the pipe to be rehabilitated and repaired including pertinent manholes. Remove any root, grease buildup and any other obstruction that may interfere with the lining operation. The Contractor must provide per linear foot pricing for Hydro Jet cleaning of culverts.
- 5.3.8. CCTV for Pre-Rehab of Culverts: The Contractor must inspect pipe before CIPP lining to ensure pipe is clean and existing pipe conditions are acceptable for lining. Perform preliminary National Association of Sewer Service Companies (NASSCO) compliant CCTV inspection of subject pipeline. The Contractor must provide per linear foot pricing for pre-rehab CCTV inspection of the various pipe sizes.
- 5.3.9. CCTV for Post-Rehab of Culverts: Perform NASSCO compliant post rehabilitation CCTV video inspection of pipelines. The Contractor must provide per linear foot pricing for post-rehab CCTV inspection of the various pipe sizes.
- 5.3.10. The Contractor must provide per linear foot pricing for the various cured-in-place pipe liner sizes and thicknesses, include standard sizes for round pipe ranging from 8-inch diameter to 84-inch in diameter, based on product specifications proposed for installation in the underground pipe conveyance systems.
- 5.3.11. The Contractor must provide per linear foot pricing for HDPE pipelining for host pipes ranging from 12-inch to 84-inch in diameter (with Snap-Tite outside diameter from 10.75-inch to 63-inch), and for cementitious pipelining with host pipes from 48-inch to 102-inch.
- 5.3.12. For each pipelining installation, unit prices must include submittals, coordination, contract administration, pipe inspection, cleaning, pipe prep prior to lining, utility mark-out and coordination, management, mobilization and de-mobilization, transportation and installation of the liner pipe, temporary flow diversion, bypass pumping, work zone safety, permit required confined space entry, and site restoration. No separate payment will be made by the County for these incidental costs.
- 5.3.13. The Contractor must provide per vertical foot pricing for spray applied coatings for 4-foot diameter to 6-foot diameter manhole rehabilitation, and for rehab on riser structures per square foot. All pricing must include mobilization, surface preparation, coating, post CCTV video inspection and submittal.
- 5.3.14. The Contractor must include any other pricing that may be relevant to services being offered.
- 5.3.15. Additional Requirements include, but are not limited to:
- 5.3.15.1. Conduct a preliminary site inspection for each site to determine materials, labor and equipment needs.
  - 5.3.15.2. Submit manufacturer's technical literature and certificate demonstrating the materials to be used meet the referenced standards and requirements.
  - 5.3.15.3. Ensure all work areas are accessible.
  - 5.3.15.4. Furnish all labor, materials, tools, equipment, supervision, transportation, and any incidentals necessary to perform any necessary internal point repairs, establish bypass systems, and perform storm drainage system rehabilitation and riser rehabilitation.

- 5.3.15.5. Perform riser rehabilitation to provide a structurally sound and watertight control structure.
- 5.3.15.6. Manage all subcontractors and resources utilized for the project.
- 5.3.15.7. Perform operations in accordance with OSHA Standards and those recommended by the manufacturer.
- 5.3.15.8. The Contractor must submit the following information during the project for the use of CIPP and cementitious pipe lining:
  - 5.3.15.8.1. Field measurements.
  - 5.3.15.8.2. Design wall thickness calculations.
  - 5.3.15.8.3. Proposed equipment and procedures for accomplishing the pipelining work.
  - 5.3.15.8.4. Provide Pre and Post CCTV reports and NASSCO compliant video inspection.
  - 5.3.15.8.5. Provide cure reports.
- 5.3.16. Method of Ordering Work. The County may issue work through Blanket Purchase Orders and Task Orders. Issuance of work is contingent upon appropriation of funds by the Montgomery County Council and the encumbrance of funds, as provided by the Montgomery County Code. There is no guarantee by the County to any Contractor(s) that it will be awarded any particular number of Task Orders, any portions of a Task Order, or a specific total dollar value of Task Orders.
- 5.3.17. Blanket Purchase Orders: Work under this contract may be released under Blanket Purchase Orders, through which the Contract Manager will coordinate with the Contractor regarding the assigned work. The Contract Manager will also provide written direction to the Contractor as needed.
- 5.3.18. Task Order Proposal Request (TOPR): The County may issue Task Order Requests for Proposals (TOPR). The TOPR will include a detailed description of the work, including, but is not limited to, a description of the scope of work/assignment; expected objectives; deliverables; a completion/milestones schedule, including assumptions for DEP staff reviews; any background information to be supplied by the County; and time limit for response to the TOPR. Performance under this contract is not to begin until receipt of the purchase order and the Notice to Proceed by the County.
- 5.3.19. In response to the TOPR, the Contractor must submit a written, signed TO Proposal which addresses all requirements of the TOPR within the timeframe stipulated by the County.
- 5.3.20. The cost proposal submitted with the Contractor's TO Proposal must be based on the proposed Contract rates.
- 5.3.21. The County will review the Contractor's TO Proposal and reserves the right to negotiate with the Contractor for any labor categories, number of hours, or any other items included in the Proposal. The County may require backup documentation to support detailed cost proposals; this backup documentation must be provided to the County within two business days of the County's request, unless otherwise authorized by the County.
- 5.3.22. The Contractor must bear all costs relating to meetings with the County to discuss new assignments, preparing TO proposals, negotiating proposals with the County, etc.

- 5.3.23. Once finalized, Task Order documents must be signed and dated by both the County's Contract Administrator and the Contractor. The Contractor must not perform any work until it has received an executed Task Order, a Purchase Order, and a Notice to Proceed.
- 5.3.24. Once approved, Task Orders and related schedules may be changed only with prior written authorization by the County.
- 5.3.25. Task Order Continuation of Work After Contract Expiration and Task Order Termination: Task Order(s) assigned before the expiration date of the Contract must be completed with all the terms, conditions, scope of services, and prices of the Contract in effect until the Task Order assignment(s) is completed and accepted by the Contract Administrator. The County reserves the right to terminate any Task Order before its completion if, in the County's sole determination, it is in the best interest of the County to do so. In the event of such termination of a Task Order, the County will compensate the Contractor for work completed on the Task Order prior to the termination in accordance with the procedures and conditions described herein.
- 5.3.26. Meetings: Meetings are not compensated separately. All meetings shall be held at DEP's Offices, on-site, via conference call, Microsoft Teams, or using other electronic means, at the County's discretion. When required, the Contractor must meet with the County to discuss the work of the Contract. If required, the Contractor must have its Task Order Project Leaders attend the meetings. If required, the Contractor must provide a summary of the minutes of all project/business meetings to the County no later than one calendar week after the meeting. After receiving the draft minutes, the County will provide acknowledgement or any clarifications back to the Contractor. The Contractor must incorporate the County's edits into the minutes and return the final version to the County within five business days.
- 5.3.27. Key Personnel: Key Personnel identified by the Contractor will be made a part of the Contract, and must, at a minimum, include the Principal in Charge/Contract Manager and Task Order Project Leaders. If it should become necessary to replace any of the Key Personnel, the Contractor must notify the County's Contract Administrator in writing within 3 business days. When replaced, the new Key Personnel's qualifications, certifications, and experience must be sufficient to fulfill the contract requirements, and his/her appointment is subject to written approval of the Contract Administrator. The new Key Personnel's tasks and responsibilities under this Contract must be the same as those of the replaced individual, and the billing rate must not exceed that of the replaced individual. The Contract Administrator may direct the Contractor to remove and replace specific Key Personnel if, in the sole discretion of the Contract Administrator, the Key Personnel specified is not performing satisfactorily. The Contractor must ensure that no delays or reductions in quality of work occur due to personnel replacements.
- 5.3.28. Costs/Pricing: In some cases, services that are without pricing in this contract may be needed. The Contractor must provide fully burdened hourly rate for labor categories to be used for cost estimate for as-needed services. The costs in the Schedule of Unit Prices, (Attachment D), and the rates are inclusive of all profit, overhead, materials, labor, equipment, mobilization, transportation, storage, tools, and incidentals required to perform the work in accordance with specifications. The County and the Contractor may negotiate the total cost requested as-needed services prior to commencement of the work.

#### 5.4. CONTRACTOR'S QUALIFICATIONS

- 5.4.1. Be able to self-perform 51% of the work.
- 5.4.2. The Contractor must be a certified installer of Cured-In-Place Pipelining (CIPP) liners and have the ability to use the CIPP rehabilitation process with video support to document the pre- and post-installation condition of storm drainage pipe systems.
- 5.4.3. The Contractor must be able to demonstrate and maintain current certification of compliance with Confined Space Entry Procedures and Entry Permits (Occupational Safety and Health Administration (OSHA)), Standard 29 CFR 1910.146.
- 5.4.4. The Contractor must be able to demonstrate a Safety Program that ensures compliance to all safety regulations. Including, but not limited to, confined space, traffic controls, protective personal protection equipment, handling of hazardous materials, and other safety measures needed to accomplish this work.
- 5.4.5. The Contractor must have a Warranty Plan that provides specifications, requirements and standard warranty periods for all services that are covered by a warranty from the Contractor or other's (e.g., manufacturer, supplier, etc.).
- 5.4.6. The Contractor must have all labor, supervision, materials, equipment, tools, transportation, supplies and certifications necessary to administer and perform all the work in a timely and efficient manner.
- 5.4.7. The Contractor must have the staffing and capabilities to respond quickly to Task Order Proposal Requests and assignments, and to perform simultaneous varied projects of competing priorities within the allotted time frames.

#### 5.5. CONTRACTOR'S RESPONSIBILITY

- 5.5.1. The Contractor must maintain its business in "good standing" with the State of Maryland Department of Assessments and Taxation Business Services, <https://dat.maryland.gov/businesses/Pages/default.aspx>, at all times during the performance of the Contract. See section 4.1.9.
- 5.5.2. The Contractor must maintain and update, as applicable, the Contractor's information in the County's Central Vendor Registration System (CVRS) at <http://www.mcipcc.net/> within 15 days of any changes. This includes any Automated Clearinghouse (ACH) changes for payment deposits that can only be updated through the CVRS system by the Contractor.
- 5.5.3. The Contractor must notify the County within 15 days of any changes in the company name (including "dba" changes), address, and/or Tax ID changes. The e-mail to submit this information is [DEP.Procurements@montgomerycountymd.gov](mailto:DEP.Procurements@montgomerycountymd.gov).
- 5.5.4. The Contractor must furnish a current Certificate of Insurance (COI) that complies with the requirements in Attachment C to this solicitation before execution of the Contract. The ACORD form, or equivalent, must be provided to the County for Risk Management review and approval. COI renewals must be submitted within 15 days of expiration to [DEP.Procurements@montgomerycountymd.gov](mailto:DEP.Procurements@montgomerycountymd.gov). If the Contractor's Certificate issuer permits, it is recommended that the Contractor add the DEP Procurements e-mail to a direct-distribute list so DEP will receive COI renewals directly from the broker.
- 5.5.5. The Contractor must perform all work in accordance with all applicable Federal, State, County, and local ordinances as well as industry standards. The Contractor must possess all the required licenses to do business with the County. The County does not anticipate the need to obtain permits to rehabilitate spillway pipes and risers. In some situations, the Contractor must apply and obtain Right of Way permit



for the work. The Contractor must apply and obtain permits before work can be performed. Permit applications will be paid as as-needed service.

- 5.5.6. Projects will be released throughout the fiscal year by task orders through this contract. The Contractor must manage all work associated with completing the work, including but not limited to providing all labor, supervision, materials, equipment, tools, transportation and supplies to complete the rehabilitation work.
  - 5.5.7. The Contractor must allow access to the work being performed under this contract.
  - 5.5.8. The Contractor must abide by all specific requirements of various property owners when planning and performing work. The properties and lands include, but not limited to, private land, Homeowners Associations (HOA) properties, Maryland-National Capital Park and Planning Commission (MNCPPC) properties, and Montgomery County Public Schools (MCPS) properties. As required by Montgomery County Public Schools, the Contractor must screen its employees and undertake other measures necessary to ensure compliance with Section 11-722 of the Criminal Procedures Article, Maryland Annotated Code, which prohibits registered offenders from entering upon school property, and prohibits Contractors from employing registered sex offenders to work on school property. Detailed requirements for accessing these various types of properties will be provided to the awardee of the Contract.
  - 5.5.9. The Contractor must provide all labor, supervision, materials, equipment, tools, transportation, and supplies required to complete the work in accordance with the contract terms and conditions.
  - 5.5.10. The Contractor must coordinate with the County when access to off roadway installations are not established.
  - 5.5.11. The Contractor must not represent itself as an employee of the County in its interaction with the public, other contractors, or County employees. In situations where the Contractor's employees or subcontractor may be mistaken for a County employee, the Contractor must disclose that it is working under a County Contract and that it is not a County employee. The Contractor must not set policies for the County or independently interpret County policies.
  - 5.5.12. Businesses or residents may be contacted only for purposes related to the work under this Contract as outlined in the Scope of Work, for the duration of this Contract, unless otherwise authorized by the County.
- 5.6. COUNTY'S RESPONSIBILITY
- 5.6.1. Contract Administrator - The County's designated Contract Administrator to oversee this Contract will monitor the Contractor's adherence to the terms and conditions of the Contract, and provide oversight, approvals, direction, and contract administration for the implementation of these services, and direction for County staff overseeing the work. The Contract Administrator is Pamela Parker, Section Chief, Stormwater BMP Inspection and Maintenance.
  - 5.6.2. Project Manager [If needed] - The County may designate a Project Manager, who will be responsible for oversight, management, and direction for the services under this contract, coordinating progress meetings with Contractor and County staff, and serving as the day-to-day point of contact. The Project Manager will be identified in the Task Order Request for Proposal, and/or the Notice-to-Proceed.
  - 5.6.3. The County will provide the Contractor all available data possessed by the County that relates to this contract including as-built plans when available. However, the

Contractor is responsible for all costs for acquiring other data or processing, analyzing, or evaluating County data.

- 5.6.4. The County will provide timely feedback to the Contractor; and will give prompt written notice to the Contractor if the County observes or otherwise becomes aware of any fault or defect in services being provided for, or of nonconformance with contract requirements.
- 5.6.5. The County will take the lead role in communications with County residents and community organizations.
- 5.6.6. The County will provide access to, and make provisions for, the Contractor to enter upon public and private lands as required. Except as prohibited by law, the County will permit the Contractor reasonable access to records and other information when required.

5.7. REPORTS/DELIVERABLES

- 5.7.1. Supporting documentation that must be submitted with each invoice includes a summary report on the work completed during the invoice time period. A TOPR may include additional supporting documentation that must be provided by the Contractor. (Reference Section F. Compensation and Invoices).

**6. SECTION C - PERFORMANCE PERIOD**

- 6.1. The effective date of this Contract begins upon signature by the Director, Office of Procurement upon the County's issuance of a Notice to Proceed and ends after a one-year period. Contractor must also perform all work in accordance with time periods stated in the Scope of Work. Before this term for performance ends, the Director at his/her sole option may (but is not required to) renew the term. Contractor's satisfactory performance does not guarantee a renewal of the term. The Director may exercise this option to renew this term up to two times for one year each time.
- 6.2. Any work ordered prior to, but not completed by, the expiration date of this Contract must be completed by the Contractor with all the compensation and provisions of the Contract still in force and effect.

6.3. PRICE ADJUSTMENTS

- 6.3.1. Prices quoted are firm for a period of (1) years after execution of the contract. Any request for a price adjustment after this (1)-year period is subject to the following:
  - 6.3.2. Approval or rejection by the Director, Office of Procurement or designee.
  - 6.3.3. Submission in writing to the Director, Office of Procurement and accompanied by supporting documentation justifying the Contractor's request. A request for any price adjustment may not be approved unless the contractor submits to the County sufficient justification to support that the Contractor's request is based on its net increase in costs in delivering the goods/services under the contract.
  - 6.3.4. Submission within sixty (60) days prior to contract expiration date, if the contract is being amended.
  - 6.3.5. The County will not approve a price adjustment request that exceeds the amount of the annual percentage change of the Consumer Price Index (CPI) for the twelve-month period immediately prior to the date of the request. The request must be based upon the CPI for all urban consumers issued for the Washington-Arlington-Alexandria, DC-VA-MD-WV Metropolitan area by the United States Department of Labor, Bureau of Labor Statistics for ALL ITEMS.