

Exhibit I – Scope of Services

1. The County through the Department of Facilities Management – Building Safety Division (“Building Safety Division”) will provide 24/7 monitoring of 57 specific alarms for the SCADA System. Rochester Hills shall provide the Building Safety Division a written list of the 57 alarm points and their locations.
2. When the Building Safety Division receives an alarm or alert from the SCADA System, the Building Safety Division will contact the designated person set forth on the “call list.” Rochester Hills shall ensure that the “call list” is accurate and shall notify the Building Safety Division immediately if there are any changes to the “call list.” Rochester Hills shall notify the County in writing in the manner in which the Building Safety Division is to contact individuals on the “call list.”
3. Once the Building Safety Division reaches an individual on the call list, it will provide that individual with all alarm/alert information.
4. The City will provide Building Safety with scripted instructions and at no time will Building Safety be required to make diagnostic decisions or make water or wastewater system adjustments. Building Safety will be required to login to the system and follow diagnostic instructions under the direction of a City employee.
5. The Building Safety Division shall maintain written records for seven (7) years for the following information: (1) type of alarm that was received by the County, (2) who was contacted by the County, (3) what was directed by Rochester Hills staff, and (4) what was done online under the direction of Rochester Hills' staff to rectify the alarm situation. Upon receipt of a written request from Rochester Hills, the County shall provide Rochester Hills with the records set forth above. The request must sufficiently describe the records that are requested.
6. Rochester Hills shall provide any and all equipment needed to monitor and operate the SCADA System. Rochester Hills is responsible for the installation, operation, maintenance and repair of all equipment needed for the SCADA System. If the installation, operation, maintenance or repair of the SCADA System requires work at or on County premises or facilities such work shall be approved in writing by the County in advance of the commencement of the work and such work shall be conducted in a manner as not to disturb County operations. The County shall approve, in writing, all subcontractor or agents that will perform work for Rochester Hills at or on County premises or facilities.
7. At no cost to the County, Rochester Hills shall train all applicable County employees regarding the SCADA System. The training shall include detailed written instructions that the County may keep at the Building Safety Division, which set forth steps for monitoring the SCADA System.