

**REQUEST FOR BIDS - BID #2013-02**  
**May 31, 2013**

Project Name:	Water Supply Improvements		
BID Due Date/Time:	June 21, 2013, 1:00 PM		
Mandatory Walkthrough:	June 12, 2013, 1:00 PM; Sunset Conference Room, College Union		
Project Coordinator:	Ken Kiest	Phone:	541-885-1225
		Email:	Ken.Kiest@oit.edu
Contract Coordinator:	George Marlton	Phone:	503-821-1277
		Email:	<a href="mailto:George.Marlton@oit.edu">George.Marlton@oit.edu</a>

**SUBMIT BIDS VIA EMAIL OR MAIL TO [PURCHASING@OIT.EDU](mailto:PURCHASING@OIT.EDU) OR MAIL/HAND DELIVERY TO THE ABOVE KLAMATH FALLS ADDRESS**

**PLEASE NOTE: EMAIL SUBMISSIONS SHOULD HAVE “BID #2013-02” IN THE SUBJECT LINE**

The Oregon Institute of Technology (“Oregon Tech”) issues this Request for Bids (“Bid”) in accordance with the Informal Procurement process in Oregon Administrative Rule Chapter 580, Divisions 61 and 63 for Construction Related Services. Oregon Tech is accepting sealed bids for the Water Supply Improvements (“Project”) until the BID Due Date and Time specified above. The Project is located at the Oregon Tech campus in Klamath Falls, Oregon.

A **mandatory pre-bid conference** will be conducted on **June 12, 2013 at 1:00 PM in the Sunset Conference Room of the College Union located at 3201 Campus Drive, Klamath Falls, OR 97601.** Attendance will be documented through a sign-in sheet prepared by the Oregon Tech representative. Prime bidders who arrive more than 5 minutes after start of the time of the meeting (as stated in this solicitation and by the Oregon Tech’s representative’s watch) or after the discussion portion of the meeting (whichever comes first) shall not be permitted to sign in and will not be permitted to submit a bid on the project.

It will be the responsibility of interested bidders to refer daily to the OUS Procurement Gateway website (<https://secure.ous.edu/bid/>) to check for any available addenda, response to clarifying questions, cancellations or other information pertaining to this BID.

Bids will be received on a lump-sum basis for all of the work.

All bidders must comply with requirements of the prevailing wage law in ORS 279C.800 through ORS 279C.870. All bidders must be registered with the Oregon Construction Contractor’s Board at the time of bid submission. No bid will be considered unless fully completed in the manner provided for in this Bid. Oregon Tech encourages bids from Minority, Women, and Emerging Small Businesses and local businesses.

**Scope:**

Oregon Tech owns and maintains its domestic water system which provides drinking water, fire protection, irrigation water, and cooling-tower make-up water for a campus of ~3,500 students, faculty and staff. The domestic water system at Oregon Tech is comprised of two domestic water wells, a 250,000 gallon reservoir and distribution piping. Within the distribution piping are several Back Flow Prevention devices, Pressure Reduction Valves, and arsenic filtration devices.

The purpose of this Bid is to select a contractor to complete the water supply improvements as specified in the attached Plans and Technical Specifications prepared by Cascade Earth Sciences (CES). The Project must be completed no later than August 9, 2013.

Oregon Tech estimates that bids for this work submitted should not exceed \$50,000. Though CES is the engineer of record, all Requests For Information are to be submitted to [ken.kiest@oit.edu](mailto:ken.kiest@oit.edu).

**List of Plans and Specifications**

C1	dated 5/14/2013
C2	dated 5/14/2013
C3	dated 5/14/2013
C4	dated 5/14/2013
C5	dated 5/14/2013
G1	dated 5/14/2013

## **INSTRUCTION TO BIDDERS**

Oregon Administrative Rules Chapter 580, Divisions 61 and 63 govern this OUS procurement process.

### **Article 1. Scope of Work**

The work contemplated under this contract with the Oregon State Board of Higher Education, on behalf of the Oregon Institute of Technology, hereinafter referred to as the Owner, includes all labor, materials, transportation, equipment and services necessary for, and reasonably incidental to, the completion of all construction work in connection with the project described in the Project Manual which includes, but is not necessarily limited to, the Bid, Plans and Specifications, and the Oregon University System General Conditions for Public Improvement Contracts dated July 1, 2012 (“General Conditions”). If there is any conflict of a term or conditions, the order of precedence shall be as follows: General Conditions, Bid, Plans and Specifications. (collectively referred to as “Contract Documents”).

### **Article 2. Examination of Site and Conditions**

Before making a bid, the bidder shall examine the site of the work and ascertain all the physical conditions in relation thereto. The bidder shall also make a careful examination of the Project Manual including the plans, specifications, and other contract documents, and shall be fully informed as to the quality and quantity of materials and the sources of supply of the materials. Failure to take these precautions will not release the successful bidder from entering into the contract nor excuse the bidder from performing the work in strict accordance with the terms of the contract.

The Owner will not be responsible for any loss or for any unanticipated costs which may be suffered by the successful bidder as a result of such bidder's failure to be fully informed in advance with regard to all conditions pertaining to the work and the character of the work required. No statement made by an officer, agent, or employee of the Owner in relation to the physical conditions pertaining to the site of the work will be binding

on the Owner, unless covered by the Project Manual or an Addendum.

### **Article 3. Interpretation of Project Manual and Approval of Materials Equal to Those Provided in the Specifications**

If any bidder contemplating submitting a bid for the proposed contract is in doubt as to the true meaning of any part of the plans, specifications or forms of contract documents, or detects discrepancies or omissions, such bidder may submit to the Owner a written request for an interpretation thereof at least 8 calendar days prior to the date set for the bid closing.

When a prospective bidder seeks approval of a particular manufacturer's material, process or item of equal value, utility or merit other than that designated by the design in the Project Manual, the bidder may submit to the Owner a written request for approval of such substitute at least 10 calendar days prior to the date set for the bid closing. The prospective bidder submitting the request will be responsible for its prompt delivery.

Requests of approval for a substitution from that specified shall be accompanied by samples, records of performance, certified copies of tests by impartial and recognized laboratories, and such other information as the Owner may request.

To establish a basis of quality, certain processes, types of machinery and equipment or kinds of materials may be specified in the Project Manual either by description of process or by designating a manufacturer by name and referring to a brand or product designation or by specifying a kind of material. Whenever a process is designated or a manufacturer's name, brand or item designation is given, or whenever a process or material covered by patent is designated or described, it shall be understood that the words "or approved equal" follow such name, designation or description, whether in fact they do so or not.

Any interpretation of the Project Manual or approval of manufacturer's material will be made only by an Addendum duly issued. Addenda will be published on the OUS Procurement Website and becomes a part thereof. The Owner will not be responsible for any other explanation or interpretation of the Project Manual nor for any other approval of a particular manufacturer's process or item.

When the Owner approves a substitution by Addendum, it is with the understanding that the Contractor guarantees the substituted article or material to be equal or better than the one specified.

#### **Article 4. Prohibition of Alterations to Bid**

Bids which are incomplete, or contain ambiguities or conditions not provided for in the Bid Form, may be rejected.

#### **Article 5. Submission of Bid**

Each bid shall be sealed in an envelope, properly addressed to the appropriate person indicated in the Bid, showing on the outside of the envelope the name of the bidder and the name of the project or emailed to [purchasing@oit.edu](mailto:purchasing@oit.edu). Bids will be received at the time and place stated in the Bid. If bids are emailed, the subject line must contain the project name and email must contain all of the documents are required in the Bid.

#### **Article 6. Bid Closing and Opening of Bids**

All bids must be received by the Owner at the place and time set for the bid closing. Any bids received after the scheduled closing time for receipt of bids will be rejected and returned to the bidder unopened.

#### **Article 7. Acceptance or Rejection of Bids by Owner**

Unless all bids are rejected, the Owner will award a contract based on the lowest responsive bid from a responsible bidder. If that bidder does not execute the contract, it will be awarded to the next lowest responsible bidder or bidders in succession.

The Owner reserves the right to reject all bids and to waive minor informalities. The procedures for contract awards shall be in compliance with the provisions of Oregon Administrative Rules adopted by the Owner.

In determining the lowest bidder, the Owner reserves the right to take into consideration any or all authorized base bids as well as alternates or combinations indicated in the Bid Form.

#### **Article 8. Withdrawal of Bid**

At any time prior to the time and place set for the bid closing, a bidder may withdraw the bid. This will not preclude the submission of another bid by such bidder prior to the time set for the bid closing.

After the time set for the bid closing, no bidder will be permitted to withdraw its bid within the time frames specified in Article 6 for award and execution, except as provided for in that Article.

#### **Article 9. Execution of Contract**

The Owner will provide the successful bidder with contract forms within 10 calendar days after the award of the Contract. The bidder is required to execute the contract forms as provided within 15 calendar days after the award of the contract. The contract forms shall be delivered to the Owner in the number called for and to the location as noted in the notice of award.

#### **Article 13. Recyclable Products**

Contractors will use recyclable products to the maximum extent economically feasible in the performance of the Contract.

**BID FORM**

OUS CAMPUS: Oregon Institute of Technology

PROJECT: BID #2013-02 Water Supply Improvements

BID CLOSING: June 21, 2013, 1:00 PM, Pacific Time

FROM: \_\_\_\_\_  
*Name of Contractor*

TO: Oregon State Board of Higher Education  
George Marlton, Dir. Purchasing and Contract Services  
3201 Campus Drive, Snell Hall 217, Klamath Falls, OR 97006 or  
[Purchasing@oit.edu](mailto:Purchasing@oit.edu)

1. The Undersigned (*check one of the following and insert information requested*):

\_\_\_ a. An individual doing business under an assumed name registered under the laws of the State of \_\_\_\_\_; or

\_\_\_ b. A partnership registered under the laws of the State of \_\_\_\_\_; or

\_\_\_ c. A corporation organized under the laws of the State of \_\_\_\_\_; or

\_\_\_ d. A limited liability corporation organized under the laws of the State of \_\_\_\_\_;

hereby proposes to furnish all material and labor and perform all work hereinafter indicated for the above project in strict accordance with the Contract Documents for the Basic Bid as follows:

\_\_\_\_\_ Dollars (\$\_\_\_\_\_)

and the Undersigned agrees to be bound by the following documents or requirements:

- Request for Bids 2013-02
- Prevailing Wage Rates
- Plans and Specifications
- OUS 2012 General Conditions
- Payroll and Certified Statement Form
- ADDENDA numbered \_\_\_\_\_ through \_\_\_\_\_, inclusive (*fill in blanks*)

2. The work shall be completed within the time stipulated and specified in the Request for Bids.

3. The Undersigned agrees, if awarded the Contract, to execute and deliver an executed Contract to the Oregon Institute of Technology within five (5) calendar days after receipt.

4. The Undersigned agrees, if awarded a contract, to comply with the provisions of ORS 279C.800 through 279C.870 pertaining to the payment of the prevailing rates of wage.

5. Contractor's CCB registration number is \_\_\_\_\_. As a condition to submitting a bid, a Contractor must be registered with the Oregon Construction Contractors Board in accordance with ORS 701.035 to 701.055, and disclose the registration number. Failure to register and disclose the number will make the bid unresponsive and it will be rejected, unless contrary to federal law.
6. The Undersigned hereby certifies that all subcontractors who will perform construction work as described in ORS 701.005(2) were registered with the Construction Contractors Board in accordance with ORS 701.035 to 701.055 at the time the subcontractor(s) made a bid to work under the contract.
7. The Undersigned hereby certifies that, in compliance with the Worker's Compensation Law of the State of Oregon, its Worker's Compensation Insurance provider is: \_\_\_\_\_, Policy No. \_\_\_\_\_, and that Contractor shall submit Certificates of Insurance as required.
8. Contractor's Project Manager for this project is: \_\_\_\_\_,  
Office Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_.
9. The Undersigned hereby certifies that it has not discriminated against minority, women, or emerging small businesses in obtaining any subcontracts for this project.
10. As required in ORS 305.385(6) the undersigned hereby certifies that to the best of the undersigned's knowledge, the Entity is not in violation of any Oregon Tax Laws. For purposes of this certification, "Oregon Tax Laws" means a state tax imposed by ORS 401.792 to 401.816 and ORS chapters 118, 314, 316, 317, 318, 320, 321 and 323; the elderly rental assistance program under ORS 310.630 to 310.706; and local taxes administered by the Department of Revenue under ORS 305.620. If a Contract is executed, this information will be reported to the Internal Revenue Service under the name and taxpayer I.D. number submitted below. Information not matching IRS records could subject Contractor to 31% backup withholding.

By signature below, Contractor agrees to be bound by this Bid.

NAME OF FIRM \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 \_\_\_\_\_  
 TELEPHONE NO \_\_\_\_\_  
 EMAIL \_\_\_\_\_  
 SIGNATURE \_\_\_\_\_

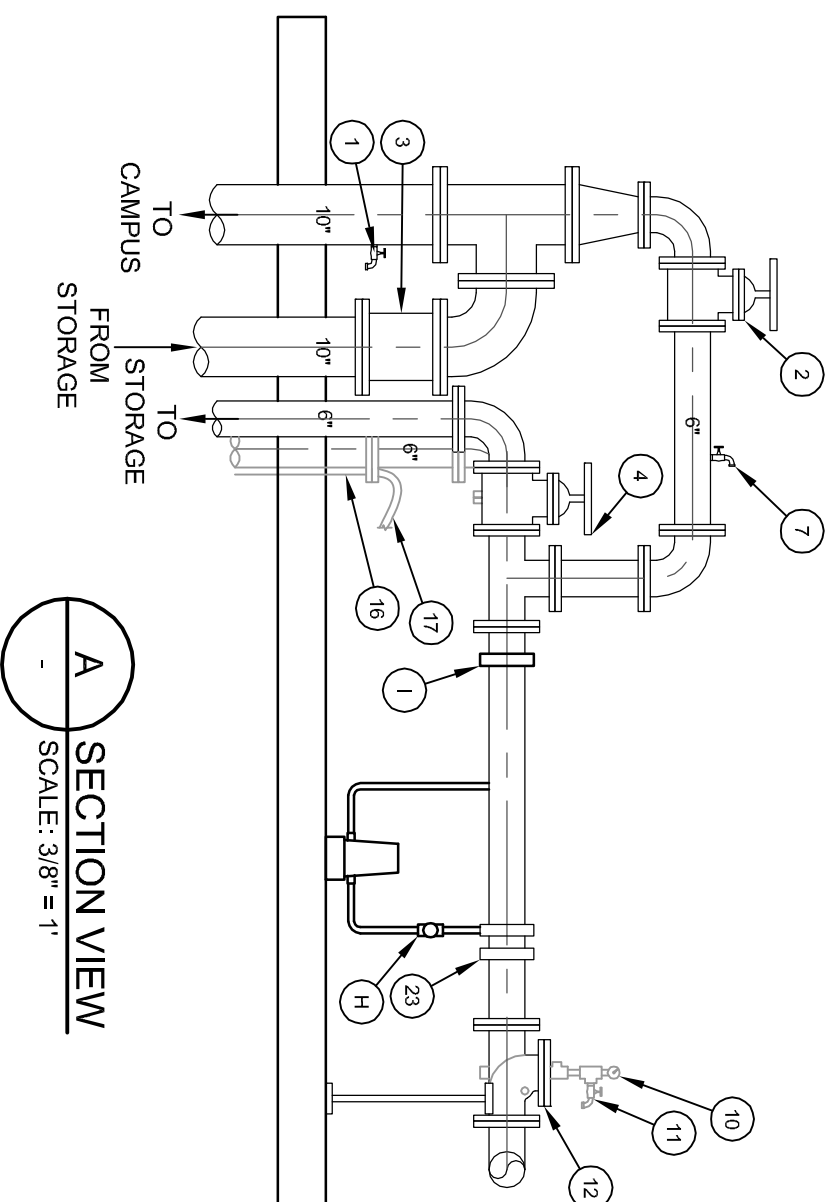
\*\*\*\*\* **END OF BID** \*\*\*\*\*

# PLANS AND SPECIFICATIONS

(ON FOLLOWING PAGES)

**EXISTING EQUIPMENT**

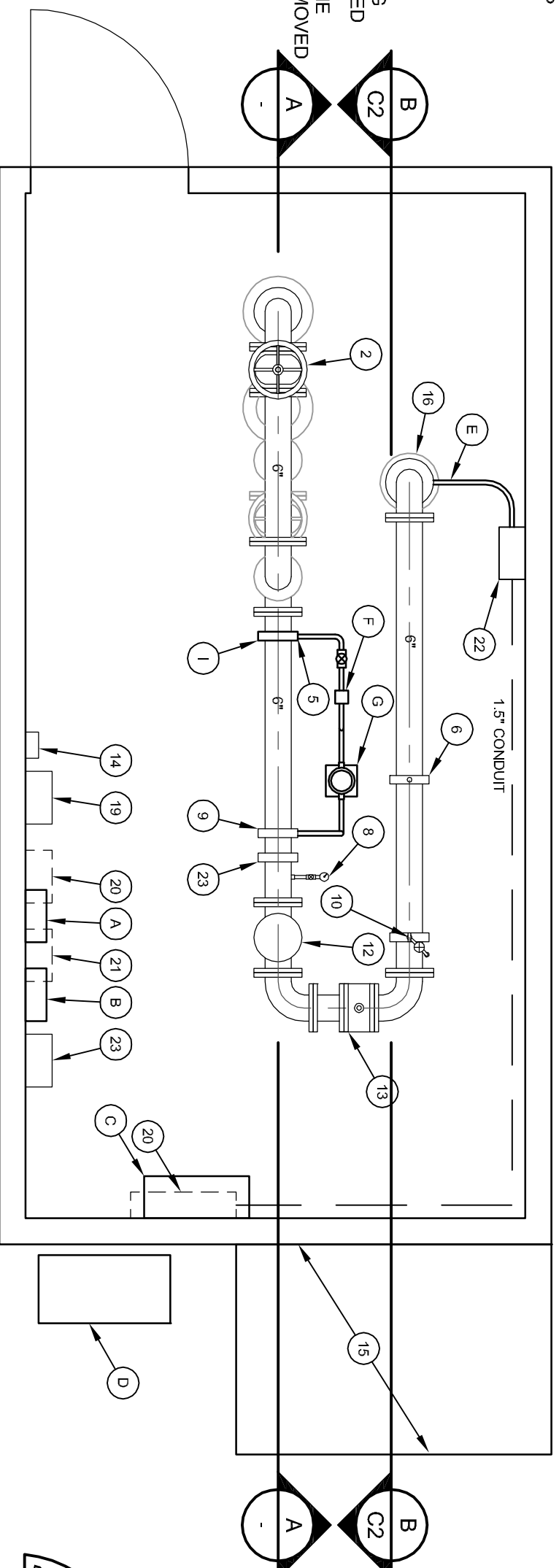
- 1 1/4" BALL VALVE SAMPLE TAP
- 2 6" GATE VALVE, NORMALLY CLOSED
- 3 10" GATE VALE, NORMALLY OPEN
- 4 6" GATE VALVE, NORMALLY OPEN
- 5 CHLORINE INJECTION POINT OF APPLICATION
- 6 SENSOR FLOW PADDLE WHEEL
- 7 3/4" HOSE BIB SAMPLE TAP
- 8 1/2" BALL VALVE AND PRESSURE GAGE
- 9 EXISTING SUCTION TAP
- 10 PRESSURE GAGE
- 11 1/2" GLOBE VALVE FAUCET
- 12 6" SINGLE CHECK VALVE
- 13 6" BUTTERFLY VALVE
- 14 DATA INDUSTRIAL FLOW METER
- 15 EXISTING CHLORINE GAS ENCLOSURE
- 16 8" WELL CASING
- 17 60 H.P. SUBMERSIBLE TURBINE PUMP AND ELECTRIC SUPPLY IN WELL
- 18 EXISTING PUMP ELECTRICAL PANEL, TO BE REMOVED
- 19 EXISTING 480V TO 120V TRANSFORMER, TO BE REMOVED
- 20 SERVICE DISCONNECT FOR LIGHTING AND OUTLET CIRCUIT, TO BE REMOVED
- 21 SERVICE DISCONNECT FOR CHLORINE INJECTOR SYSTEM PUMP, TO BE REMOVED
- 22 PUMP POWER JUNCTION BOX
- 23 INJECTOR WATER PUMP MOTOR CONTROLLER, TO BE USED FOR NEW 1/2 HP WATER PUMP



**A**  
**SECTION VIEW**  
SCALE: 3/8" = 1'

**NEW EQUIPMENT**

- A NEW 120/240 V LOAD CENTER
- B NEW 480 V TO 240/120 V TRANSFORMER
- C INSTALL NEW VFD (SUPPLIED BY OWNER)
- D DISCONNECTS FOR VFD AND TRANSFORMER IN BUILDING MAIN DISCONNECT PANEL
- E NEW FLEX CONDUIT TO ENCLOSE WELL SUPPORT WIRING
- F NEW INJECTOR, SEE SHEET C2
- G NEW 1/2 HP WATER PUMP, SEE SHEET C2
- H 1" PVC-TU BALL CHECK VALVE
- I NEW 1-1/4" SADDLE TAP



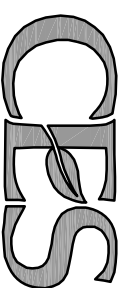
**1**  
**PLAN VIEW**  
SCALE: 3/8" = 1'

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Klamath Falls, Oregon

REV#	DESCRIPTION	BY	DATE

DES. BY	TLO
DRG. BY	BRGB
CHK. BY	BJEV
DATE	5/14/2013
JOB NO.	201220025

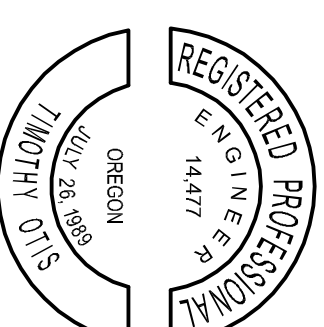


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Well No. 1 Piping Schematic  
Water System Improvements

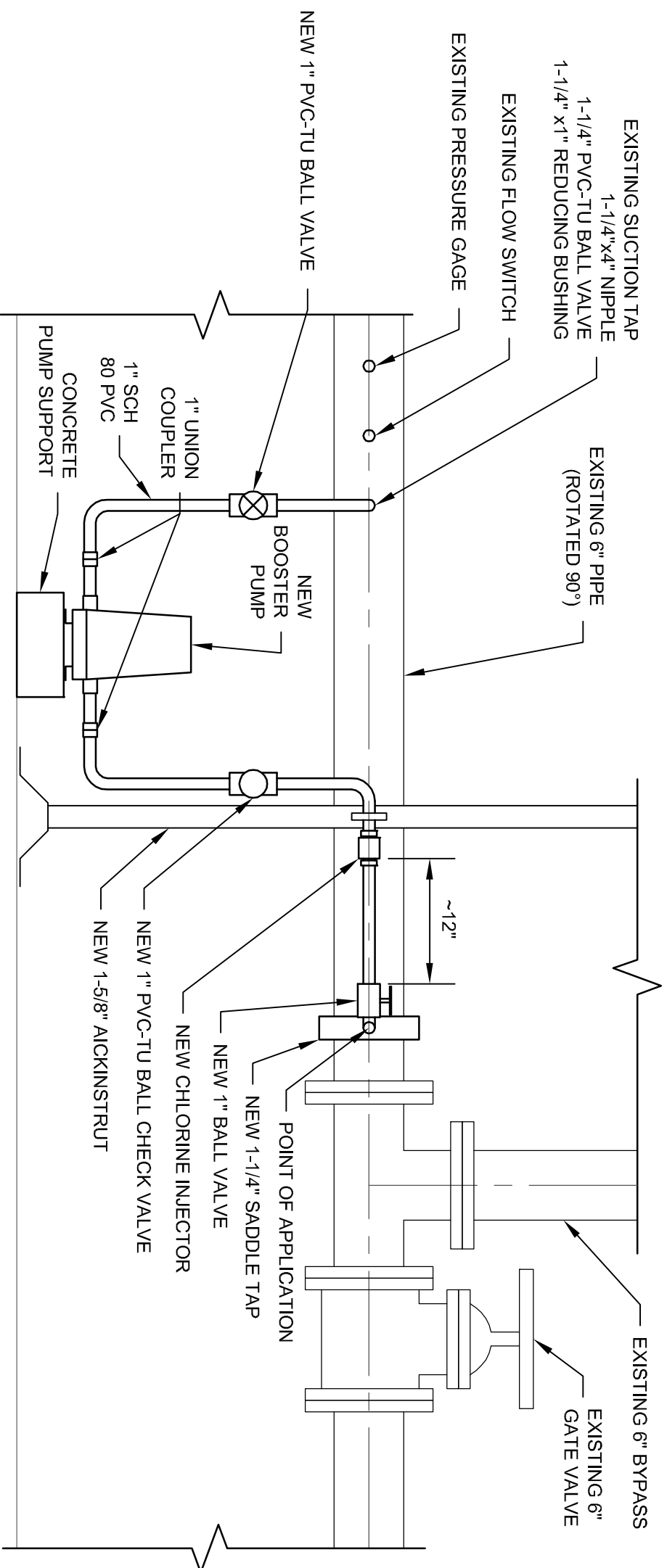
SHEET

**C1**



EXPIRES: 12-31-2014





**B SECTION VIEW**  
SCALE: 1" = 1'

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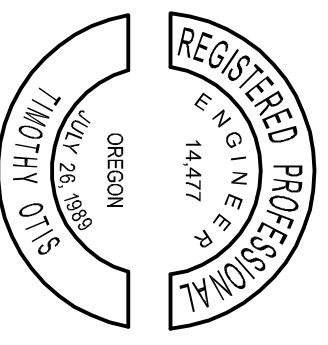
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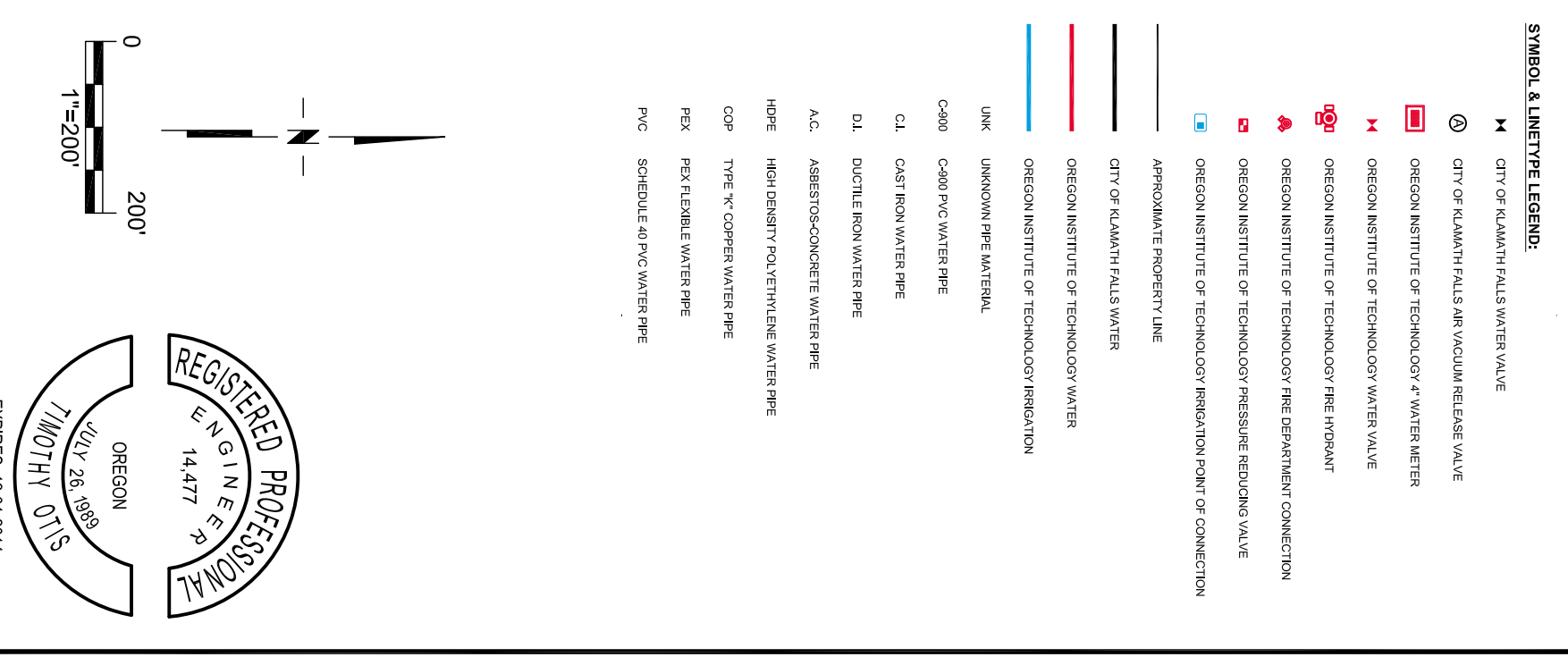
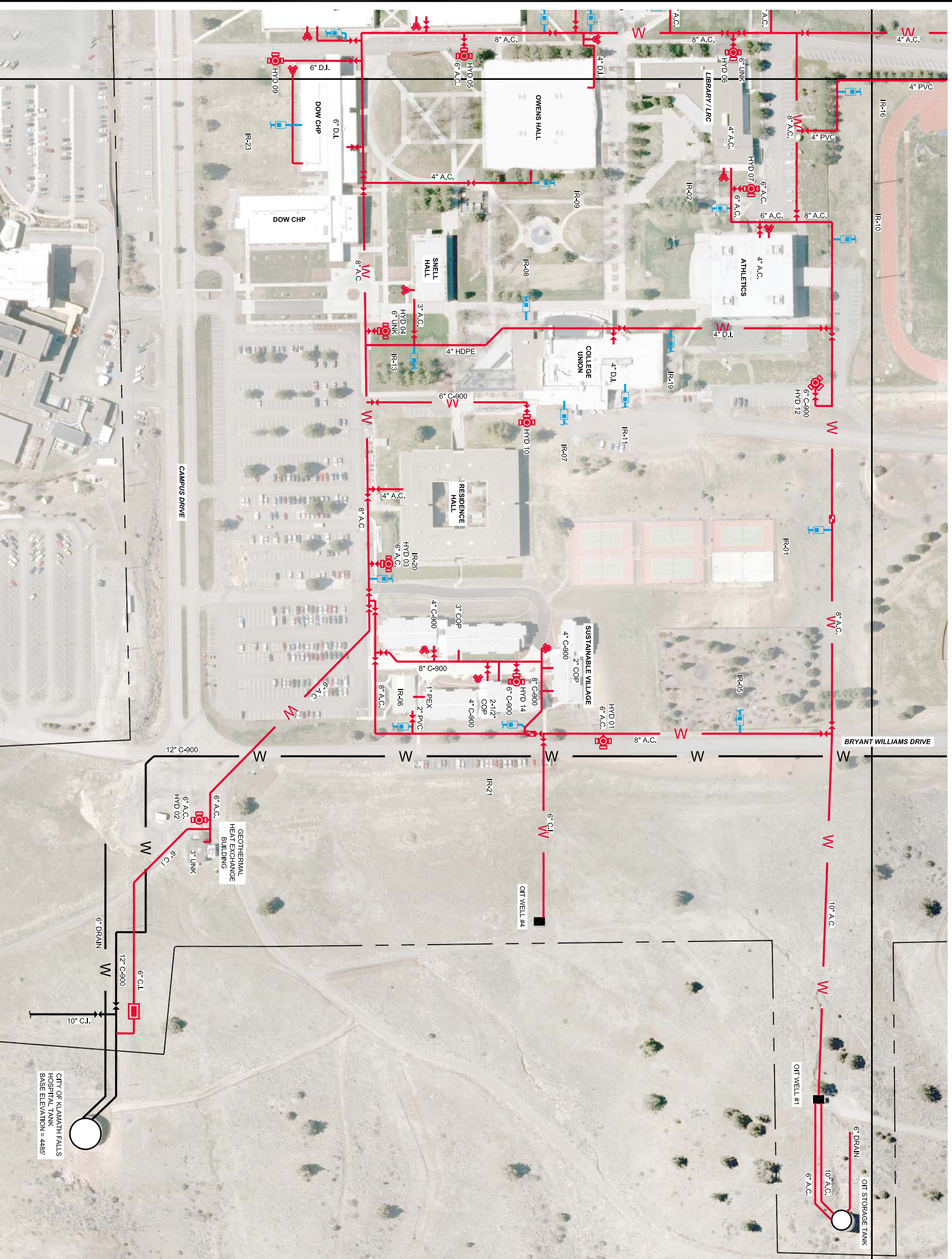
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DRG. BY	BRMB
CHK. BY	BJEW
DATE	5/14/2013
JOB NO.	2012200025

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Well No. 1 Elevation View  
Water System Improvements

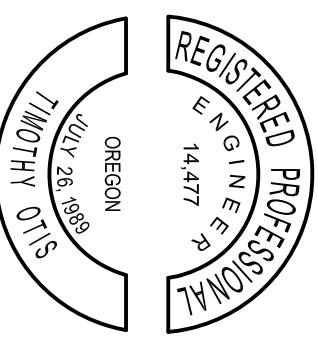
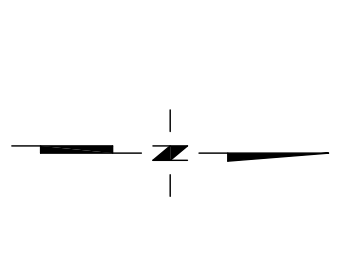
SHEET  
**C2**





**SYMBOL & LINETYPE LEGEND:**

- CITY OF KLAMATH FALLS WATER VALVE
- CITY OF KLAMATH FALLS AIR VACUUM RELEASE VALVE
- OREGON INSTITUTE OF TECHNOLOGY 4" WATER METER
- OREGON INSTITUTE OF TECHNOLOGY WATER VALVE
- OREGON INSTITUTE OF TECHNOLOGY FIRE HYDRANT
- OREGON INSTITUTE OF TECHNOLOGY FIRE DEPARTMENT CONNECTION
- OREGON INSTITUTE OF TECHNOLOGY PRESSURE REDUCING VALVE
- OREGON INSTITUTE OF TECHNOLOGY IRRIGATION POINT OF CONNECTION
- APPROXIMATE PROPERTY LINE
- CITY OF KLAMATH FALLS WATER
- OREGON INSTITUTE OF TECHNOLOGY WATER
- OREGON INSTITUTE OF TECHNOLOGY IRRIGATION
- UNKNOWN PIPE MATERIAL
- C-900 PVC WATER PIPE
- C.I. CAST IRON WATER PIPE
- D.I. DUCTILE IRON WATER PIPE
- A.C. ASBESTOS-CONCRETE WATER PIPE
- HDPE HIGH DENSITY POLYETHYLENE WATER PIPE
- COP TYPE K-COPPER WATER PIPE
- PEX PEX FLEXIBLE WATER PIPE
- PVC SCHEDULE 40 PVC WATER PIPE



EXPIRES: 12-31-2014

(SOURCE: ZCS Engineering)

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Klamath Falls, Oregon

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JOB NO.: 2012230025	

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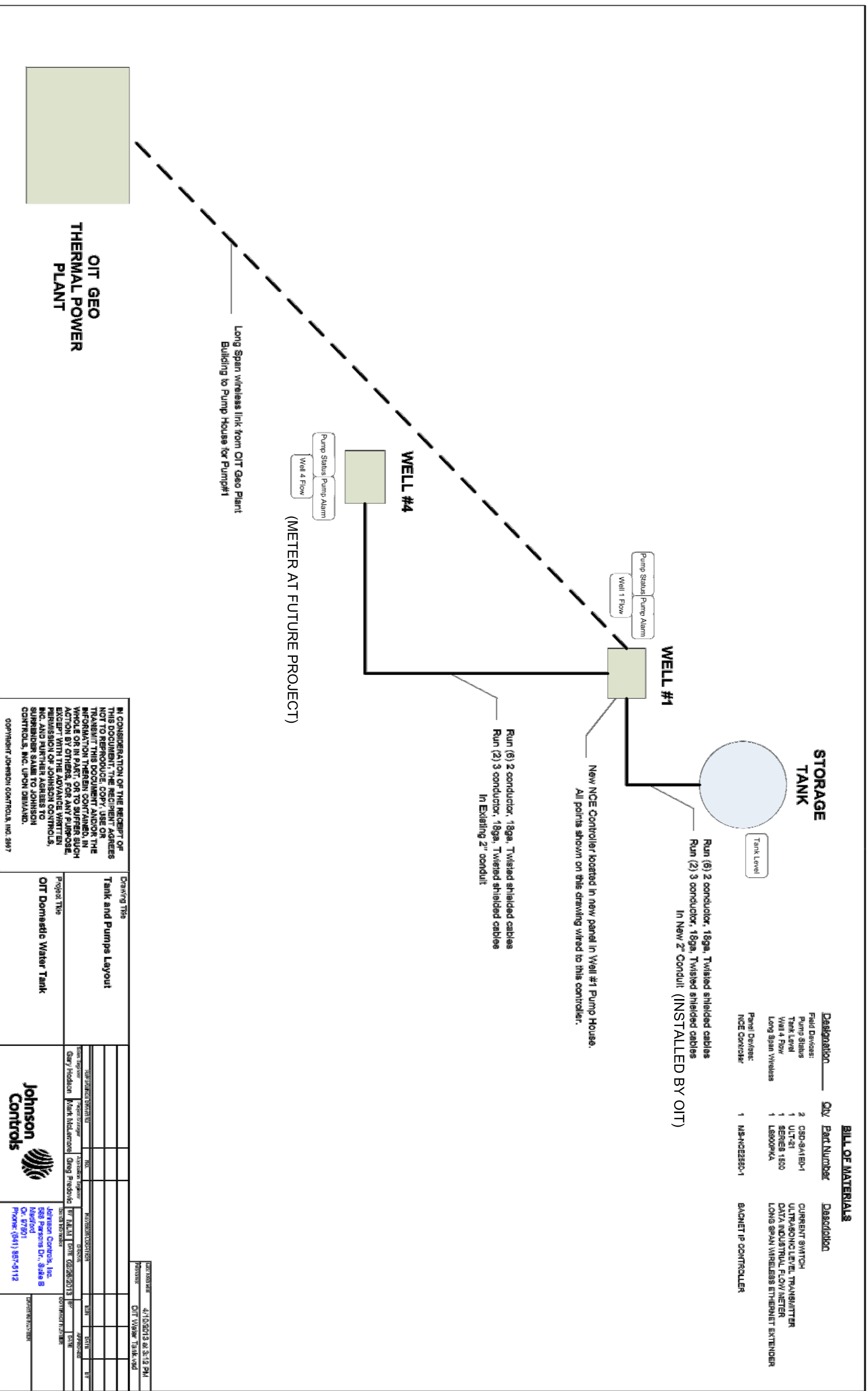
Water System Site Plan  
Water System Improvements

SHEET  
**C3**



**BILL OF MATERIALS**

Designation	Qty	Part Number	Description
Field Devices:			
Pump Status	2	CSD-9A11E0-1	CURRENT SWITCH
Tank Level	1	ULT-21	ULTRASONIC LEVEL TRANSMITTER
Well 4 Flow	1	SERIES 1500	DATA INDUSTRIAL FLOW METER
Long Span Wireless	1	L8900PKA	LONG SPAN WIRELESS ETHERNET EXTENDER
Panel Devices:			
NCE Controller	1	MS-NCE2550-1	BAGNET IP CONTROLLER



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Drawing Title		Tank and Pumps Layout	
Project Title		OIT Domestic Water Tank	
DATE PLOTTED	4/10/2013 8:35:12 PM	PROJECT	OIT WATER TANK-06
PLotted By	OTI	DATE	
PLotted By	OTI	DATE	
PLotted By	OTI	DATE	
PLotted By	OTI	DATE	
PLotted By	OTI	DATE	

**Johnson Controls**

Johnson Controls, Inc.  
 558 Parsons Dr., Suite B  
 Medford  
 OR 97501  
 Phone: (541) 857-4112

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(SOURCE: JOHNSON CONTROLS)

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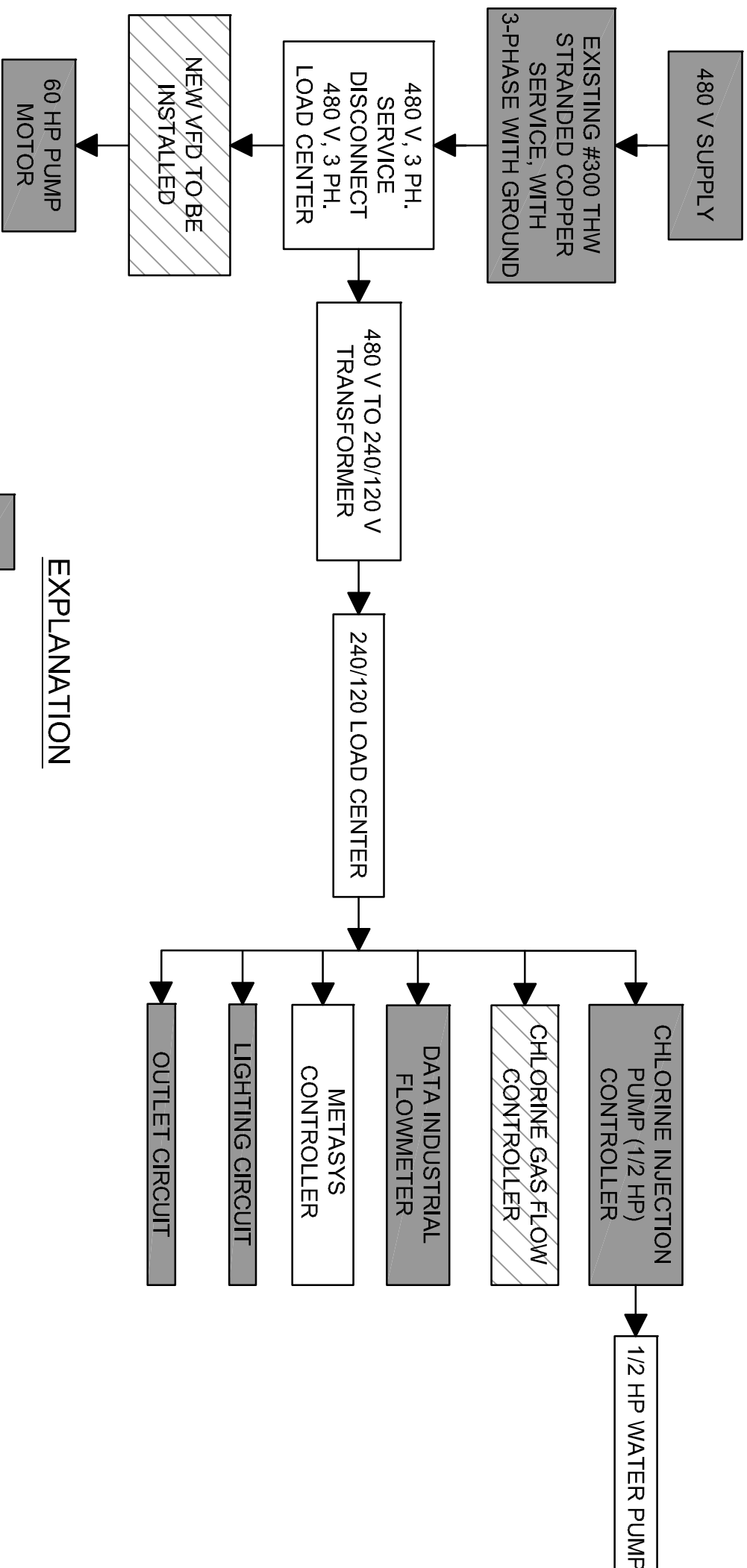
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CHK. BY	BJW
DATE	5/14/2013
JOB No.	2012230025

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Johnson Controls Tank and Pumps Layout  
 Water System Improvements

SHEET  
**C4**



**EXPLANATION**

- EXISTING EQUIPMENT
- NEW EQUIPMENT (SUPPLIED BY OIT)
- NEW EQUIPMENT

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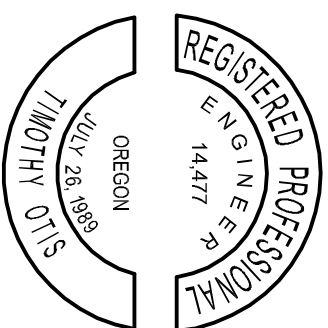
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Electrical Process Flow Diagram  
Water System Improvements

SHEET  
**C5**



# Water System Improvements

## Oregon University System - Oregon Institute of Technology

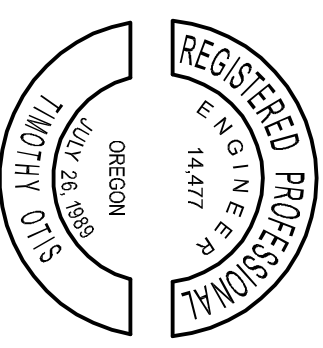
### Klamath Falls, Oregon



(SOURCE: Google Earth Pro Image August 2011, ©2013 Google)

LOCATION MAP  
 0 600'  
 1"=600'

- SHEET INDEX:**
- G1 TITLE SHEET
  - C1 WELL NO. 1 PIPING SCHEMATIC
  - C2 WELL NO. 1 ELEVATION VIEW
  - C3 WATER SYSTEM SITE PLAN
  - C4 JOHNSON CONTROLS TANK AND PUMPS LAYOUT
  - C5 ELECTRICAL PROCESS FLOW DIAGRAM



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Title Sheet  
 Water System Improvements

SHEET  
**G1**