

**EASTERN
FIRE
SERVICES
INCORPORATED**



**FIRE SPRINKLER * FIRE ALARM
CLEAN AGENT * GAS DETECTION**

WWW.EFP-EFS.COM

AUBURN PHONE (207) 795-6314 • AUBURN FAX (207) 782-0566
BANGOR PHONE (207) 942-8014 • BANGOR FAX (207) 942-5202
170 KITTYHAWK AVE. • P. O. BOX 1582 • AUBURN, ME 04211-1582

**SPRINKLER SYSTEM TESTING
CONTRACT RENEWAL**

Date: July 15, 2014

Name: DIRIGO MANAGEMENT
ONE CITY CENTER
PORTLAND, MAINE 04101-4009

Customer #: 743

Attn: GAIL ATKINS

Contract #: 3404-A

Per our contract agreement with you the sprinkler system testing covering the system(s) described below has been automatically renewed for another 12 month period starting on 5/1/15.

System(s) Location WASHINGTON CROSSING
DELAWARE STREET
PORTLAND, MAINE

System(s) Included NUMEROUS WET SYSTEMS

Testing Frequency ANNUALLY

Annual Cost \$50.00 PER SYSTEM

Please do not hesitate to call Carrie Haynes, Gary Darling, Amanda Hawkes or myself should you have any questions. Attachments included are Contract Terms and Services Provided Sheets. If semi-annual or quarterly invoicing is desired please read the Terms and Conditions section of the Contract Terms attachment and contact us via phone or fax.

Sincerely,

Gerald A. Haynes
President



AUTOMATIC SPRINKLER SYSTEM TESTING CONTRACT SERVICES PROVIDED ATTACHMENT

(Page 1 of 2)

System Owner:

System Address:

The items in the following list that are marked with an "X" are the standard procedures (for all sprinkler systems) provided as part of the attached testing contract. Items indicated may not be present on every system, see the Report of Testing to verify which items are applicable to this contract. These items are taken from the tables included in NFPA 25 titled "Inspection, Testing and Maintenance of Water Base Fire Protection Systems" and the testing procedures followed will be as recommended in NFPA 25. The tables in NFPA 25 also include inspection and maintenance items for which the System Owner is responsible. The Testing Contractor will perform select inspection and maintenance items at the frequencies indicated in the list below, as a service to the System Owner, but it is the System Owners responsibility to appoint a responsible employee and/or representative to inspect and maintain their fire protection systems in accordance with the requirements of NFPA 25.

SPRINKLER SYSTEM TESTS

ITEM	FREQUENCY	ITEM	FREQUENCY
ALL SYSTEMS		WET SYSTEMS	
x Main drain flow test	Quarterly***	x Antifreeze solution	Annually
x Flow alarm	Quarterly	DRY SYSTEMS	
x Tamper switch	Quarterly	x Priming water	Quarterly
x Control valve operation	Annually	x Low air pressure alarm	Quarterly
x Control valve position	Quarterly	x Quick opening device	Semiannually
x Backflow preventer	Annually	x Trip test	Annually
Sprinklers high temp	5 years	Full flow trip test	3 years
Gauges	5 years	x Low points	Annually **
PRESSURE REG. VALVES		PREACTION/DELUGE SYSTEMS	
Sprinkler system	Annually	x Priming water	Quarterly
Pressure relief valve	Annually	x Low air pressure alarm	Quarterly
		x Trip test	Annually

STANDPIPE AND HOSE SYSTEMS

ITEM	FREQUENCY	ITEM	FREQUENCY
Hose nozzle	Monthly	Hose size device	Monthly
x Alarm device	Quarterly	Hydrostatic test	5 years
Water supply	5 years	Pressure reducing valve	5 years
Hose rack	5 years	x Main drain flow test	Quarterly
Hose connection	5 years	x Control valve operation	Annually

FIRE PUMP TESTS

ITEM	FREQUENCY	ITEM	FREQUENCY
Pump operation - no flow	Weekly	x Pump operation - full flow	Annually
x Circulation relief valve	Annually	x Pressure relief valve	Annually

WATER STORAGE TANKS

ITEM	FREQUENCY	ITEM	FREQUENCY
Temperature alarms and high temp limit switches	Monthly in cold weather	Water level alarms	Semiannually
Pressure gauges	5 years	Level indicators	5 years

AUTOMATIC SPRINKLER SYSTEM TESTING CONTRACT

SERVICES PROVIDED ATTACHMENT

(Page 2 of 2)

System Owner:

System Address:

The items in the following list that are marked with an "X" are the standard procedures (for all sprinkler systems) provided as part of the attached testing contract. Items indicated may not be present on every system, see the Report of Testing to verify which items are applicable to this contract. These items are taken from the tables included in NFPA 25 titled "Inspection, Testing and Maintenance of Water Base Fire Protection Systems" and the testing procedures followed will be as recommended in NFPA 25. The tables in NFPA 25 also include inspection and maintenance items for which the System Owner is responsible. The Testing Contractor will perform select inspection and maintenance items at the frequencies indicated in the list below, as a service to the System Owner, but it is the System Owners responsibility to appoint a responsible employee and/or representative to inspect and maintain their fire protection systems in accordance with the requirements of NFPA 25.

SPRINKLER SYSTEM INSPECTION AND MAINTENANCE ITEMS*

ITEMS	FREQUENCY		ITEM	FREQUENCY
Hydraulic data plate	Quarterly	x	Inspect alarm valve exterior	Quarterly
x Inspect visible hangers	Annually		Inspect alarm valve interior	5 years
x Inspect visible piping	Annually		Inspect check valve interior	5 years
x Inspect visible sprinklers	Annually	x	Inspect fire department connections	Quarterly
Inspect dry / deluge / preaction valves		x	Inspect control valve lock	Quarterly
x Exterior	Quarterly	x	Maintain control valves	Annually
x Interior	Annually	x	Maintain dry/deluge/preaction valve	Annually
x Inspect control valve seal	Quarterly	x	Maintain quick opening device	Annually

SELECT MAINTENANCE AND INSPECTION ITEMS*

ITEM	FREQUENCY		ITEM	FREQUENCY
STANDPIPE AND HOSE SYSTEMS			WATER STORAGE TANKS	
Inspect hose valve outlet	Quarterly	x	Inspect water level	Quarterly
Inspect hose	Quarterly	x	Inspect air pressure	Quarterly
Inspect hose nozzle	Quarterly	x	Inspect tank exterior	Quarterly
Inspect hose size device	Quarterly	x	Inspect coated surfaces	Quarterly
VALVES			Inspect interior	5 years
x Inspect control valve seal	Quarterly		Maintain water level	Quarterly
x Inspect control valve lock	Quarterly		FIRE PUMPS	
Inspect check valve interior	5 years	x	Visual system inspection	Quarterly
x Inspect fire department connection	Quarterly			
x Maintain control valves	Annually			

*NFPA may include additional items and different frequencies. These lists are meant to coordinate with the frequency of the testing contract.

**EFSI will check the low points drains 1 time per year during our regular testing of the sprinkler system(s) in the late summer or fall. It is the system owner's responsibility to assign a competent person to check the low point drains at other times especially coming into and during the freezing weather seasons. If asked EFSI will show the system owner's assigned person the proper procedure for maintaining the low point drains. Dry, preaction and deluge sprinkler systems are water based fire protection and water is introduced into the piping once per year at the time of the trip test with some of the water settling in the low point drains. It may take several weeks of daily checking to remove all the water from the system and eliminate the possibility of freezing that could cause damage to the system.

***Drain test will not be performed when potential for freezing of pedestrian or vehicle traffic areas exists.

EASTERN FIRE SERVICES, INC.

AUTOMATIC SPRINKLER SYSTEM TESTING CONTRACT TERMS

Contract Duration: This contract is in effect for 12 months from the date it is signed by the System Owner and can be terminated by either party with at least 30 days notice. The Testing Company and System Owner agree to all **Terms and Conditions** contained herein and both agree to work together to the greatest extent possible so that both receive maximum benefit from this contract.

Contract Renewal: This contract will be automatically renewed every 12 months unless either party, as outlined under Contract Duration above, terminates the contract. If a change in the contract cost is necessary, in excess of 10%, the System Owner will receive a new contract, for approval, at least 30 days prior to the next scheduled testing procedure.

Testing Company Obligations: The Testing Company agrees to provide prompt and courteous service to the System Owner at a time agreeable to both parties. The Testing Company will provide the System Owner with all necessary documentation of the testing results so that the System Owner will know the current status of the systems and equipment included under this contract. The attached **Services Provided Sheets** give a listing of all services to be performed under this contract.

System Owner Obligations: The System Owner agrees to cooperate by providing all necessary access, applicable information (i.e. maintenance records, previous testing reports, etc.) and personnel to the Testing Company so that testing documentation may be filled out to the greatest extent possible. The System Owner agrees to promptly pay the Testing Company in accordance with the **Terms and Conditions** set forth below.

It is the System Owner's responsibility to make themselves familiar with the requirements and frequency of testing, inspection and maintenance procedures which pertain to their system(s) and to appoint an employee and/or representative to coordinate the testing, inspection and maintenance of their fire protection system(s) as outlined in the current edition of NFPA 25 titled "Inspection, Testing and Maintenance of Water-Based Fire Protection systems". NFPA 25 can be purchased from the National Fire Protection Association, 1 Batterymarch Park; P.O. Box 9101; Quincy, MA 02269-9101 or by calling 1-800-344-3555.

Terms and Conditions: The System Owner understands that this is a testing contract not a service contract. The Testing Company will make the System Owner aware of all system component deficiencies observed during the testing of the included systems and, if requested, provide the System Owner with pricing to repair those deficiencies. Select inspection and maintenance items identified on the **Services Provided Sheets** are a part of this contract and will be performed by the Testing Company. In return for the testing services provided, by the Testing Company, the System Owner agrees to pay the Testing Company the stipulated contract amount, in full, within 10 calendar days of completion of the first testing procedure. Semi-annual or quarterly invoicing is available upon request by the System Owner. Only the cost of producing one invoice is included in this contract, therefore a service charge of \$10.00 will be added to each additional requested invoice after the first (\$10 annual additional cost for semi-annual invoicing or \$30 annual additional cost for quarterly invoicing).

The System Owner should be aware that this Testing Contract is not an engineering analysis (i.e. analysis to verify the adequacy of the system design to provide an acceptable level of protection). System design analysis can be provided under separate contract. An NFPA 25 testing and inspection is intended to only verify the physical condition of the system components per the guidelines set forth in this contract and NFPA 25. The Testing Company is not responsible for change/loss of water purity, taste, clarity or general quality of the water supply as a result of the testing procedure.

This contract includes only the procedures that are checked off on the attached **Services Provided Sheets**. Additional testing, inspection and maintenance services can be purchased from the Testing Company at additional cost under separate contract.