

**RICHLAND HILLS DEVELOPMENT CORPORATION
MEETING AGENDA
CITY HALL, 3200 DIANA DRIVE
MAY 9, 2022
6:00 P.M.**

1. CALL TO ORDER

2. PUBLIC COMMENTS

This is the public's opportunity to address the Richland Hills Development Corporation about non-agenda items. In compliance with the Texas Open Meetings Act, Development Corporation members and city staff are prevented from discussing non-agenda items and may only respond with statements of information or existing city policy.

REGULAR AGENDA

3. Approve minutes from the August 9, 2021 Richland Hills Development Corporation meeting
4. Consider purchase of restroom and pavilion buildings for Kate Baker Park and Creek Trail Park from Romtec, Inc. in an amount not to exceed \$550,000

5. ADJOURNMENT

CERTIFICATE

I hereby certify that the above agenda was posted on this the 5th day of May 2022, by 5:30 p.m., on the official bulletin board at the Richland Hills City Hall, 3200 Diana Drive, Richland Hills, Texas, pursuant to the Texas Government Code, Chapter 551.

Lindsay Wells

Lindsay Wells
City Secretary



ACCESSIBILITY STATEMENT

The Facility is wheelchair accessible. If you plan to attend this public meeting and have a disability that requires special arrangements, please notify the City Secretary 48 hours in advance at (817) 616-3810 and reasonable accommodations will be made to assist you.

Memorandum

To: Chair Edward Lopez and members of the Richland Hills Development Corporation

From: Lindsay Wells, City Secretary

Date: May 9, 2022

Subject: Minutes from the August 9, 2021 meeting

Agenda Item:

Approval of minutes from the August 9, 2021 Richland Hills Development Corporation Meeting

Background Information:

N/A

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

August 9, 2021 Draft Minutes

Board Action Requested:

Motion to approve the minutes from the August 9, 2021 Richland Hills Development Corporation meeting

**RICHLAND HILLS DEVELOPMENT CORPORATION
BOARD MEETING
AUGUST 9, 2021
MINUTES**

Roll Call:

Director's present:

Edward Lopez, Chair
Curtis Bergthold, Council Member
Stacey L. Morse, Council Member

Director's absent:

Doug Knowlton, Council Member

Bill Agan, Citizen Member
Jorge Cisneros, Citizen Member
Theresa Bledsoe, Citizen Member

Officers

Candice Edmondson, President
Cathy Bourg, Secretary
Patricia Albrecht, Treasurer

1. CALL TO ORDER

Chair Lopez Called to Order – Time 5:05 p.m.

2. PUBLIC COMMENTS

This is the public's opportunity to address the Richland Hills Development Corporation about non-agenda items. In compliance with the Texas Open Meetings Act, Development Corporation members and city staff are prevented from discussing non-agenda items and may only respond with statements of factual information or existing city policy.

None

REGULAR AGENDA

3. Approve minutes from the July 26, 2021 Richland Hills Development Corporation meeting

Motion: Motion was made by Director Morse and seconded by Director Cisneros to approve the minutes from the July 26, 2021 Richland Hills Development Corporation meeting.

Motion carried by a vote of 6-0.

4. Consider approval of the FY 2022 Richland Hills Development Corporation Annual Budget PUBLIC HEARING

Candice Edmondson, City Manager gave a presentation on the proposed FY 2022 Richland Hills Development Corporation Budget.

Chair Lopez opened the Public Hearing: Time 5:26 p.m.

No speakers

Chair Lopez closed the Public Hearing: Time 5:26 p.m.

Motion: Motion was made by Director Agan and seconded by Director Morse to approve the FY 2022 Richland Hills Development Corporation Annual Budget.

Motion carried by a vote of 6-0.

5. ADJOURNMENT

A motion was made by Director Bergthold and seconded by Director Bledsoe to adjourn. Motion passed 6-0.

There being no further business to come before the Richland Hills Development Corporation, Chair Lopez declared the meeting adjourned at 5:28 p.m.

ATTEST

APPROVED

Lindsay Wells, City Secretary

Edward Lopez, Chair

Memorandum

To: President Edward Lopez and Richland Hills Development Corporation Members

From: Jason Brown, Director of Parks and Recreation

Date: May 9, 2022

Subject: Purchase of Park Restroom and Pavilion Buildings

Agenda Item:

Consider purchase of restroom and pavilion buildings for Kate Baker Park and Creek Trail Park from Romtec, Inc. in an amount not to exceed \$550,000

Background Information:

The FY 2022 Richland Hills Development Corporation (RHDC) Budget included funding for the purchase and installation of restrooms and pavilions at Kate Baker Park and Creek Trail Park, expanded parking at Kate Baker Park and the addition of Food Truck stations at Creek Trail Park.

City staff has spent the past few months researching different restroom and pavilion options. After evaluating three different vendors and the various structures that each provides, as well as getting references from other cities that have used one of the three vendors, staff recommends moving forward with Romtec, Inc. Romtec offers the best overall value including building options and customization, security and maintenance and the ability to incorporate the restroom and pavilion into one building.

Romtec designs, manufactures, supplies, and constructs buildings and structures for all types of applications. Since 1979, Romtec has been providing restroom structures, concession buildings, pavilions, storm shelters, urban restrooms and more to public and private organizations across the nation. Romtec also offers clients a turnkey approach where they will design, manufacture and construct a complete building on site.

Romtec is a member of BuyBoard Cooperative Purchasing (Contract 592-19) which complies with State procurement laws as BuyBoard vendors are awarded contracts for products and services through a competitive procurement process.

Romtec has provided preliminary proposals for a one-unit family style restroom and pavilion building at Kate Baker Park and a two-unit family style restroom and pavilion building at Creek Trail Park. Both proposals are attached to this memo for your review.

Financial Considerations:

The FY 2022 RHDC Budget included funding for park improvements in the amount of \$640,000. Romtec has provided a quote for the design, manufacture and construction of two (2) park restrooms in the amount of \$546,782. In addition to the design and construction of the restroom and pavilion buildings, there will also be costs for engineering and installation of the concrete pads and related utility work. Staff estimates those costs to be around \$30,000. In total, the two (2) park restroom and pavilion buildings could cost an estimated \$580,000.

Due to supply chain issues and rising inflation, the cost of the park restroom and pavilion buildings has increased by 21.5% over the original estimate included in the budget. If Council chooses to move forward with the restroom and pavilion buildings, there may not be enough funds allocated in the FY 2022 RHDC Budget to cover both the expanded parking at Kate Baker Park and Food Truck stations at Creek Trail Park.

Legal Review:

N/A

Board/Citizen Input:

City Council will consider the purchase of restroom and pavilion buildings for Kate Baker Park and Creek Trail Park on May 9, 2022 following the RHDC meeting.

Attachments:

Romtec BuyBoard Proposal #592-19
Kate Baker Park Proposal
Creek Trail Park Proposal

Board Action Requested:

Motion to recommend approval of the purchase of restroom and pavilion buildings for Kate Baker Park and Creek Trail Park from Romtec, Inc. in an amount not to exceed \$550,000



18240 North Bank Rd.
 Roseburg, OR 97470
 P: 541-496-3541
 F: 541-496-0803
 E: service@romtec.com

Date

4/21/2022

PROPOSAL/PO #592-19

Richland Hills Restrooms

Customer: City of Richland Hills
 Jason Brown
 3200 Diana Drive
 Richland Hills, TX 76118



Quantity	Building Proposal Description	Extended Price
1	Kate Baker Park Restroom (2022 + 3012 w/Options) - "Building Supply ONLY" per attached Kate Baker Park Restroom Proposal dated 4/21/2022	\$ 132,339.78
1	Creek Trail Park Restroom (2024 + 3012 w/Options) - "Building Supply ONLY" per attached Kate Baker Park Restroom Proposal dated 4/21/2022	\$ 163,331.03

BuyBoard DISCOUNT: Available only to members of the BuyBoard Cooperative Purchasing Network.	8.31%	\$ (24,570.25)
Estimated Freight to: Richland Hills, TX		\$ 9,612.00
<i>Kate Baker Park Restroom Installation</i>		<i>\$ 125,914.88</i>
<i>Creek Trail Park Restroom Installation</i>		<i>\$ 140,154.00</i>
ROMTEC INC. PURCHASE ORDER TOTAL		\$ 546,781.44

***Due to recent market volatility and inflation rates, the proposal pricing is valid for thirty (30) days from the proposal date. If the Customer has not returned a signed Purchase Order within thirty (30) days of the proposal date, Romtec, Inc. reserves the right to update the price to reflect cost changes.**

***This pricing is based on the understanding that Romtec, Inc. will be released for production within ninety (90) days. If, for any reason, Romtec, Inc. has not received Submittal Approval and Notice to Proceed with Production within ninety (90) days of the Purchase Order date, Romtec, Inc. reserves the right to update the Purchase Order price to reflect inflationary cost changes.**

***Sales or use Tax is not included in the above price. Sales or use taxes may be required for your project depending on Nexus requirements.**

*Romtec charges 2.75% of total contract value for the bonding rate (if required). Unless specifically stated in the above quote, this amount is not included in the total amount shown, and may be applicable at the time of invoice.

*This proposal includes the design & engineering by Romtec Inc. to produce a complete plan set that will meet the architectural and engineering code required in your state. In some cases local code may vary from typical state requirements and may result in a change in price that could not have been anticipated at time of quote.

*All freight estimates listed above are F.O.B. Roseburg, OR. Freight prepaid and added. Delivery will be in accordance with a mutually agreed upon timeline as stated in the Romtec Inc. Notice to Proceed on Production document.

*Non-Agency orders must be placed on Romtec Inc. purchase order forms.

*Shipping prices are estimates only and are subject to change without notice.

*Quote based on standard design averages, including: roof snowload of 25psf, IBC Seismic Design Category: C, Design Wind Speed: 115 MPH, Allowable Soile Bearing: 1500 psf, Occupancy Type: U, Construction: VB.

*Unless included with this quote, a payment schedule and terms will be established after the signed Purchase Order is received. Romtec Inc. generally requires a deposit payment upon receipt of the signed Submittal Approval & Notice to Proceed on Production document. Any deposit amount will be defined with the forthcoming payment schedule.

*Design Services include Romtec providing one(1) initial unsealed plan set on 11x17 format and one (1) sealed revision in response to reviewing authority comments (excluding Romtec Trads and Originals; Romtec Trads and Originals do not include sealed plans. Sealing of plans for Trads and Original models is only available upon request and may result in additional fees). In any additional revisions, if sealing or changing in plan set size are requested or required, an additional design service will be charged.

*The pricing defined in this proposal is contingent upon the customer signing this form and agreeing to the Romtec terms and conditions defined in this proposal. Any modifications to the terms and conditions defined herein may result in a price increase.

*Romtec's standard insurance coverage document is available upon request. Unless otherwise specifically noted herein, Romtec's standard insurance coverage is accepted by Customer and considered sufficient coverage for all work related to this purchase order. Customer agrees to pay any costs related to additional insurance requirements not specifically noted in this order.

***The above prices, Terms & Conditions are satisfactory and are hereby accepted. Romtec Inc. is authorized to begin work on the Scope of Supply and Design Submittal document, which the customer will review prior to approval and Notice to Proceed on Production. Additionally, the customer will complete and return the Customer & Project Information request as expeditiously as possible so that payment terms, and bonding requirements (if applicable) can be established. The customer understands that by accepting this proposal they are issuing a Purchase Order for the project detailed above, but that production will not begin and delivery or installation dates cannot be established until the customer has granted design approval and notice to proceed on production.**

Customer/Owner Authorized Signature

Date

Romtec Inc. Authorized Signature

Date

Customer/Owner Printed Name

Romtec Inc. Printed Name

Customer/Owner Company



Proposal Terms & Conditions

Romtec, Inc. (ROMTEC) will provide the scope of supply as listed on the purchase order related hereto in accordance with the following terms and conditions:

Terms of Payment

Romtec offers terms upon approved payment bond and credit approval by Romtec's accounting department (to be determined at the time the Purchase Order is finalized and executed). Payments may be by check or wire transfer, Visa, MasterCard, Discover or American Express (a separate fee will be charged for payments exceeding \$20,000 made by credit card and for all COD deliveries). Romtec may agree to accept COD payment by bank certified funds or cashier's check if a carrier selected by Romtec ships materials.

Credit Terms

Upon execution of the Purchase Order agreement, if Customer is not pre-paying 100% of the contract value, Customer shall provide a completed credit application (subject to Romtec's approval) and, if applicable, evidence of payment bond securing Customer's obligation to pay the balance of the purchase price in full. Credit terms are conditional and may be modified subsequently at Romtec's discretion if new information or conditions warrant such modification.

Payment Terms

To be established by Romtec's accounting department after receipt of Customer's credit application.

Deviation From Payment

Time is of the essence with respect to Customer's payment of the purchase price, and timely payment shall not be delayed or excused for any reason. Payment agreement between Customer and other parties, or failure by other parties to pay Customer or perform any agreement with Customer shall not result in delay of payment to ROMTEC. ROMTEC does not accept partial payments, any offsets, and/or retainage against the Purchase Order price. Should Customer not act according to the terms of payment for any reason, the terms granted will be revoked and any remaining goods or services not yet delivered are subject to pre-payment terms whereby payment, in full, is due 10 days prior to delivery. Any amounts not paid when due shall bear interest at the rate of 15 percent per annum or the highest lawful rate applicable, if such rate is less than 15 percent, from the date payment was due. For accounts that are 15 days or more past due, ROMTEC will withhold all warranty service until the account is fully paid and in good standing. This does not in any way toll the warranty period.

Tax

Unless otherwise indicated on the ROMTEC quote or purchase order, any sales, use, consumption, value added or other goods/services based tax imposed by a state; county/local or other agency with jurisdictional authority is excluded from this order. Customer is responsible for remitting any taxes that are applicable.

Change Orders

All Change Orders must be signed by the Customer. Prices stated herein are valid for 30 days from the purchase order date, or two weeks from the purchase order date if unsigned, at which time ROMTEC may adjust its price if cost factors warrant. A change order will apply (charges will vary depending on the circumstances) for the following design/engineering events: (i) incurred costs related to ROMTEC making more than two revisions of plan documents in response to review comments, (ii) incurred costs of "resealing" plan documents, and (iii) incurred costs of changing plan set sizing from the standard 11" x 17" format. Additionally, any modifications (for any reason) to ROMTEC's Scope of Supply & Design Submittal, prior to formal approval, may result in a price adjustment. Any modification to ROMTEC's Scope of Supply & Design Submittal requested or required by Customer for any reason after formal submittal approval shall be performed by ROMTEC at Customer's expense, as follows: (i) Customer shall submit a written description of the modifications to ROMTEC; (ii) within 14 days of receipt of Customer's description, ROMTEC shall provide to Customer a written price quote for the modifications requested; (iii) Customer shall pay the Change Order Invoice to ROMTEC in accordance with payment terms.

Delay of Project

Should progress of the project be delayed so that ROMTEC cannot produce and deliver the goods within six months from the date the purchase order is signed, Customer agrees to reimburse ROMTEC for all design and administrative expenses related to the completion of the Scope of Supply & Design Submittal as compensation for design services rendered. Customer also agrees to immediately pay any expenses related to any Customer authorized procurement or production of items. Additionally, Customer agrees to accept cost increases that may occur during the time the project is delayed.

Terms of Delivery

ROMTEC will not be liable for any delay in the performance of orders or contracts, or in the delivery or shipment of goods, or for any damages suffered by the Customer by reason of such delay, when such delay is beyond ROMTEC's control. Romtec is liable for delivery delays or for risk of loss or damage only while goods are in Romtec's possession. Unless otherwise stated herein, all goods are shipped FOB Roseburg, Oregon (FCA Roseburg, Oregon, for international orders). If goods are at any time shipped by, delivered to, or in the possession of others, the following delivery and handling terms apply:

- (1) All ROMTEC materials, whether palletized or separated from a pallet, must be handled per the instructions detailed in the ROMTEC Scope of Supply & Design Submittal with respect to the specified model of ROMTEC restroom facility or component.
- (2) All material received from, but not manufactured by ROMTEC must be handled per the specific handling instructions of the manufacturer of the material.
- (3) PROPER HANDLING EQUIPMENT, ITS SUPPLY AND OPERATION ARE STRICTLY THE RESPONSIBILITY OF THE CUSTOMER.

Description of Products and Warranty

ROMTEC's Scope of Supply & Design Submittal document (provided subsequent to this order) contains and defines ROMTEC's complete offering of its products and services (as applicable). The Scope of Supply & Design Submittal also defines ROMTEC's Limited One Year Warranty. Warranty terms available prior to the submission of the Scope of Supply & Design Submittal upon request.

Terms of Shipment & Delivery

Unless otherwise specified on the purchase order, ROMTEC may ship goods pursuant to an order at any time after the goods are completed and ready for shipment. Further, unless payment has been made in advance, if a carrier holding a ROMTEC shipment ordered by a Customer is ready to deliver the goods to the Customer, the Customer agrees to accept the goods at the carrier's earliest possible delivery date and time.

Store & Invoice

If Customer delays shipment, regardless of the reason for delay, ROMTEC is permitted to invoice and the Customer agrees to pay ROMTEC under the agreed payment terms, using the date the order was ready for shipment as the invoice date (if prepayment or COD terms apply, payment is due within 7 days from the time of delay). Once the order is invoiced, the materials shall become property of the Customer. Further, ROMTEC may at its sole discretion invoice the Customer for a minimum of \$450 per month for on-site storage. Deliveries that are delayed by the Customer may be canceled by ROMTEC and the goods returned to ROMTEC at ROMTEC's discretion. Any costs or other issues arising from the Customer's act in delaying receipt of ROMTEC's shipments are the complete responsibility of the Customer. The Customer agrees to pay for the complete shipping cost if ROMTEC elects to allow the goods to be returned to ROMTEC or delivered to another Buyer.

Cancellation

Mutual acceptance of the purchase order indicates notice for ROMTEC to proceed with the provision of design services required in completing its Scope of Supply & Design Submittal. Should Customer cancel its purchase order prior, the following fee schedule will take effect:

1. Cancellation after Purchase Order but prior to Submittal Approval: 30% of total contract value due
2. Cancellation after Purchase Order and Submittal Approval but prior to Notice to Proceed on Production: 75% of total contract value due
3. Cancellation after Purchase Order, Submittal Approval, AND Notice to Proceed on Production: 100% of total contract value due

In addition, Customer shall reimburse all expenses related to any Customer authorized procurement or production of items prior to approval of the Scope of Supply & Design Submittal. ROMTEC requires that Customer indicate approval of its supply offering by executing the approval signature page of the Scope of Supply & Design Submittal document and/or a formal Notice to Proceed on Production. Upon granting ROMTEC approval of its Scope of Supply Design Submittal and Notice to Proceed on Production of the building kit package(s), the Customer is waiving any rights to cancel its purchase order. ROMTEC does not accept returns or exchanges.

Contract Documents

Together with this Purchase Order, the following constitute the "Contract Documents" and the entire contract between the parties, either written or oral: (i) ROMTEC's Scope of Supply & Design Submittal, and (ii) Change Order form (if applicable).

Legal Proceedings

If Customer fails to pay any amount when due, and ROMTEC incurs any expenses in pursuit of collection, Customer agrees to pay the reasonable attorney fees and other costs of such collection, regardless of whether litigation is actually commenced.

In any dispute involving the interpretation or enforcement of this agreement or involving issues related to bankruptcy (whether or not such issues relate to the terms of this agreement), the prevailing party shall be entitled to recover from the non-prevailing party reasonable attorney fees, paralegal fees, costs, disbursements, and other expenses incurred by the prevailing party in the dispute, including those arising before and during any trial, arbitration, bankruptcy, or other proceeding, and in any appeal or review thereof. In addition, the amount recoverable by the prevailing party shall include an amount estimated as the fees, costs, disbursements, and other expenses that will be reasonably incurred in collecting a monetary judgment or award, or otherwise enforcing any order, judgment, award, or decree entered in the proceeding.

This agreement shall be interpreted and enforced according to the laws of the state of Oregon. The parties irrevocably submit and consent to the jurisdiction of the circuit courts of the State of Oregon for Douglas County with respect to litigation regarding any dispute, claim or other matter related to this contract.

Controlling Provisions

The terms and conditions of this Purchase Order shall supersede and control any provisions, terms, and conditions contained on any confirmation order, Purchase Order, or other writing the Customer may give or receive, and the rights of the parties shall be governed exclusively by the provisions, terms, and conditions hereof.

Binding Effect

This Purchase Order agreement shall be effective and in force only when signed by Customer and also signed by ROMTEC. ROMTEC must consent to any assignment of this Purchase Order agreement in writing. Subject to any restrictions upon assignment, this Purchase Order agreement shall be binding on and inure to the benefit of the heirs, legal representatives, successors, and assigns of the parties.

Notice

All notices required by this Purchase Order agreement shall be in writing addressed to the party to whom the notice is directed at the address of that party set forth in this Purchase Order agreement and shall be deemed to have been given for all purposes upon receipt when personally delivered; one day after being sent, when sent by recognized overnight courier service; two days after deposit in United States mail, postage prepaid, registered or certified mail; or on the date transmitted by facsimile. Any party may designate a different mailing address or a different person for all future notices by notice given in accordance with this paragraph.

Modification

No modification of this Purchase Order agreement shall be valid unless it is in writing and is signed by all of the parties.

Interpretation

The paragraph headings are for the convenience of the reader only and are not intended to act as a limitation on the scope or meaning of the paragraphs themselves. All parties agree that they have had sufficient opportunity to negotiate these terms and have them reviewed by their counsel of choice. The parties agree that no legal interpretation of these terms should be construed against the drafting party.

Severability

The invalidity of any term or provision of this agreement shall not affect the validity of any other provision.

Waiver

Waiver of any party of strict performance of any provision of this Purchase Order agreement shall not be a waiver of or prejudice any party's right to require strict performance of the same provision in the future or of any other provision.

Force Majeure

Neither party will be liable for any delay or failure in the performance of any obligation under this Agreement or for any loss or damage (including indirect or consequential damage) to the extent that such nonperformance, delay, loss, or damage results from any contingency that is beyond the control of such party, provided such contingency is not caused by the fault or negligence of such party. A contingency for the purposes of this Agreement includes Acts of God, fires, floods, earthquakes, explosions, storms, wars, hostilities, blockades, public disorders, pandemic or other public health emergency, quarantine restrictions, embargoes, strikes, other labor disturbances or down time, unavailability of electronic communication lines or equipment, and compliance with any law, order or control of, or insistence by any governmental or military authority.

Counterparts

This Purchase Order agreement may be executed in multiple counterparts, each of which shall constitute one agreement, even though all parties do not sign the same counterpart.



18240 NORTH BANK ROAD
 ROSEBURG, OR 97470
 Phone: 541/496-3541
 Fax: 541/496-0803

CREDIT APPLICATION

Company/Contractor Information

Company Name: _____ Year Established: _____

Billing Address: _____ Street Address: _____

City: _____ State: _____ Zip: _____ Telephone: _____

Contact Person(s):
 Purchasing: _____ Telephone: _____ Email: _____

Accounts Payable: _____ Telephone: _____ Email: _____

Company Structure

Check status that applies: Corporation, since _____ State of Incorporation _____ Sole Proprietorship _____ Partnership _____

Responsible Parties, List all officers if corporation, owner if sole proprietorship or owners if partnership, use second sheet if necessary. Social security numbers are only necessary for Sole Proprietors and partnerships.

1. Name: _____ Title: _____ SSN: _____ DOB: _____

Address: _____ City: _____ State: _____ Zip: _____

2. Name: _____ Title: _____ SSN: _____ DOB: _____

Address: _____ City: _____ State: _____ Zip: _____

Previous Address if at current address less than 2 years: _____

Federal I.D. No: _____ Duns No: _____

Banking Information

Bank: _____ Address: _____ City: _____ State: _____ Zip: _____

Contact Person: _____ Telephone: _____ Fax: _____

Lender Information

Bank: _____ Address: _____ City: _____ State: _____ Zip: _____

Contact Person: _____ Telephone: _____ Fax: _____

Trade References

1. Vendor Name and Contact Person: _____ Telephone: _____ Fax: _____

2. Vendor Name and Contact Person: _____ Telephone: _____ Fax: _____

3. Vendor Name and Contact Person: _____ Telephone: _____ Fax: _____

	YES	NO
▶ Have any of the owners or officers ever declared bankruptcy?	[]	[]
▶ Are there any unsatisfied judgments against the owners or officers?	[]	[]
▶ Has this company ever failed to finish a contract or been removed as a contractor?	[]	[]

Everything that I've stated in this application is true and correct. I understand that Romtec will retain this application whether or not it is approved. Romtec is authorized to check the credit of the officers or owners and business listed on this application and to verify banking information. All information will be kept confidential.

Credit will only be granted from job to job, a new application will need to be filled out completely for each new job. This credit application is good for one year from the date of issue on the job it was applied for and will need to be filled out again after it has expired if I want to retain my credit status. I understand that Romtec does not accept partial payments, any offsets and/or retainage relative to the **stated** payment milestones. Deviation from agreed upon terms will void credit/payment terms granted, and any remaining goods or services not yet delivered will be subject to prepayment terms whereby payment in full is due 10 days prior to delivery.

Upon signing Romtec Notice to Proceed, granting Romtec the ability to produce goods, I am confirming that my Customer and the Owner of the project will accept delivery of the goods when Romtec is ready to ship. At the time Romtec delivers its goods, or is ready to deliver (deliverability), I agree to submit a timely and accurate invoice to my Customer and verify that my Customer has in turn submitted a timely and accurate invoice to the Owner (if applicable) to ensure timely payment. Note: Deliverability is the date that Romtec completes the production of the restroom building kit package and is ready to deliver the goods, and delivery and Romtec's ability to invoice will not be delayed due to project/job site delays.

Signed

Date

For (Contractor Company Name)



18240 NORTH BANK ROAD
 ROSEBURG, OR 97470
 Phone: 541/496-3541
 Fax: 541/496-0803

PRELIMINARY INFORMATION

Customer/Contractor Information

Company Name: _____ Year Established: _____
 Billing Address: _____ Street Address: _____
 City: _____ State: _____ Zip: _____ Telephone: _____
 Accounts Payable: _____ Telephone: _____ Email: _____

Project Information

Job: _____ Government Agency: _____
 Agency Contract Officer: _____ Telephone: _____
 Job Contact: _____ Telephone: _____
 Job Site Address: _____
 City: _____ State: _____ Zip: _____ Telephone: _____

Project Prime Contractor

Company Name: _____ Year Established: _____
 Billing Address: _____ Street Address: _____
 City: _____ State: _____ Zip: _____ Telephone: _____

Project Owner

Company Name: _____ Year Established: _____
 Billing Address: _____ Street Address: _____
 City: _____ State: _____ Zip: _____ Telephone: _____

Project Bond Information

Insurance Agency: _____ Address: _____ City: _____ State: _____ Zip: _____
 Agents Name: _____ Telephone: _____ Fax: _____
 Bonding Company: _____ Address: _____ City: _____ State: _____ Zip: _____
 Bond No: _____ Underwriter: _____ Telephone: _____ Fax: _____



Purchasing Made Easy

As easy as 1-2-3...

1. Identify the vendors and/or products you need.
2. If necessary, call the vendor and request a "BuyBoard Quote." The other option is to use the RFQ function to request pricing from multiple vendors.
3. Issue your PO in the name of the vendor, indicate on the PO "Per BuyBoard Contract," and e-mail to the following:
E-mail: info@buyboard.com

Purchase order compliance

When using BuyBoard, your purchase order (PO) must be documented in the BuyBoard system. This is important for several reasons:

Bid Compliance—If you are questioned about a specific purchase, use of the BuyBoard serves as documentation that the purchase was made through the Cooperative. With no documentation, the assumption is that the order was not made using the BuyBoard contracts.

Documented Audit Trail—BuyBoard provides a documented audit trail for auditors to reference when determining if local or state procurement requirements were satisfied.

Additional options for PO compliance

Monthly PO Report—Members can submit a monthly PO report that is uploaded into the BuyBoard to document PO activity. This usually starts with identifying the vendors being used under the BuyBoard contracts and flagging them in the financial/purchasing system. The PO activity is then exported to an Excel spreadsheet template and e-mailed to the BuyBoard. (Contact us if you would like the Excel template.)

BuyBoard Website—Each user has a security role, defined by the entity, which allows the user to shop and/ or transmit a PO to the vendor. Individuals who have this role can attach their organization's actual PO to the BuyBoard header information and transmit the PO to the vendor through the BuyBoard system. This automatically documents the PO in the BuyBoard.

Important reminders

- Always try to mark your PO with "Per BuyBoard" to avoid confusion.
- If the PO was previously sent to the vendor, please mark with "Record Only or Confirming Copy."
- We can accept vendor invoices and credit card or P-card statements as long as each indicates the vendor name, amount spent, and what was purchased.
- If you don't use purchase orders, we can accept a signed letter of authorization or signed proposal or quote.
- We can accept purchase information for orders as old as 90 days.
- Check the PO Status Report frequently to see if any are missing.
- BuyBoard Quarterly Reports, e-mailed each quarter, help you confirm that all purchases for the last 90 days have been reported. If any are missing, send us a copy of the transaction(s).

Compliance is essential when buying through BuyBoard— but the steps are short and simple! Our goal is not only to keep you in compliance with state and local procurement requirements.

BuyMore. SpendLess. BuySmart. WorkLess.



BuyBoard is a FREE program

To establish your membership just follow these three simple steps:

1. Review the interlocal participation agreement on **www.buyboard.com/national/how-to-join**.
2. Complete the online form and submit.
3. Login information will be sent to your coordinator, and your agency may begin to purchase via the National BuyBoard program.

What the BuyBoard can do for you today

By combining the purchase power of local governments, the BuyBoard is able to leverage better pricing on products, equipment, and services that you use every day. With a wide range of contracts available, members will find almost everything needed to support their entity.

Because the competitive procurement process has been completed, this provides members compliance with local and state procurement requirements and a documented audit trail. BuyBoard members save time and resources that would have been spent preparing and conducting a formal RFP. Cost savings are achieved through the competitive price of the product and the reduction of internal administrative time and effort.

With no cost and no obligation, BuyBoard is a great option to supplement your current purchasing activities.

BuyBoard was created to support and serve public schools, municipalities, counties, universities, and all types of local government agencies. That support is evidenced in the organizations that sponsor BuyBoard and in turn support their respective membership. Purchasing through BuyBoard means your agency is helping to support the statewide organizations that support you.



For more information, contact:
David Ricketts
david.ricketts@buyboard.com
913.424.5758



ROMTEC

Preliminary Scope of Supply and Services

Building Supply and Installation

Project: Richland Hills Restroom - Kate Baker Park
Location: Richland Hills, TX
Date: 4/21/2022



OVERVIEW

The following is a detailed scope of products and services that will be included as part of the Romtec building package and installation services. Romtec's proposal includes the supply and installation of the specified building kits as defined herein (with exclusions noted below).

Romtec's proposal is for the installation of the **Kate Baker Park Restroom Building** as defined herein.

See Section 3 below for the scope of supply and services supplied by others that are not supplied by Romtec.

KEY ASSUMPTIONS

Romtec's Installation Quote is based on the following:

1. **Building Construction Timeline.** Romtec's estimated installation time is 3 months. Romtec's proposal is based on the requirement that the building site(s) be fully prepared and ready for Romtec to begin construction by 9/1/2022. This proposal is also based on the following milestone dates:
 - a. Purchase Order executed no later than 5/20/2022
 - b. Any relevant Romtec submittal document(s) approved no later than 7/5/2022
 - c. Site preparation and relevant Permits completed and delivered to Romtec for review/approval no later than 8/19/2022
 - d. Romtec site delivery/mobilization to begin no later than 9/1/2022*Note: Any changes to this schedule caused by others or outside of Romtec's control will result in price changes.*
2. **Installation assumes one mobilization.** If Romtec is required to demobilize and remobilize for any reason outside of Romtec's control, it will result in a change order and schedule adjustment.
3. Work Hours are Monday through Saturday 7:00am – 7:00pm.
4. The Romtec Proposal requires a walk through and sign off upon completion of the Installation of the Romtec Building Package. In other words, once Romtec has completed the installation work, the general contractor, owner, and/or their representatives must inspect and confirm the completed installation within a reasonable time.
5. The jobsite is semi-truck accessible.
 1. Freight quotes are valid for 30 days only, after which the price is subject to change without notice.
6. **Union workers NOT required for Romtec's Installation Scope.**
 1. Prevailing Wage not required
 2. Compliance with Davis Bacon Act not required

This scope letter will be superseded by the Romtec Scope of Supply, Design and Installation Submittal to be provided to the customer after receipt of contract.

1. Romtec Scope of Supply

1. Structure

The Romtec building package has been quoted with the specific product colors noted below. Changes to these color selections may result in a price increase. Customer to select colors from each manufacturer's specified color chart for block, roofing, steel finishes, etc.

The following items relative to the building structure will be supplied by Romtec.

1. Concrete Masonry Units - CMU

- a. Exterior walls will be constructed of split-face, mortar joint, concrete masonry units (concrete blocks).
 - b. Block color will be **tan**.
2. Exterior and interior block finish to have anti-graffiti coating.
3. Interior wall finish will be latex epoxy paint.
4. Interior floor finish will be sealed concrete.
5. Sanitary tile cove base on interior restroom walls in **White 0100 (1)**.
6. Wire weave gable vents for natural ventilation.
 - a. Vents are powder coated.
*Note: Powder coat color to be selected by the **owner** from the RAL standard color chart.*
7. Polycarbonate gable windows located on the mechanical room.
 - a. Steel frames are powder coated.
*Note: Powder coat color to be selected by the **owner** from the RAL standard color chart.*
8. Doors, frames and hardware.
 - a. Doors and frames are powder coated.
*Note: Powder coat color to be selected by the **owner** from the RAL standard color chart.*
 - b. Stainless steel, ball bearing hinges.
 - c. Heavy duty door closers.
 - d. Doors to have stainless steel kick plates.
 - e. Doors to include thresholds and sweeps.
 - f. Grade 2, lever locks with latch guard.
 - g. Restroom door to have magnetic locking system.
9. Roofing materials
 - a. Glulam beams.
 - b. 2x6 tongue and groove decking.
 - c. Deck mount, skylights.
 - d. Roofing shall be Fabral, 26-gauge, Horizon 16 standing seam roof panels.
*Note: Roofing color shall be selected by the **owner** from the manufacturer's standard color chart.*
10. Timber truss and post roof extension.
 - a. Steel components are powder coated.
*Note: Powder coat color to be selected by the **owner** from the RAL standard color chart.*

2. Restroom and Plumbing Fixtures

The following fixtures will be supplied by Romtec:

1. Floor mount, stainless steel toilets with concealed, hydraulic flush valves.
2. Wall mount, stainless steel sinks with single push button faucets.
3. Surface mount, 18" x 36" mirrors.
4. Wall mount, stainless steel 3-roll toilet paper dispensers.
5. Wall mount, stainless steel soap dispensers.
6. Stainless steel, non-refrigerated stainless steel drinking fountains with stainless steel grab bars.
7. Mop sink with faucet located in the mechanical room.

3. Electrical Fixtures

The following electrical fixtures will be supplied by Romtec:

1. Exterior lighting
 - a. Wall mount, vandal resistant LED light fixtures controlled by photocell.
2. Interior lighting
 - a. Wall mount, vandal resistant LED light fixtures located in the restrooms.
 - b. Ceiling mount, 48" LED light fixture located in the mechanical room.
 - c. Restroom light controlled by motion sensor and mechanical room light controlled by wall switch.
3. Surface mount, wall heater located in the mechanical room for freeze protection only.

Note: The current building design does not include insulation. If required, it will result in a price increase and design change.

4. Thru-wall, FastAir hand dryers.
5. Main breaker panel sized for the building components.
 - a. 200 amp, single-phase, indoor.

2. Romtec Fabrication and Installation

The following are included in the fabrication and installation services for all buildings provided by Romtec:

- i. Foundation and Under-slab
 1. Equipment for excavation of foundation and slab.
 2. Installation of forming material for foundation and slab.
 3. Installation of Romtec underground utilities, including connection to the site plumbing and electrical utilities within 10' of the building (plumbing and electrical)
 4. Backfill of Romtec underground utilities.
 5. Placement of rebar.
 6. Pouring of foundation slab.
- ii. Masonry Walls
 1. Installation of CMU block
 2. Placement of door frames, windows, and vents within CMU walls (if applicable)
 3. Placement of J-bolts or Glulam Brackets as applicable
- iii. Roof Structure
 1. Carpenters' installation of roof framing
 2. Installation of roofing underlayment
 3. Installation of roofing system
- iv. Interior Finish
 1. Painting of interior walls
 2. Placement of cove base tile (if applicable)
 3. Sealing of all exposed wood
- v. Rough-In Plumbing/Electrical
 1. Installation of drain and vent lines
 2. Installation of water lines
 3. Installation of main breaker panel(s)
- vi. Doors and Hardware
 1. Installation of Doors and hardware
- vii. Installation of Finish Plumbing and Electrical
 1. Installation of plumbing fixtures
 2. Installation of electrical fixtures
- viii. Installation of all other applicable building kit components and fixtures that are supplied by Romtec (e.g. (if applicable), partitions, dispensers, ADA equipment, mirrors, diaper decks, etc.)
- ix. Completion of all applicable building inspections related to Romtec's installation
- x. Demonstration of full function and operation per approved designs and data sheets

3. Owner Responsibilities (By Others)

1. Site Preparation (All Structures)

1. Building Pad

The general contractor will be responsible for preparing the site and building pad prior to Romtec's arrival for installation work. The building pad must be level and compacted to within 6" of the finish floor elevation before Romtec arrives. The pad must be prepared per the requirements of any available geotechnical report.

Note: Any site grading or removal and replacement of fill materials for the building pad must be completed prior to Romtec's arrival. Romtec's installation services do not include excavation beyond what is necessary for forming and pouring the concrete footings and slab.

2. **Soil Disposal**

Romtec is not disposing of any soils from the site.

3. **Surveying and Staking**

Romtec is not responsible for any site surveying or staking. Any required surveying and staking related to Romtec's work area must be completed prior to Romtec's arrival onsite.

2. Utilities (All Structures)

1. **Site Utilities**

Romtec is excluding the supply and installation of all incoming utilities. Utilities must be in place and available prior to Romtec's arrival onsite. **All utilities must be brought within 10' of the building pad prior to Romtec's arrival.** If the utilities are not in place and ready to use prior to Romtec's arrival, there will be additional charges for any required remobilization.

Note: Romtec has assumed that the site utility sizing matches what is shown on the Romtec plans. Any changes to the site utility sizing must be communicated to Romtec as soon as possible.

2. **Electrical Transformers**

Romtec is excluding the supply and installation of any required electrical transformers. Any required electrical transformers must be supplied and installed by others. If the electrical transformers are required for Romtec to perform installation work, they must be installed and functioning prior to Romtec's arrival for installation work.

3. **Electrical Junction Box**

Romtec is excluding the supply of the electrical junction box associated with the Romtec building(s). The junction box must be installed and ready for Romtec's use prior to Romtec's arrival onsite.

4. **Other Electrical**

Romtec is excluding the supply and installation of any electrical items not shown on the Romtec supplied panel.

5. **Water Line Drain Valves and Sewer Line Back Flow Check Valves**

Romtec is excluding the supply and installation of any required water line drain valves and/or sewer line backflow check valves.

3. Site Concrete and Landscaping (All Structures)

1. **Sidewalks and Sidewalk Approaches**

Romtec is excluding the supply and installation of all sidewalks and sidewalk approaches.

2. **Landscaping**

Romtec is excluding the supply and installation of any landscaping.

4. General Exceptions/Exclusions

1. Unless otherwise stated, Romtec is not proposing to meet any Buy America standard for materials.
2. The following items will be supplied by **others** if applicable:

1. All Permits related to construction and installation of Romtec Building
 2. Bonding (unless otherwise stated)
 3. Storm water and/or pollution prevention plans
 4. Erosion control plans
 5. Site specific safety plans
 6. Site specific protection plans
 7. Tree protection plans
 8. Site preparation per geotechnical report
 9. Backfill required for all structures
 10. Licensees except for the City Business License
 11. Special inspection services
 12. Rock excavation
 13. Demolition of existing structures
 14. Removal of excavated materials
 15. Site grading or asphalt paving
 16. Masonry pavers
 17. Booster pumps &/or pressure reducing valves
 18. Backflow check valves
 19. Fire alarm & fire suppression equipment
 20. Irrigation Equipment
 21. Gutters and downspouts
 22. Lighting equipment not attached to the building
 23. Electrical transformer(s)
 24. Electrical junction box(es)
 25. Landscaping
 26. Plumbing freeze protection
 27. Site plans
 28. Sidewalks
 29. Construction mock-ups
 30. Construction fencing
3. To ensure timely delivery of the building package amid ongoing and industry-wide disruptions to shipping, parts/materials availability, and lead times, Romtec reserves the right make equivalent or better substitutions at any time for any components that are not specifically required to match an exact brand/model.
 4. Romtec does not provide LEED/Green submittals as a standard service. Romtec can assist in providing documentation for products that may meet LEED/Green standards, but Romtec does not provide or fill out LEED credit forms. Unless specifically included in Romtec's proposal and quote, Romtec does not supply materials with the intent of meeting LEED standards. Any changes due to LEED or Green building requirements will result in a change order and increased lead times."

Note: Romtec's scope of work is based on acceptance of the terms and conditions of the Romtec quote proposal, which may be attached here or provided separately.

4. Warranty and Limitations

1. Warranty

1. Romtec guarantees that the building will be free from defects in materials and workmanship for a period of not less than one (1) year from date of delivery acceptance. If delivery of the completed building kit is delayed for any reason, the materials warranty begins on the date that the building kit was ready to deliver.
2. Romtec may optionally delay the warranty start date for up to six (6) months from the delivery date to allow for completion of installation. In this case, the 1-year warranty will begin on the installation completion date.
3. In no case will the 1-year warranty start date be later than six (6) months from the delivery date. Any delay not caused by Romtec that requires an extension of the warranty start date may result in a change order to cover the extended warranty period.
4. Romtec passes along individual product manufacturers' warranties to the customer and/or end owner. Some of these individual products may include warranty terms that vary from the Romtec warranty and may be shorter or longer than the overall building package warranty. For example, metal roofing includes special warranty terms noted in the disclaimers below.

2. Disclaimers

1. Romtec passes along the manufacturer's warranty for metal roofing. Most metal roofing manufacturers intend for their roofing to be installed immediately upon delivery from the factory; otherwise, most have special storage requirements to

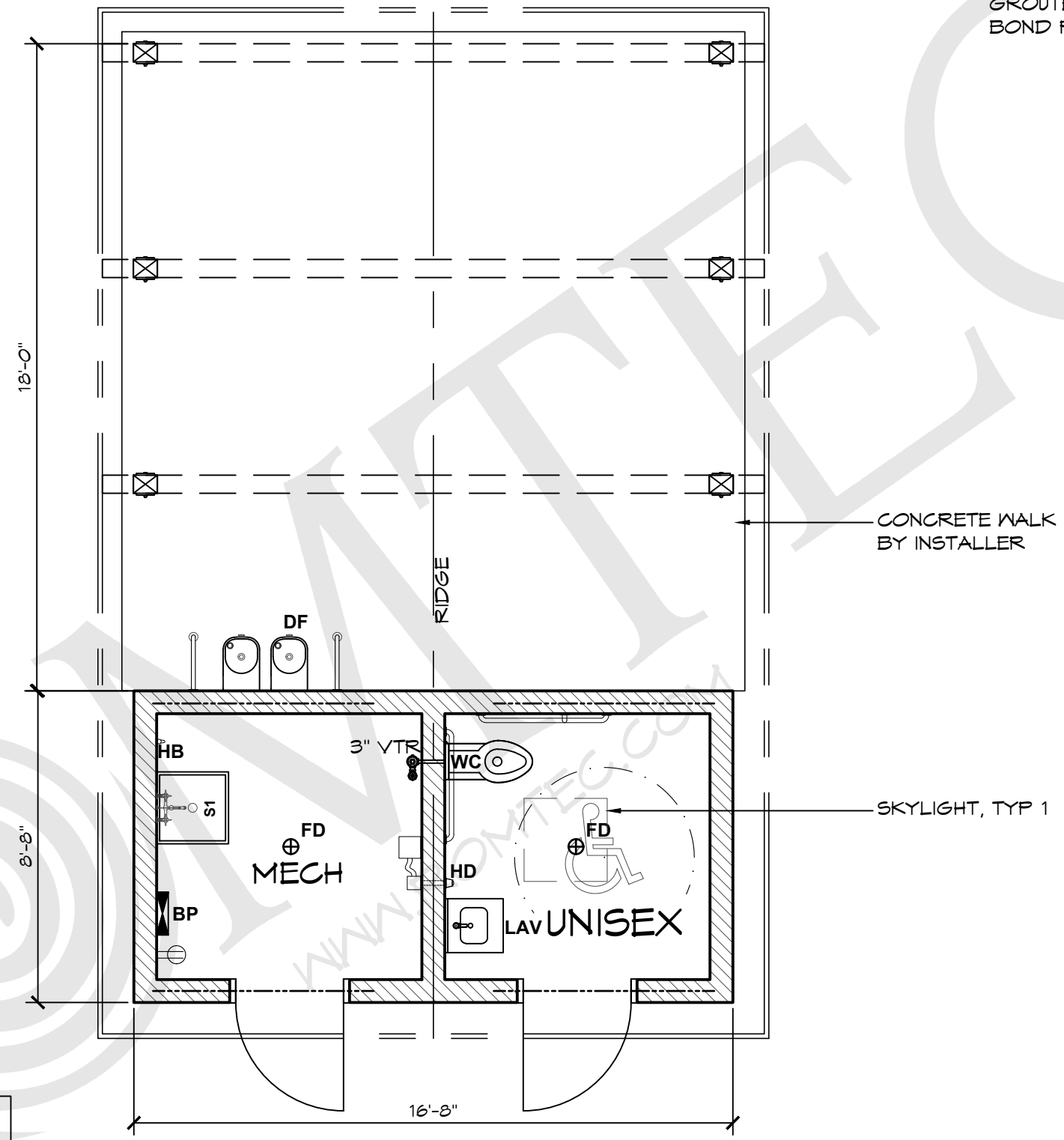
validate their warranty. All project circumstances are different, and because Romtec cannot guarantee that metal roofing is installed within the timeframe allowed from the manufacturer or that the metal roofing will be stored at the jobsite according to the manufacturer's requirements, Romtec does not include metal roofing in the overall Romtec building warranty.

2. Smooth face CMU block can have a significant variation in color and texture and should never be used as an architectural finish. Smooth face CMU block should always be either painted or have siding covering it. Romtec does not guarantee uniform color or texture of block, nor claim that any aspect of block color or texture will remain stable over time.

LEGEND		
SYMBOL	DESCRIPTION	AREA/ QUANTITY
-----	GABLE VENT	2
-----	GABLE WINDOW	2
	EXTERIOR WALL LIGHTS	2
	INTERIOR CEILING LIGHTS	2
⊗	FLOOR DRAIN	2
TP	THREE ROLL TP DISPENSER	1
HD	FAST AIR HAND DRYER	1
SD	SOAP DISPENSER	1
HB	WALL HYDRANT	1
HB-1	WALL FAUCET	1
⊕	ELECTRICAL OUTLET	1

WALL TYPE SCHEDULE

 8" REINFORCED CONCRETE MASONRY BLOCK WALL WITH MORTAR JOINTS, GROUTED SOLID ALL CELLS RUNNING BOND PATTERN.



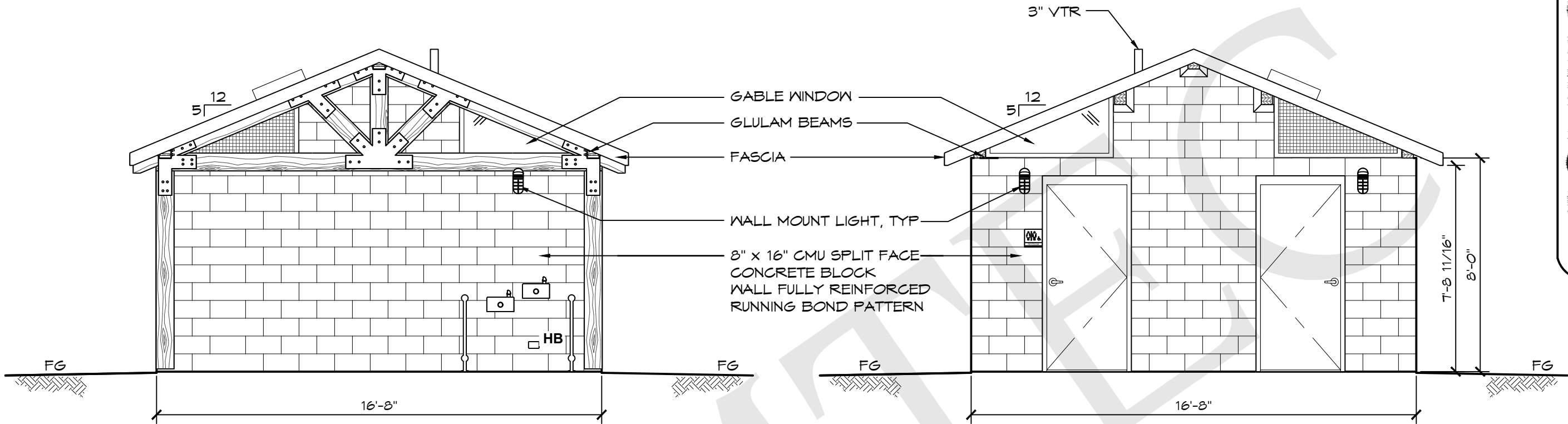
THESE PLAN VIEW AND ELEVATION DRAWINGS ARE A PRELIMINARY ARCHITECTURAL REPRESENTATION OF THE BUILDING. ALL DIMENSIONS, FEATURES AND COMPONENTS SHOWN ON THESE PRELIMINARY DRAWINGS MAY OR MAY NOT BE PART OF THE QUOTE. PLEASE REFER TO THE "SCOPE OF SUPPLY AND SERVICES" LETTER PROVIDED WITH YOUR QUOTE FOR ROMTEC'S PROPOSED SCOPE OF SUPPLY.

1 FLOOR PLAN
SCALE: 1/4" = 1'-0"

ROMTEC
18240 NORTH BANK ROAD - ROSEBURG, OR 97470
(541) 496-3541 FAX (541) 496-0803
PRELIMINARY

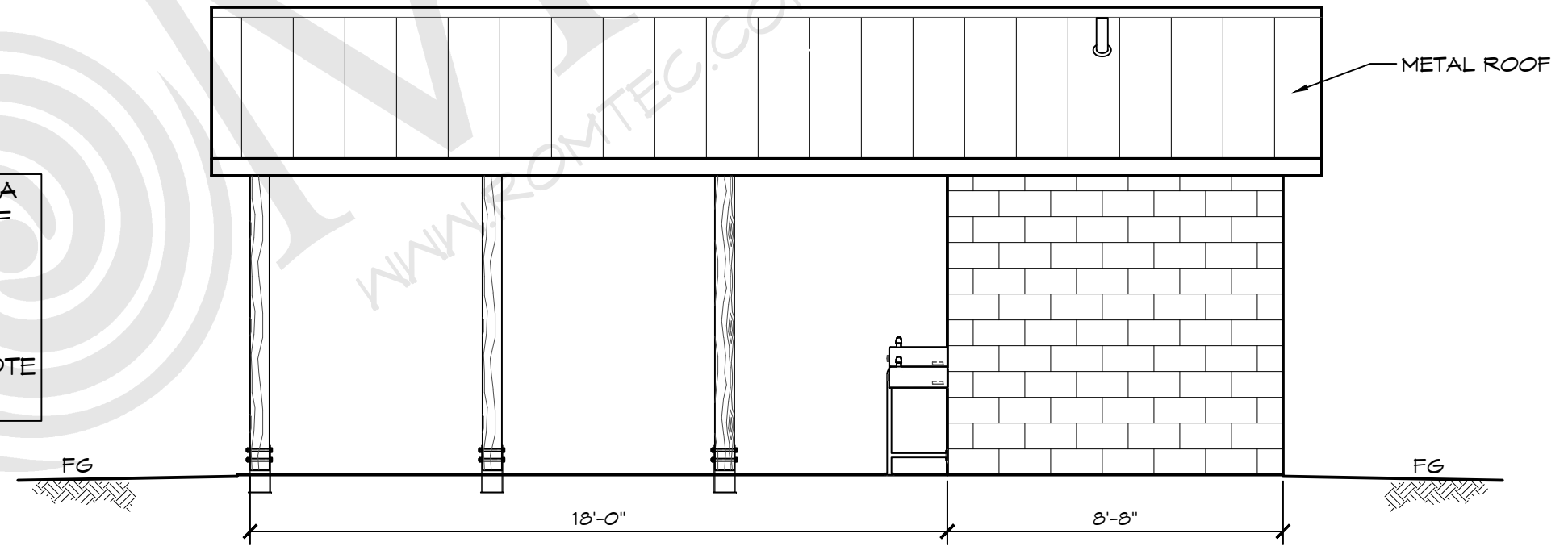
PROJECT: CITY OF RICHLAND HILLS
KATE BAKER PARK
RICHLAND HILLS, TEXAS
SHEET TITLE: FLOOR PLAN
PROJECT#: 1787
DATE: 4/18/22
REVISIONS
REV. DATE BY
DRAWN BY: JS
SHEET NO. 1

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A ELEVATION VIEW
SCALE: 1/4" = 1'-0"

C ELEVATION VIEW
SCALE: 1/4" = 1'-0"



D ELEVATION VIEW
SCALE: 1/4" = 1'-0"

THESE PLAN VIEW AND ELEVATION DRAWINGS ARE A PRELIMINARY ARCHITECTURAL REPRESENTATION OF THE BUILDING. ALL DIMENSIONS, FEATURES AND COMPONENTS SHOWN ON THESE PRELIMINARY DRAWINGS MAY OR MAY NOT BE PART OF THE QUOTE. PLEASE REFER TO THE "SCOPE OF SUPPLY AND SERVICES" LETTER PROVIDED WITH YOUR QUOTE FOR ROMTEC'S PROPOSED SCOPE OF SUPPLY.

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PROJECT: CITY OF RICHLAND HILLS
KATE BAKER PARK
RICHLAND HILLS, TEXAS
SHEET TITLE: ELEVATIONS (CMU)

PROJECT#: 1787
DATE: 4/18/22
REVISIONS
REV. DATE BY
DRAWN BY: JS



Preliminary Scope of Supply and Services

Building Supply and Installation

Project: Richland Hills Restroom – Creek Trail Park
Location: Richland Hills, TX
Date: 4/21/2022



OVERVIEW

The following is a detailed scope of products and services that will be included as part of the Romtec building package and installation services. Romtec's proposal includes the supply and installation of the specified building kits as defined herein (with exclusions noted below).

Romtec's proposal is for the installation of the **Creek Trail Park Restroom Building** as defined herein.

See Section 3 below for the scope of supply and services supplied by others that are not supplied by Romtec.

KEY ASSUMPTIONS

Romtec's Installation Quote is based on the following:

1. **Building Construction Timeline.** Romtec's estimated installation time is 3 months. Romtec's proposal is based on the requirement that the building site(s) be fully prepared and ready for Romtec to begin construction by 9/1/2022. This proposal is also based on the following milestone dates:
 - a. Purchase Order executed no later than 5/20/2022
 - b. Any relevant Romtec submittal document(s) approved no later than 7/5/2022
 - c. Site preparation and relevant Permits completed and delivered to Romtec for review/approval no later than 8/19/2022
 - d. Romtec site delivery/mobilization to begin no later than 9/1/2022*Note: Any changes to this schedule caused by others or outside of Romtec's control will result in price changes.*
2. **Installation assumes one mobilization.** If Romtec is required to demobilize and remobilize for any reason outside of Romtec's control, it will result in a change order and schedule adjustment.
3. Work Hours are Monday through Saturday 7:00am – 7:00pm.
4. The Romtec Proposal requires a walk through and sign off upon completion of the Installation of the Romtec Building Package. In other words, once Romtec has completed the installation work, the general contractor, owner, and/or their representatives must inspect and confirm the completed installation within a reasonable time.
5. The jobsite is semi-truck accessible.
 1. Freight quotes are valid for 30 days only, after which the price is subject to change without notice.
6. **Union workers NOT required for Romtec's Installation Scope.**
 1. Prevailing Wage not required
 2. Compliance with Davis Bacon Act not required

This scope letter will be superseded by the Romtec Scope of Supply, Design and Installation Submittal to be provided to the customer after receipt of contract.

1. Romtec Scope of Supply

1. Structure

The Romtec building package has been quoted with the specific product colors noted below. Changes to these color selections may result in a price increase. Customer to select colors from each manufacturer's specified color chart for block, roofing, steel finishes, etc.

The following items relative to the building structure will be supplied by Romtec.

1. Concrete Masonry Units - CMU

- a. Exterior walls will be constructed of split-face, mortar joint, concrete masonry units (concrete blocks).
 - b. Block color will be **tan**.
2. Exterior and interior block finish to have anti-graffiti coating.
3. Interior wall finish will be latex epoxy paint.
4. Interior floor finish will be sealed concrete.
5. Sanitary tile cove base on interior restroom walls in **White 0100 (1)**.
6. Wire weave gable vents for natural ventilation.
 - a. Vents are powder coated.
*Note: Powder coat color to be selected by the **owner** from the RAL standard color chart.*
7. Polycarbonate gable windows located on the mechanical room.
 - a. Steel frames are powder coated.
*Note: Powder coat color to be selected by the **owner** from the RAL standard color chart.*
8. Doors, frames and hardware.
 - a. Doors and frames are powder coated.
*Note: Powder coat color to be selected by the **owner** from the RAL standard color chart.*
 - b. Stainless steel, ball bearing hinges.
 - c. Heavy duty door closers.
 - d. Doors to have stainless steel kick plates.
 - e. Doors to include thresholds and sweeps.
 - f. Grade 2, lever locks with latch guard.
 - g. Restroom door to have magnetic locking system.
9. Roll-up utility door on mechanical room.
10. Roofing materials
 - a. Glulam beams.
 - b. 2x6 tongue and groove decking.
 - c. Deck mount, skylights.
 - d. Roofing shall be Fabral, 26-gauge, Horizon 16 standing seam roof panels.
*Note: Roofing color shall be selected by the **owner** from the manufacturer's standard color chart.*
11. Timber truss and post roof extension.
 - a. Steel components are powder coated.
*Note: Powder coat color to be selected by the **owner** from the RAL standard color chart.*

2. Restroom and Plumbing Fixtures

The following fixtures will be supplied by Romtec:

1. Floor mount, stainless steel toilets with concealed, hydraulic flush valves.
2. Wall mount, stainless steel sinks with single push button faucets.
3. Surface mount, 18" x 36" mirrors.
4. Wall mount, stainless steel 3-roll toilet paper dispensers.
5. Wall mount, stainless steel soap dispensers.
6. Stainless steel, non-refrigerated stainless steel drinking fountains with stainless steel grab bars.
7. Mop sink with faucet located in the mechanical room.

3. Electrical Fixtures

The following electrical fixtures will be supplied by Romtec:

1. Exterior lighting
 - a. Wall mount, vandal resistant LED light fixtures controlled by photocell.
2. Interior lighting
 - a. Wall mount, vandal resistant LED light fixtures located in the restrooms.
 - b. Ceiling mount, 48" LED light fixture located in the mechanical room.
 - c. Restroom light controlled by motion sensor and mechanical room light controlled by wall switch.

3. Surface mount, wall heater located in the mechanical room for freeze protection only.
Note: The current building design does not include insulation. If required, it will result in a price increase and design change.
4. Thru-wall, FastAir hand dryers.
5. Main breaker panel sized for the building components.
 - a. 200 amp, single-phase, indoor.

2. Romtec Fabrication and Installation

The following are included in the fabrication and installation services for all buildings provided by Romtec:

- i. Foundation and Under-slab
 1. Equipment for excavation of foundation and slab.
 2. Installation of forming material for foundation and slab.
 3. Installation of Romtec underground utilities, including connection to the site plumbing and electrical utilities within 10' of the building (plumbing and electrical)
 4. Backfill of Romtec underground utilities.
 5. Placement of rebar.
 6. Pouring of foundation slab.
- ii. Masonry Walls
 1. Installation of CMU block
 2. Placement of door frames, windows, and vents within CMU walls (if applicable)
 3. Placement of J-bolts or Glulam Brackets as applicable
- iii. Roof Structure
 1. Carpenters' installation of roof framing
 2. Installation of roofing underlayment
 3. Installation of roofing system
- iv. Interior Finish
 1. Painting of interior walls
 2. Placement of cove base tile (if applicable)
 3. Sealing of all exposed wood
- v. Rough-In Plumbing/Electrical
 1. Installation of drain and vent lines
 2. Installation of water lines
 3. Installation of main breaker panel(s)
- vi. Doors and Hardware
 1. Installation of Doors and hardware
- vii. Installation of Finish Plumbing and Electrical
 1. Installation of plumbing fixtures
 2. Installation of electrical fixtures
- viii. Installation of all other applicable building kit components and fixtures that are supplied by Romtec (e.g. (if applicable), partitions, dispensers, ADA equipment, mirrors, diaper decks, etc.)
- ix. Completion of all applicable building inspections related to Romtec's installation
- x. Demonstration of full function and operation per approved designs and data sheets

3. Owner Responsibilities (By Others)

1. Site Preparation (All Structures)

1. Building Pad

The general contractor will be responsible for preparing the site and building pad prior to Romtec's arrival for installation work. The building pad must be level and compacted to within 6" of the finish floor elevation before Romtec arrives. The pad must be prepared per the requirements of any available geotechnical report.

Note: Any site grading or removal and replacement of fill materials for the building pad must be completed prior to Romtec's arrival. Romtec's installation services do not include excavation beyond what is necessary for forming and pouring the concrete footings and slab.

2. **Soil Disposal**

Romtec is not disposing of any soils from the site.

3. **Surveying and Staking**

Romtec is not responsible for any site surveying or staking. Any required surveying and staking related to Romtec's work area must be completed prior to Romtec's arrival onsite.

2. Utilities (All Structures)

1. **Site Utilities**

Romtec is excluding the supply and installation of all incoming utilities. Utilities must be in place and available prior to Romtec's arrival onsite. **All utilities must be brought within 10' of the building pad prior to Romtec's arrival.** If the utilities are not in place and ready to use prior to Romtec's arrival, there will be additional charges for any required remobilization.

Note: Romtec has assumed that the site utility sizing matches what is shown on the Romtec plans. Any changes to the site utility sizing must be communicated to Romtec as soon as possible.

2. **Electrical Transformers**

Romtec is excluding the supply and installation of any required electrical transformers. Any required electrical transformers must be supplied and installed by others. If the electrical transformers are required for Romtec to perform installation work, they must be installed and functioning prior to Romtec's arrival for installation work.

3. **Electrical Junction Box**

Romtec is excluding the supply of the electrical junction box associated with the Romtec building(s). The junction box must be installed and ready for Romtec's use prior to Romtec's arrival onsite.

4. **Other Electrical**

Romtec is excluding the supply and installation of any electrical items not shown on the Romtec supplied panel.

5. **Water Line Drain Valves and Sewer Line Back Flow Check Valves**

Romtec is excluding the supply and installation of any required water line drain valves and/or sewer line backflow check valves.

3. Site Concrete and Landscaping (All Structures)

1. **Sidewalks and Sidewalk Approaches**

Romtec is excluding the supply and installation of all sidewalks and sidewalk approaches.

2. **Landscaping**

Romtec is excluding the supply and installation of any landscaping.

4. General Exceptions/Exclusions

1. Unless otherwise stated, Romtec is not proposing to meet any Buy America standard for materials.
2. The following items will be supplied by **others** if applicable:

1. All Permits related to construction and installation of Romtec Building
 2. Bonding (unless otherwise stated)
 3. Storm water and/or pollution prevention plans
 4. Erosion control plans
 5. Site specific safety plans
 6. Site specific protection plans
 7. Tree protection plans
 8. Site preparation per geotechnical report
 9. Backfill required for all structures
 10. Licensees except for the City Business License
 11. Special inspection services
 12. Rock excavation
 13. Demolition of existing structures
 14. Removal of excavated materials
 15. Site grading or asphalt paving
 16. Masonry pavers
 17. Booster pumps &/or pressure reducing valves
 18. Backflow check valves
 19. Fire alarm & fire suppression equipment
 20. Irrigation Equipment
 21. Gutters and downspouts
 22. Lighting equipment not attached to the building
 23. Electrical transformer(s)
 24. Electrical junction box(es)
 25. Landscaping
 26. Plumbing freeze protection
 27. Site plans
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Note: Romtec's scope of work is based on acceptance of the terms and conditions of the Romtec quote proposal, which may be attached here or provided separately.

4. Warranty and Limitations

1. Warranty

1. Romtec guarantees that the building will be free from defects in materials and workmanship for a period of not less than one (1) year from date of delivery acceptance. If delivery of the completed building kit is delayed for any reason, the materials warranty begins on the date that the building kit was ready to deliver.
2. Romtec may optionally delay the warranty start date for up to six (6) months from the delivery date to allow for completion of installation. In this case, the 1-year warranty will begin on the installation completion date.
3. In no case will the 1-year warranty start date be later than six (6) months from the delivery date. Any delay not caused by Romtec that requires an extension of the warranty start date may result in a change order to cover the extended warranty period.
4. Romtec passes along individual product manufacturers' warranties to the customer and/or end owner. Some of these individual products may include warranty terms that vary from the Romtec warranty and may be shorter or longer than the overall building package warranty. For example, metal roofing includes special warranty terms noted in the disclaimers below.

2. Disclaimers

1. Romtec passes along the manufacturer's warranty for metal roofing. Most metal roofing manufacturers intend for their roofing to be installed immediately upon delivery from the factory; otherwise, most have special storage requirements to

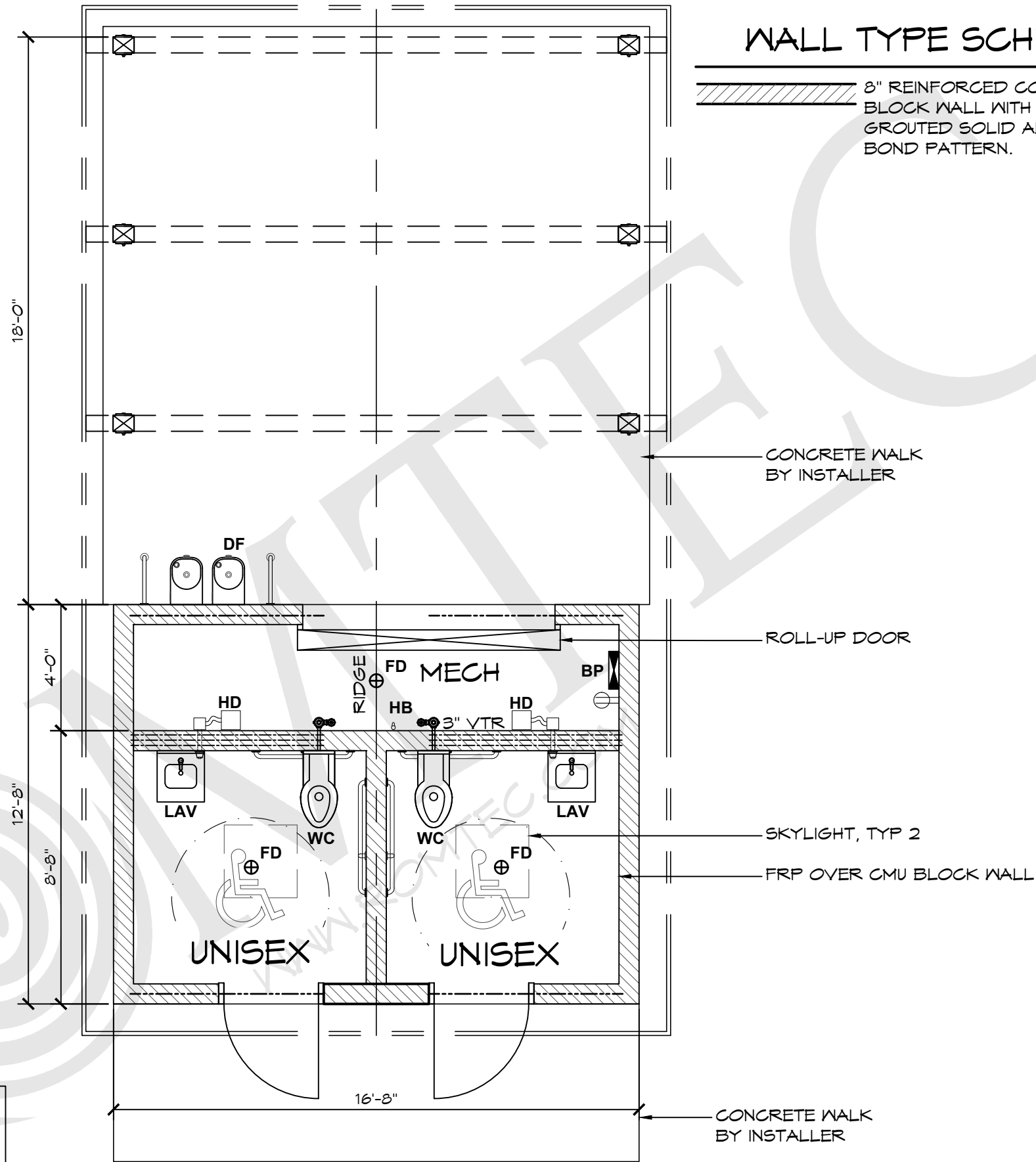
validate their warranty. All project circumstances are different, and because Romtec cannot guarantee that metal roofing is installed within the timeframe allowed from the manufacturer or that the metal roofing will be stored at the jobsite according to the manufacturer's requirements, Romtec does not include metal roofing in the overall Romtec building warranty.

2. Smooth face CMU block can have a significant variation in color and texture and should never be used as an architectural finish. Smooth face CMU block should always be either painted or have siding covering it. Romtec does not guarantee uniform color or texture of block, nor claim that any aspect of block color or texture will remain stable over time.

LEGEND		
SYMBOL	DESCRIPTION	AREA/ QUANTITY
-----	GABLE VENT	4
	2x8 WOOD FILLER WALL	2
	EXTERIOR WALL LIGHTS	4
	INTERIOR WALL LIGHTS	2
	INTERIOR CEILING LIGHTS	1
⊗	FLOOR DRAIN	3
TP	THREE ROLL TP DISPENSER	2
HD	FAST AIR HAND DRYER	2
SD	SOAP DISPENSER	2
HB	WALL HYDRANT	1
HB-1	WALL FAUCET	1
⊕	ELECTRICAL OUTLET	1

WALL TYPE SCHEDULE

 8" REINFORCED CONCRETE MASONRY BLOCK WALL WITH MORTAR JOINTS, GROUTED SOLID ALL CELLS RUNNING BOND PATTERN.



1 FLOOR PLAN
SCALE: 1/4" = 1'-0"

THESE PLAN VIEW AND ELEVATION DRAWINGS ARE A PRELIMINARY ARCHITECTURAL REPRESENTATION OF THE BUILDING. ALL DIMENSIONS, FEATURES AND COMPONENTS SHOWN ON THESE PRELIMINARY DRAWINGS MAY OR MAY NOT BE PART OF THE QUOTE. PLEASE REFER TO THE "SCOPE OF SUPPLY AND SERVICES" LETTER PROVIDED WITH YOUR QUOTE FOR ROMTEC'S PROPOSED SCOPE OF SUPPLY.

ROMTEC
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(541) 496-3541 FAX (541) 496-0803

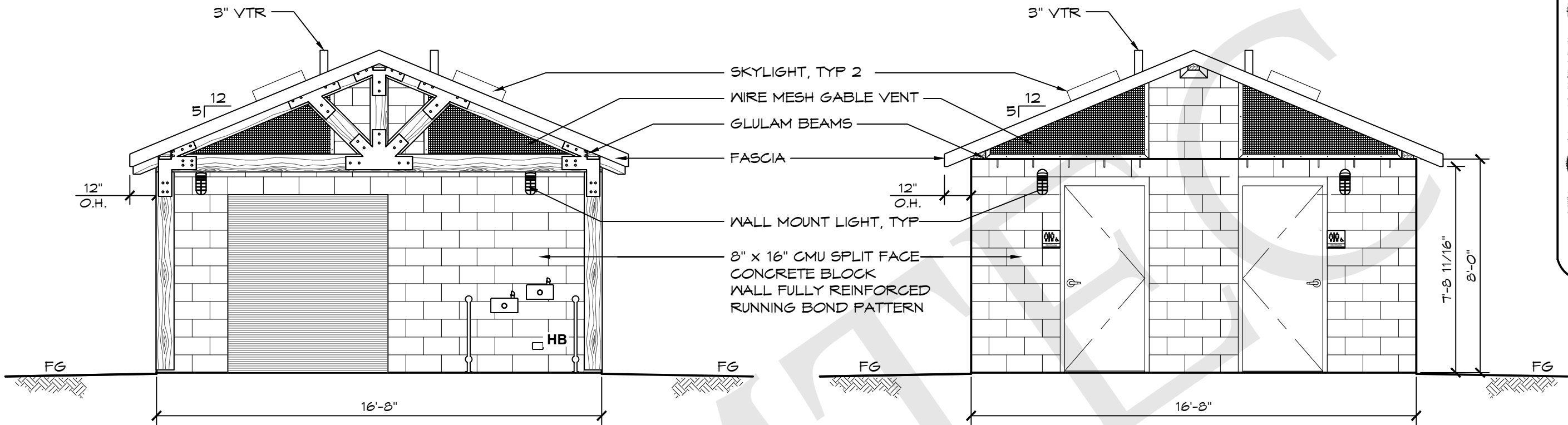
PRELIMINARY

PROJECT: 2022 SIERRA II COMPACT 16'-8" W 3'-6" STORAGE/MECH RM
CITY OF RICHLAND HILLS
RICHLAND HILLS RESTROOM
RICHLAND HILLS, TEXAS

PROJECT#: 1167
MODEL#: 2022
DATE: 08/21/2019
REVISIONS

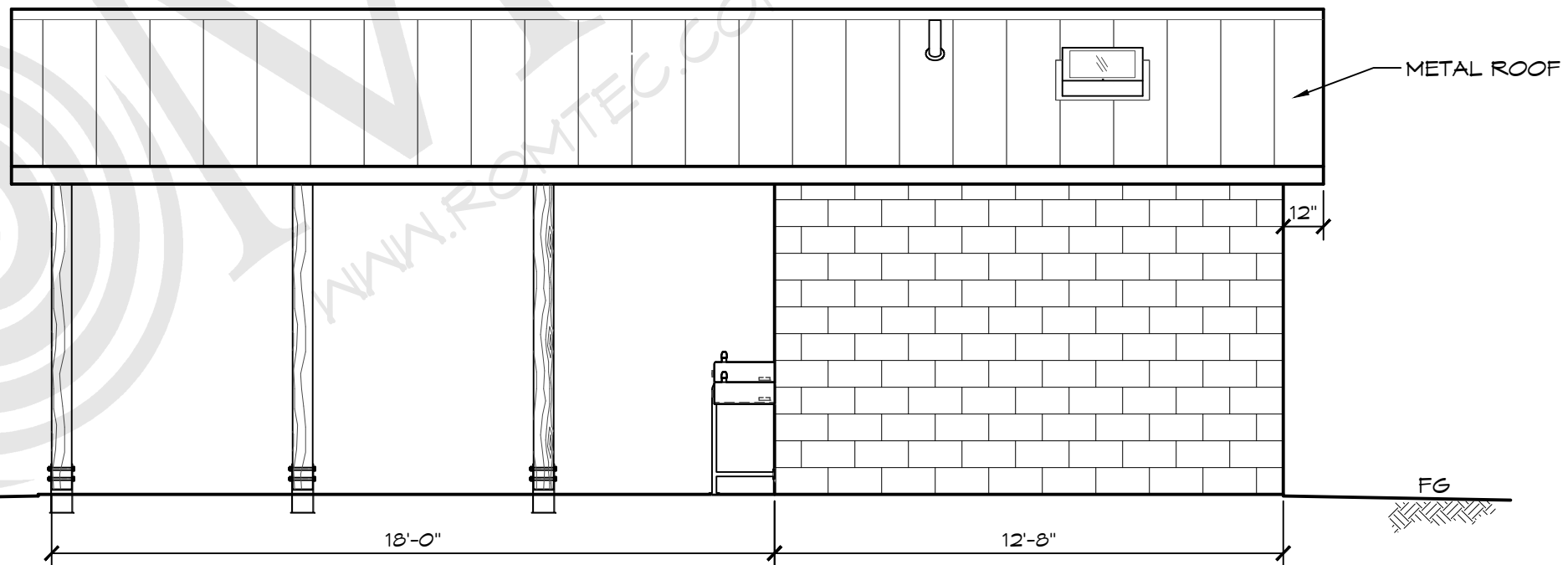
REV.	DATE	BY

DRAWN BY: TH



A ELEVATION VIEW
SCALE: 1/4" = 1'-0"

C ELEVATION VIEW
SCALE: 1/4" = 1'-0"



D ELEVATION VIEW
SCALE: 1/4" = 1'-0"

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PROJECT: 2022 SIERRA II COMPACT 16'-8" W/ 3'-6" STORAGE/MECH RM
CITY OF RICHLAND HILLS
RICHLAND HILLS RESTROOM
RICHLAND HILLS, TEXAS
SHEET TITLE: ELEVATIONS (CMU)
PROJECT#: 1167
MODEL#: 2022
DATE: 08/21/2019
REVISIONS
REV. DATE BY
DRAWN BY: TH
SHEET NO. 2