

**FAIRFIELD TOWNSHIP
RESOLUTION NO. 25-81**

**RESOLUTION AUTHORIZING THE ADMINISTRATOR TO SIGN THE RENEWAL
CONTRACT WITH THE PERFECTION GROUP INC. FOR HVAC MAINTENANCE AT A
COST OF \$11,373.60.**

WHEREAS: It is necessary for the efficient administration of business for the Township to execute a renewal lease for HVAC service for all the township buildings; and

WHEREAS: The Board is very satisfied with the performance of the Perfection Group, Inc. and finds the terms of the attached lease to be reasonable;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Fairfield Township, Butler County, Ohio, as follows;

SECTION 1: The Board hereby authorizes the Administrator to sign a renewal contract for HVAC maintenance from the Perfection Group, Inc., 2649 Commerce Boulevard, Cincinnati, Ohio 45241, attached hereto as Exhibit "A".

SECTION 2: The Board hereby dispenses with the requirement that this resolution be read on two separate days, pursuant to RC 504.10, and authorizes the adoption of this resolution upon its first reading.

SECTION 3 This resolution is the subject of the general authority granted to the Board of Trustees through the Ohio Revised Code and not the specific authority granted to the Board of Trustees through the status as a Limited Home Rule Township.

SECTION 4: That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in meetings open to the public, in compliance with all legal requirements including §121.22 of the Ohio Revised Code.

SECTION 5: This resolution shall take effect at the earliest period allowed by law.

Adopted: May 13, 2025

Board of Trustees

Michael Berding: _____

Shannon Hartkemeyer: _____

Joe McAbee: _____

Vote of Trustees

yes

yes

yes

AUTHENTICATION

This is to certify that this is a resolution which was duly passed and filed with the Fairfield Township Fiscal Officer this 13th day of may, 2025.

ATTEST:

Shelly Schultz
Shelly Schultz, Fairfield Township Fiscal Officer

APPROVED AS TO FORM:

Katherine Barbieri
Katherine Barbieri, Township Law Director



Certified Maintenance Agreement

FAIRFIELD TOWNSHIP

Proposal Number: 1352

Proposal Date: Apr 25, 2025

PERFECTION GROUP, INC. TERMS AND CONDITIONS

1. Customer shall permit and provide Perfection Group, Inc. free, safe, and timely access to all equipment areas. Perfection Group, Inc. will be allowed to start and stop the equipment, as necessary to perform required services. All planned work under this Agreement will be performed during Perfection Group, Inc.'s normal working hours.
2. Any additional equipment (lifts, scaffolds etc.) needed to provide service will be the responsibility of the customer unless otherwise stated in this agreement.
3. In case of any failure to perform its obligations under this Agreement, Perfection Group, Inc.'s liability is limited to repair or replacement at its option, and such repair or replacement shall be Customer's sole remedy. This warranty is conditioned upon proper operation and maintenance by Customer and shall not apply if the failure is caused or contributed to by accident, alteration, abuse or misuse, and shall not extend beyond the term of this Agreement.
4. The annual Agreement price is subject to adjustment on each commencement anniversary to reflect increases in labor, material, and other costs.
5. The customer shall be responsible for all taxes applicable to the services and/or materials hereunder, including increased refrigerant taxes and handling charges.
6. Customer will promptly pay invoices within thirty (30) days of receipt. Should a payment become sixty (60) days or more delinquent, Perfection Group, Inc. may stop all work under this Agreement without notice and/or cancel this agreement, and the entire Agreement amount shall become due and payable immediately upon demand.
7. Excluded from this Agreement, unless otherwise stated herein, is main power service, equipment starters, VFD's and wiring, equipment structural supports, oil, gas and other storage tanks, cleaning of ductwork interiors and or systems.
8. Any alteration to, or deviation from, this Agreement involving extra work, material or labor will become an extra charge (fixed-price amount to be negotiated or on a time-and-material basis at Perfection Group, Inc.'s rates then in effect) over the sum stated in this Agreement.
9. Perfection Group, Inc. will not be required to move, replace, or alter any part of the building structure in the performance of this Agreement.
10. Perfection Group, Inc. shall permit only their personnel or agents to perform the work included in the scope of this Agreement. Should anyone other than Perfection Group, Inc. personnel perform such work, Perfection Group, Inc. may, at its option, cancel this Agreement or eliminate of equipment from inclusion in this Agreement.
11. In the event Perfection Group, Inc. must commence legal action to recover any amount payable under this Agreement, Customer shall pay all court costs and Perfection Group Inc.'s attorneys' fees incurred.
12. Any legal action against Perfection Group, Inc. relating to this Agreement, or the breach thereof, shall be commenced within one (1) year from the date of work.
13. Perfection Group, Inc. shall not be liable for any delay, loss, damage or detention caused by unavailability of machinery, equipment or materials, delay of carriers, strikes, including those by Perfection Group Inc.'s employees, lockouts, civil or military authority, priority regulations, insurrection or riot, action of the elements, forces of nature, or by any cause beyond its control.
14. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Perfection Group, Inc., its agents and employees from and against all claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from the performance of work hereunder, provided that such claim, damage, loss or expense is caused in whole or in part by an active or passive act or omission of Customer, anyone directly or indirectly employed by Customer, or anyone for whose acts Customer may be liable for, regardless of whether it is caused in part by the negligence of Perfection Group, Inc.
15. Customer shall make available to Perfection Group, Inc.'s personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA'S Hazard Communication Standard Regulations.
16. Perfection Group, Inc.'s obligation under this proposal and any subsequent contract does not include the identification, abatement, or removal of asbestos or any other toxic or hazardous substances, hazardous wastes, or hazardous materials. In the event such substances, wastes or materials are encountered, Perfection Group, Inc.'s sole obligation will be to notify the Owner of their existence. Perfection Group Inc. shall have the right thereafter to suspend its work until such substances, wastes or materials and the resultant hazards are removed.
17. The time for completion of the work shall be extended to the extent caused by the suspension and the contract price equitably adjusted.
18. UNDER NO CIRCUMSTANCES, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), EQUITY OR OTHERWISE, WILL PERFECTION GROUP, INC. BE RESPONSIBLE FOR LOSS OF USE, LOSS OF PROFIT, INCREASED OPERATING OR MAINTENANCE EXPENSES, CLAIMS OF CUSTOMER'S TENANTS OR CLIENTS, OR ANY SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES.
19. This Agreement does not include repairs to the system(s), the provisions for or installation of components or parts, or service calls requested by the Customer. These services, when requested, will be charged for at Perfection Group, Inc.'s rates then in effect.
20. Perfection's Default. If Perfection breaches this Contract or fails or neglects to carry out the Work in accordance with the Contract Documents, Customer must provide written notice to Perfection of such breach, failure, or neglect. If Perfection fails to commence and continue to remedy such breach, failure, or neglect within thirty (30) days after receiving such written notice from Customer, Customer may terminate this Contract and reserve any claims and actions Customer may have against Perfection. Under no circumstances, however, shall Perfection be liable for any indirect, consequential, or special damages that may result from any breach of this Contract.
21. Customer's Default. In the event (1) Customer fails to make any payment to Perfection required hereunder, (2) there is reasonable evidence that Customer will not be able to fulfill all of Customer's financial obligations hereunder, or (3) Customer in any other way breaches Customer's obligations hereunder, Perfection must give written notice to Customer of such breach. If Customer fails to completely remedy any breach due to nonpayment or fails to commence and continue to remedy any breach other than for nonpayment within thirty (30) days after written notice by Perfection,
22. Perfection may terminate this Agreement and recover from Customer all damages, including lost overhead and lost profit. The foregoing is in addition to any remedies provided elsewhere herein or by law.
23. Termination. In the event of such termination by Perfection, Perfection shall be entitled to recover from Customer payment for all Work completed, all costs incurred by reason of such termination, along with reasonable overhead and profit on Work not executed.

Customer Initials _____



Certified Maintenance Agreement

FAIRFIELD TOWNSHIP

Proposal Number: 1352

Proposal Date: Apr 25, 2025

SPECIAL SERVICES/PROVISIONS

Perfection Group is pleased to provide this Certified Maintenance Agreement to FAIRFIELD TOWNSHIP, OH. This is a Preventive Maintenance service proposal that utilizes, at minimum, the manufacturers requirements for best practices based on the age, type and operational use of your equipment. This agreement is designed to help reduce the operational costs associated with the mechanical equipment. Proper preventive maintenance best practices are based on the number of hours dedicated to each piece of equipment to perform the PM tasking. In addition, Perfection will provide a consistent approach to reducing the energy costs associated with this system through this program.

Perfection's Certified Maintenance Program:

PM Tasking to be completed Semi-annually.

Filter changes – Quarterly.

Belt changes- 1 time per year.

Coil cleaning- 1 time per year.

Primary Technician assignment for performance accountability.

Lift included for tube heaters and unit heaters annual PM.

Perfection Group will inspect the filter and nozzles on the oil furnaces. If replacements are needed it would be quoted separately.

24-hour Emergency Service Response

Pricing per Year

First Year **\$11,373.60**

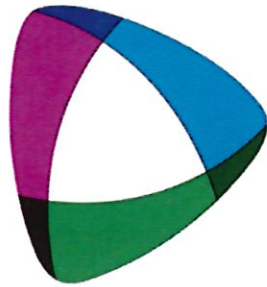
Annual Increase will be 4%

Pricing is based on an annual contract. Because the level of services delivered on a monthly basis differs, cancellation of the contract within the annual contract date will result in invoicing for services rendered.

XOI - Providing The Technology You Need.

As part of our maintenance services, we capture critical job site information, launch on the job remote support, access relevant equipment documentation and provide you photos and videos of recommended and completed work.

Customer Initials_____



PerfectionGroup
— Delivering Legendary Service Since 1951 —



Certified Maintenance Agreement For



Attention: Julie Vonderhaar
6032 Morris Rd.
Hamilton, OH 45011

2649 Commerce Blvd.
Cincinnati, OH 45241
513-772-7545
www.perfectiongroup.com



Welcome to Perfection!



August 8, 2022

Julie Vonderhaar
6032 Morris Rd.
Hamilton, OH 45011

Reference: Certified Maintenance Agreement

Thank you for choosing **Perfection Group** to maintain your facility's environmental HVAC systems. We understand the critical nature of these systems to running an efficient operation and assuring your complete satisfaction. We stand ready to serve your needs and meet your expectations in these areas.

This **Perfection Group Communications Guide** has been developed to assist you in communicating with the local **Perfection Group** office staff. It is intended to be a quick, ready reference describing methods for interacting with our organization so you will receive the maximum benefits of your Perfection Group program.

Please familiarize yourself with the guide's contents and keep it readily available, since our service and sales representatives will be updating it whenever they visit your facility.

If you have any questions concerning our services, please feel free to contact any of the **Perfection Group** team members listed in this guide. All of us are looking forward to the opportunity to serve you.

Thank you for your business, it is sincerely appreciated!



Calling for Service Cincinnati /Northern KY



CALLING FOR NON-SCHEDULED SERVICE – (513) 326-2377

When calling for non-scheduled service, please provide the following important information for the CSC. This will help us to assure a quick response to your request.

1. Identify your Business or Client Name: **Fairfield Township**
2. Identify your city of service: **CINCINNATI**
3. Identify yourself: **FIRST AND LAST NAME**
4. Provide your direct contact information: **YOUR DIRECT LINE OR CELL #**
5. Provide your Contract Number: A3165,C3443,C3154
6. Identify the Problem: **NO HEAT IN THE BREAK ROOM**

Note: If you send an email to servicerequests@perfectiongroup.com* please include the same information in your email. *emails are only addressed during business hours, 7:30 a.m. to 4:30 p.m.

Please remember email notifications are responded to during business hours only. Indicate the nature of the problem and the area of the facility that is affected. To ensure proper response, our Service Coordinator may ask you a few questions such as:

- ☐ Is the circuit breaker for the HVAC unit on?
- ☐ Has anyone checked the thermostat setting in the affected area?
- ☐ Are the fans running? Is air coming out of the air diffuser?
- ☐ Is hot/cold air coming out of the air diffuser?
- ☐ Did this problem start within the last hour?



Who to call for Service Cincinnati /Northern KY



The **Perfection Customer Service Center (CSC)** is available 24/7 to respond to your service requests. Please call or send an email to the **Perfection CSC**. Listed below are the **Perfection Group Contacts**, their telephone numbers and a brief description of their responsibilities. These team members are dedicated to insuring we meet your requirements - today and in the future.

E-mail: **servicerequests@perfectiongroup.com**. All emailed requests go to all available **Perfection** Service Coordinators which ensure accountability that the call is received. This email is monitored from 7:30am to 4:30 pm on weekdays.

24/7 Customer Service Center: **(513) 326-2377 Option #2 For Service**

Operations Manager: Julie Parr - jparr@perfectiongroup.com - (513) 354-2817

Julie should be contacted when questions or concerns arise that our Service Technician cannot answer. Julie is responsible for scheduling and overseeing all operational aspects of your service program. Julie will provide an on-going analysis of your maintenance requirements and meet with you periodically throughout the year to review and discuss your overall satisfaction with the Perfection Group.

Service Manager: Jim Ballinger - jballinger@perfectiongroup.com - (513) 354-2860

Jim oversees the performance of our technicians and meets with them on-site at various customer locations throughout the year. Jim also provides technical support throughout the day and after hours, to our technicians.

Account Representative – Katie Hickerson khickerson@perfectiongroup.com – 513-703-1990

Katie is your Business Development Mgr. In addition to maintenance project sales. She plays a significant role in developing long-term relationships with our contract customers.

VP of North Region: Adam Edrington - aedrington@perfectiongroup.com - (513) 312-2358

Adam oversees both our management and sales staff to ensure your contract is serviced efficiently and professionally.



Who to call for Service Cincinnati /Northern KY



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24/7 Customer Service Center: **(513) 326-2377 Option #2 For Service**

Dispatcher – Kara Warner: kwerner@perfectiongroup.com

She is responsible for communicating and recording service requests, monitor routes, coordinates and prioritizes schedules.

Accounts Receivable: Monica Vonderbrink - ar@perfectiongroup.com - **(513) 772-7545 x 1310**

She is your contact regarding invoicing or payments. Monica is happy to assist and respond to your inquiries.

CARE Representative: Jenny Romero - jromero@perfectiongroup.com - **(513) 772-7545 x 2859**

Jenny is your Customer Care Representative and will be in contact with you throughout the term of your contract with Perfection to ensure your satisfaction and needs are being met.

Regional Operations Support:

Christine Poneris cponeris@perfectiongroup.com **(513) 368-1399**

Christine's goal is to ensure customers are receiving legendary customer service by improving processes and services. You may contact her with any questions, comments or concerns regarding general account inquiries or requests.

Regional Operations Director:

Preston Blackwell pblackwell@perfectiongroup.com **937-665-1042**

The Regional Operations Director leads and supports local Operations Managers so that they may focus on providing the best possible service for every one of our clients.





A1 Sprinkler & Systems Integration, LLC
Sprinkler - Fire Alarm - Extinguishers - Security - Access Control -
CCTV - Intrusion - Suppression Systems

Contract #
1333LA-B

2383 Northpointe Drive, Miamisburg, OH 45342 **1.800.859.6198**

Bill To:

Site:

Fire Safety Consultant:

Fairfield Township Multiple Buildings
6032 Morris Road
Fairfield Township, Ohio 45011
Attn: Kim Lapensee
klapensee@fairfieldtwp.org

P: 513-887-4400

Fairfield Township Multiple Buildings
6032 Morris Road
Fairfield Township, Ohio 45011
Kim Lapensee
klapensee@fairfieldtwp.org

P: 513-887-4400

Lee Allen
937.701.3967
Lallen@a1ssi.com

AP Contact: Kim Lapensee 513-887-4400
klapensee@fairfieldtwp.org

✓ Checkbox Indicates Provided Service.

A1 Sprinkler & Systems Integration, hereinafter known as "A1", proposes to furnish or cause to be furnished the services check marked below:

A1 will attempt to synchronize as many inspections as possible to minimize customer disruption.

Inspection Services:

<input checked="" type="checkbox"/>	1. Test Frequency:	Annual	Inspect the Fire Alarm System	Includes: Biennial Sensitivity
	FIRE ALARM INSPECTION- Customer must provide readily access to facility. Fire Alarm devices will be barcoded and a verified report provided.			Non-System smoke alarms ARE NOT included Battery Maintenance Program Included
	2. Test Frequency:	Semi-Annual		
<input checked="" type="checkbox"/>	3. Test Frequency:	Annual	Inspect up to (2) Wet Risers	Inspect (1) Dry & (0) PreAction Risers
	SPRINKLER INSPECTION- A1 will inspect and test the system and provide proper documentation. Inspection devices will be barcoded and a verified report provided.			5- Year FDC Hydro Incl. 5 Year IPI Incl. 3-Year Air Test Incl.
<input checked="" type="checkbox"/>	4. Test Frequency:	Annual	Inspect up to (14) Total Backflows Annually	of which 5 are in a Non-Permit OSHA Confined Space.
	SPRINKLER BACKFLOW CERTIFICATION- A1 will Inspect, Test, & Certify each backflow. FILING FEES ARE ADDITIONAL & AT COST.			
	5. Test Frequency:	Annual		
	Fire Pump Inspections are NOT PROVIDED			
	6. Test Frequency:	Annual		
	Hydrant Inspections are NOT PROVIDED			
<input checked="" type="checkbox"/>	7. Test Frequency:	Semi-Annual	Inspect up to (1) Tanks	
	KITCHEN HOOD INSPECTION is Provided.			12 Year Hydrostatic Service NOT PROVIDED INCLUDES REPLACING UP TO (1) LINKS PER TEST
	8. Cleaning Interval:	Semi-Annual	8a. Filter Exchange Service Interval:----->	Monthly
	Hood Cleaning is NOT PROVIDED			Filter Exchange is NOT PROVIDED
	9. Test Frequency:	Annual		
	Exit/Emergency Light Inspections are NOT PROVIDED			
<input checked="" type="checkbox"/>	10. Test Frequency:	Annual	Inspect up to (82) Fire Extinguishers	
	EXTINGUISHER INSPECTION- A1 will provide an extinguisher inspection and proper documentation. All devices will be barcoded and a verified report provided. Customer will provide a person or list of existing extinguisher locations. Customer must provide ready access to facility.			
<input checked="" type="checkbox"/>	ALL SCHEDULED MAINTENANCE IS INCLUDED ONLY WHEN YOU SELECT THE 6 YEAR OPTION			
	SIX (6) YEAR EXTINGUISHER MAINTENANCE PROGRAM- A1 will provide all routine extinguisher maintenance spreading the cost over six (6) years. This will reduce unanticipated cash outflows and normalize them through quarterly payments. Deficiencies are additional.			

NOTES: Signed 6-year agreement includes 10% off selected system labor repair rates and includes system overview training. Price Includes replacement of (2) Gauges when (2) 5-Year Internal Pipe Inspections are performed in 2027; replacement of (1) Gauge when (1) 5-Year Internal Pipe Inspection is performed in 2029; 5-Year Hydrostatic Test of FDC in 2025 & 2030; 3-Year Air Test of Dry Pipe System in 2027 & 2030; and Normal Replacement of (2) 12v/12a & (6) 12v/7a Fire Alarm Batteries through term length selected. ***All inspections will occur Monday through Friday 8 AM to 5 PM***

Does not apply billed for 1st years' service, quarterly amount selected below in advance thereafter.

of Fire Alarm Sensitivity Inspections by term of agreement: Bi-Annual Schedule: 6 Year = 3 Inspections; 5 Year = 2 Inspections; 4 Year = 2 Inspections; 3 Year = 1 Inspection; 2 Year = 1 Inspection | 5 Year Schedule: 1/term

Term (Years)	Select	6	Select	5	Select	4	Select	3	Select	2
Annualized Rate	----->	\$5,928.00	----->		----->		----->		----->	
Quarterly IN ADVANCE (Plus Tax)		\$1,482.00								

One Time Installation Charge
\$ -

Recurring payments to be paid in advance for the term of contract effective from the date of service in operation under this agreement. After the initial term, this agreement shall be automatically renewable yearly unless termination by either party upon written notice at least 30 days prior to the anniversary date.

(for residential customers only)

NOTICE OF CANCELLATION — YOU, THE SUBSCRIBER, MAY CANCEL THIS TRANSACTION AT ANY TIME PRIOR TO MIDNIGHT OF THE THIRD BUSINESS DAY AFTER THE DATE OF EXECUTION. SEE THE ATTACHED NOTICE OF CANCELLATION FORM FOR AN EXPLANATION OF THIS

☐ Opt-out of pre-authorization to perform necessary minor repairs up to an additional \$750.00 per trip. This is designed to save the Customer return trip costs and help to immediately remedy small code compliance issues.

Applicable Sales Tax will be added to price unless a "Blanket Certificate of Exemption" is supplied with

Print Date: 5/19/2025

Customer's Initials: X *LM*

Page 1 of 2

Terms and Conditions

The terms and conditions which apply to all transactions between You and the Company with respect to this Agreement are available for Your review at <https://a1ssi.com/terms-conditions/> under Inspection Agreement ("Terms and Conditions"). Please check the referenced website regularly for updates to the Terms and Conditions. The Company may update the Terms and Conditions from time to time by posting revisions at the above referenced URL without notice to You and You agree that the Terms and Conditions, including any subsequent revisions, are the only terms and conditions applicable to this transaction and that You are subject to and bound by the

By signing this agreement you acknowledge that you have read, understand, acknowledge, and agree to be legally bound by all terms and conditions of this agreement.

Customer Acceptance: KIMBERLY LAPENSEE FAIRFIELD TWP TOWNSHIP ADMINISTRATOR 5.21.25
Customer Print Name Customer Title Date

Lease Systems Only: _____
Customer Print Name Customer Signature w/ Personal Guarantee Title Date

A1 Acceptance: _____
A1 Print Name Authorized A1 Title Date

This Agreement is not binding unless approved in writing by an authorized representative of A1. In the event of failure of such approval, the only liability of A1 shall be to return to the customer the amount, if any, paid to A1 upon signing of this agreement.

Print Date: 5/19/2025



A1 Sprinkler & Systems Integration, LLC
Sprinkler - Fire Alarm - Extinguishers - Security - Access Control -
CCTV - Intrusion - Suppression Systems

Contract #
1333LA-B

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Lee Allen
937.701.3967
Lallen@a1ssi.com

AP Contact: Kim Lapensee 513-887-4400
klapensee@fairfieldtwp.org

✓ Checkmark Indicates Provided Service.

A1 Sprinkler & Systems Integration, hereinafter known as "A1", proposes to furnish or cause to be furnished the services check marked below:

A1 will attempt to synchronize as many inspections as possible to minimize customer disruption.

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<input checked="" type="checkbox"/>	1. Test Frequency:	Annual	Inspect the Fire Alarm System	Includes: Biennial Sensitivity
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Term (Years)	Select	6	Select	5	Select	4	Select	3	Select	2
Annualized Rate	----->	\$4,824.00	----->	\$4,096.00	----->	\$4,184.00	----->	\$4,276.00	----->	\$4,348.00
Quarterly IN ADVANCE (Plus Tax)		\$1,206.00		\$1,024.00		\$1,046.00		\$1,069.00		\$1,087.00

Recurring payments to be paid in advance for the term of contract effective from the date of service in operation under this agreement. After the initial term, this agreement shall be automatically renewable yearly unless termination by either party upon written notice at least 30 days prior to the anniversary date.

(for residential customers only)

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\$ -

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Print Date: 5/19/2025

Customer's Initials: X

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By signing this agreement you acknowledge that you have read, understand, acknowledge, and agree to be legally bound by all terms and conditions of this agreement.

Customer Acceptance: _____
Customer Print Name Customer Title Date

Lease Systems Only: _____
Customer Print Name Customer Signature w/ Personal Guarantee Title Date

A1 Acceptance: _____
A1 Print Name Authorized A1 Title Date

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Print Date: 5/19/2025