



**BUILDING
AUTOMATION
SERVICES**
OF SOUTH FLORIDA, INC.

1250 S.W. 30 Avenue
Ft. Lauderdale, FL 33312
OFFICE: (954) 581-1051 Fax: (954) 581-1061

BRWD CNTY LIC. # 327-0007576 CITY LIC. # 02-16728

INSPECTION SERVICE AGREEMENT

This SERVICE AGREEMENT entered into by and between:

Building Automation Services of S. Fla., Inc. hereinafter referred to as "BAS"

and

Hereinafter referred to as "Customer"

Cooper City Public Works
9070 Southwest 51st Street
Cooper city, FL 33332-4227



SITE ADDRESS: 10580 Stirling Road, Cooper City, FL

Building Automation Services of S. Fla., Inc. a Florida corporation, agrees to furnish labor to inspect the equipment as described in this contract. Equipment as follows:

2	AHU Smart2 Controllers
All	Control Relays
All	Control Sensors
20	VAV Boxes and Controllers
2	Variable Frequency Drives for Air Handling Units
1	Talon Network Manager

SERVICES BAS WILL PROVIDE:

- A. Professional and skilled labor to inspect the subject equipment to maintain it in good operating condition.
- B. Inspect the equipment at least 6 time(s) annually during our normal working hours (8:00 AM to 4:30 PM) Monday thru Friday.
- C. Service or Emergency calls (Unscheduled service) shall be provided at the following labor rates:
Normal work hours (8:00 AM to 5:00 PM) Monday thru Friday \$ 85.00 per technician/hour
After work hours, Weekends, and Holidays \$127.50 per technician/hour
- D. MATERIAL: All materials will be billed at standard industry rates. List less 50%.
- E. Unless otherwise indicated herein, Emergency Calls are to be available 365 days per year, 24 hours per day.
- F. Instruct the Customer in the operation of the equipment to provide for best efficiency and lowest operating costs.
- G. Furnish Customer with a completed copy of the Controls Technician's Report indicating what repairs, if any were necessary resulting from each inspection.
- H. BAS will maintain a back-up copy of the system's program, to be loaded as required.

The following items of labor will be performed during each inspection:

AHU CONTROL WORKING FUNCTION

- Verify communication to the network if applicable
- Verify communication to the field devices
- Verify & tune all fan status, filter status for proper reporting
- Verify & tune cooling loop control
- Verify & tune heating loop control
- Verify & tune VFD loop if applicable
- Verify all field points for correct reporting
- Save all changes to disk and make copy for job site

VARIABLE FREQUENCY DRIVE WORKING FUNCTION

- Verify all wiring connections are secure
- Vacuum VFD fans or clean drive cabinet
- Test low and high programmed limits if applicable
- Verify correct input verses matched frequency output
- Review all operation with the owner

VAV CONTROL WORKING FUNCTION

- Verify communication to the network if applicable
- Verify communication to the field devices
- Verify and tune all CFM control
- Verify and tune cooling loop control
- Verify and tune heating loop control
- Verify and tune room thermostat operation
- Verify all field points for correct reporting
- Save all changes to disk and make copy for jobsite

NETWORK INTERFACE WORKING FUNCTION

- Verify communication to the network if applicable
- Verify communication to the field devices
- Verify & exercise control to the field devices
- Clean all computer parts as well as printers
- Do a full system backup of the data base
- Test remote dialup if applicable
- Test auto-paging on an alarm if applicable
- Customer consultation upon PM completion

THIS AGREEMENT DOES NOT INCLUDE:

Any work not listed above.
Anything beyond the normal controls maintenance.

CUSTOMER RESPONSIBILITY:

Customer shall operate the subject equipment per the Manufacturer's instructions modified or expanded by BAS; promptly notify us of any unusual operating conditions of the subject equipment; permit our personnel the use of your common building maintenance tools, such as ladders, etc., permit only our personnel to work on the subject equipment provide proper and safe access to subject equipment.

TERMS:

- A. Building Automation Services obligation to furnish inspections shall begin on the effective date, and shall continue from year to year, unless the agreement is terminated as provided. This contract shall become effective upon the approval of BAS. Failure on the part of the Customer to make payments when due shall, at BAS option, relieve BAS of the entire obligation of the contract.
- B. This agreement may be terminated by either party by giving not less than thirty (30) days written notice of its intention to terminate via certified mail – return receipt requested.
- C. **PAYMENT:** Building Automation Services of S. Fla., Inc. Agreement will be furnished for the net sum of **\$400.00** per inspection.

GENERAL:

- A. It is mutually understood that replacements parts and service materials must be purchased by you, from us, at our regular selling prices, and installed by us during the terms of this contract.
- B. Any repairs and supplies deemed necessary and recommended by us for efficient operation of your facility are to be authorized by you. Unless authorization is given to perform this service, we will not furnish normal or emergency service.
- C. BAS shall not be liable for injuries to persons, or damages to property, except those due to the negligent acts or omissions of BAS employees. In no event shall Building Automation Services of S. Fla., Inc. be liable for any form of damages except to the equipment listed in this agreement.
- D. This contract contains the entire agreement between the parties and shall become effective on the date shown below, provided you have accepted it and approved by us.

AMENDMENTS:

The above proposal is hereby accepted with the definite understanding that there are no verbal agreements or understandings changing or modifying this agreement as written.

CUSTOMER:

Accepted and approved by:

JIM BOWMAN
Name

[Signature]
Signature

DIRECTOR OF PUBLIC WORKS
Title

BUILDING AUTOMATION SERVICES

Submitted by:

Idalia Swartz
Name

Service Accounts Manager
Title

5-14-10
Date

BUILDING AUTOMATION SERVICES

Accepted and approved by:

Title

The effective date of this agreement shall be:

6-1-10



Cooper City Public Works

9070 SW 51 Street

Cooper City, Florida 33328

Ph: 954-434-2300

Fax: 954-433-1365

Fax Cover Sheet

Date: 5-14-10

Pages: 5

To: Idalia

Company/ Dept: Building Automation

Fax: 954-581-1061 Phone: _____

From: James Bowman / Dawn

For Your Approval _____

For Your Use _____

As Requested _____

For Review and Comment _____

Return Call Upon Receipt _____

Remarks: