

GEORGIA MECHANICAL, INC. PREVENTATIVE MAINTENANCE PROPOSAL

PROJECT: City of Cartersville Public Safety Facility Annual HVAC/Mechanical Preventative Maintenance

LOCATION: City of Cartersville Public Safety Facility 195 Cassville Rd
Cartersville, GA 30120

PROPOSAL DATE: February 24, 2021

Summary: Georgia Mechanical proposes the following Annual HVAC/Mechanical Preventative Maintenance Contract for the indicated equipment on the RFQ for the City of Cartersville Public Safety Facility. Georgia Mechanical will review the schedule that was provided and followed by the current contractor. Once reviewed Georgia Mechanical will meet with Mitchell Bagley to discuss the possibility of revising the schedule if need be to best fit the needs of the equipment and time of the year that is recommended by ASHRAE. Once the schedule of the visits is decided upon, Georgia Mechanical will input the schedule into our software. Our contract coordinator will then call to schedule the visits in the appropriate months due. Georgia Mechanical will follow the scope of work that has been provided in the RFQ. All material and labor to perform the quarterly and annual preventative maintenances are included in the quoted price given below. Georgia Mechanical is under the agreement that no filters will be supplied or changed on any of the 4 visits. Upon arrival to perform the preventative maintenance visit, our technician will check in with the appropriate personnel and will check out at the end of each day until the visit is complete. Once the technician has completed each quarterly and annual visit, a detailed report will be emailed to the appropriate City of Cartersville personnel per visit. Any faulty parts and or faulty equipment found on any preventative maintenance visit will be recorded and discussed with the appropriate personnel by the technician. No repairs will be performed without prior approval. Our preventative maintenance invoices are generated and emailed at the end of the month of the scheduled visit. Invoices are not sent until the visit is complete.

Georgia Mechanical will provide an Account Manager to the account. This person will handle all needed quotes, invoice questions, project management and any other events pertaining to the account. Attached to this proposal package you will find instructions on how to place service calls, office hours and key contacts. Also provided is, our qualifications, COI, W-9, business license, and state license. Georgia Mechanical thrives on building long term partnerships with our customers.



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Equipment to be serviced:

- 1 - McQuay 80 Ton Chiller
- 1 - Marley Single Cell Cooling Tower
- 3 - Bell & Gossett Pumps
- 3 - Lochinvar Boilers
- 1 - Lochinvar Expansion Tank
- 3 - Greenheck Exhaust Fans
- 3 - Reznor Electric Unit Heaters
- 4 - Reznor Gas Unit Heaters
- 1 - Data Aire Humidifier
- 2 - Daikin Mini Splits
- 1 - McQuay Air Handler (ERV) w/Heat Wheel
- 64 - Daikin Fan Coil Units

3 Quarterly Service Visits and 1 Annual Service Visit for all equipment indicated above. (4 times a year)

Start Date for first Full Maintenance visit: To be determined based on awarding of approved contract.

Plan Cost: \$15,324.84

The above agreement shall commence upon the accepted date or agreed date and run for a period of 1 year with automatic renewal on the anniversary date. The Preventive Maintenance/Service Agreement shall be billed at **\$3,831.21 quarterly**; Annual total cost of this agreement is **\$15,324.84**. No repairs will be made without the consent and authorization of the owner. Repairs required and not covered under this agreement shall be billed at the labor rate of **\$89.00** per hour during regular business hours and **\$133.** per hour during nights, weekends, and holidays. A **\$35.00** trip charge will be charged for service calls. Either party may terminate this agreement at any time by providing a 60-day written notice.

Agreement:

I agree with the above terms and conditions and have read Attachment A of the Planned Maintenance/Service Agreement. Credit approval for all new accounts will be needed prior to work beginning. Work to be performed at owner's convenience and be as non-intrusive to the tenant or owner as possible.



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Signed: _____ Date: _____

Attested: _____ Date: _____

Sincerely,
Jennifer Bowlin

Jennifer Bowlin
Service Account Manager
Georgia Mechanical Inc.
jbowlin@georgiamechanical.com
Cell – 404-597-03
Office – 770-614-92

Attachment A:

CONTRACT SERVICES GENERAL TERMS AND CONDITIONS

1. This Contract shall remain in effect for a period of one (1) year and shall automatically continue from year to year. Either party may terminate this Agreement for any reason by giving the other party at least sixty (60) days prior written notice.
2. Payment terms are NET thirty (30) days from invoice date.
3. It is understood that regular service calls shall be made during Georgia Mechanical, Inc's regular working hours, Monday through Friday with holidays and weekends excluded. If for any reason customer should request that special inspection, adjustments, or repairs be made other than during normal working hours, Customer agrees to pay the difference between the regular and overtime billing rate.
4. If any emergency call is made at the request of the customer and no defect is found to be present, Customer will be billed for delivered services at the preferred contract customer rate.
5. The Customer is responsible for daily operation and maintenance of the equipment and for maintaining insurance coverage to protect against sudden accidental and or catastrophic failures.
6. Customer agrees to furnish safe and free access to all equipment covered by this agreement for the purpose of carrying out the terms of this service agreement.
7. The obligation for maintenance under this Contract shall extend only to equipment set forth in Schedule A or contract documents. All references made to other equipment, functions, and operations are not a part of this contract.
8. Georgia Mechanical, Inc's scope of work does not include the identification, detection, abatement, encapsulation, or removal of asbestos or products or materials containing asbestos or similar hazardous substances. In the event Georgia Mechanical, Inc. encounters any such material, it will notify Customer, discontinue work, and remove its employees until the hazard is corrected or it is determined no hazard exists.
9. Refrigerant is not included in this contract and recharges will be at an additional cost to Customer.
10. To the extent of the proceeds of the overages afforded by the policies of insurance of Georgia Mechanical, Inc., Georgia Mechanical Inc. shall indemnify and hold the Owner harmless from and against any and all claims, damages, losses, and expenses, including attorney's fees, arising out the performance of the Work under this Service Agreement, if and to the extent that any such

Georgia Mechanical, Inc. 4189 Capital View Dr Suwanee, GA 30024
Phone 770-614- _____ ax 770-614-438



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claim, damage, loss or expense is caused by the negligence of any employees or agents of Georgia Mechanical, Inc.

11. The following items are not included in this agreement: piping and valves remote from the units; air ducts and air balancing; electrical equipment remote from the units; shell, tube, or refractory repair; equipment failures due to erosion or corrosion; decorative casings; equipment painting; coils and heat exchangers; equipment damage by freezing weather; replacement of obsolete parts; and removing, replacing, or altering any part of the building systems or structure.
12. Georgia Mechanical, Inc. is not liable for damage caused by acts of God, fire, power failures, low water pressure, problems with electrical supply and plumbing lines, strikes, or availability of parts.
13. Georgia Mechanical, Inc. shall not, under any circumstances, whether arising in contract, tort (including negligence), or other grounds, 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.
14. This agreement, when accepted and approved by the Customer and Georgia Mechanical, Inc., constitutes the entire agreement, and all related prior representations or agreements, whether written or oral, are hereby superseded. No additions or changes to this agreement shall be accepted unless made in writing and signed by both parties.

