

**CITY COUNCIL RESOLUTION NO. 2021-045**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH MECHANICAL SERVICES OF CENTRAL FLORIDA, INC., D/B/A EMCOR SERVICES MSI-CERTIFIED AIR CONTRACTORS, FOR THE PREVENTATIVE MAINTENANCE, AND GENERAL AND EMERGENCY REPAIRS TO RESTORE THE OPERATION OF HVAC SYSTEMS.**

**WHEREAS**, the City of Lake City, Florida (hereinafter the “City”) desires to maintain preventative maintenance, and general and emergency repairs to restore the operation of HVAC systems throughout the City (hereinafter the “Project”); and

**WHEREAS**, Section 2-178(d) of the City Code requires the procurement of supplies and contractual services based on a competitive bid process; and

**WHEREAS**, an Invitation to Bid (008-2021, hereinafter “ITB”) was advertised and the city administration recommends that the Project be awarded to Emcor Services MSI-Certified Air Contractors (hereinafter “Emcor”); and

**WHEREAS**, the City Council finds that it is in the City’s best interest to award the contract to Emcor for the aforementioned Project pursuant to and in accordance with the terms, provisions, conditions, and requirements of the “*Contract between City of Lake City, Florida and Mechanical Services of Central Florida, Inc., d/ b/a Emcor Services MSI-Certified Air Contractors for HVAC Repairs and Preventative Maintenance* (hereinafter the “Agreement”) attached hereto as “Exhibit A”.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, AS FOLLOWS:**

**Section 1.** The above recitals are all true and accurate and are incorporated herein and made a part of this Resolution.

**Section 2.** The Project and Agreement are awarded to Emcor at the Contract Price.

**Section 3.** The City Manager and City Attorney are authorized to make such reasonable changes and modifications to the Agreement as may be deemed necessary to be in the best interest of the City and its citizens. Provided however, that any such changes or modifications shall not cause the payment to Emcor to exceed the Contract Price. The Mayor is authorized and directed to execute and deliver the Agreement in the name of, and on behalf of, the City with such changes, amendments, modifications, omissions, and additions made by the City Manager and City Attorney. Execution by the Mayor and Emcor shall be deemed to be conclusive evidence of approval of such changes, amendments, modifications, omissions, and additions.

**PASSED AND ADOPTED** at a meeting of the City Council this \_\_\_\_ day of April 2021.

**CITY OF LAKE CITY, FLORIDA**

By: \_\_\_\_\_  
Stephen M. Witt, Mayor

ATTEST:

APPROVED AS TO FORM AND  
LEGALITY:

By: \_\_\_\_\_  
Audrey E. Sikes, City Clerk

By: \_\_\_\_\_  
Frederick L. Koberlein, Jr.,  
City Attorney

## EXHIBIT A

### **CONTRACT BETWEEN THE CITY OF LAKE CITY, FLORIDA, AND MECHANICAL SERVICES OF CENTRAL FLORIDA, INC., D/B/A EMCOR SERVICES MSI-CERTIFIED AIR CONTRACTORS FOR HVAC REPAIRS AND PREVENTATIVE MAINTENANCE**

**THIS CONTRACT** made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2021, by and between the CITY OF LAKE CITY, FLORIDA, a municipal corporation, located at 205 North Marion Avenue, Lake City, Florida 32055, and whose mailing address is 205 North Marion Avenue, Lake City, Florida 32055 (herein referred to as "City") and Mechanical Services of Central Florida, Inc., d/b/a Emcor Services MSI-Certified Air Contractors, whose mailing address is 301 Merritt Seven, Norwalk, Connecticut 06851 (herein referred to as "Contractor").

**WHEREAS**, the City requires an annual contract for the preventative maintenance, and general and emergency repairs to restore operation of HVAC systems within the City; and

**WHEREAS**, the City invited competitive bids through an Invitation to Bid (ITB-008-2021) and the Contractor was selected as the lowest responsible bidder; and

**WHEREAS**, the City desires to enter into a contract with the Contractor to memorialize the intentions and obligations of the City and Contractor.

**NOW, THEREFORE**, in consideration of the premises and the mutual covenants and agreements herein contained, the parties hereto agree as follows:

1. **Recitals**: The above recitals are all true and accurate and are

incorporated herein and made a part of this Continuing Contract.

2.     **Definitions:** The following definitions of terms associated with this Contract are provided to establish a common understanding between both parties to this Contract, as to the intended usage, implication, and interpretation of terms pertaining to this Contract:

a.     "CITY" means the City Council of the City of Lake City, Florida, and any official or employee thereof who shall be duly authorized to act on the City's behalf relative to this Contract.

b.     "CONTRACT" means the terms, conditions, and covenants expressed herein in addition to all the terms, conditions, and covenants of Invitation to Bid and its addendum (hereinafter collectively referred to as "ITB-008-2021" or "ITB"), reasonably inferred to the City and general conditions, all of which are incorporated herein and made an essential part of this agreement between the parties.

c.     "CONTRACTOR" means the individual or firm offering professional services, which has executed this Contract, and which shall be legally obligated, responsible, and liable for providing and performing any and all of the services and/or work of sub-contractors, required under the covenants, terms, and provisions contained in this Contract and any and all amendments to this Contract.

d.     "SERVICES" means professional services for the

preventative maintenance, and general and emergency repairs to restore the operation of HVAC systems, and the services and responsibilities listed within the ITB.

e. "SUB-CONTRACTOR" means any individual or firm offering professional services which is engaged by the Contractor or one of its sub-contractors in providing and performing the professional services, work and materials for which the Contractor is contractually obligated, responsible and liable to provide and perform under this Contract and any and all amendments thereto. The City shall not be a party to, responsible or liable for, or assume any obligation whatsoever for any agreement entered into between the Contractor and any sub-contractor or any sub-sub-contractor.

f. "PARTIES" means the signatories to this Contract.

3. **Engagement of Contractor:** City hereby engages Contractor to provide City with the services identified herein and within the ITB.

4. **Term of Contract:** The term of this Contract shall be for one (1) year. The City reserves the right to extend the contract period for three (3) additional one (1) year periods upon mutual agreement with the Contractor. The Contractor shall not commence any work until the Contractor has provided the City's Procurement Department with proof of insurance coverages.

5. **Compensation and Method of Payment:** City agrees to pay the

Contractor compensation for its services rendered to the City not to exceed the amounts shown in the pricing sheet attached hereto as "Exhibit A". Payment to the Contractor will be made in accordance with F.S. 218.70 "Local Government Prompt Payment Act" upon receipt of the invoice, assuming there are no contested amounts with the invoice.

6. **Insurance:** Contractor agrees to and shall procure and maintain insurance during the term of this Contract and shall provide proof of the following insurance coverages, in addition to any listed in the ITB, to the City Procurement Department prior to the commencement of work:

- a. Comprehensive commercial general liability insurance covering as insured the Contractor and City with limits of liability of not less than \$1,000,000.00 per occurrence and aggregate, for coverage of bodily injury or death to any person or persons, property damage, premises-operations, independent contractors, products/completed operations; and
- b. Comprehensive automobile liability insurance covering all owned, hired and non-owned vehicles with coverage limits of not less than the limits provided for in the ITB; and
- c. Worker's compensation insurance for the benefit of the employees of Contractor, as required by the laws of the State of Florida; and

Providing and maintaining adequate insurance coverage is a material obligation of the Contractor and is of the essence of the Contract. This Contract does not limit the types of insurance Contractor may desire to obtain or be required to

obtain by law. The limits of coverage under each policy maintained by the Contractor shall not be interpreted as limiting the Contractor's liability or obligations under the Contract. All insurance policies shall be through Insurers authorized to write policies in Florida. All certificates shall provide that the policy or policies of insurance shall not be changed or canceled until at least ten (10) days prior written notice shall have been given to City. As to insurance other than workers compensation and professional liability insurance, the coverage shall name City as an additional insured for City's vicarious liability resulting from the conduct of Contractor and other employed or utilized sub-Contractors in the performance of the services.

7. **Indemnity:** Contractor is an independent contractor and agrees to indemnify, and hold harmless the City and its agents, and employees from and against all suits, actions, claims, damages, costs, charges, and expenses, including court costs and attorneys' fees, of any character caused by or brought because of any injury or damage received or sustained by any person, persons, or property caused by or resulting from any asserted negligent act, errors, or omissions of Contractor or its agents, employees, or sub-contractors.

The indemnity required hereunder shall not be limited by reason of the specifications of any particular insurance coverage in this Contract.

Notwithstanding any other provisions of this Contract, neither party will be responsible to the other party for consequential damages, including, but not limited to, loss of profit, loss of investment or business interruption.

8. **Liability:** The Contractor shall be, and agrees to be and remain liable for any and all damages, losses, and expenses incurred by the City caused by the errors, omissions, negligence or delays of the Contractor, or by any sub-contractor engaged by the Contractor in providing, performing and furnishing services, work or materials pursuant to this Contract and any and all damages, losses, and expenses to the City caused by the Contractor's negligent performance of any of its obligations contained in this Contract. The Contractor shall be liable and agrees to be liable for and shall indemnify and hold City harmless for any and all claims, suits judgments, or damages, losses and expenses, including court costs, expert witness and professional consultation services, and attorney fees arising out of the Contractor's errors, omissions, negligence, breaches of contract or delays, or those of any and all sub-contractors engaged by the Contractor during the providing, performing and furnishing of services or materials pursuant to this Contract.

9. **Licenses and Compliance with Regulations:** The Contractor agrees to and shall obtain and maintain throughout the period that this Contract is in effect, all licenses and authorizations as are required to do business in the State of Florida, including, but not limited to, licenses required by any federal and state boards and other governmental agencies responsible for regulating and licensing the services provided and performed by Contractor pursuant to this Contract.

Contractor agrees to and will abide by and comply in accordance with the laws, statutes, ordinances, codes, rules, regulations and requirements of any and all governmental agencies which may regulate or have jurisdiction over the



services to be provided and performed by Contractor for the City, and by any sub-contractor engaged by the Contractor.

10. **Timely Accomplishment of Services:** The timely and expeditious accomplishment and completion by the Contractor of all services provided pursuant to this Contract is of the essence. The Contractor agrees to employ, engage, retain, and assign an adequate number of personnel throughout the period of this Contract so that all services provided pursuant to this Contract will be provided, performed and completed in a diligent, continuous, expeditious and timely manner throughout.

11. **Controlling Law:** This Contract is to be governed by the laws of the State of Florida. If any term or provision of the Contract is found to be illegal or unenforceable such term or provision shall be deemed stricken and the remainder of the Contract shall remain in full force and effect. It is further agreed and understood that in the event of any dispute between the City and Contractor arising out of any interpretation or compliance with any of the terms, conditions, and requirements of this Contract proper venue for filing any lawsuit with respect to any such disputes shall lie in Columbia County, Florida. It is intended and understood that this venue provision shall survive any bankruptcy filing.

12. **Attorneys' Fees and Costs:** In the event of default by either party under the terms of the Contract, the defaulting party shall be liable for, and agrees to pay all costs and expenses incurred in the enforcement of this Contract, including reasonable attorneys' fees as well as fees, costs, and expenses in the collection of said expenses.

13. **Other litigation:** The Contractor shall notify the City of any legal actions filed against it for a violation of any laws, rules, codes ordinances, or licensing requirements within thirty (30) days of the action being filed. The Contractor shall notify the City of any legal actions filed against it by a government subdivision or for any claims of sub-Contractors or materialmen. Failure to notify the City of a legal action within thirty (30) days of the action shall be grounds for termination.

14. **Public Records:** The Contractor shall comply with all public records laws.

a. **IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:**

City Clerk, City of Lake City  
205 North Marion Avenue  
Lake City, Florida 32055  
386-719-5826 or 386-719-5756

b. The Contractor shall comply with public records laws, specifically the Contractor shall:

1. Keep and maintain public records required by the City to perform the services.
2. Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a

cost that does not exceed the cost provided in this Chapter 119 of Florida Statutes or as otherwise provided by law.

3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the City.

If the Contractor considers any portion of any documents, data, or records submitted to the City to be confidential, proprietary, trade secret or otherwise not subject to disclosure pursuant to Chapter 119, Florida Statutes, the Florida Constitution, or other law, Contractor must simultaneously provide the City with a separate redacted copy of the information it claims as confidential and briefly describe in writing the grounds for claiming exemption from the public records law, including the specific statutory citation for such exemption. This redacted copy shall contain the Contract name and number, and it shall be clearly titled "Confidential." The redacted copy should only redact those portions of material that the Contractor claim are confidential, proprietary, trade secret or otherwise not subject to disclosure.

4. Upon completion of the contract, transfer, at no cost, to the City all public records in possession of the Contractor or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City

upon completion of the contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

5. Failure of the Contractor to provide the above described public records to the City within a reasonable time may subject Contractor to penalties under 119.10, Florida Statutes, as amended.

15. **E-VERIFY:** As a condition precedent to entering into this Contract, and in compliance with Section 448.095, Fla. Stat., Contractor and its subcontractors shall, register with and use the E-Verify system to verify work authorization status of all employees hired after January 1, 2021.

a. Contractor shall require each of its subcontractors to provide Contractor with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. Contractor shall maintain a copy of the subcontractor's affidavit as part of and pursuant to the records retention requirements of this Contract.

b. The City, Contractor, or any subcontractor who has a good

faith belief that a person or entity with which it is contracting has knowingly violated Section 448.09(1), Fla. Stat. or the provisions of this section shall terminate the contract with the person or entity.

c. The City, upon good faith belief that a subcontractor knowingly violated the provisions of this section, but Contractor otherwise complied, shall promptly notify Contractor and Contractor shall immediately terminate the contract with the subcontractor.

d. A termination of this Contract under the provisions of this section is not a breach of contract and may not be considered such. Any contract termination under the provisions of this section may be challenged pursuant to Section 448.095(2)(d), Fla. Stat. Contractor acknowledges that upon termination of this Contract by the City for a violation of this section by Contractor, Contractor may not be awarded a public contract for at least one (1) year. Contractor further acknowledges that Contractor is liable for any additional costs incurred by the City as a result of termination of any contract for a violation of this section.

e. Contractor or subcontractor shall insert in any subcontracts the clauses set forth in this section, including this subsection, requiring the subcontractors to include these clauses in any lower tier subcontracts. Contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in this section.

16. **Entire Agreement:** Incorporated herein, and made a part hereof, are

the Invitation to Bid (ITB-008-2021) and all addendum, and all attachments thereto, and the Contractor's response to the ITB. With those incorporations, this Contract constitutes the entire agreement between City and Contractor and supersedes all prior written or oral understandings. Should any term or condition of the documents referenced within this paragraph be found to conflict with a term or condition of this contract the term or condition of this contract shall prevail and be binding. This Contract may only be amended, supplemented, modified, or canceled by a duly executed written instrument adopted by resolution.

17. **Effective and Binding:** This Contract shall not become effective or binding upon City unless and until the City Council of City shall have authorized the Mayor of the City to execute the same by the adoption of an official resolution.

18. **Effective Date:** It is agreed by City and Contractor that the effective date is that date first written above.

*[Remainder of page left blank intentionally. Signature page to follow.]*

**IN WITNESS WHEREOF**, the parties hereto have made and executed this Contract as of the day and year first above written.

**CITY OF LAKE CITY, FLORIDA**

By: \_\_\_\_\_  
Stephen M. Witt, Mayor

ATTEST:

Approved as to form and legality:

By: \_\_\_\_\_  
Audrey Sikes, City Clerk

By: \_\_\_\_\_  
Frederick L. Koberlein, Jr.,  
City Attorney

**MECHANICAL SERVICES OF  
CENTRAL FLORIDA, INC.**

By: \_\_\_\_\_  
Deborah K Alazraki, Secretary

By: \_\_\_\_\_  
David Goerke, President

# **EXHIBIT A**

## INVITATION TO BID

ITB-008-2021

## HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES

City of Lake City  
205 N. Marion Ave.  
Lake City, FL 32055

RELEASE DATE: February 5, 2021

DEADLINE FOR QUESTIONS: February 24, 2021

RESPONSE DEADLINE: March 9, 2021, 2:00 pm

RESPONSES MUST BE SUBMITTED ELECTRONICALLY TO:

<https://secure.procurenow.com/portal/lcfla>



City of Lake City  
INVITATION TO BID  
HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES

I.	Introduction.....
II.	Instruction To Bidders.....
III.	Scope of Work and Related Requirements.....
IV.	Terms and Conditions .....
V.	Pricing Proposal .....
VI.	Vendor Questionnaire.....

Attachments:

A - HVAC Preventive Maintenance Checklist Sample

B - Pre Bid Meeting Attendees

## 1. INTRODUCTION

### 1.1. Summary

#### INVITATION TO BID

ITB-008-2021

Sealed bids will be accepted by the City of Lake City, Florida until Tuesday, March 9, 2021 at 2:00 pm, local time through the City's e-Procurement Portal, ProcureNow. Any bids received after the above time will not be accepted under any circumstances. Any uncertainty regarding the time a bid is received will be resolved against the Bidder. Bids will not be accepted through any other means. Bid opening will be promptly at 2:15 pm in the City Council Chambers located on the 2nd floor in City Hall, at which time all bids will be publicly opened and read aloud for the purchase and installation of:

#### HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES

Any deviation from the specifications must be explained in detail under "Clarifications and Exceptions", as part of the Bidder's Response, and each deviation must be itemized by number and must specifically refer to the applicable specification paragraph and page. Otherwise it will be considered that items offered are in strict compliance with these specifications and the successful Bidder will be held responsible for meeting the specification.

All questions related to this ITB shall be submitted in writing through the [ProcureNow](#) Question/Answer Tab via the City's e-Procurement portal, on or before, Question & Answer Submission Date by Question & Answer Submission Time. Please include the section title for each question, if applicable, in order to ensure that questions asked are responded to correctly.

All questions must be in writing and directed to the Procurement Director. All questions will be answered in writing. Any answers which may alter the scope of work will be answered in the form of addenda. Any and all addenda must be acknowledged through the City's e-Procurement Portal. Deadline for receiving questions is Wednesday, February 24, 2021 at 2:00 pm. Questions received after this date and time will not be considered.

Bidder may not withdraw his/her bid for a period of sixty (60) days following the opening of the responses.

The City of Lake City is exempt from State Use Tax, State Retail Tax and Federal Excise Tax. The bid price must be net, exclusive of taxes. Bidder's proposal must be dated, signed by authorized representative, title, firm name, address, and telephone number.

Local Vendor Preference: City of Lake City Administrative Policy #18 states that the bid of a resident of Columbia County, Florida will have a 5% preference over the bid submitted by any non-resident of Columbia County. A resident is defined as an individual whose primary residence is within Columbia County, Florida, a partnership whose principals are all residents of Columbia County, Florida, partnership or other business entity whose principal place of business is within Columbia County, Florida, or which maintains a full time business office open to the public within Columbia County, Florida. With these and

other contributing factors the City Council reserves the right to award a bid or contract in the best interest of the City.

Respondents to this solicitation or persons acting on their behalf may not contact, between the release of the solicitation and the end of the 72-hour period following the agency posting the notice of intended award, excluding Saturdays, Sundays, and city holidays, any employee or officer of the executive or legislative branch concerning any aspect of this solicitation, except in writing to the Procurement Department or as provided in the solicitation documents. Violation of this provision may be grounds for rejecting a response.

Any Bidder desirous of protesting a bid for any reason must file a written notice of bid protest with the City Manager's office within 72 hours following posting of notice of intended award. All protest will be in writing stating the bid being protested and the specific reason of the protest. All protest will be signed by the Protestor and include all detail for a complete and thorough review. The decision of the City Manager, after consultation with the City Attorney will be issued within five (5) working days of the receipt of the protest, unless additional time is agreed upon by all parties involved should circumstance warrant such a delay.

By submission of his/her bid, the Bidder certifies that:

1. The bid has been arrived at by the Bidder independently and has been submitted without collusion with any other vendor of materials, supplies, or equipment described in the Invitation to Bid.
2. The contents of the bid have not been communicated by the Bidder, his/her employees or agents, to his/her best knowledge and belief, to any person not an employee or agent of the Bidder or his surety in any bond furnished herewith and will not be communicated to any such person prior to the official opening of the bids.

The City of Lake City reserves the right to accept or reject any/all bids and to award the contract in the best interest of the City of Lake City, Florida.

CITY OF LAKE CITY, FLORIDA

Joseph Helfenberger

City Manager

## **1.2. Contact Information**

**Karen Nelmes**

Procurement Director

205 N. Marion Ave

Lake City, FL 32055

Email: [nelmesk@lcfla.com](mailto:nelmesk@lcfla.com)

Phone: [\(386\) 719-5818](tel:(386)719-5818)

**Department:**

Procurement

**1.3. [Timeline](#)**

**Release Project Date**

February 5, 2021

**Pre-Proposal Meeting (Mandatory)**

February 18, 2021, 9:30am

City Hall Council Chambers located at 205 North Marion Avenue, Lake City

**Question Submission Deadline**

February 24, 2021, 2:00pm

**Question Response Deadline**

February 25, 2021, 5:00pm

**Proposal Submission Deadline**

March 9, 2021, 2:00pm

## 2. INSTRUCTION TO BIDDERS

### 2.1. Overview

The City of Lake City is accepting bids for The City of Lake City is soliciting bids to obtain the services of a qualified contractor, having experience and qualifications in preventative maintenance and repair of commercial and industrial heating and air conditioning systems including furnishing of all labor, equipment, tools, materials, incidentals and the performing of all operations necessary as described in the bid. .

Bidders shall create a FREE account with ProcureNow by signing up at <https://secure.procurenow.com/signup>. Once you have completed account registration, browse back to this page, click on "Submit Response", and follow the instructions to submit the electronic response.

### 2.2. Pre-Bid Meeting

Mandatory Pre-bid and site visit will be held on Thursday, February 18, 2021 at City Hall Council Chambers located at 205 North Marion Avenue, Lake City at 9:30 am. Only those that attend will be allowed to submit a proposal.

### 2.3. Submittal Deadline

Bids shall be submitted via the City's e-Procurement Portal, ProcureNow, no later than Tuesday, March 9, 2021 at 2:00 pm. Late proposals shall not be accepted.

Bids must be submitted via the [City's e-Procurement Portal, ProcureNow](#) and may not be delivered orally, by facsimile transmission, or by other telecommunication or electronic means.

### 2.4. Questions

All questions related to this ITB shall be submitted in writing via the ProcureNow Question/Answer Tab via the [City's e-Procurement portal](#), on or before, Thursday, February 25, 2021 by 2:00 pm. All questions submitted and answers provided shall be electronically distributed via email to bidders following this solicitation on the City's e-Procurement Portal.

### 2.5. Addenda

Addenda notifications will be emailed to all persons on record as following this ITB.

### **3. SCOPE OF WORK AND RELATED REQUIREMENTS**

#### **3.1. General Scope of Work**

The City of Lake City is soliciting bids to obtain the services of a qualified contractor, having experience and qualifications in preventative maintenance and repair of commercial and industrial heating and air conditioning systems including furnishing of all labor, equipment, tools, materials, incidentals and the performing of all operations necessary as described in the bid.

The intent of this bid is to establish a relationship with a HVAC contractor that is capable of providing the full spectrum of services consisting of maintenance, repair and replacement of the heating, ventilating, air conditioning systems, subsystems, and components normally considered as part of an HVAC system and required for the proper functioning of that system according to standard industry practices and usage.

#### **3.2. Specifications**

There are two different types of work anticipated under this contract: 1) preventative maintenance and 2) general and emergency repairs to restore operation of the systems. Prospective bidders are being asked to provide costs for a fixed compensation preventative maintenance contract, which shall include compensation for all filters, belts, other related materials associated with the performance of preventative maintenance, labor, and overhead for each facility.

Compensation for general and emergency repairs to the systems will be on a time and material basis, with the scope of work to be mutually agreed upon by the City and the contractor. The contractor must be capable of making repairs or replacing equipment such as motors, pumps, pulleys, belts, compressors, gauges, instruments, filters, valves, piping, furnaces, boilers, or other appurtenances used to control the temperature, humidity, and air flow, and electrical lines, mechanical and control components are included.

The contractor shall furnish all labor, equipment, parts, and materials, to maintain and operate the respective HVAC systems in first class working order and operating condition at all times. The contractor shall provide the necessary transportation for workmen, materials, and equipment to fulfill the terms of the contract.

HVAC Preventative Maintenance Services shall be performed four times per year during the hours of 8:00 am through 4:00 pm and must be pre-scheduled and coordinated with each Department.

#### **3.3. Preventative Maintenance**

These specifications set forth specific, routine preventative maintenance activities that the City expects the contractor will perform on the HVAC systems serving City owned facilities. The prospective contractor shall provide a fixed quarterly compensation basis for performing this preventative work for each system identified. This fixed quarterly compensation shall include the cost for material, equipment, and overhead that are required to perform the preventative maintenance as specified in the checklist

#### **3.4. General Maintenance**

1. Check filters and change if needed (filters shall be supplied by the contractor)

2. Inspect the entire system
3. Check all controls including thermostats, and damper operators when necessary
4. Check operation and condition of all components
5. Adjust and check motors, starters, valves, drives, and accessories
6. Lubricate all moving parts, motors, bearings, etc., add compressor oil as needed
7. Clean spray nozzles and air-cooled condensers
8. Acid clean condenser and evaporator coils
9. Check for refrigerant leaks and recharge if needed.
10. Adjust and lubricate damper linkage
11. Inspect air dampers and damper motors
12. Check and adjust: Gas fired unit heaters, gas fired boiler, oil burners, heating equipment controls
13. Inspect all interconnecting refrigerant, condenser water and chilled water piping
14. Inspect all insulation on the equipment and refrigerant piping
15. Inspect all capacity, temperature, and safety devices which control the equipment
16. Inspect stream traps and manual service valves at the equipment
17. Inspect electric wiring from the starter to the motor
18. All refrigerants shall be recovered and recycled in accordance with all applicable federal, state and local regulations.
19. Verify operation of garage carbon monoxide and nitrous dioxide sensors.
20. Check/Monitor and respond to computer control alarms.
21. All belts shall be replaced annually and coil cleaning shall be performed annually
22. Inspect and clean condensation pans and lines
23. Inspect and adjust tension on all belts and replace when necessary
24. Inspect and adjust all relays, contactors, switches, and controls as required
25. Check and maintain compressor oil levels
26. Check and adjust thermostatic expansion valves as required
27. Inspect equipment for rust and corrosion
28. Check and inspect thermostat

29. Install gauges and monitor pressure drops across filter banks and replace when pressure drop exceeds acceptable levels.

30. Tighten all electrical connections

31. Check Freon charge and repair leaks if necessary

32. Once a year disassemble and clean Information Technology inside units at all locations.

32. Make each Department Head aware of any issues that arise during the quarterly inspections

### 3.5. Air Handler Unit

Dampers: Lubricate bearings; check for proper operation; adjust and calibrate; clean surfaces; tighten connections.

Filters: Clean and replace as required

Heating and Cooling Coils: Clean coils; check for leaks; inspect for corrosion

Motor: Inspect contacts and starter; check for vibration; tighten electrical connections; tighten mountings; lubricate motor

Fan: Clean and inspect; check for vibrations; check fan rotation

### 3.6. Air Cooled Condenser

Perform necessary startups and shutdowns

Motor: Inspect motor mounts and tighten; inspect coils and contacts; tighten electrical onnections; lubricate motor bearings

Fan: Check fan for alignment; check shaft for alignment; lubricate bearings; check for bearing temperature; check all belts/couplings; align couplings; tighten mounting bolts.

Condenser Coil: Clean all surfaces; comb bent fins; check for leaks; check for vibration

Frame: Check for damage; clean surface; treat for corrosion; tighten all bolts.

### 3.7. Air Compressor

Clean exterior of unit (note any leaks or hot marks); check oil levels in reservoir; make note of oil color; draw all water traps and lines for control circuits; check amp draw of motor under full load conditions; shut off discharge air (see that compressor unloads); make note of any unusual noises; check operations of electric water traps; check amp draw and bearing on oil cooler for dirt; check pressure drop across oil separator; check separator if drop is more than 8 PSI; change oil; change filter; inspect oil reservoir for cracks or leaks; every 2 years replace programmed control battery; wipe off equipment.

### 3.8. Preventative Maintenance Checklist

Contractor shall complete and provide checklist (see sample attached to this bid) after each scheduled quarterly maintenance, for all locations associated with this bid, has been completed. Preventative Maintenance Checklist shall then be approved by the Department Director or Designee, assigned to that



location, prior to payment being made and kept on file at each locations department within the City of Lake City.

### 3.9. General Repairs

Bidders are required to provide pricing for standard labor hours, evening and weekend labor hours, and holiday labor hours for the performance of repairs that are necessary to ensure that the heating, ventilating, and air conditioning systems operate in accordance with the manufacturer's specifications. It is expected that the general repair service will be available 24 hours a day, 7 days a week, year round. Bidders must also provide a mark-up percentage factor that they would apply to their cost of repair parts in determining the City's cost for the repair parts. General Repair estimates are to include time and material charges and must be approved in advance by Department Directors with a purchase order.

Providing additional repair services, modifications, project work and new installations are included in the scope, on an as needed basis. Repair estimates for additional or emergency repairs are to include time and materials charges and must be approved in advance by Department Directors with a Purchase Order. The City reserves the right to change the scope of duties, add sites, delete sites, or take other measures consistent with City policies, procedures, and/or act in other capacities in the best interest of the City.

### 3.10. Contractor's Minimum Requirements

Contractor must have a HVAC Commercial License, be an authorized Service Representative, been in business for a minimum of two (2) years, and be currently providing service for at least two (2) commercial accounts consisting of office, hospital, industrial, or other user space. The contractor shall submit a list of at least three (3) current references, including names, addresses, phone numbers, contact person(s), and current length of time serving each referenced customer. All Contractor's must be qualified and licensed under the laws, rules and regulations of the State of Florida and the City of Lake City, Florida to perform the work required by these contract documents.

### 3.11. Delivery

- a. All deliveries will be F.O.B. to destinations (departments) within the City of Lake City, Florida and with freight fully prepaid.
- b. Time of delivery is an important consideration in making the award and must be adhered to.
- c. The City of Lake City reserves the right to cancel any orders, or any part thereof without obligation if delivery is not made within the time specified. Any deliveries made after a cancellation of order(s) may be returned at the vendor's expense

### 3.12. Quality

All items must be new. Further, all items must be equal to or exceed specifications required herein.

### 3.13. Inspection, Identification and Acceptance

- a. Inspection and acceptance will be at FOB destination unless otherwise provided. Title to/or risk of loss or damage to all items shall be the responsibility of the successful bidder until acceptance by the buyer.

- b. The bidder shall file with the carrier all claims for breakage, imperfections and other losses.
- c. All material being delivered shall be marked legibly, in a conspicuous location, with the following information: Purchase Order Number, Quantity, and Vendor's Name
- d. If the order supplied to the City is found to be defective or does not conform to specifications, the City reserves the right to cancel the order upon written notice to the seller and return the product to the seller at the seller's expense

### 3.14. Rejected Items

Delivered items that do not fulfill all requirements will be rejected. Rejected items shall be removed and replaced promptly by the bidder at no cost to the City.

### 3.15. Audit Procedures

Invoices submitted by the bidder shall be in sufficient detail for a proper pre-audit and post-audit thereof.

### 3.16. Extra Work

The City, without invalidating this AGREEMENT, may order changes in the operation within the general scope of this AGREEMENT consisting of additions, deletions, or other revisions, price and time may be adjusted accordingly. All such changes in the AGREEMENT may be authorized by a written Change Order to the AGREEMENT and may be executed under the applicable conditions of the AGREEMENT. If the contractor plans to make a claim for an increase in the price or any changes in Product, machinery, or service, he/she must submit said change request in writing for approval or rejection.

### 3.17. Cancel Agreement

The City has the right to cancel this AGREEMENT for convenience in accordance with, but not limited to, the terms of default as specified herein. In any of the following events the City at any time hereafter shall have the right to immediately terminate the AGREEMENT.

In the event the contractor fails to keep and perform or shall violate any of the terms, covenants and conditions of the AGREEMENT on its part to be kept and performed, and the contractor shall not have cured or corrected such failure or violation within 10 days after written notice thereof shall have been given to the contractor; or immediately should the violation affect the health, safety and welfare of the contractor's employees, City employees or the public.

In the event the contractor shall, after 3-separate occasions during the term of this AGREEMENT, fail to keep and perform or shall violate any of the terms, covenants and conditions of this AGREEMENT, then the City has the right to terminate this AGREEMENT with no penalties to the City.

In the event the contractor shall cease to operate the business awarded herein, or shall vacate or abandon said premises or not service and maintain the HVAC systems, or if contractor allows his licenses or permits to expire without renewing as required, this AGREEMENT will be declared null and void.

### 3.18. Disposal of Waste

The successful Contractor shall be responsible for the daily disposal of all waste materials, debris, and any and all excess materials, containers, etc. at an off-site location in accordance with local, state and federal regulations. The City dumpsters are not to be used by the Contractor. Disposal of waste materials shall be in a proper manner in accordance with all environmental guidelines and regulations.

### 3.19. Warranty

1. The Contractor agrees that the goods furnished under any award resulting from this solicitation shall be covered by the most favorable commercial warranties the Contractor gives any customer for such goods and that the rights and remedies provided therein are in addition to and do not limit those available to the City of Lake City by any other clause of this solicitation. A copy of this warranty shall be furnished with the bid. At a minimum, all work shall be guaranteed by the Contractor against defects resulting from the use of inferior materials, equipment or workmanship for one (1) year from the date of final acceptance of the entire project by the City of Lake City in writing.
2. The Contractor warrants that, unless otherwise specified, all materials and equipment incorporated in this solicitation and under the contract shall be new, in first class condition, and in accordance with the ITB documents. The Contractor further warrants that all workmanship shall be of the highest quality and in accordance with contract documents and shall be performed by persons qualified at their respective trades. Defects discovered during the warranty period shall be corrected by the Contractor to the City of Lake City's satisfaction.

## 4. TERMS AND CONDITIONS

### 4.1. Licenses/Qualifications

All Contractor's must be qualified and licensed under the laws, rules and regulations of the State of Florida and the City of Lake City, Florida to perform the work required by these contract documents. Contractor's qualifications including equipment to be used for this project will be subject to review and approval by the City prior to award.

### 4.2. Insurance

1. Without limiting Contractor's indemnification, it is agreed that the successful Contractor will purchase at their expense and maintain in force at all times during the performance of services under this agreement the following insurance. Where specific limits are shown, it is understood that they must be the minimum acceptable limits. If successful Contractor's policy contains higher limits, the City of Lake City will be entitled to coverage to the extent of such higher limits. Certificates of Insurance must be furnished to the City naming the City of Lake City as additional insured. These certificates must provide a ten (10) calendar day notice to the City in the event of cancellation, non-renewal or a material change in the policy.
2. Statutory Workers Compensation insurance as required by the State of Florida.
3. Commercial General Liability insurance to provide coverage of not less than \$1,000,000.00 combined single limit per occurrence and annual aggregates where generally applicable and must include premises-operations, independent contractors, products/completed operations, broad form property damage, blanket contractual and personal injury endorsements.
4. Business Vehicle/Umbrella Liability insurance with a minimum limit of \$200,000 per occurrence, and \$300,000 for all claims arising out of the same incident or occurrence, for property damage and personal injury. Notice, these limits may change according to Florida law and the protections afforded to the City pursuant to sovereign immunity for liability.

### 4.3. Indemnity

Successful contractor will indemnify and hold Owner and Owner's agents harmless from any loss, cost, damage or injury sustained by any persons (s) as a result of the actions of employees or officers of the Contractor, subcontractors or suppliers.

### 4.4. Remedies

The City may, if it so elects, pursue any other remedies provided by law for the breach of this AGREEMENT or any of its terms, covenants, conditions, or stipulations. No right or remedy herein

conferred upon or reserved to the City or the contractor is intended to be exclusive of any other right or remedy, and each and every right and remedy given hereunder, or now or hereafter existing at law or at equity or by statute. The contractor is responsible for all damage or loss by fire, theft, vandalism or otherwise to their equipment, including their contents, materials, tools, equipment, and consumables, left on City property by the contractor, his/her employees, agents, subcontractors.

#### 4.5. Contract/Award

1. The successful Contractor will execute the contract within ten (10) calendar days following issuance of Notice of Award. Upon receipt of required documents, a Notice to Proceed will be issued.
2. Award shall be made to the most responsive responsible bidder.

#### 4.6. Payment

Payment will be based on: (a) City's acceptance of work, and (b) submitted evidence, if requested by the City, that all payrolls, materials, bills, and indebtedness connected with the work have been paid. The City may withhold an amount as may be necessary to pay such claims for labor and services rendered and materials involved with the work. Payment to Contractor will be made within thirty (30) calendar days of receipt of invoice, assuming there are no contested amounts with the invoice.

#### 4.7. Or Equal

Any manufacturers' names, trade names, brand names or catalogue numbers used in the specifications are for the purpose of describing and establishing general performance and quality levels. Such references are not intended to be restrictive. Bids are invited on these and comparable brands or products provided the quality of the proposed products meet or exceed the quality of the specifications listed for any item. All requests for "or equal" consideration must be received prior to the deadline for receiving questions.

#### 4.8. Experience/References

Bidders must provide a statement of qualifications and include with their proposal a minimum of Three (3) references for similar project in the last Five (5) years. The list of references must be submitted as a part of the bidder response as provided within the vendor questionnaire. All reference materials provided become the property of the City of Lake City and also become public record.

#### 4.9. Change Orders

1. Notify the City of Lake City of any conditions in the project area that are not addressed within the specifications that may require a change order.
2. Change orders to the scope of work or additional work requested by the City of Lake City must be in written form and initiated by the Contractor.

3. All changes or additions will be approved by the City of Lake City prior to work being initiated.

#### 4.10. Addendum

It will be the sole responsibility of the bidder to contact the Purchasing Department prior to submitting a bid to determine if any addenda have been issued, to obtain such addenda, and to acknowledge addenda with their bid. Failure to submit acknowledgement of any addendum that affects the bid price is considered a major irregularity and will be cause for rejection of the bid.

#### 4.11. Required Documents

The enclosed documents must be executed and returned with bid proposal or the proposal may be considered non-responsive. (Conflict of Interest Statement, Disputes Disclosure Form, Drug Free Workplace Certificate, Non-Collusion Affidavit of Proposer, References, Public Entity Crime Statement and E-Verify Affirmation Statement.

#### 4.12. Public Entity Crime

Public Entity Crimes – Section 287.133 (3) (n) of the Florida Statutes requires that a vendor/contractor submit a sworn statement concerning Public Entity crimes. Bidders are required to submit the enclosed form with their bid, failure to do so may be reason for rejection of bid.

#### 4.13. Employment Eligibility Verification (E-Verify)

In accordance with State of Florida, Office of the Governor, Executive Order 11-116 (superseding Executive Order 11-02; Verification of Employment Status), in the event performance of this Agreement is or will be funded using state or federal funds, the CONTRACTOR must comply with the Employment Eligibility Verification Program (“E-Verify Program”) developed by the federal government to verify the eligibility of individuals to work in the United States and 48 CFR 52.222-54 (as amended) is incorporated herein by reference. If applicable, in accordance with Subpart 22.18 of the Federal Acquisition Register, the CONTRACTOR must (1) enroll in the E-Verify Program, (2) use E-Verify to verify the employment eligibility of all new hires working in the United States, except if the CONTRACTOR is a state or local government, the CONTRACTOR may choose to verify only new hires assigned to the Agreement; (3) use E-Verify to verify the employment eligibility of all employees assigned to the Agreement; and (4) include these requirement in certain subcontracts, such as construction. Information on registration for and use of the E-Verify Program can be obtained via the internet at the Department of Homeland Security Web site: <http://www.dhs.gov/E-Verify>.

#### **4.14. [Public Record](#)**

The Owner is a public agency subject to Chapter 119, Florida Statutes. The Contractor shall comply with Florida's public records law. Specifically, the Contractor shall:

1. Keep and maintain public records required by the public agency to perform the service.
2. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the public agency.
4. Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency

**IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (386) 719-5826 OR (386) 719-5756, CITYCLERK@LCFLA.COM, CITY CLERKS OFFICE, 205 N MARION AVE., LAKE CITY, FL, 32055.**

#### **4.15. [Payment And Performance Bonds](#)**

Payment and performance bonds are not a requirement of this bid.

#### **4.16. [Additional Information](#)**

The City of Lake City reserves the right to request any additional information needed for clarification from any Bidder for evaluation purposes.

## 5. PRICING PROPOSAL

### HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES

#### Airport

Unit Model	Quantity	Quarterly	Quarterly Total	Annual Total	Comments
Airport FBO Outside West End Trane XL20I Comfortlink II Model # 4TTZ0060A1000AA Serial# 11253R7H1F	4	Quarterly			
Airport FBO Outside West End Trane XL20I Comfortlink II Model # 4TTZ0060A1000AA Serial# 11182SFN1F	4	Quarterly			
Airport FBO Outside West End Trane XL20I Comfortlink II Model # 4TTZ0060A1000AA Serial# 11253SKE1F	4	Quarterly			
Outside East End XB 14 Model# 4TTB4048E1000AB Serial# 11914MX2F	4	Quarterly			
Airport FBO Outside East End XB 14 Model# 4TTB4042E1000AB Serial# 11201RAP5F	4	Quarterly			
Airport FBO Outside East End XB 14 Model# 4TTB4048E1000AB Serial# 111914M62F	4	Quarterly			
Airport FBO Outside East End XB 14 Model# 4TTB4042E1000AB Serial# 11201RF65F	4	Quarterly			
Tower Roof Carrier Weathermaker Model # 50TCQA05A0A3A0 Serial # 4013C79540	4	Quarterly			
Tower 1st Floor Amana Model # PTC153G35AXXXAA Serial# 1406035732	4	Quarterly			
Tower 2nd Floor Cooper & Hunter Serial # 34076492802942802R0223	4	Quarterly			
Tower 3rd Floor Cooper & Hunter Serial # 34076492802942802R0137	4	Quarterly			
Hangar B1 Office Gree/Inverter Model # Inverter Multi 18HP 230V1AO Serial #3415GS00553	4	Quarterly			



Electric Vault Building LG Model #LSU090HXV Serial# MEZ66708802	4	Quarterly			
Jay's Hangar Daikin Inverter Inside Unit Model # FTXB18AXVJU S/N K021324 B/N 20622512	4	Quarterly			
Jays Hangar Outside Unit Model #RXB18AXVJU S/NK01751 B/N2014411	4	Quarterly			
FHP Hangar Goodmann Outside Unit Model #GSZ140361KE S/N 1907395250	4	Quarterly			
FHP Hangar Goodmann Inside Unit Model #ARUF37C14AD S/N 1907377784	4	Quarterly			
<b>TOTAL</b>					

## HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES

### CITY HALL

Unit Model	Quantity	Quarterly	Quarterly Total	Annual Total	Comments
City Hall Roof Top Trane Model # TWA120A300FB Serial# 5063LUTAD	4	Quarterly			
City Hall Roof Top Trane Model # 4WCC3060A3000AA Serial# 1033712097L	4	Quarterly			
City Hall Roof Top Carrier Model # 38ARQ008501 Serial# 3105G10141	4	Quarterly			
City Hall Roof Top Carrier Model # 38ARQ008501 Serial# 3105G10141	4	Quarterly			
City Hall Roof Top Carrier Model # Unknown Serial# unknown	4	Quarterly			
City Hall Roof Top Carrier Model # Unknown Serial# unknown	4	Quarterly			
City Hall Roof Top Carrier Model # Unknown Serial# unknown	4	Quarterly			
City Hall Roof Top Trane Model # 4TWR4036G1000AA Serial# 1831300H4F	4	Quarterly			

City Hall Roof Top Payne Model #PH13NR036-F Serial#1206X68787	4	Quarterly			
City Hall Roof Top Trane Model # 4TWR4036D1000AA Serial# 16063K82BF	4	Quarterly			
City Hall Roof Top Trane Model # 4TWR4042G1000AA Serial# 16165JHKBF	4	Quarterly			
City Hall Roof Top Carrier Model # 38TH018300 Serial# 0590E13404	4	Quarterly			
City Hall Roof Top Trane Model # 4TWR4060G1000AA Serial# 16215C8A2F	4	Quarterly			
City Hall Roof Top Carrier Mini Split # Model 38BNB024311 Serial# Unknown	4	Quarterly			
<b>TOTAL</b>					

## HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES

### INFORMATION TECHNOLOGY

Unit Model	Quantity	Quarterly	Quarterly Total	Annual Total	Comments
Police Department 1st Floor Inside Unit Mitsubishi Model #MSYGA24NA Serial #0001072	4	Quarterly			
Police Department 1st Floor Outside Unit Mitsubishi Model #MUY-GE24NA Serial #0000902T	4	Quarterly			
Police Department 2nd floor Radio room, located behind the 2nd floor kitchen. Inside Unit Mitsubishi Model #MSY-GE24NA Serial # 0001747	4	Quarterly			
Police Department 2nd floor Radio room, located behind the 2nd floor kitchen. Inside Unit Mitsubishi Model #MUY-GA24NA Serial # 0001036T	4	Quarterly			
2nd floor Datacenter, located across from the training room Inside Unit Odyssey Model #TWE061E100AA Serial #10392U6MBA	4	Quarterly			

Outside Unit 1 Trane Model #4TTB4030E1000AA Serial #10523PTA5F	4	Quarterly			
Outside Unit 2Trane Model #4TTB4030E1000AA Serial #10523RCD5F	4	Quarterly			
KWRF Inside Unit Gree Model # V1R12HP230V1AH Serial # 5115GS00711	4	Quarterly			
KWRF Outside Unit Gree Model # V1R12HP230V1AO Serial # 2616GS04923	4	Quarterly			
WTP Inside Unit Mitsubishi Model # MSZ- GE12NA Serial # 3005735	4	Quarterly			
WTP Outside Unit Mitsubishi Model #MUY- GE12NA Serial # 3000881	4	Quarterly			
FHP Tower Site Inside Unit Mitsubishi Model #MSY-GE18NA Serial #2000816	4	Quarterly			
FHP Tower Site Outside Unit Mitsubishi Model #MUY-GE18NA Serial #1000669	4	Quarterly			
<b>TOTAL</b>					

## HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES

### NATURAL GAS DEPARTMENT

Unit Model	Quantity	Quarterly	Quarterly Total	Annual Total	Comments
Downstairs Trane Model #TEM4A0C42S41SBA serial 19033WAW3V	4	Quarterly			
Upstairs Trane model #TEM4A0C42S41SB serial 19182G063V	4	Quarterly			
<b>TOTAL</b>					

## HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES

### PUBLIC WORKS

Unit Model	Quantity	Quarterly	Quarterly Total	Annual Total	Comments
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Front of Bldg Seer Goodman 2007 Model # GSC130421AC Serial# 0703556737	4	Quarterly			
Rear of Bldg Trane 3.5 TON 2012 Model # 4TWB3042B1000BA Serial# 12231S6C4F	4	Quarterly			
Rear of Bldg Radco Model # PH10JA018-E Serial# 4603E13331	4	Quarterly			
<b>TOTAL</b>					

## HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES

### RECREATION

Unit Model	Quantity	Quarterly	Quarterly Total	Annual Total	Comments
Teen Town Office AMANA Model # RHA 24B2D Serial# 0202104866	4	Quarterly			
Teen Town Bldg Rheem Model # RPWL-120CAZ Serial# F401400938	4	Quarterly			
Girls Club New Bldg (left) TRANE X1000 Model # TWRO60D100A2 Serial# Z3215EM2F	4	Quarterly			
Girls Club New Bldg (right) (No Name) Model # PH13NRO60-H Serial# 3908X70355	4	Quarterly			
Girls Club Old Bldg (left) Trane Runtru Model # A4HT4060A1000AA Serial# 20334T761F	4	Quarterly			
Girls Club Old Bldg (right) Trane Runtrue Model # A4HT4060A1000AA Serial# 20322KF91F	4	Quarterly			
<b>TOTAL</b>					

## HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES

### UTILITY ANNEX

Unit Model	Quantity	Quarterly	Quarterly Total	Annual Total	Comments
Utility Annex East Unit American Standard Model # TWA090A300DA Serial # Z042KLWAH	4	Quarterly			
Utility Annex Middle Unit Trane/American Standard Model # TWA090D30RAA Serial # 110248ASYA	4	Quarterly			
Utility Annex West Unit American Standard Model # TWA090D300DA Serial # Z205XPXAH	4	Quarterly			
Executive Office Grandaire Model # WJH342000KTP0A2 Serial # C133896299	4	Quarterly			
<b>TOTAL</b>					

## HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES

### WASTEWATER TREATMENT PLANT

Unit Model	Quantity	Quarterly	Quarterly Total	Annual Total	Comments
WWTP Admin Bldg American Standard (Trane) Model # 4TTA3048A4000BA Serial # 10294TA05F	4	Quarterly			
WWTP Operations Bldg American Standard (Trane) Model # 4WCC3060A000AA Serial # 9321H299H	4	Quarterly			
WWTP Effluent Bldg Bard Manufacturing Co. Model # W36A1-B06 Serial # 310F122904297-02	4	Quarterly			
WWTP RAS Bldg Carrier Model # 24ABB360A006201 Serial # 1613E27224	4	Quarterly			
KWRF Operations Bldg Trane Model # TWE090E3R3AA Serial # 16054593BA	4	Quarterly			
KWRF Operations Bldg Trane Model # TWE090E3R3AA Serial # 16031UDJBA	4	Quarterly			

KWRF Electrical Bldg Bard Manufacturing Co. Model # W60L2 - A0ZXPXXXJ Serial # 324M133065642-02	4	Quarterly			
SW Reuse (PAR) Bard Manufacturing Co Model # WA602-C15BW4XXJ Serial # 155J092636738-02	4	Quarterly			
Sprayfield Control Room Goodman Manufacturing Co. Model # GSC130241AE Serial # 0706151145	4	Quarterly			
Sprayfield Office Goodman Manufacturing Co. Model # GSH130361AD Serial #0707546866	4	Quarterly			
<b>TOTAL</b>					

### HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES

#### WATER TREATMENT PLANT

Unit Model	Quantity	Quarterly	Quarterly Total	Annual Total	Comments
Admin Bldg Carrier Model# 38AKS028---601 Serial #1106Q04049	4	Quarterly			
Ozone Bldg/Gen1 Carrier Model# 25HCO342A003101 Serial# 0114E02886	4	Quarterly			
Ozone Bldg/Gen2 Trane Model# 2TTB3030A1000AA Serial# 55058UX3F	4	Quarterly			
MCC Room CU1 Carrier Model# 38ARS012—C511 Serial# 1406G40104	4	Quarterly			
MCC Room CU1 Carrier Model# 38ARS012—C511 Serial# 1406G40105	4	Quarterly			
<b>TOTAL</b>					

### HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES

#### REGULAR WORKING HOURS

EMPLOYEE	PER HOUR	HOURLY PAY	Comments
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SERVICE MECHANIC	HOURLY PAY		
HELPER ( If Needed)	HOURLY PAY		
DUCT MECHANIC	HOURLY PAY		
HELPER (If Needed)	HOURLY PAY		

### HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES

OVERTIME HOURS - MONDAY THROUGH FRIDAY 5:01PM TO 7:59AM SATURDAY, SUNDAY AND  
HOLIDAYS

EMPLOYEE	PER HOUR	HOURLY PAY	Comments
SERVICE MECHANIC	HOURLY PAY		
HELPER ( If Needed)	HOURLY PAY		
DUCT MECHANIC	HOURLY PAY		
HELPER (If Needed)	HOURLY PAY		

## 6. **VENDOR QUESTIONNAIRE**

### 6.1. References\*

As per the [Terms and Conditions](#), please provide the company name, address, contact person, telephone number and length of time services, using the following format, of at least three (3) client/customer references.

**\*Note: only list those client/customers in which a similar type of equipment/product of scope of work/service was provided.**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Business Phone #: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Email: \_\_\_\_\_

Length of time services provided: \_\_\_\_\_

\*Response required

### 6.2. Title and Organization\*

Please provide your title and organization's name.

\*Response required

### 6.3. Local Office\*

Please provide the city and state for your local office. If you do not have a local office, please type "N/A".

\*Response required

### 6.4. Principal Office\*

Please provide the city and state for your Principal Office.

\*Response required

### 6.5. Conflict of Interest Statement\*

1. The above named entity is submitting a Bid for the City of Lake City ITB-008-2021 described as HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES.
2. The Affiant has made diligent inquiry and provides the information contained in the Affidavit based upon his/her own knowledge.



3. The Affiant states that only one submittal for the above proposal is being submitted and that the above named entity has no financial interest in other entities submitting proposals for the same project.
4. Neither the Affiant nor the above named entity has directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraints of free competitive pricing in connection with the entity's submittal for the above proposal. This statement restricts the discussion of pricing data until the completion of negotiations if necessary and execution of the Contract for this project.
5. Neither the entity nor its affiliates, nor anyone associated with them, is presently suspended or otherwise ineligible from participation in contract letting by any local, State, or Federal Agency.
6. Neither the entity nor its affiliates, nor anyone associated with them have any potential conflict of interest due to any other clients, contracts, or property interests for this project.
7. I certify that no member of the entity's ownership or management is presently applying for an employee position or actively seeking an elected position with the City of Lake City.
8. I certify that no member of the entity's ownership or management, or staff has a vested interest in any aspect of the City of lake City.
9. In the event that a conflict of interest is identified in the provision of services, I, on behalf of the above named entity, will immediately notify the City of Lake City.

☐ Please confirm

\*Response required

#### 6.6. [Disputes Disclosure Form\\*](#)

Please select all that pertain to your organization. To answer yes, click on the options that pertain to your organization.

*Select all that apply*

☐ Has your firm or any of its officers, received a reprimand of any nature or been suspended by the Department of Professional Regulations or any other regulatory agency or professional association within the last five (5) years?

☐ Has your firm, or any member of your firm, been declared in default, terminated or removed from a contract or job related to the services your firm provides in the regular course of business within the last five (5) years?

☐ Has your firm had against it or filed any request for equitable adjustment, contract claims, bid protest, or litigation in the past five (5) years that is related to the services your firm provides in the regular course of business?

☐ None

\*Response required

#### 6.7. Disputes Disclosure Form - Explanation\*

If you answered yes for any in the previous question, state the nature of the request for equitable adjustment, contract claim, litigation, or protest, and state a brief description of the case, the outcome or status of the suit and the monetary amounts or extended contract time involved. If you selected none, please type "N/A".

\*Response required

#### 6.8. Disputes Disclosure Form - Acknowledgement\*

I hereby certify that all statements made are true and agree and understand that any misstatement or misrepresentation or falsification of facts shall be cause for forfeiture of rights for further consideration of this proposal for the City of Lake City.

☐ Please confirm

\*Response required

#### 6.9. Drug Free Workplace Certificate\*

I, the undersigned, in accordance with Florida Statute 287.087, hereby certify that, as an authorized signatory on behalf of our organization, publishes a written statement notifying that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace named above, and specifying actions that will be taken against violations of such prohibition.

- Informs employees about the dangers of drug abuse in the work place, the firm's policy of maintaining a drug free working environment, and available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug use violations.
- Gives each employee engaged in providing commodities or contractual services that are under bid or proposal, a copy of the statement specified above.
- Notifies the employees that as a condition of working on the commodities or contractual services that are under bid or proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, plea of guilty or nolo contendere to, any violation of Chapter 1893, of any controlled substance law of the State of Florida or the United States, for a violation occurring in the work place, no later than five (5) days after such conviction, and requires employees to sign copies of such written (\*) statement to acknowledge their receipt.
- Imposes a sanction on, or requires the satisfactory participation in, a drug abuse assistance or rehabilitation program, if such is available in the employee's community, by any employee who is so convicted.

- Makes a good faith effort to continue to maintain a drug free work place through the implementation of the drug free workplace program.

“As a person authorized to sign this statement, I certify that the above named business, firm or corporation complies fully with the requirements set forth herein”.

☐ Please confirm

\*Response required

#### 6.10. Non-Collusion Affidavit\*

1. By submitting a response to this solicitation, the Bidder Acknowledges that he/she is authorized to submit the attached response on behalf of their organization for:  
ITB-008-2021, HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES;
2. He/She is fully informed respecting the preparation and contents of the attached proposal and of all pertinent circumstances respecting such proposal;
3. Such Proposal is genuine and is not a collusive or sham proposal;
4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, connived, or agreed, directly or indirectly, with any other Bidder, firm or person to submit a collusive or sham Proposal in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm, or person to fix the price or prices in the attached proposal or any other Bidder, or to fix any overhead, profit or cost element of the proposal price or the proposal price of any other Bidder, or to secure through any collusion, connivance, or unlawful agreement any advantage against the City of Lake City, Florida or any person interested in the proposed Contract; and;
5. The price or prices quoted in the attached proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

☐ Please confirm

\*Response required

#### 6.11. E-Verify Affirmation Statement\*

ITB-008-2021-HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES

Contractor/Proposer/Bidder acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of,

(a) all persons employed by Contractor/Proposer/Bidder to perform employment duties within Florida during the term of the Contract, and,

(b) all persons (including subcontractors/vendors) assigned by Contractor/Proposer/Bidder to perform work pursuant to the Contract.

The Contractor/Proposer/Bidder acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the Contract is a condition of the Contract.

☐ Please confirm

\*Response required

#### 6.12. Bidder's Checklist\*

By submitting a response to this solicitation, the bidder acknowledges that they have read, understand and agree to all requirements and that they have completed in their entirety all required documents and/or attachments as a part of their bid submission.

☐ Please confirm

\*Response required

#### 6.13. Clarifications and Exceptions\*

Please explain in detail any deviation from the specifications. Each deviation must be itemized by number and must specifically refer to the applicable specification. Otherwise it will be considered that items offered are in strict compliance with these specifications and the successful Bidder will be held responsible for meeting the specification. If there will not be any deviation, please type "N/A".

\*Response required

#### 6.14. Sworn Statement Under Section 287.133(3)(n), Florida Statutes on Public Entity Crimes

##### 6.14.1. Federal Identification No. (FEID)\*

Please provide your FEIN number here.

\*Response required

##### 6.14.2. Acknowledgments\*

1. This sworn statement is submitted with ITB-008-2021.
2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to, and directly related to, the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy or material misrepresentations.

3. I understand that “convicted” or “conviction” as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an “affiliate” as defined in Paragraph 287.133(1)(a), Florida Statutes means:
  1. A predecessor or successor of a person convicted of a public entity crime; or
  2. an entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term “affiliate” includes those officers, directors, executives, partners, shareholders, employees, members and agents who are active in the management of an affiliate. The Ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm’s length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
5. I understand that a “person” as defined in Paragraph 287.133(1)(c), Florida Statutes, means any natural person or entity organized under the laws of any state of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term “person” includes those officers, directors, executives, partners, shareholders, employees, members and agents who are active in management of an entity.

☐ Please confirm

\*Response required

**6.14.3. *Please indicate which statement applies.\****

Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement.

*Select all that apply*

☐ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members or agents who are active in management of the entity, nor any affiliate of the entity have been charged with or convicted of a public entity crime subsequent to July 1, 1989.

☐ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members or agents who are active in management of the entity, or

an affiliate of the entity has been charged with, and convicted of a public entity crime subsequent to July 1, 1989, and (Please indicate which additional statement applies - option 3, 4 or 5))

☐ There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order)

☐ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order)

☐ The person or affiliate has not been placed on the convicted vendor list. (Please describe any action taken by, or pending with, the Department of General Services)

\*Response required

#### *6.14.4. Required Documents*

Please upload your Final Order if you selected Option 3 or Option 4 above.

#### *6.14.5. Describe Action Taken*

Please describe any action taken by, or pending with, the Department of General Services, if you selected Option 5 above.

### 6.15. Cost plus mark-up

#### *6.15.1. What is cost plus \_\_\_\_% mark-up?\**

Enter your percentage here

\*Response required



ITB-008-2021 HVAC Repair & Preventative Maintenance Services  
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Airport Units

Page 1

		Air Mechanical & Service Corp 4311 W Ida Street Tampa, FL 33614 (813) 363-2162			Bill Williams Air Conditioning & Heating, Inc 3562 Lenox Avenue Jacksonville, FL 32254 (904) 387-0491			ClimatePros LLC 700 Fentess Blvd. Daytona Beach, FL 32114 (689) 212-2343			MSI-Certified Air Contractors 4505 Marquette Avenue Jacksonville, FL 32210 (904) 788-6034			Siemens 8940 Western Way Suite 1 Jacksonville, FL 32256 (800) 892-0288		
Description	Unit of Measure	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total
Airport FBO Outside West End Trane XL20I Comfortlink II Model # 4TTZ0060A1000AA Serial# 11253R7H1F	Quarterly	4	\$100.88	\$403.52	4	\$190.00	\$760.00	4	\$83.20	\$332.80	4	\$25.50	\$102.00	4	\$186.00	\$744.00
Airport FBO Outside West End Trane XL20I Comfortlink II Model # 4TTZ0060A1000AA Serial# 11182SFN1F	Quarterly	4	\$100.88	\$403.52	4	\$190.00	\$760.00	4	\$83.20	\$332.80	4	\$25.50	\$102.00	4	\$186.00	\$744.00
Airport FBO Outside West End Trane XL20I Comfortlink II Model # 4TTZ0060A1000AA Serial# 11253SKE1F	Quarterly	4	\$100.88	\$403.52	4	\$190.00	\$760.00	4	\$83.20	\$332.80	4	\$25.50	\$102.00	4	\$186.00	\$744.00
Outside East EndXB 14 Model# 4TTB4048E1000AB Serial# 11914MX2F	Quarterly	4	\$100.88	\$403.52	4	\$180.00	\$720.00	4	\$83.20	\$332.80	4	\$25.50	\$102.00	4	\$186.00	\$744.00
Airport FBO Outside East EndXB 14 Model# 4TTB4042E1000AB Serial# 11201RAP5F	Quarterly	4	\$100.88	\$403.52	4	\$180.00	\$720.00	4	\$83.20	\$332.80	4	\$25.50	\$102.00	4	\$186.00	\$744.00
Airport FBO Outside East EndXB 14 Model# 4TTB4048E1000AB Serial# 111914M62F	Quarterly	4	\$100.88	\$403.52	4	\$180.00	\$720.00	4	\$83.20	\$332.80	4	\$25.50	\$102.00	4	\$186.00	\$744.00
Airport FBO Outside East EndXB 14 Model# 4TTB4042E1000AB Serial# 11201RF65F	Quarterly	4	\$100.88	\$403.52	4	\$180.00	\$720.00	4	\$83.20	\$332.80	4	\$25.50	\$102.00	4	\$186.00	\$744.00
Tower RoofCarrier Weathermaker Model # 50TCQA05A0A3AO Serial # 4013C79540	Quarterly	4	\$100.88	\$403.52	4	\$180.00	\$720.00	4	\$83.20	\$332.80	4	\$25.50	\$102.00	4	\$186.00	\$744.00
Tower1st FloorAmana Model # PTC153G35AXXXAA Serial# 1406035732	Quarterly	4	\$100.88	\$403.52	4	\$110.00	\$440.00	4	\$83.20	\$332.80	4	\$11.50	\$46.00	4	\$186.00	\$744.00
Tower2nd FloorCooper & Hunter Serial # 34076492802942802R0223	Quarterly	4	\$100.88	\$403.52	4	\$110.00	\$440.00	4	\$83.20	\$332.80	4	\$11.50	\$46.00	4	\$186.00	\$744.00
Tower3rd FloorCooper & Hunter Serial # 34076492802942802R0137	Quarterly	4	\$100.88	\$403.52	4	\$110.00	\$440.00	4	\$83.20	\$332.80	4	\$11.50	\$46.00	4	\$186.00	\$744.00
Hangar B1OfficeFree/Inverter Model # Inverter Multi 18HP 230V1AO Serial #3415GS00553	Quarterly	4	\$100.88	\$403.52	4	\$110.00	\$440.00	4	\$83.20	\$332.80	4	\$11.50	\$46.00	4	\$186.00	\$744.00
Electric VaultBuildingLG Model #LSU090HXV Serial# MEZ66708802	Quarterly	4	\$100.88	\$403.52	4	\$75.00	\$300.00	4	\$83.20	\$332.80	4	\$11.50	\$46.00	4	\$186.00	\$744.00
Jay's Hangar Daikin Inverter Inside Unit Model # FTXB18AXVJU S/N K021324 B/N 20622512	Quarterly	4	\$100.88	\$403.52	4	\$75.00	\$300.00	4	\$83.20	\$332.80	4	\$11.50	\$46.00	4	\$186.00	\$744.00
Jays Hangar Outside Unit Model #RXB18AXVJU S/NK01751 B/N2014411	Quarterly	4	\$100.88	\$403.52	4	\$75.00	\$300.00	4	\$83.20	\$332.80	4	\$11.50	\$46.00	4	\$186.00	\$744.00
FHP Hangar Goodmann Outside Unit Model #GSZ140361KE S/N 1907395250	Quarterly	4	\$100.88	\$403.52	4	\$75.00	\$300.00	4	\$83.20	\$332.80	4	\$11.50	\$46.00	4	\$186.00	\$744.00
FHP Hangar Goodmann Inside Unit Model #ARUF37C14AD S/N 1907377784	Quarterly	4	\$100.88	\$403.52	4	\$75.00	\$300.00	4	\$83.20	\$332.80	4	\$11.50	\$46.00	4	\$186.00	\$744.00
Total				\$6,859.84			\$9,140.00			\$5,657.60			\$1,230.00			\$12,648.00

Recommendation: MSI - Certified Air Contractors (see page 6 for Annual Totals)





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City Hall Units		Air Mechanical & Service Corp			Bill Williams Air Conditioning & Heating, Inc			ClimatePros LLC			MSI-Certified Air Contractors			Siemens		
Description	Unit of Measure	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total
City Hall Roof Top Trane Model # TWA12OA300FB Serial# 5063LUTAD	Quarterly	4	\$100.88	\$403.52	4	\$160.00	\$640.00	4	\$75.52	\$302.08	4	\$25.50	\$102.00	4	\$186.00	\$744.00
City Hall Roof Top Trane Model # 4WCC3060A3000AA Serial# 1033712097L	Quarterly	4	\$100.88	\$403.52	4	\$160.00	\$640.00	4	\$75.52	\$302.08	4	\$25.50	\$102.00	4	\$186.00	\$744.00
City Hall Roof Top Carrier Model # 38ARQ008501 Serial# 3105G10141	Quarterly	4	\$100.88	\$403.52	4	\$160.00	\$640.00	4	\$75.52	\$302.08	4	\$25.50	\$102.00	4	\$186.00	\$744.00
City Hall Roof Top Carrier Model # 38ARQ008501 Serial# 3105G10141	Quarterly	4	\$100.88	\$403.52	4	\$160.00	\$640.00	4	\$75.52	\$302.08	4	\$25.50	\$102.00	4	\$186.00	\$744.00
unknown	Quarterly	4	\$100.88	\$403.52	4	\$160.00	\$640.00	4	\$75.52	\$302.08	4	\$25.50	\$102.00	4	\$186.00	\$744.00
unknown	Quarterly	4	\$100.88	\$403.52	4	\$160.00	\$640.00	4	\$75.52	\$302.08	4	\$25.50	\$102.00	4	\$186.00	\$744.00
unknown	Quarterly	4	\$100.88	\$403.52	4	\$160.00	\$640.00	4	\$75.52	\$302.08	4	\$25.50	\$102.00	4	\$186.00	\$744.00
City Hall Roof Top Trane Model # 4TWR4036G1000AA Serial# 1831300H4F	Quarterly	4	\$100.88	\$403.52	4	\$160.00	\$640.00	4	\$75.52	\$302.08	4	\$25.50	\$102.00	4	\$186.00	\$744.00
City Hall Roof Top Payne Model #PH13NR036-F Serial#1206X68787	Quarterly	4	\$100.88	\$403.52	4	\$160.00	\$640.00	4	\$75.52	\$302.08	4	\$25.50	\$102.00	4	\$186.00	\$744.00
City Hall Roof Top Trane Model # 4TWR4036D1000AA Serial# 16063K82BF	Quarterly	4	\$100.88	\$403.52	4	\$160.00	\$640.00	4	\$75.52	\$302.08	4	\$25.50	\$102.00	4	\$186.00	\$744.00
City Hall Roof Top Trane Model # 4TWR4042G1000AA Serial# 16165JHKBF	Quarterly	4	\$100.88	\$403.52	4	\$160.00	\$640.00	4	\$75.52	\$302.08	4	\$25.50	\$102.00	4	\$186.00	\$744.00
City Hall Roof Top Carrier Model # 38TH018300 Serial# 0590E13404	Quarterly	4	\$100.88	\$403.52	4	\$160.00	\$640.00	4	\$75.52	\$302.08	4	\$25.50	\$102.00	4	\$186.00	\$744.00
City Hall Roof Top Trane Model # 4TWR4060G1000AA Serial# 16215C8A2F	Quarterly	4	\$100.88	\$403.52	4	\$160.00	\$640.00	4	\$75.52	\$302.08	4	\$25.50	\$102.00	4	\$186.00	\$744.00
City Hall Roof Top Carrier Mini Split # Model 38BNB024311 Serial# Unknown	Quarterly	4	\$100.88	\$403.52	4	\$110.00	\$440.00	4	\$75.52	\$302.08	4	\$25.50	\$102.00	4	\$186.00	\$744.00
Total		\$5,649.28			\$8,760.00			\$4,229.12			\$1,428.00			\$10,416.00		





**ITB-008-2021 HVAC Repair & Preventative Maintenance Services**  
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IT Units		Page 3	Air Mechanical & Service Corp			Bill Williams Air Conditioning & Heating, Inc			ClimatePros LLC			MSI-Certified Air Contractors			Siemens				
Description	Unit of Measure	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total			
Police Department 1st Floor Inside Unit Mitsubishi Model #MSYGA24NA Serial #0001072	Quarterly	4	\$100.88	\$403.52	4	\$75.00	\$300.00	4	\$78.00	\$312.00	4	\$11.50	\$46.00	4	\$186.00	\$744.00			
Police Department 1st Floor Outside Unit Mitsubishi Model #MUY-GE24NA Serial #0000902T	Quarterly	4	\$100.88	\$403.52	4	\$75.00	\$300.00	4	\$78.00	\$312.00	4	\$11.50	\$46.00	4	\$186.00	\$744.00			
Police Department 2nd floor Radio room, located behind the 2nd floor kitchen. Inside Unit Mitsubishi Model #MSY-GE24NA Serial # 0001747	Quarterly	4	\$100.88	\$403.52	4	\$75.00	\$300.00	4	\$78.00	\$312.00	4	\$11.50	\$46.00	4	\$186.00	\$744.00			
Police Department 2nd floor Radio room, located behind the 2nd floor kitchen. Inside Unit Mitsubishi Model #MUY-GA24NA Serial # 0001036T	Quarterly	4	\$100.88	\$403.52	4	\$75.00	\$300.00	4	\$78.00	\$312.00	4	\$11.50	\$46.00	4	\$186.00	\$744.00			
2nd floor Datacenter, located across from the training room Inside Unit Odyssey Model #TWE061E100AA Serial #10392U6MBA	Quarterly	4	\$100.88	\$403.52	4	\$150.00	\$600.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$227.00	\$908.00			
Outside Unit 1 Trane Model #4TTB4030E1000AA Serial #10523PTA5F	Quarterly	4	\$100.88	\$403.52	4	\$110.00	\$440.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00			
Outside Unit 2Trane Model #4TTB4030E1000AA Serial #10523RCD5F	Quarterly	4	\$100.88	\$403.52	4	\$110.00	\$440.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00			
KWRF Inside Unit Gree Model # V1R12HP230V1AH Serial # 5115GS00711	Quarterly	4	\$100.88	\$403.52	4	\$60.00	\$240.00	4	\$78.00	\$312.00	4	\$23.00	\$92.00	4	\$186.00	\$744.00			
KWRF Outside UnitGree Model # V1R12HP230V1AO Serial # 2616GS04923	Quarterly	4	\$100.88	\$403.52	4	\$60.00	\$240.00	4	\$78.00	\$312.00	4	\$23.00	\$92.00	4	\$186.00	\$744.00			
WTP Inside Unit Mitsubishi Model # MSZ-GE12NA Serial # 3005735	Quarterly	4	\$100.88	\$403.52	4	\$60.00	\$240.00	4	\$78.00	\$312.00	4	\$23.00	\$92.00	4	\$186.00	\$744.00			
WTP Outside Unit Mitsubishi Model #MUY-GE12NA Serial # 3000881	Quarterly	4	\$100.88	\$403.52	4	\$60.00	\$240.00	4	\$78.00	\$312.00	4	\$23.00	\$92.00	4	\$186.00	\$744.00			
FHP Tower Site Inside Unit Mitsubishi Model #MSY-GE18NA Serial #2000816	Quarterly	4	\$100.88	\$403.52	4	\$60.00	\$240.00	4	\$78.00	\$312.00	4	\$23.00	\$92.00	4	\$186.00	\$744.00			
FHP Tower Site Outside Unit Mitsubishi Model #MUY-GE18NA Serial #1000669	Quarterly	4	\$100.88	\$403.52	4	\$60.00	\$240.00	4	\$78.00	\$312.00	4	\$23.00	\$92.00	4	\$186.00	\$744.00			
Total				\$5,245.76				\$4,120.00				\$4,056.00				\$1,042.00			\$9,836.00



ITB-008-2021 HVAC Repair & Preventative Maintenance Services  
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Description	Unit of Measure	Air Mechanical & Service Corp			Bill Williams Air Conditioning & Heating, Inc			ClimatePros LLC			MSI-Certified Air Contractors			Siemens		
		Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total
Downstairs Trane Model #TEM4A0C42S41SBA serial 19033WAW3V	Quarterly	4	\$100.88	\$403.52	4	\$140.00	\$560.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00
Upstairs Trane model #TEM4A0C42S41SB serial 19182G063V	Quarterly	4	\$100.88	\$403.52	4	\$140.00	\$560.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00
Total				\$807.04			\$1,120.00			\$624.00			\$204.00			\$1,488.00

Description	Unit of Measure	Air Mechanical & Service Corp			Bill Williams Air Conditioning & Heating, Inc			ClimatePros LLC			MSI-Certified Air Contractors			Siemens		
		Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total
Front of Bldg Seer Goodman 2007 Model # GSC130421AC Serial# 0703556737	Quarterly	4	\$100.88	\$403.52	4	\$140.00	\$560.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00
Rear of Bldg Trane 3.5 TON 2012 Model # 4TWB3042B1000BA Serial# 12231S6C4F	Quarterly	4	\$100.88	\$403.52	4	\$140.00	\$560.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00
Rear of Bldg Radco Model # PH10JA018-E Serial# 4603E13331	Quarterly	4	\$100.88	\$403.52	4	\$140.00	\$560.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00
Total				\$1,210.56			\$1,680.00			\$936.00			\$306.00			\$2,232.00

Description	Unit of Measure	Air Mechanical & Service Corp			Bill Williams Air Conditioning & Heating, Inc			ClimatePros LLC			MSI-Certified Air Contractors			Siemens		
		Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total
Teen Town Office AMANA Model # RHA 24B2D Serial# 0202104866	Quarterly	4	\$100.88	\$403.52	4	\$140.00	\$560.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00
Teen Town Bldg Rheem Model # RPWL-120CAZ Serial# F401400938	Quarterly	4	\$100.88	\$403.52	4	\$160.00	\$640.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00
Girls ClubNew Bldg (left) TRANE X1000 Model # TWRO60D100A2 Serial# Z3215EM2F	Quarterly	4	\$100.88	\$403.52	4	\$140.00	\$560.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00
Girls ClubNew Bldg (right) (No Name) Model # PH13NRO60-H Serial# 3908X70355	Quarterly	4	\$100.88	\$403.52	4	\$140.00	\$560.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00
Girls ClubOld Bldg (left)Trane Runtru Model # A4HT4060A1000AA Serial# 20334T761F	Quarterly	4	\$100.88	\$403.52	4	\$140.00	\$560.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00
Girls ClubOld Bldg (right) Trane Runtrue Model # A4HT4060A1000AA Serial# 20322KF91F	Quarterly	4	\$100.88	\$403.52	4	\$140.00	\$560.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00
Total				\$2,421.12			\$3,440.00			\$1,872.00			\$612.00			\$4,464.00



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Utility Annex	Page 5	Air Mechanical & Service Corp			Bill Williams Air Conditioning & Heating, Inc			ClimatePros LLC			MSI-Certified Air Contractors			Siemens		
Description	Unit of Measure	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total
Utility Annex East Unit American Standard Model # TWA090A300DA Serial # Z042KLWAH	Quarterly	4	\$100.88	\$403.52	4	\$160.00	\$640.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00
Utility Annex Middle Unit Trane/American Standard Model # TWA090D30RAA Serial # 110248ASYA	Quarterly	4	\$100.88	\$403.52	4	\$160.00	\$640.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00
Utility Annex West Unit American Standard Model # TWA090D300DA Serial # Z205XPXAH	Quarterly	4	\$100.88	\$403.52	4	\$160.00	\$640.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00
Executive Office Grandaire Model # WJH342000KTP0A2 Serial # C133896299	Quarterly	4	\$100.88	\$403.52	4	\$140.00	\$560.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00
Total				\$1,614.08			\$2,480.00			\$1,248.00			\$408.00			\$2,976.00

Wastewater Depts		Air Mechanical & Service Corp			Bill Williams Air Conditioning & Heating, Inc			ClimatePros LLC			MSI-Certified Air Contractors			Siemens		
Description	Unit of Measure	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total
WWTP Admin Bldg American Standard (Trane) Model # 4TTA3048A4000BA Serial # 10294TA05F	Quarterly	4	\$100.88	\$403.52	4	\$140.00	\$560.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00
WWTP Operations Bldg American Standard (Trane) Model # 4WCC3060A000AA Serial # 9321H299H	Quarterly	4	\$100.88	\$403.52	4	\$140.00	\$560.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00
WWTP Effluent Bldg Bard Manufacturing Co. Model # W36A1-B06 Serial # 310F122904297-02	Quarterly	4	\$100.88	\$403.52	4	\$120.00	\$480.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00
WWTP RAS BldgCarrier Model # 24ABB360A006201 Serial # 1613E27224	Quarterly	4	\$100.88	\$403.52	4	\$140.00	\$560.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00
KWRF Operations Bldg Trane Model # TWE090E3R3AA Serial # 16054593BA	Quarterly	4	\$100.88	\$403.52	4	\$140.00	\$560.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00
KWRF Operations Bldg Trane Model # TWE090E3R3AA Serial # 16031UDJBA	Quarterly	4	\$100.88	\$403.52	4	\$140.00	\$560.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00
KWRF Electrical Bldg Bard Manufacturing Co. Model # W60L2 - A0ZXPXXXJ Serial # 324M133065642-02	Quarterly	4	\$100.88	\$403.52	4	\$120.00	\$480.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00
SW Reuse (PAR) Bard Manufacturing Co Model # WA602-C15BW4XXJ Serial # 155J092636738-02	Quarterly	4	\$100.88	\$403.52	4	\$120.00	\$480.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00
Sprayfield Control RoomGoodman Manufacturing Co. Model # GSC130241AE Serial # 0706151145	Quarterly	4	\$100.88	\$403.52	4	\$140.00	\$560.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00
Sprayfield Office Goodman Manufacturing Co. Model # GSH130361AD Serial #0707546866	Quarterly	4	\$100.88	\$403.52	4	\$140.00	\$560.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00
Total				\$4,035.20			\$5,360.00			\$3,120.00			\$1,020.00			\$7,440.00



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Water Treatment Plant		Page 6			Air Mechanical & Service Corp			Bill Williams Air Conditioning & Heating, Inc.			ClimatePros LLC			MSI-Certified Air Contractors			Siemens		
Description	Unit of Measure	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total
Admin BldgCarrier Model# 38AKS028---601 Serial #1106Q04049	Quarterly	4	\$100.88	\$403.52	4	\$140.00	\$560.00	4	\$78.00	\$312.00	4	\$33.00	\$132.00	4	\$186.00	\$744.00			
Ozone Bldg/Gen1Carrier Model# 25HCO342A003101 Serial# 0114E02886	Quarterly	4	\$100.88	\$403.52	4	\$140.00	\$560.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00			
Ozone Bldg/Gen2Trane Model# 2TTB3030A1000AA Serial# 55058UX3F	Quarterly	4	\$100.88	\$403.52	4	\$140.00	\$560.00	4	\$78.00	\$312.00	4	\$25.50	\$102.00	4	\$186.00	\$744.00			
MCC RoomCU1 Carrier Model# 38ARS012—C511 Serial# 1406G40104	Quarterly	4	\$100.88	\$403.52	4	\$160.00	\$640.00	4	\$78.00	\$312.00	4	\$33.00	\$132.00	4	\$186.00	\$744.00			
MCC RoomCU1 Carrier Model# 38ARS012—C511 Serial# 1406G40105	Quarterly	4	\$100.88	\$403.52	4	\$160.00	\$640.00	4	\$78.00	\$312.00	4	\$33.00	\$132.00	4	\$186.00	\$744.00			
Total				\$2,017.60			\$2,960.00			\$1,560.00			\$600.00			\$3,720.00			

Annual Total of Each Site	Airport	\$ 6,859.84	\$ 9,140.00	\$ 5,657.60	\$ 1,230.00	\$ 12,648.00
	City Hall	\$ 5,649.28	\$ 8,760.00	\$ 4,229.12	\$ 1,428.00	\$ 10,416.00
	IT	\$ 5,245.76	\$ 4,120.00	\$ 4,056.00	\$ 1,042.00	\$ 9,836.00
	Natural Gas	\$ 807.04	\$ 1,120.00	\$ 624.00	\$ 204.00	\$ 1,488.00
	Public Works	\$ 1,210.56	\$ 1,680.00	\$ 936.00	\$ 306.00	\$ 2,232.00
	Recreation	\$ 2,421.12	\$ 3,440.00	\$ 1,872.00	\$ 612.00	\$ 4,464.00
	Utility Annex	\$ 1,614.08	\$ 2,480.00	\$ 1,248.00	\$ 408.00	\$ 2,976.00
	WWTP	\$ 4,035.20	\$ 5,360.00	\$ 3,120.00	\$ 1,020.00	\$ 7,440.00
	WTP	\$ 2,017.60	\$ 2,960.00	\$ 1,560.00	\$ 600.00	\$ 3,720.00
		\$29,860.48	\$ 39,060.00	\$ 23,302.72	\$ 6,850.00	\$ 55,220.00



ITB-008-2021 HVAC Repair & Preventative Maintenance Service  
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Labor Rates - Normal Hours		Page 7	Air Mechanical & Service Corp		Bill Williams Air Conditioning & Heating, In ClimatePros LLC		MSI-Certified Air Contractors	Siemens
Description	Unit of Measure	Unit Cost	Unit Cost	Unit Cost	Unit Cost	Unit Cost	Unit Cost	
SERVICE MECHANIC	HOURLY PAY	\$98.00	\$65.00	\$87.00	\$92.00	\$99.00		
HELPER ( If Needed)	HOURLY PAY	\$88.00	\$45.00	\$65.00	\$75.50	\$99.00		
DUCT MECHANIC	HOURLY PAY	\$88.00	\$60.00	\$87.00	\$84.00	\$125.00		
HELPER (If Needed)	HOURLY PAY	\$88.00	\$40.00	\$65.00	\$57.00	\$95.00		

Labor Rates - After Hours		Air Mechanical & Service Corp		Bill Williams Air Conditioning & Heating, In ClimatePros LLC		MSI-Certified Air Contractors		Siemens
Description	Unit of Measure	Unit Cost		Unit Cost		Unit Cost		Unit Cost
SERVICE MECHANIC	HOURLY PAY	\$118.00		\$97.50		\$125.00		\$149.00
HELPER ( If Needed)	HOURLY PAY	\$108.00		\$67.50		\$90.00		\$99.00
DUCT MECHANIC	HOURLY PAY	\$108.00		\$90.00		\$125.00		\$135.00
HELPER (If Needed)	HOURLY PAY	\$108.00		\$60.00		\$90.00		\$105.00

		Air Mechanical & Service Corp		Bill Williams Air Conditioning & Heating, In ClimatePros LLC		MSI-Certified Air Contractors		Siemens
Cost Plus ____% Mark-up		20%		20%		25%		Sliding Scale; value of product= \$2000 or less, 50% ; \$5000 or less, 45% ; \$10,000 or less, 40%; \$20,000 or less 30% ; Greater than \$25,000, 25%



## HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES

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### Airport

Unit Model	Quantity	Quarterly	Quarterly Total	Annual Total	Comments
Airport FBO Outside West End Trane XL20I Comfortlink II Model # 4TTZ0060A1000AA Serial# 11253R7H1F	4	Quarterly	\$25.50	\$102.00	
Airport FBO Outside West End Trane XL20I Comfortlink II Model # 4TTZ0060A1000AA Serial# 11182SFN1F	4	Quarterly	\$25.50	\$102.00	
Airport FBO Outside West End Trane XL20I Comfortlink II Model # 4TTZ0060A1000AA Serial# 11253SKE1F	4	Quarterly	\$25.50	\$102.00	
Outside East End XB 14 Model# 4TTB4048E1000AB Serial# 11914MX2F	4	Quarterly	\$25.50	\$102.00	
Airport FBO Outside East End XB 14 Model# 4TTB4042E1000AB Serial# 11201RAP5F	4	Quarterly	\$25.50	\$102.00	
Airport FBO Outside East End XB 14 Model# 4TTB4048E1000AB Serial# 111914M62F	4	Quarterly	\$25.50	\$102.00	
Airport FBO Outside East End XB 14 Model# 4TTB4042E1000AB Serial# 11201RF65F	4	Quarterly	\$25.50	\$102.00	
Tower Roof Carrier Weathermaker Model # 50TCQA05A0A3A0 Serial # 4013C79540	4	Quarterly	\$25.50	\$102.00	
Tower 1st Floor Amana Model # PTC153G35AXXXAA Serial# 1406035732	4	Quarterly	\$11.50	\$46.00	
Tower 2nd Floor Cooper & Hunter Serial # 34076492802942802R0223	4	Quarterly	\$11.50	\$46.00	
Tower 3rd Floor Cooper & Hunter Serial # 34076492802942802R0137	4	Quarterly	\$11.50	\$46.00	
Hangar B1 Office Gree/Inverter Model # Inverter Multi 18HP 230V1AO Serial #3415GS00553	4	Quarterly	\$11.50	\$46.00	
Electric Vault Building LG Model #LSU090HXV Serial# MEZ66708802	4	Quarterly	\$11.50	\$46.00	
Jay's Hangar Daikin Inverter Inside Unit Model # FTXB18AXVJU S/N K021324 B/N 20622512	4	Quarterly	\$11.50	\$46.00	
Jays Hangar Outside Unit Model #RXB18AXVJU S/NK01751 B/N2014411	4	Quarterly	\$11.50	\$46.00	
FHP Hangar Goodmann Outside Unit Model #GSZ140361KE S/N 1907395250	4	Quarterly	\$11.50	\$46.00	
FHP Hangar Goodmann Inside Unit Model #ARUF37C14AD S/N 1907377784	4	Quarterly	\$11.50	\$46.00	
<b>Total</b>				<b>\$1,230.00</b>	

## HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES

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### CITY HALL

Unit Model	Quantity	Quarterly	Quarterly Total	Annual Total	Comments
City Hall Roof Top Trane Model # TWA12OA300FB Serial# 5063LUTAD	4	Quarterly	\$25.50	\$102.00	
City Hall Roof Top Trane Model # 4WCC3060A3000AA Serial# 1033712097L	4	Quarterly	\$25.50	\$102.00	
City Hall Roof Top Carrier Model # 38ARQ008501 Serial# 3105G10141	4	Quarterly	\$25.50	\$102.00	
City Hall Roof Top Carrier Model # 38ARQ008501 Serial# 3105G10141	4	Quarterly	\$25.50	\$102.00	
City Hall Roof Top Carrier Model # Unknown Serial# unknown	4	Quarterly	\$25.50	\$102.00	
City Hall Roof Top Carrier Model # Unknown Serial# unknown	4	Quarterly	\$25.50	\$102.00	
City Hall Roof Top Carrier Model # Unknown Serial# unknown	4	Quarterly	\$25.50	\$102.00	
City Hall Roof Top Trane Model # 4TWR4036G1000AA Serial# 1831300H4F	4	Quarterly	\$25.50	\$102.00	
City Hall Roof Top Payne Model #PH13NR036-F Serial#1206X68787	4	Quarterly	\$25.50	\$102.00	
City Hall Roof Top Trane Model # 4TWR4036D1000AA Serial# 16063K82BF	4	Quarterly	\$25.50	\$102.00	
City Hall Roof Top Trane Model # 4TWR4042G1000AA Serial# 16165JHKBF	4	Quarterly	\$25.50	\$102.00	
City Hall Roof Top Carrier Model # 38TH018300 Serial# 0590E13404	4	Quarterly	\$25.50	\$102.00	
City Hall Roof Top Trane Model # 4TWR4060G1000AA Serial# 16215C8A2F	4	Quarterly	\$25.50	\$102.00	
City Hall Roof Top Carrier Mini Split # Model 38BN8024311 Serial# Unknown	4	Quarterly	\$25.50	\$102.00	
<b>Total</b>				<b>\$1,428.00</b>	





## HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES

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### INFORMATION TECHNOLOGY

Unit Model	Quantity	Quarterly	Quarterly Total	Annual Total	Comments
Police Department 1st Floor Inside Unit Mitsubishi Model #MSYGA24NA Serial #0001072	4	Quarterly	\$11.50	\$46.00	
Police Department 1st Floor Outside Unit Mitsubishi Model #MUY-GE24NA Serial #0000902T	4	Quarterly	\$11.50	\$46.00	
Police Department 2nd floor Radio room, located behind the 2nd floor kitchen. Inside Unit Mitsubishi Model #MSY-GE24NA Serial # 0001747	4	Quarterly	\$11.50	\$46.00	
Police Department 2nd floor Radio room, located behind the 2nd floor kitchen. Inside Unit Mitsubishi Model #MUY-GA24NA Serial # 0001036T	4	Quarterly	\$11.50	\$46.00	
2nd floor Datacenter, located across from the training room Inside Unit Odyssey Model #TWE061E100AA Serial #10392U6MBA	4	Quarterly	\$25.50	\$102.00	
Outside Unit 1 Trane Model #4TTB4030E1000AA Serial #10523PTA5F	4	Quarterly	\$25.50	\$102.00	
Outside Unit 2Trane Model #4TTB4030E1000AA Serial #10523RCD5F	4	Quarterly	\$25.50	\$102.00	
KWRF Inside Unit Gree Model # V1R12HP230V1AH Serial # 5115GS00711	4	Quarterly	\$23.00	\$92.00	
KWRF Outside Unit Gree Model # V1R12HP230V1AO Serial # 2616GS04923	4	Quarterly	\$23.00	\$92.00	
WTP Inside Unit Mitsubishi Model # MSZ-GE12NA Serial # 3005735	4	Quarterly	\$23.00	\$92.00	
WTP Outside Unit Mitsubishi Model #MUY-GE12NA Serial # 3000881	4	Quarterly	\$23.00	\$92.00	
FHP Tower Site Inside Unit Mitsubishi Model #MSY-GE18NA Serial #2000816	4	Quarterly	\$23.00	\$92.00	
FHP Tower Site Outside Unit Mitsubishi Model #MUY-GE18NA Serial #1000669	4	Quarterly	\$23.00	\$92.00	
<b>Total</b>				<b>\$1,042.00</b>	

## HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES

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### NATURAL GAS DEPARTMENT

Unit Model	Quantity	Quarterly	Quarterly Total	Annual Total	Comments
Downstairs Trane Model #TEM4A0C42S41SBA serial 19033WAW3V	4	Quarterly	\$25.50	\$102.00	
Upstairs Trane model #TEM4A0C42S41SB serial 19182G063V	4	Quarterly	\$25.50	\$102.00	
<b>Total</b>				<b>\$204.00</b>	

## HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES

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### PUBLIC WORKS

Unit Model	Quantity	Quarterly	Quarterly Total	Annual Total	Comments
Front of Bldg Seer Goodman 2007 Model # GSC130421AC Serial# 0703556737	4	Quarterly	\$25.50	\$102.00	
Rear of Bldg Trane 3.5 TON 2012 Model # 4TWB3042B1000BA Serial# 12231S6C4F	4	Quarterly	\$25.50	\$102.00	
Rear of Bldg Radco Model # PH10JA018-E Serial# 4603E13331	4	Quarterly	\$25.50	\$102.00	
<b>Total</b>				<b>\$306.00</b>	

## HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES

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### RECREATION

Unit Model	Quantity	Quarterly	Quarterly Total	Annual Total	Comments
Teen Town Office AMANA Model # RHA 24B2D Serial# 0202104866	4	Quarterly	\$25.50	\$102.00	
Teen Town Bldg Rheem Model # RPWL-120CAZ Serial# F401400938	4	Quarterly	\$25.50	\$102.00	
Girls Club New Bldg (left) TRANE X1000 Model # TWRO60D100A2 Serial# Z3215EM2F	4	Quarterly	\$25.50	\$102.00	
Girls Club New Bldg (right) (No Name) Model # PH13NRO60-H Serial# 3908X70355	4	Quarterly	\$25.50	\$102.00	
Girls Club Old Bldg (left) Trane Runtru Model # A4HT4060A1000AA Serial# 20334T761F	4	Quarterly	\$25.50	\$102.00	
Girls Club Old Bldg (right) Trane Runtrue Model # A4HT4060A1000AA Serial# 20322KF91F	4	Quarterly	\$25.50	\$102.00	
<b>Total</b>				<b>\$612.00</b>	



## HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES

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### UTILITY ANNEX

Unit Model	Quantity	Quarterly	Quarterly Total	Annual Total	Comments
Utility Annex East Unit American Standard Model # TWA090A300DA Serial # Z042KLWAH	4	Quarterly	\$25.50	\$102.00	
Utility Annex Middle Unit Trane/American Standard Model # TWA090D30RAA Serial # 110248ASYA	4	Quarterly	\$25.50	\$102.00	
Utility Annex West Unit American Standard Model # TWA090D300DA Serial # Z205XPXAH	4	Quarterly	\$25.50	\$102.00	
Executive Office Grandaire Model # WJH342000KTP0A2 Serial # C133896299	4	Quarterly	\$25.50	\$102.00	
<b>Total</b>				<b>\$408.00</b>	

## HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES

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### WASTEWATER TREATMENT PLANT

Unit Model	Quantity	Quarterly	Quarterly Total	Annual Total	Comments
WWTP Admin Bldg American Standard (Trane) Model # 4TTA3048A4000BA Serial # 10294TA05F	4	Quarterly	\$25.50	\$102.00	
WWTP Operations Bldg American Standard (Trane) Model # 4WCC3060A000AA Serial # 9321H299H	4	Quarterly	\$25.50	\$102.00	
WWTP Effluent Bldg Bard Manufacturing Co. Model # W36A1-B06 Serial # 310F122904297-02	4	Quarterly	\$25.50	\$102.00	
WWTP RAS Bldg Carrier Model # 24ABB360A006201 Serial # 1613E27224	4	Quarterly	\$25.50	\$102.00	
KWRF Operations Bldg Trane Model # TWE090E3R3AA Serial # 16054593BA	4	Quarterly	\$25.50	\$102.00	
KWRF Operations Bldg Trane Model # TWE090E3R3AA Serial # 16031UDJBA	4	Quarterly	\$25.50	\$102.00	
KWRF Electrical Bldg Bard Manufacturing Co. Model # W60L2 - A0ZXPXXJ Serial # 324M133065642-02	4	Quarterly	\$25.50	\$102.00	
SW Reuse (PAR) Bard Manufacturing Co Model # WA602-C15BW4XXJ Serial # 155J092636738-02	4	Quarterly	\$25.50	\$102.00	
Sprayfield Control Room Goodman Manufacturing Co. Model # GSC130241AE Serial # 0706151145	4	Quarterly	\$25.50	\$102.00	
Sprayfield Office Goodman Manufacturing Co. Model # GSH130361AD Serial #0707546866	4	Quarterly	\$25.50	\$102.00	
<b>Total</b>				<b>\$1,020.00</b>	

## HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES

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### WATER TREATMENT PLANT

Unit Model	Quantity	Quarterly	Quarterly Total	Annual Total	Comments
Admin Bldg Carrier Model# 38AKS028---601 Serial #1106Q04049	4	Quarterly	\$33.00	\$132.00	
Ozone Bldg/Gen1 Carrier Model# 25HCO342A003101 Serial# 0114E02886	4	Quarterly	\$25.50	\$102.00	
Ozone Bldg/Gen2 Trane Model# 2TTB3030A1000AA Serial# 55058UX3F	4	Quarterly	\$25.50	\$102.00	
MCC Room CU1 Carrier Model# 38ARS012—C511 Serial# 1406G40104	4	Quarterly	\$33.00	\$132.00	
MCC Room CU1 Carrier Model# 38ARS012—C511 Serial# 1406G40105	4	Quarterly	\$33.00	\$132.00	
<b>Total</b>				<b>\$600.00</b>	

## HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES

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### REGULAR WORKING HOURS

EMPLOYEE	PER HOUR	HOURLY PAY	Comments
SERVICE MECHANIC	HOURLY PAY	\$92.00	
HELPER ( If Needed)	HOURLY PAY	\$75.50	
DUCT MECHANIC	HOURLY PAY	\$84.00	
HELPER (If Needed)	HOURLY PAY	\$57.00	

## HVAC REPAIR & PREVENTATIVE MAINTENANCE SERVICES

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### OVERTIME HOURS - MONDAY THROUGH FRIDAY 5:01PM TO 7:59AM SATURDAY, SUNDAY AND HOLIDAYS

EMPLOYEE	PER HOUR	HOURLY PAY	Comments
SERVICE MECHANIC	HOURLY PAY	\$138.00	
HELPER ( If Needed)	HOURLY PAY	\$113.25	
DUCT MECHANIC	HOURLY PAY	\$126.00	
HELPER (If Needed)	HOURLY PAY	\$85.50	