



90 Chamisa Rd
Covington, GA 30016
(470) 444-1442
GA Reg. # Cn210576

Jan 21, 2022

Quote: Q22-1512

City of Stonecrest
5101 Browns Mill Rd
Stonecrest, GA, 30038
ATTN: Sheldon Fleming

Project: Replace (2) 5ton split systems and BAS controller that serve office area at Brown Mill Rd

HVH Mechanical Partners LLC proposes to furnish the labor and materials to perform the services as described below.

Scope of work includes:

Deliver materials and tools to jobsite
Lockout/Tagout electrical service to existing equipment
Demo (2) existing AHU's and condensers
Install new AHU's and condensers on same location as existing
Connect new equipment to existing electrical service, natural gas service, refrigerant line set, and ductwork
Install new BAS controller for new HVAC Equipment
Connect new BAS controller to new HVAC Equipment
Pressurize refrigerant system with nitrogen and leak check
Evacuate and charge refrigerant circuits with virgin refrigerant
Perform startup on new equipment and verify proper operation of equipment and equipment controller.

Exclusions:

- Any work not described in the scope whether required or requested is not included.
- Fire Alarm integration on new or existing equipment.
- Extensive BAS (Building Automation System) troubleshooting and repairs.
- Smoke detection disable and enable
- This proposal does not include charges from previous service call. A separate invoice will be sent to cover costs for the original service call.

Clarifications:

- Base proposal is quoted with all work being performed during normal working hours of 7:00 a.m. till 3:30 p.m. Monday through Friday.
- Due to the complexity of the systems unforeseen repairs any additional work discovered during the project will be reviewed with the customer for approval prior to any work being performed.

Investment:

The price to perform the base scope of work: **\$27,825.00**

Payment and / or progressive payment terms are due net 30 days from the date of invoice.

This agreement will be honored for thirty (30) days from the date of this proposal at which time prices and schedule will be re-estimated.

Thank you for the opportunity to offer our proposal for this work. If you should have any questions, please feel free to reach out to discuss at kevin.vanhorn@hvhmechanicalpartners.com. I look forward to working with you on this project.



Terms and Conditions:

Payment Terms - Standard payment terms for customers with approved credit are Net 30 days from date of invoice. Orders submitted without approved credit will require a "Cash in Advance" payment prior to service being performed or an equipment order being processed. Agreement not paid within 45 days from date of invoice shall accrue a simple interest at a rate of one percent (1.5%) per month. In addition, major Credit Cards (American Express, Master Card, Visa, PayPal) are accepted as a form of payment.

Credit Card Purchases and Transactions

- a. All payments made with a Credit Card will be charged a processing fee 1.5% up to the processing fee that the card being used charges for the total invoice amount. This processing fee is determined by the card being used (American Express, Discover, MasterCard, Visa, etc.) per transaction. (Note: American Express = 3.3% Fee)
- b. All additional Credit Card processing fees will be automatically applied during Credit Card processing and will appear on order invoices.
- c. When a service request or equipment order has been charged to a credit card and then a customer cancellation is accepted, the credit card will be charged the processing fee plus a minimum \$25.00 cancellation charge and any associated restocking fees.

Cancellation of Equipment Order – If an order for equipment is placed and the order is cancelled there may be restocking fees. These fees are in addition to fees associated with the use of a credit card for payment.

Returned Checks – HVH Mechanical Partners. LLC will charge \$100.00 to a customer account for returned checks due to insufficient funds.

***Late Payment Fees** - A late payment fee equal to 1.5% will be applied to any outstanding invoices that are unpaid after 45 days terms. This fee will be calculated and applied monthly to any outstanding unpaid invoices.

***Note:** Any additional collection costs incurred due to past due collections efforts will be charged back to the customer.

Environmental Health and Safety - The customer is responsible to provide safe and adequate access and safe working conditions suitable for servicing equipment. This includes the ability to start and stop equipment as necessary for safety or service requirements. The customer shall also furnish any safety training or certifications required for working at their site at the customer's expense to include the hourly rate of the HVH Mechanical Partners. LLC employee and / or sub-contractor.

Repair Labor Warranty for Flat Rate Pricing and Time & Material Jobs -warrants labor on repairs made for a period of 90 days from the completion of the repair. The labor warranty is restricted to only part(s) replaced. The warranty does not include any other part(s) that are not related to the original repair nor does it cover the original part(s) if it is determined a lack of proper maintenance contributed to the failure.



Repair Part(s) Warranty for Flat Rate Pricing and Time and Material Jobs – HVH Mechanical Partners. LLC warranty part(s) based upon the original manufactures warranty policy.

New Equipment Labor Warranty - HVH Mechanical Partners. LLC warrants labor on new equipment furnished new as an addition or replacement for a period of 1 year from the date of installation. This labor warranty applies to the equipment only such as an air handler, chiller, pump, cooling tower, rooftop etc. It does not include a labor warranty on ancillary products such as a variable frequency drive unless the ancillary device was part of the original equipment when it was shipped from the manufacture.

New Equipment Warranty – HVH Mechanical Partners. LLC warrants equipment based upon the original manufactures warranty.

Exclusions – Equipment that is operated outside of the original manufactures design specifications. In addition, HVH Mechanical Partners. LLC. is not responsible for any loss of time or loss of profit associated with the work that is being performed or has been performed by HVH Mechanical Partners. LLC Consequential and liquidated damages are excluded.

Service Agreement Automatic Renewal and Escalation – This agreement shall automatically renew each year upon the anniversary date of the agreement with a minimum 3% increase. HVH Mechanical Partners. LLC reserves the right to escalate the contract rate to adjust for cost of living, labor cost and/or fluctuations in materials cost required to perform the contract. The customer shall be notified in writing of such an escalation.

Service Agreement Termination - The agreement may be cancelled by either party by written notice no less than 30 days prior to the anniversary date. The termination date shall be the anniversary date of the agreement. If the agreement is terminated prior to the anniversary date the customer agrees to reimburse HVH Mechanical Partners. LLC. on a pro-rated basis for all labor, parts, materials and for any material ordered by HVH Mechanical Partners LLC under this agreement as part of the service agreement.

Initial Inspection - HVH Mechanical Partners. LLC reserves the right to terminate in whole and / or adjust the agreement rate after the initial inspection due to unforeseen circumstances that would not allow HVH Mechanical Partners. LLC to perform the contracted task in a safe and/or timely manner. Any adjustment in the agreement shall be made as an addendum to the original agreement. If the agreement is to be terminated the customer agrees to pay the street time and material rate for work performed.

Customer Approval

Signature: _____

Print Name: _____

Date: _____

Attached Terms & Conditions have been read and agreed upon.



REQUISITION FORM

PURCHASE REQUISITION

Date issued: January 28, 2022
Need Date: February 1, 2022
Department: Parks and Recreation
Requisitioner: Tanya Diaz
Department Head: Tameika Porter

Req. No. PR: 01-22

To be purchased from: HVH Mechanical

To be delivered to:
5101 Browns Mill Road,
Stonecrest, GA 30038

Suggested vendors:

1. HVH Mechanical
- 2.
- 3.

ITEM NUMBER	QUANTITY	UNIT	DESCRIPTION	ACCOUNT TO BE CHARGED	UNIT PRICE	AMOUNT
			See attached for scope of work	52200		\$27,825.00
			TOTAL			\$27,825.00

Specifications:

Competitive Prices: (To be filled in by Purchasing) Approved:

Finance Officer

Purchasing Agent

City Manager