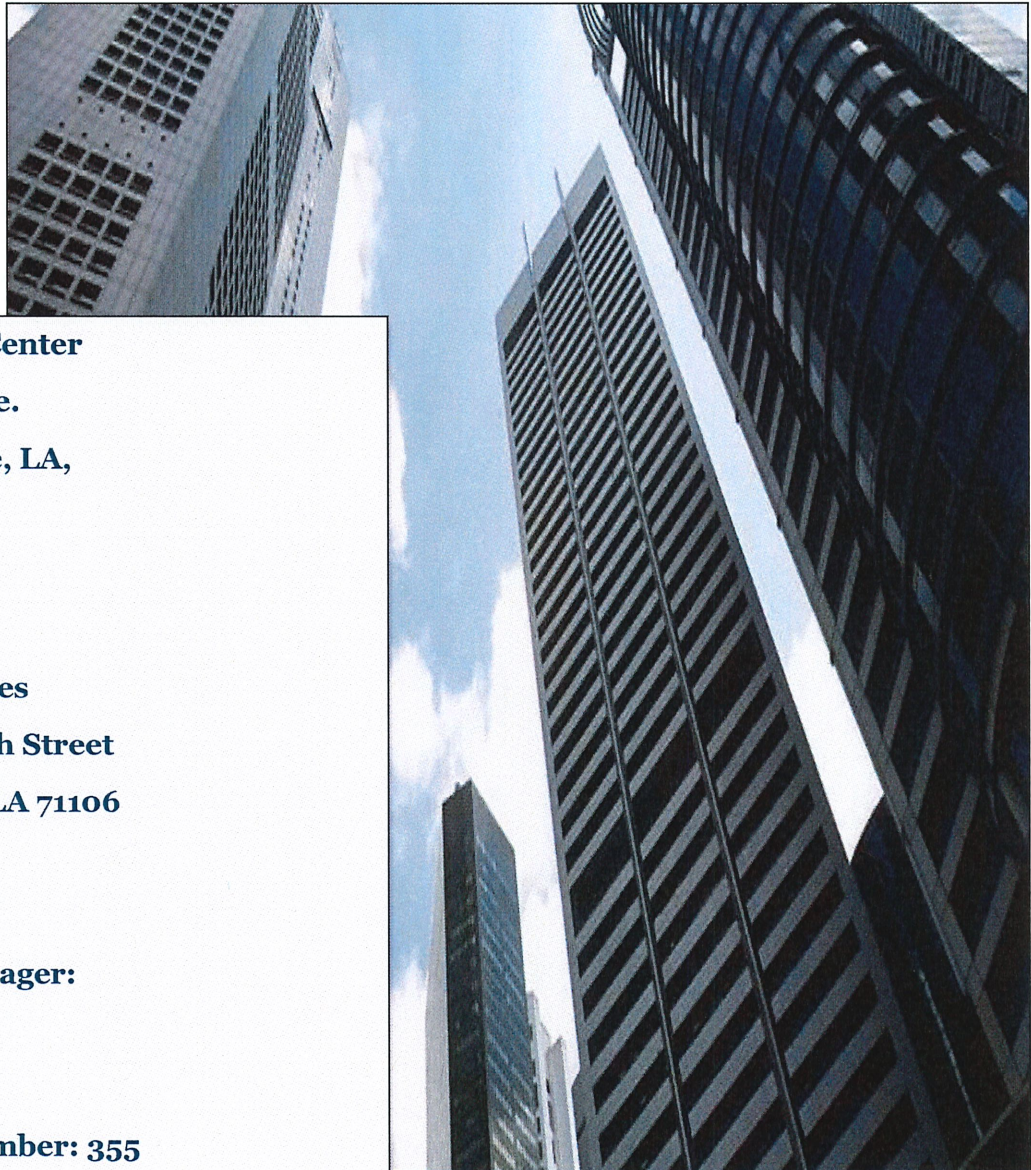


STORER COMPREHENSIVE MAINTENANCE PROGRAM

Prepared for City of West Monroe



Convention Center
901 Ridge Ave.
West Monroe, LA,
71291

Storer Services
504 West 67th Street
Shreveport, LA 71106

Account Manager:
Daniel Bible

Proposal Number: 355
Date: March 23, 2022

FOR THE LIFE OF YOUR BUILDING

How We Work

Thank you for choosing Storer Services as your building mechanical systems service provider. At Storer, we are dedicated to working with you to ensure your building continues to serve the purpose of your organization. Our mission is to add value to your organization by performing our job well. Our program is based on three core concepts:

- We take a **systems approach**: Your building is a system made of various pieces of equipment. Traditional maintenance focuses on the equipment, largely ignoring how it operates as a part of the system.
- **Focusing on operations and maintenance (O&M)** –vs- the traditional approach of only focusing on the repair
- Deploying **preventive, predictive, and proactive maintenance strategies** in an integrated fashion –vs- the traditional method of focusing only on preventative maintenance.



Systems Approach

Shifting our thinking to an overall system approach to maintenance allows us to not only service your equipment more effectively, but ensures the system is operating as designed. Benefits of this approach include:

- Increasing equipment uptime
- Increasing reliability
- Creating a better working environment for your employees
- Extending equipment life
- Providing resources for capital needs
- Increasing asset value and maximizing return on assets
- Significantly reducing a building's energy, carbon footprint, and operating costs



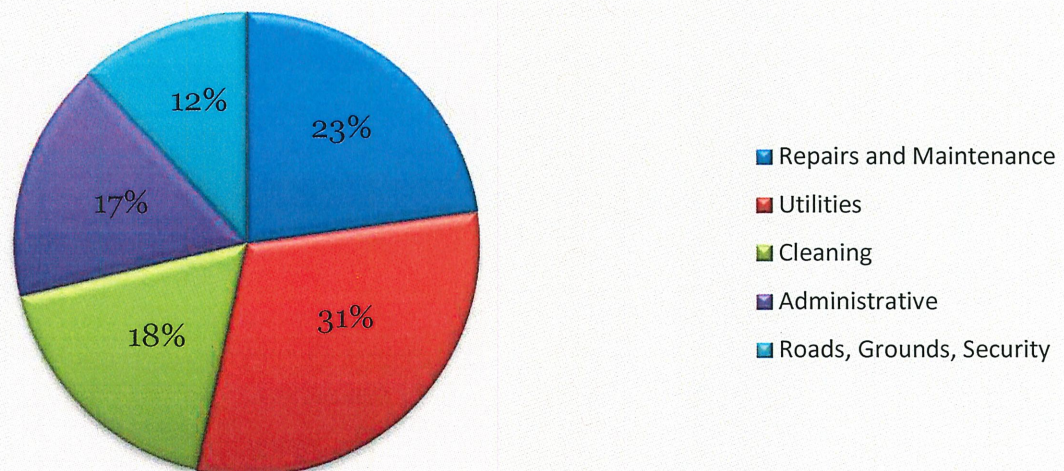
Focusing on Maintenance and Operations

Traditional service providers focus on repairs, which affect less than one quarter of all operating expenses for a typical building. By including maintenance and utility costs in a multi-dimensional maintenance approach, we have the ability to affect 54% of the total operating costs of a building. According to Energy Star estimates, O&M programs targeting energy efficiency can save 5 to 20 percent on energy bills with little to no capital investment.

In their 2010 Federal Energy Management Program, the US Department of Energy found that “effective O&M is one of the most cost effective methods for ensuring reliability, safety and energy efficiency,” and that “inadequate maintenance of energy-using systems is a major cause of energy waste in the private sector.”

Typical Operating Expense Allocation

Typical 100,000 square foot building



Data based on 2008 BOMA Expense Exchange Report



Combining Preventive, Predictive, and Proactive Strategies

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By deploying preventive, predictive, and proactive strategies to the building operations, property owners and facility managers now have a solution for extending the life of building systems while managing operational and capital costs, and improving reliability in a more rational manner. Here's how it works:

Preventive Maintenance

This element is time based and assumes regular testing and inspection using a predetermined schedule. It is intended to ensure the life of the existing equipment and improve the comfort and working conditions.

- Testing and inspections
- Equipment operating measurements
- Consumable replacements
- Cleaning
- Record keeping for tracking, failures and equipment utilization
- Minor adjustments to components
- Log reports



Predictive Maintenance

This element is condition based and is used to detect early warning signs of equipment or component failure before they occur. It includes among other services:

- Bearing condition analysis
- Laser alignment
- Infrared thermography (heat)
- Ultrasonic detection (sound)
- Tribology (oil analysis)
- Air quality testing
- Dynamic and static motor circuit analysis
- Vibration analysis
- Combustion analysis



Proactive Maintenance

This element goes beyond standard preventive and predictive maintenance. It not only assures that facilities will be more comfortable and reliable, but most importantly, it assures that the building will be less costly to operate. A proactive strategy focuses on systems instead of the typical equipment-based approach to both operating and maintaining a building. Its services include, but are not limited to:

- Benchmarking facilities against similar types of buildings across the country
- Analyzing each piece of equipment; logging and tracking those assets
- Performing an operational assessment of the building's systems. Monitoring energy, water and gas usage, occupant patterns, air quality, and building pressure relationships to develop an overall building optimization plan.
- Working with the owner to create a capitalization plan to control future requirements. Money realized as savings can be reinvested for future capital requirements.

In summary, our approach to maintenance is proven to be effective at saving you money. Please ask your account manager for additional details and references.



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What You Can Expect When You Choose Storer Services

First 30 days

- You will be contacted by our service management team for a meeting at your location. The purpose of this meeting is to:
 - Allow you to meet service management
 - Allow the management team to familiarize themselves with your facility, the scope of work and any special considerations regarding your contract that may not have been communicated in the written scope of work
 - Review tasking schedule and timelines
 - Storer will inventory and physically tag all equipment under contract to more effectively track and manage those assets.
- You will be assigned a dedicated project manager, service coordinator, primary technician, and secondary technicians.

Entire contract term

- Priority Response- downtime is not an option. As a contract customer, you will receive first priority if your system goes down; 24 hours a day, 7 days a week.
- Quality Assurance- Storer employs a dedicated quality assurance professional with over 35 years of experience in the HVAC industry. His role is to periodically audit our work performance to ensure you are always receiving the highest quality service.
- Resolution Notes- Storer utilizes MoblieTech® software to dispatch and manage our work in the field. Every technician submits resolution notes at the completion of every service call that describe the work performed at your facility. These resolution notes will be emailed to your designated representative at the completion of every service call.
- Safety- Storer employs a full time Health, Safety, and Environmental Compliance Manager (HSE) and two safety supervisors. Our safety program is ISO 9000-2015 compliant, and meets or exceeds all OSHA standards. We provide regular recurrent training for all of our associates, and we maintain safety compliance in Browz, ISNet World, Ariba, Avetta, and CBRE's Browz.
- Environmental Conscientiousness- Storer's hazardous materials handling policy complies with all State and Federal Laws. All of our technicians are Universal-Certified for refrigerant handling, and we only utilize certified recovery equipment. We comply with all EPA standards and regulations.
- Training- Storer is dedicated to continuously educating our associates and clients. We regularly provide technical training for our associates. As a contract customer,

you automatically receive one free “seat” to our technical training seminar “Storer AC Clinics” with other seats available upon request. Additionally, we can offer site-specific or topic-specific seminars based on your individual needs. Contact your account manager for details.

- Support- In addition to your primary service team, you have access to all of Storer’s industry professionals. We employ two Professional Mechanical Engineers (P.E.), seven degreed engineers in various disciplines, one Certified Energy Manager (CEM), Field Technical Supervisors, professional Project Managers, Certified Public Accountants (CPA), Cisco Certified Network Engineers, Building Automation Programmers, Licensed Mechanical Contractors, Human Resource Professionals, and a Master Degree Level Professional Educator.

Scope of Services

Storer Services proposes to provide one comprehensive stop inspection and three seasonal operating inspection on:

- Seven (7) Trane AHUs: Stop Inspection, Check control panel, Check indoor blower electrical connections, grease blower/bearings, check blower assembly for proper operations, check air differential pressure on chill water coils, replace filters quarterly, replace belts annually.
- One (1) Trane Chillers: Stop Inspection, chemical clean condenser coils, check all wiring and terminal for tightness, signs of discoloration and over heating , pull oil samples to check system for moisture and log system operations.
- One (1) Lochinvar Boiler: Stop Inspection, verify proper voltage, check all gas piping connections, check fans for proper operations, check gas pressure, check all safeties and high limits, check combustion, check water Delta T across the heat exchanger.
- And perform three seasonal operating inspections: checking system operations and functions.

| <u>Id</u> | <u>Description</u> | <u>Type</u> | <u>Manufacturer</u> | <u>Model Number</u> |
|------------------|---------------------------|--------------------------------------|----------------------------|----------------------------|
| 6917 | AHU | _AIR HANDLER BASIC 000- 999 | TRANE | M-6 |
| 6918 | AHU | _AIR HANDLER BASIC 000- 999 | TRANE | L-6 |
| 6919 | AHU | _AIR HANDLER BASIC 000- 999 | TRANE | L-6 |
| 6920 | AHU | _AIR HANDLER BASIC 000- 999 | TRANE | M-6 |
| 6921 | AHU | _AIR HANDLER BASIC 000- 999 | TRANE | UCCAD14AoDoRMC |
| 6922 | AHU | _AIR HANDLER BASIC 000- 999 | CARRIER | 40RMS034-601GC |
| 6923 | AHU | _AIR HANDLER BASIC 000- 999 | TRANE | UCCAB14AoAoRLB |
| 6924 | Chiller | _AC SCREW CHILLER 90- 125 TON | TRANE | RTAA125 |
| 6925 | Boiler | _BOILER PKG N-COND 41-90 HP | LOCHINVAR | CBN1795 |

Type

_AC SCREW CHILLER 90-125 TON

Included Tasks

| Task Code | Description |
|------------------|--|
| ConPan-001 | Control panel inspection. |
| CleCon-120 | Condenser coil cleaning |
| EleCFM-001 | Check condenser fan motors 1-2 for proper operations. |
| EleCFM-002 | Check condenser fan motors 3-4 for proper operations. |
| EleCFM-003 | Check condenser fan motors 5-6 for proper operations. |
| EleCFM-004 | Check condenser fan motors 7-8 for proper operations. |
| EleCFM-005 | Check condenser fan motors 9-10 for proper operations. |
| EleCir-001 | Check compressor 1 circuit 1 electrical for proper operation |
| EleCir-003 | Check compressor 1 circuit 2 electrical for proper operation |
| RefCir-001 | Log refig. circuit #1 refrigerant pressures and temps. |
| RefCir-002 | Log refig. circuit #2 refrigerant pressures and temps. |
| RefOil-001 | Log net oil pressure on compressor #1. |
| RefOil-002 | Log net oil pressure on compressor #2. |
| TempChk-01 | Check condenser split across condenser coil |
| TempChk-02 | Check Evaporator Approach. |
| RefLeak-01 | Visually check equipment for refrigerant leaks. |
| OilChk-001 | Check compressors oil level in sight glass |
| OilChk-002 | Take oil sample refrigeration ckt # 1 if applicable |
| OilChk-003 | Take oil sample refrigeration ckt # 2 if applicable |
| EquipCo-02 | General Condition of Chiller. |
| Follup-003 | Is there any follow-up needed? |

Type

_AIR HANDLER BASIC 000-999

Included Tasks

| Task Code | Description |
|------------------|---|
| ConPan-001 | Control panel inspection. |
| EleIDBM-02 | Check indoor blower motor electrical for proper operations. |
| DampOp-01 | Check damper operations. |
| Bearing-01 | Grease blower/motor bearings |
| IDBM-001 | Check IDBM assembly for proper operations. |
| ChwDP-1 | Check air differential pressure across CHW coil |
| FiltSvc-01 | Filter Service |
| BeltStp-03 | Belt Service Annual Maintenance |
| BeltVer-02 | Check belt operation |
| EquipCo-03 | General condition of the equipment. |
| Follup-003 | Is there any follow-up needed? |

Type

_BOILER PKG N-COND 41-90 HP

Included Tasks

| Task Code | Description |
|------------------|---|
| ConPan-001 | Control panel inspection. |
| EleChk-001 | Verify proper voltage to machine. |
| LeakGas-01 | Check all gas piping connections and valves for gas leak. |
| CleBurn-01 | Pull burner assembly and clean |
| Fans-001 | Check fans for proper operations. |
| LAPSchk-00 | Check low air pressure switch for proper operation. |
| GasPsi-001 | Check gas pressures. |
| HSIchk-001 | Check hot surface ignitor for proper operations. |
| BlrOp 03 | Check pressure relief valve and feed water controls |
| BlrOp 04 | Check limit controls |
| BlrOp 07 | Low water cutoff sensor check |
| ComAir-001 | Check combustion air opening. |
| HighLim-01 | Check high limit for proper operation. |
| TempChk-03 | Check water Delta T across the heat exchanger (Boiler) |
| BlrOp 01 | Boiler general condition |
| Follup-004 | Is there any follow-up needed? |

Thank you for your interest in our services. We look forward to the opportunity to work with you on this project. If you have any questions, please feel free to contact to me.

Sincerely,

Daniel Bible

Storer Services
504 W 67th Street
Shreveport, LA 71106

Annual Net Price \$7,888

ACCEPTANCE OF PROPOSAL — The above prices, specifications and conditions are satisfactory and are hereby accepted. **This contract will auto-renew every year on the Start Date anniversary listed below.** Either party can cancel contract at any time with 30-day written notice.

Signature: _____

Date: _____

Contract Start Date: _____ Duration at fixed price: ☐ 1 Year ☐ 2 Year ☐ 3 Year

Billing Options: ☐ P.O. # _____ ☐ Credit Card (info by phone)

☐ Monthly

☐ Quarterly

☐ Annually

Proposal Terms and Conditions

Acceptance. A Proposal made upon these terms is subject to acceptance within thirty days from date and the prices are subject to change without notice prior to acceptance by Customer. If your order is an acceptance of a written Proposal, on a form provided by Storer Equipment Company, Ltd., without the addition of any other terms and conditions of sale or any other modification, this document shall be treated solely as an acknowledgment of such order, subject to credit approval. If your order is not such an acceptance, then this document is Storer's offer, subject to credit approval, to provide the goods and/or Work solely in accordance with the following terms and conditions of sale. If we do not hear from you within two weeks from the date hereof, Storer shall rely upon your silence as an acceptance of these terms and conditions and performance will be made in accordance herewith. Customer's acceptance of goods and/or Work by Storer on this order will in any event constitute an acceptance by Customer of these terms and conditions.

Exclusions From Work. Storer's obligation is limited to the Work as defined and does not include any modifications to the Premises under the Americans With Disabilities Act or any other law or building code(s). Optional software applications, EnergyLogix, TrendView, and EcoRate that may be offered as part of this agreement are subject to BLX Solutions END USER software licensing agreement and annual software maintenance fees.

Construction Procedures. Storer shall supervise and direct the Work using its best skill and attention and have exclusive control over construction means, methods, techniques, sequences and procedures.

Payment Terms and Taxes. Customer shall pay Storer's invoices within net thirty (30) days of invoice date. Storer may invoice Customer for all equipment or material furnished, whether delivered to the installation site or to an off-site storage facility and for all work performed on-site or off-site. No retention shall be withheld from any payments except as expressly agreed in writing by Storer, in which case retention shall be reduced per the Proposal documents and released no later than the date of substantial completion. Under no circumstances shall any retention be withheld for the equipment portion of the order. If payment is not received as required hereby, Storer may suspend performance and the time for completion shall be extended for a reasonable period of time not less than the period of suspension. Customer shall be liable to Storer for all reasonable shutdown, standby and start-up costs as a result of the suspension. All amounts outstanding 10 days beyond the due date are subject to a service charge not to exceed 1.5% per month on the unpaid balance due or the maximum allowable legal interest rate, retroactive to the due date. Customer shall pay all taxes not legally required to be paid by Storer or alternatively, shall provide Storer with acceptable tax exemption certificates. Customer shall pay all costs (including attorneys' fees) incurred by Storer in attempting to collect amounts due and otherwise enforcing these terms and conditions. Any after-hours services shall be billed according to then prevailing overtime or emergency rates.

Time For Completion. Except to the extent otherwise expressly agreed in writing signed by an authorized representative of Storer, all dates provided by Storer or its representatives for commencement, progress or completion are estimates only. While Storer shall use commercially reasonable efforts to meet such estimated dates, Storer shall not be responsible for any damages for its failure to do so.

Access. Storer and its contractors or subcontractors shall be provided access to the Premises during regular business hours, or such other hours as may be requested by Storer and acceptable to the Premises' owner or tenant for the performance of the Work, including sufficient areas for staging, mobilization, and storage. Storer's access to correct any emergency condition shall not be restricted.

Permits And Governmental Fees. Storer shall secure (with Customer's assistance) and pay for building and other permits and governmental fees, licenses, and inspections necessary for proper performance and completion of the Work, which are legally required when bids from Storer's subcontractors are received, negotiations thereon concluded, or the effective date of a relevant Change Order, whichever is later. Customer is responsible for necessary approvals, easements, assessments and charges for construction, use or occupancy of permanent structures or for permanent changes to existing facilities.

Utilities During Construction. Storer shall be provided without charge all water, heat, and utilities during performance of the Work.

Concealed Or Unknown Conditions. In the performance of the Work, if Storer encounters conditions at the Premises that are (i) subsurface or otherwise concealed physical conditions that differ materially from those indicated on drawings expressly incorporated herein or (ii) unknown physical conditions of an unusual nature that differ materially from those conditions ordinarily found to exist and generally recognized as inherent in construction activities of the type and character as the Work, Storer shall notify Customer of such conditions promptly, prior to significantly disturbing same. If such conditions differ materially and cause an increase in Storer's cost of, or time required for, performance of any part of the Work, Storer shall be entitled to, and Customer shall consent by Change Order to, an equitable adjustment in the Proposal Price, Proposal time, or both.

Asbestos, Mold, Mildew, And Hazardous Materials. Storer's Work and other services in connection with this Agreement expressly excludes any identification, abatement, cleanup, control, disposal, removal or other work connected with asbestos, mold, mildew, bacteria, fungus, polychlorinated biphenyl ("PCB"), or other hazardous materials (hereinafter, collectively, "Hazardous Materials"). Customer warrants and represents that, except as set forth in a writing signed by Storer, there are no Hazardous Materials on the Premises that will in any way affect Storer's Work and Customer has disclosed to Storer the existence and location of any Hazardous Materials in all areas within which Storer will be performing the Work. Should Storer become aware of or suspect the presence of Hazardous Materials, Storer may immediately stop work in the affected area and shall notify Customer. Customer will be responsible for taking any and all action necessary to correct the condition in accordance with all applicable laws and regulations. Customer shall be exclusively responsible for any claims, including the payment thereof, arising out of or relating to any Hazardous Materials on or about the Premises, not brought onto the Premises by Storer. Storer shall be required to resume performance of the Work in the affected area only in the absence of Hazardous Materials or when the affected area has been rendered harmless. In no event shall Storer be obligated to transport or handle Hazardous Material, to provide any notices to any governmental agency, or to examine the Premises for the presence of Hazardous Materials.

Conditions Beyond Control Of Parties. If Storer shall be unable to carry out any material obligation under this Agreement due to events beyond its control, such as acts of God, governmental or judicial authority, insurrections, riots, labor disputes, labor or material shortages, fires, or explosions, this Agreement shall at Storer's election (i) remain in effect but Storer's obligations shall be suspended until the uncontrollable event terminates; or (ii) be terminated upon ten (10) days' notice to Customer, in which event Customer shall pay Storer for all parts of the Work furnished to the date of termination.

Customer's Breach. Each of the following events or conditions shall constitute a breach by Customer and shall give Storer the right, without an election of remedies, to terminate this Agreement by delivery of written notice declaring termination, upon which event Customer shall be liable to Storer for all Work furnished to date and all damages sustained by Storer (including lost profit and overhead): (1) Any failure by Customer to pay amounts due more than thirty (30) days after the date of the invoice therefor; or (2) Any failure by Customer to perform or comply with any material provision of this Agreement.

Indemnification. Storer and Customer shall indemnify, defend and hold each other harmless from any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, resulting from death or bodily injury or damage to real or personal property, to the extent caused by the negligence or misconduct of their respective employees or other authorized agents in connection with their activities within the scope of this Agreement. However, neither party shall indemnify the other against claims, damages, expenses or liabilities to the extent attributable to the negligence or misconduct of the other party. If the parties are both at fault, the obligation to indemnify shall be proportional to their relative fault. The duty to indemnify will continue in full force and effect, notwithstanding the expiration or early termination hereof, with respect to any claims based on facts or conditions that occurred prior to expiration or termination. NOTWITHSTANDING ANY CONTRARY PROVISION, NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR ANY SPECIAL, INCIDENTAL, CONSEQUENTIAL OR PUNITIVE DAMAGES.

Liability and Warranty. Labor provided under this proposal is warranted for ninety (90) days. Except for any written warranty given by the Manufacturer of the products described in this quotation, Storer Equipment Company and Buyer expressly agree that Storer Equipment Company neither assumes nor authorizes any person to assume for it any other liability in connection with the sale or use of its product, including the goods purchased hereunder. THE MANUFACTURER'S WARRANTY, IF ANY, IS IN LIEU OF, AND STORER EQUIPMENT COMPANY DISCLAIMS ANY AND ALL OTHER REPRESENTATIONS AND WARRANTIES, EXPRESSED OR IMPLIED, ARISING BY LAW, COURSE OF DEALING, COURSE OF PERFORMANCE, USE OF TRADE OR OTHERWISE, INCLUDING WITHOUT LIMITATION ALL WARRANTIES AS TO THE PRODUCTS CONDITION, USE, OPERATION, DESIGN, QUALITY, CAPACITY, WORKMANSHIP, INSTALLATION, SERVICING, LATENT DEFECTS, COMPLIANCE WITH ANY LAW, ORDINANCE, REGULATION, RULE, CONTRACT OR SPECIFICATION, "MERCHANTABILITY", FITNESS FOR ANY PARTICULAR PURPOSE, AND ALL OTHER QUALITIES AND CHARACTERISTICS WHATSOEVER. Storer shall not be obligated to pay for the cost of lost refrigerant.

THE WARRANTY AND LIABILITY SET FORTH IN THE PRECEDING PARAGRAPH ARE IN LIEU OF ALL OTHER WARRANTIES AND LIABILITIES, WHETHER IN PROPOSAL OR IN NEGLIGENCE, EXPRESS OR IMPLIED, IN LAW OR IN FACT, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR USE OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL STORER BE LIABLE FOR ANY INCIDENTAL, CONSEQUENTIAL, OR PUNITIVE DAMAGES. IN NO EVENT SHALL STORER BE LIABLE FOR ANY DAMAGES RESULTING FROM MOLD, FUNGUS, BACTERIA, MICROBIAL GROWTH, OR OTHER CONTAMINATES OR AIRBORNE BIOLOGICAL AGENTS.

Applicable Law. This Agreement is made and shall be interpreted and enforced in accordance with the laws of the state in which the Work is performed.

Assignment. Customer may not assign, transfer, or convey this Agreement, or any part hereof, or its right, title or interest herein, without the written consent of Storer. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of Customer's successors and assigns.

Complete Agreement. This Agreement shall constitute the entire Agreement between both parties and this Agreement may not be amended, modified or terminated except by a writing signed by the parties hereto. No documents shall be incorporated herein by reference except to the extent Storer is a signatory thereon.

Price Increases. Prices stated are F.O.B point of shipment. Except as otherwise provided below, buyer agrees to pay all other expenses including without limitation taxes, duties, insurance, licenses, permits and freight. Following acceptance by buyer, the prices stated will be increased by the percentage increase in list prices from those effective on the date of buyer's acceptance to those effective on the date of shipment unless prices are stated to be firm on the face of this quotation and any conditions of the firm price quotation are met. Prices stated to be firm is provided that notification of release for immediate production and shipment is received at the factory not later than two months from order receipt. If such release is received later than two months from order receipt date but within five months of order receipt date, prices will be increased a straight 1% (not compounded) for each one-month period (or part thereof) beyond the two-month firm price period up to the date of receipt of such release. If such release is not received within five months after date of order receipt, the prices are subject to renegotiation or at Storer's option, the order will be cancelled. If for any reason Customer delays shipment after release, prices are subject to increase as stated herein.

Insurance. Storer agrees to carry insurance in the following minimum amounts during the term of this contract

Commercial General Aggregate Liability \$2,000,000
Automobile Liability (CSL) \$1,000,000
Workers Compensation Statutory Limits

Notices. All notices or other communications under this Agreement shall be in writing and may be delivered in person, or may be sent by receipted courier, facsimile transmission, express mail, e-mail, or postage prepaid certified or registered mail, addressed to the party for whom it is intended, at the addresses set forth in this Agreement. Either party may change its address for notice by giving written notice to the other party of the change. Any notice or other communication shall be deemed given no later than the date actually received.