

CONSULTANT: Energy Systems Management (DBA TRS  
Mechanical, Inc.)  
CONTACT PERSON: Ken Smith  
ADDRESS: 9523 19<sup>th</sup> Ave E  
Tacoma, WA 98445  
FEDERAL TAX ID NUMBER/U.B.I. NUMBER: 68-0515608  
TELEPHONE/FAX NUMBER: 253-539-0141  
COUNTY DEPT: Facilities & Fleet Maintenance  
DEPT. CONTACT PERSON: Ian Andrews  
TELEPHONE/FAX NUMBER: 425-359-0127  
PROJECT: HVAC & Cooling Equipment Maintenance  
and Repair Services  
AMOUNT: \$500,000  
FUND SOURCE: 511.5180214832, 511.5180314832  
CONTRACT DURATION: Execution through 3 years  
unless extended or renewed pursuant to  
Section 2 hereof

### **AGREEMENT FOR PROFESSIONAL SERVICES**

THIS AGREEMENT (the "Agreement") is made by and between SNOHOMISH COUNTY, a political subdivision of the State of Washington (the "County") and Energy System Management/TRS Inc., a Washington Corporation (the "Contractor"). In consideration of the mutual benefits and covenants contained herein, the parties agree as follows:

1. Purpose of Agreement; Scope of Services. The purpose of this Agreement is to define the terms by which the Contractor will provide the County with HVAC and Cooling Equipment Maintenance and Repair Services for Facilities Management. The scope of services is as defined in Schedule A attached hereto and by this reference made a part hereof. This Agreement is the product of County RFP-25-0414RB.

The services shall be performed in accordance with the requirements of this Agreement and with generally accepted practices prevailing in the western Washington region in the occupation or industry in which the Contractor practices or operates at the time the services are performed. The Contractor shall perform the work in a timely manner and in accordance with the terms of this Agreement. Any materials or equipment used by the Contractor in connection with performing the services shall be of good quality. The Contractor represents that it is fully qualified to perform the services to be performed under this Agreement in a competent and professional manner.

The Contractor will prepare and present status reports and other information regarding performance of the Agreement as the County may request.

2. Term of Agreement; Time of Performance. This Agreement shall be effective upon Execution (the “Effective Date”) and shall terminate three (3) years after execution, PROVIDED, HOWEVER, that the term of this Agreement may be extended or renewed for up to four (4) additional one (1) year terms, at the sole discretion of the County, by written notice from the County to the Contractor. PROVIDED, HOWEVER, that the County’s obligations after December 31, 2026, are contingent upon local legislative appropriation of necessary funds for this specific purpose in accordance with the County Charter and applicable law.

2. Compensation.

A. Services. The County will pay the Contractor for services as and when set forth in Schedule B, which is attached hereto and by this reference made a part of this Agreement.

B. Overhead and Expenses. The Contractor’s compensation for services set forth in Section 3a above includes overhead and expenses and no separate claims for reimbursement of overhead or expenses will be allowed under this Agreement.

3. C. Invoices. The Contractor shall submit properly executed invoices to the County no more frequently than monthly. Each invoice shall include: the complete Scope of Work performed, the date, time of day, hours worked, and time traveled, list the building name and address where the work was performed; list specific HVAC and cooling equipment the invoice covers, and person contacted, list the correct wage amount and must also show the material cost and mark-up percentage.

Any invoice that is not complete or accurate will be returned to the Contractor for correction, with payment due sixty (60) days from when the corrected invoice is received.

Subject to Section 8 of this Agreement, the County will pay complete and accurate invoices within thirty (30) calendar days of receipt.

D. Payment. The County’s preferred method of payment under this contract is electronic using the County’s “e-Payable” system with Bank of America. The Contractor is highly encouraged to take advantage of the electronic payment method.

In order to utilize the electronic payment method, the Contractor shall email [SnocoEpayables@snoco.org](mailto:SnocoEpayables@snoco.org) and indicate it was awarded a contract with Snohomish County and will be receiving payment through the County’s e-Payable process. The Contractor needs to provide contact information (name, phone number and email address). The Contractor will be contacted by a person in the Finance Accounts Payable group and assisted with the enrollment process. This should be done as soon as feasible after County award of a contract or purchase order, but not exceeding ten (10) business days.

Department approved invoices received in Finance will be processed for payment within seven calendar days for e-Payable contractors. Invoices are processed for payment

by Finance two times a week for contractors who have selected the e-Payable payment option.

In the alternative, if the Contractor does not enroll in the electronic (“e-Payable”) payment method described above, contract payments will be processed by Finance with the issuance of paper checks or, if available, an alternative electronic method. Alternative payment methods, other than e-Payables, will be processed not more than 30 days from receipt of department approved invoices to Finance.

THE COUNTY MAY MAKE PAYMENTS FOR PURCHASES UNDER THIS CONTRACT USING THE COUNTY’S VISA PURCHASING CARD (PCARD).

Upon acceptance of payment, the Contractor waives any claims for the goods or services covered by the Invoice. No advance payment shall be made for the goods or services furnished by Contractor pursuant to this Contract.

E. Payment Method. In addition to Payment section above, the County may make payments for purchases under this contract using the County’s VISA purchasing card (PCARD).

Are you willing to accept PCARD payments without any fees or surcharges?  
Yes  No

F. Contract Maximum. Total charges under this Agreement, all fees and expenses included, shall not exceed \$500,000 for the initial term of this Agreement (excluding extensions or renewals, if any).

4. Independent Contractor. The Contractor agrees that Contractor will perform the services under this Agreement as an independent contractor and not as an agent, employee, or servant of the County. This Agreement neither constitutes nor creates an employer-employee relationship. The parties agree that the Contractor is not entitled to any benefits or rights enjoyed by employees of the County. The Contractor specifically has the right to direct and control Contractor’s own activities in providing the agreed services in accordance with the specifications set out in this Agreement. The County shall only have the right to ensure performance. Nothing in this Agreement shall be construed to render the parties partners or joint venturers.

The Contractor shall furnish, employ, and have exclusive control of all persons to be engaged in performing the Contractor’s obligations under this Agreement (the “Contractor personnel”), and shall prescribe and control the means and methods of performing such obligations by providing adequate and proper supervision. Such Contractor personnel shall for all purposes be solely the employees or agents of the Contractor and shall not be deemed to be employees or agents of the County for any purposes whatsoever. With respect to Contractor personnel, the Contractor shall be solely responsible for compliance with all rules, laws and regulations relating to employment of labor, hours of labor, working conditions, payment of wages and payment of taxes, including applicable contributions from Contractor personnel when required by law.

Because it is an independent contractor, the Contractor shall be responsible for all obligations relating to federal income tax, self-employment or FICA taxes and contributions, and

all other so-called employer taxes and contributions including, but not limited to, industrial insurance (workers' compensation). The Contractor agrees to indemnify, defend, and hold the County harmless from any and all claims, valid or otherwise, made to the County because of these obligations.

The Contractor assumes full responsibility for the payment of all payroll taxes, use, sales, income, or other form of taxes, fees, licenses, excises, or payments required by any city, county, federal or state legislation which are now or may during the term of the Agreement be enacted as to all persons employed by the Contractor and as to all duties, activities, and requirements by the Contractor in performance of the work under this Agreement. The Contractor shall assume exclusive liability therefor, and shall meet all requirements thereunder pursuant to any rules or regulations that are now or may be promulgated in connection therewith.

5. Ownership. Any and all data, reports, analyses, documents, photographs, pamphlets, plans, specifications, surveys, films, or any other materials created, prepared, produced, constructed, assembled, made, performed, or otherwise produced by the Contractor or the Contractor's subcontractors or consultants for delivery to the County under this Agreement shall be the sole and absolute property of the County. Such property shall constitute "work made for hire" as defined by the U.S. Copyright Act of 1976, 17 U.S.C. § 101, and the ownership of the copyright and any other intellectual property rights in such property shall vest in the County at the time of its creation. Ownership of the intellectual property includes the right to copyright, patent, and register, and the ability to transfer these rights. Material which the Contractor uses to perform this Agreement but is not created, prepared, constructed, assembled, made, performed, or otherwise produced for or paid for by the County is owned by the Contractor and is not "work made for hire" within the terms of this Agreement.

6. Changes. No changes or additions shall be made in this Agreement except as agreed to by both parties, reduced to writing and executed with the same formalities as are required for the execution of this Agreement.

7. County Contact Person. The assigned contact person (or project manager) for the County for this Agreement shall be:

Name: Ian Andrews  
Title: Facilities Supervisor I  
Department: Facilities and Fleet Management  
Telephone: (425) 359-0127  
Email: <Ian.Andrews@snoco.org>

8. County Review and Approval. When the Contractor has completed any discrete portion of the services, the Contractor shall verify that the work is free from errors and defects and otherwise conforms to the requirements of this Agreement. The Contractor shall then notify the County that said work is complete. The County shall promptly review and inspect the work to determine whether the work is acceptable. If the County determines the work conforms to the requirements of this Agreement, the County shall notify the Contractor that the County accepts the work. If the County determines the work contains errors, omissions, or otherwise fails to conform to the requirements of this Agreement, the County shall reject the work by providing the Contractor with written notice describing the problems with the work and describing the necessary corrections

or modifications to same. In such event, the Contractor shall promptly remedy the problem or problems and re-submit the work to the County. The Contractor shall receive no additional compensation for time spent correcting errors. Payment for the work will not be made until the work is accepted by the County. The Contractor shall be responsible for the accuracy of work even after the County accepts the work. Warranty period begins right after County's review and written acceptance of work.

If the Contractor fails or refuses to correct the Contractor's work when so directed by the County, the County may withhold from any payment otherwise due to the Contractor an amount that the County in good faith believes is equal to the cost the County would incur in correcting the errors, in re-procuring the work from an alternate source, and in remedying any damage caused by the Contractor's conduct.

9. Subcontracting and Assignment. The Contractor shall not subcontract, assign, or delegate any of the rights, duties or obligations covered by this Agreement without prior express written consent of the County. Any attempt by the Contractor to subcontract, assign, or delegate any portion of the Contractor's obligations under this Agreement to another party in violation of the preceding sentence shall be null and void and shall constitute a material breach of this Agreement.

10. Records and Access; Audit; Ineligible Expenditures. The Contractor shall maintain adequate records to support billings. Said records shall be maintained for a period of seven (7) years after completion of this Agreement by the Contractor. The County or any of its duly authorized representatives shall have access at reasonable times to any books, documents, papers, and records of the Contractor which are directly related to this Agreement for the purposes of making audit examinations, obtaining excerpts, transcripts or copies, and ensuring compliance by the County with applicable laws. Expenditures under this Agreement, which are determined by audit to be ineligible for reimbursement and for which payment has been made to the Contractor, shall be refunded to the County by the Contractor.

11. Indemnification.

To the maximum extent permitted by law and except to the extent caused by the sole negligence of the County and, if any funds for this Agreement are provided by the State, the State, the Contractor shall indemnify and hold harmless the County and the State, their officers, officials, agents and employees, from and against any and all suits, claims, actions, losses, costs, penalties and damages of whatsoever kind or nature arising out of, in connection with, or incidental to the services and/or deliverables provided by or on behalf of the Contractor. In addition, the Contractor shall assume the defense of the County and, if applicable, the State and their officers and employees in all legal or claim proceedings arising out of, in connection with, or incidental to such services and/or deliverables and shall pay all defense expenses, including reasonable attorneys' fees, expert fees and costs incurred by the County and, if applicable, the State, on account of such litigation or claims.

The above indemnification obligations shall include, but are not limited to, all claims against the County and, if applicable, the State by an employee or former employee of the Contractor or its subcontractors, and the Contractor, by mutual negotiation, expressly waives all immunity and limitation on liability, as respects only the County and, if applicable, the State, under

any industrial insurance act, including Title 51 RCW, other worker's compensation act, disability benefit act, or other employee benefit act of any jurisdiction which would otherwise be applicable in the case of such claim.

In the event that the County or, if applicable, the State incurs any judgment, award and/or cost including attorneys' fees arising from the provisions of this section, or to enforce the provisions of this section, any such judgment, award, fees, expenses, and costs shall be recoverable from the Contractor.

In addition to injuries to persons and damage to property, the term "claims", for purposes of this provision, shall include, but not be limited to, assertions that the use or transfer of any software, book, document, report, film, tape, or sound reproduction or material of any kind, delivered hereunder, constitutes an infringement of any copyright, patent, trademark, trade name, and/or otherwise results in an unfair trade practice.

The indemnification, protection, defense and save harmless obligations contained herein shall survive the expiration, abandonment, or termination of this Agreement.

Nothing contained within this provision shall affect or alter the application of any other provision contained within this Agreement.

12. Insurance Requirements. The Contractor shall procure by the time of execution of this Agreement, and maintain for the duration of this Agreement, (i) insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the services hereunder by the Contractor, its agents, representatives, or employees, and (ii) a current certificate of insurance and additional insured endorsement when applicable.

A. General. Each insurance policy shall be written on an "occurrence" form, except that Professional Liability, Errors, and Omissions coverage, if applicable, may be written on a "claims made" basis. If coverage is approved and purchased on a "claims made" basis, the Contractor warrants continuation of coverage, either through policy renewals or the purchase of an extended discovery period, if such extended coverage is available, for not less than three (3) years from the date of completion of the work which is the subject of this Agreement.

By requiring the minimum insurance coverage set forth in this Section 12, the County shall not be deemed or construed to have assessed the risks that may be applicable to the Contractor under this Agreement. The Contractor shall assess its own risks and, if it deems appropriate and/or prudent, maintain greater limits and/or broader coverage.

B. No Limitation on Liability. The Contractor's maintenance of insurance as required by this Agreement shall not be construed to limit the liability of the Contractor to the coverage provided by such insurance, or otherwise limit the County's recourse to any remedy available at law or in equity.

C. Minimum Scope and Limits of Insurance. The Contractor shall maintain coverage at least as broad as, and with limits no less than:

i. General Liability: \$2,000,000 per occurrence for bodily injury, personal injury and property damage, and for those policies with aggregate limits, a \$3,000,000 aggregate limit. CG 00 01 current edition, including Products and Completed Operations;

ii. Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage. CA 0001 current edition, Symbol 1;

iii. Workers' Compensation: To meet applicable statutory requirements for workers' compensation coverage of the state or states of residency of the workers providing services under this Agreement;

iv. Employers' Liability or "Stop Gap" coverage: \$1,000,000

D. Other Insurance Provisions and Requirements. The insurance coverages required in this Agreement for all liability policies except workers' compensation and Professional Liability, if applicable, must contain, or must be endorsed to contain, the following provisions:

i. The County, its officers, officials, employees, and agents are to be covered as additional insureds as respects liability arising out of activities performed by or on behalf of the Contractor in connection with this Agreement. Such coverage shall be primary and non-contributory insurance as respects the County, its officers, officials, employees, and agents. Additional Insured Endorsements shall be included with the certificate of insurance, "CG 2026 07/04" and "CG 2037" (current edition) or equivalent are required.

ii. The Contractor's insurance coverage shall apply separately to each insured against whom a claim is made and/or lawsuit is brought, except with respect to the limits of the insurer's liability.

iii. Any deductibles or self-insured retentions must be declared to, and approved by, the County. The deductible and/or self-insured retention of the policies shall not limit or apply to the Contractor's liability to the County and shall be the sole responsibility of the Contractor.

iv. Insurance coverage must be placed with insurers with a Best's Underwriting Guide rating of no less than A:VIII, or, if not rated in the Best's Underwriting Guide, with minimum surpluses the equivalent of Best's surplus size VIII. Professional Liability, Errors and Omissions insurance coverage, if applicable, may be placed with insurers with a Best's rating of B+:VII. Any exception must be approved by the County.

Coverage shall not be suspended, voided, canceled, reduced in coverage or in limits until after forty-five (45) calendar days' prior written notice has been given to the County.

If at any time any of the foregoing policies fail to meet minimum requirements, the Contractor shall, upon notice to that effect from the County, promptly obtain a new policy, and shall submit the same to the County, with the appropriate certificates and endorsements, for approval.

E. Subcontractors. The Contractor shall include all subcontractors as insureds under its policies, or shall furnish separate certificates of insurance and policy endorsements for each subcontractor. **Insurance coverages provided by subcontractors instead of the Contractor as evidence of compliance with the insurance requirements of this Agreement shall be subject to all of the requirements stated herein.**

F. The Contractor shall comply with manufacturer's warranty conditions, if any.

13. The Contractor shall pay prevailing wages as required by chapter 39.12 RCW.

14. County Non-discrimination. It is the policy of the County to reject discrimination which denies equal treatment to any individual because of his or her race, creed, color, national origin, families with children, sex, marital status, sexual orientation, age, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or the use of a trained dog guide or service animal by a person with a disability as provided in Washington's Law against Discrimination, Chapter 49.60 RCW, and the Snohomish County Human Rights Ordinance, Chapter 2.460 SCC. These laws protect against specific forms of discrimination in employment, credit transactions, public accommodation, housing, county facilities and services, and county contracts.

[The Contractor shall comply with the substantive requirements of Chapter 2.460 SCC, which are incorporated herein by this reference. Execution of this Agreement constitutes a certification by the Contractor of the Contractor's compliance with the requirements of Chapter 2.460 SCC. If the Contractor is found to have violated this provision, or to have furnished false or misleading information in an investigation or proceeding conducted pursuant to this Agreement or Chapter 2.460 SCC, this Agreement may be subject to a declaration of default and termination at the County's discretion. This provision shall not affect the Contractor's obligations under other federal, state, or local laws against discrimination.

15. Federal Non-discrimination. Snohomish County assures that no persons shall on the grounds of race, color, national origin, or sex as provided by Title VI of the Civil Rights Act of 1964 (Pub. L. No. 88-352), as amended, and the Civil Rights Restoration Act of 1987 (Pub. L. No. 100-259) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any County sponsored program or activity. Snohomish County further assures that every effort will be made to ensure nondiscrimination in all of its programs and activities, whether those programs and activities are federally funded or not.

16. Employment of County Employees. SCC 2.50.075, "Restrictions on future employment of County employees," imposes certain restrictions on the subsequent employment and compensation of County employees. The Contractor represents and warrants to the County that it does not at the time of execution of this Agreement, and that it shall not during the term of this Agreement, employ a former or current County employee in violation of SCC 2.50.075. For

breach or violation of these representations and warranties, the County shall have the right to terminate this Agreement without liability.

17. Compliance with Other Laws. The Contractor shall comply with all other applicable federal, state, and local laws, rules, and regulations in performing this Agreement.

18. Compliance with Grant Terms and Conditions. The Contractor shall comply with any and all conditions, terms, and requirements of any federal, state, or other grant, if any, that wholly or partially funds the Contractor's work hereunder.

19. Prohibition of Contingency Fee Arrangements. The Contractor warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Contractor, to solicit or secure this Agreement and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the Contractor, any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the County shall have the right to terminate this Agreement without liability or, in its discretion, to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

20. Force Majeure. If either party is unable to perform any of its obligations under this Agreement as a direct result of an unforeseeable event beyond that party's reasonable control, including but not limited to an act of war, act of nature (including but not limited to earthquake and flood), embargo, riot, sabotage, labor shortage or dispute (despite due diligence in obtaining the same), or governmental restriction imposed subsequent to execution of the Agreement (collectively, a "force majeure event"), the time for performance shall be extended by the number of days directly attributable to the force majeure event. Both parties agree to use their best efforts to minimize the effects of such failures or delays.

21. Suspension of Work. The County may, at any time, instruct the Contractor in writing to stop work effective immediately, or as directed, pending either further instructions from the County to resume the work or a notice from the County of breach or termination under Section 21 of this Agreement.

22. Non-Waiver of Breach; Termination.

A. The failure of the County to insist upon strict performance of any of the covenants or agreements contained in this Agreement, or to exercise any option conferred by this Agreement, in one or more instances shall not be construed to be a waiver or relinquishment of those covenants, agreements or options, and the same shall be and remain in full force and effect.

B. If the Contractor breaches any of its obligations hereunder, and fails to cure the same within five (5) business days of written notice to do so by the County, the County may terminate this Agreement, in which case the County shall pay the Contractor only for the services and corresponding reimbursable expenses, if any, accepted by the County in accordance with Sections 3 and 8 hereof.



25. Public Records Act. This Agreement and all public records associated with this Agreement shall be available from the County for inspection and copying by the public where required by the Public Records Act, Chapter 42.56 RCW (the “Act”). To the extent that public records then in the custody of the Contractor are needed for the County to respond to a request under the Act, as determined by the County, the Contractor agrees to make them promptly available to the County. If the Contractor considers any portion of any record provided to the County under this Agreement, whether in electronic or hard copy form, to be protected from disclosure under law, the Contractor shall clearly identify any specific information that it claims to be confidential or proprietary. If the County receives a request under the Act to inspect or copy the information so identified by the Contractor and the County determines that release of the information is required by the Act or otherwise appropriate, the County’s sole obligations shall be to notify the Contractor (a) of the request and (b) of the date that such information will be released to the requester unless the Contractor obtains a court order to enjoin that disclosure pursuant to RCW 42.56.540. If the Contractor fails to timely obtain a court order enjoining disclosure, the County will release the requested information on the date specified.

The County has, and by this section assumes, no obligation on behalf of the Contractor to claim any exemption from disclosure under the Act. The County shall not be liable to the Contractor for releasing records not clearly identified by the Contractor as confidential or proprietary. The County shall not be liable to the Contractor for any records that the County releases in compliance with this section or in compliance with an order of a court of competent jurisdiction.

26. Interpretation. This Agreement and each of the terms and provisions of it are deemed to have been explicitly negotiated by the parties. The language in all parts of this Agreement shall, in all cases, be construed according to its fair meaning and not strictly for or against either of the parties hereto. The captions and headings of this Agreement are used only for convenience and are not intended to affect the interpretation of the provisions of this Agreement. This Agreement shall be construed so that wherever applicable the use of the singular number shall include the plural number, and vice versa, and the use of any gender shall be applicable to all genders.

27. Complete Agreement. The Contractor was selected through the County’s RFP identified in Section 1. The RFP and the Contractor’s response are incorporated herein by this reference. To the extent of any inconsistency among this Agreement, the RFP and the Contractor’s response, this Agreement shall govern. To the extent of any inconsistency between the RFP and the Contractor’s response, the RFP shall govern.

28. Conflicts between Attachments and Text. Should any conflicts exist between any attached exhibit or schedule and the text or main body of this Agreement, the text or main body of this Agreement shall prevail.

29. No Third-Party Beneficiaries. The provisions of this Agreement are for the exclusive benefit of the County and the Contractor. This Agreement shall not be deemed to have conferred any rights, express or implied, upon any third parties.



## **Schedule A**

### **SCOPE OF SERVICES – RFP 25-0414RB**

The Contractor shall provide all necessary labor and consumable parts for semi-annual inspection and preventive maintenance and on-call repair services for all HVAC and cooling equipment at specific county locations. Maintenance services shall be performed in accordance with the Original Equipment Manufacturers (OEM) maintenance specifications, as described in this document.

See Schedule B for the locations, number of inspections per year per site, and specific equipment included. During the term of this Agreement the County may have the need to add or delete HVAC and cooling equipment or services to this Agreement. Any changes to this Agreement that increase the Agreement above the Contract Maximum, must be executed by written amendment of this Agreement.

#### **1. Routine Preventative Maintenance**

**1.1** Routine Preventative Maintenance is defined as regularly scheduled work to reduce equipment failure, maximize up-time, and optimize long-term management. Work performed as Routine Preventative Maintenance (RPM) is as further outlined in Section 1 of this Schedule A.

**1.2** General Duties: The Contractor shall furnish all supplies, materials, parts, labor, labor supervision, tools, equipment (including employee safety equipment, lifts and ladders, consumable parts, and technical information necessary to provide Routine Preventative Maintenance Services for the County's eighty five (85) HVAC and cooling equipment units located in seven (7) buildings in the County as further described in Schedule B.

**1.3** The Contractor is responsible for scheduling Technician's to meet the response times established by this Contract. "Technician" means an individual employed by the Contractor who possesses the necessary skills, certifications, and qualifications to perform the tasks outlined in this Agreement. Any Technician provided by the Contractor must complete and pass a background check selected and administered by the County Sheriff's Office prior to coming on site. The County Sheriff needs at least one month to process background checks. The cost of the background check will be borne by the Contractor.

**1.4** The Contractor shall regularly and systematically, on a continuous basis (according to Department of Labor and Industries ("L&I") standards and/or manufacturer requirements), examine, clean, lubricate and adjust the HVAC and cooling equipment and provide service during Regular – Straight Time Hours and, as conditions warrant, in accordance with accepted industry standards and the applicable manufacturer's published specifications and technical field notes, including those published internally within the

manufacturer's organization, repair or replace all portions of the equipment, except those specifically excluded, including but not limited to the work and coverages described hereinafter ("Routine Preventative Maintenance"). Routine Preventative Maintenance includes all work and materials expressly required under this Contract or reasonably inferred, whether expressly stated herein, including, but not limited to cleaning, lubricating, adjusting, replacing parts, repairing equipment, and all express and implied work stemming therefrom, as further described in this Section 1:

**A. Air Conditioning and Chiller Systems:**

**Seasonal Start-up and Annual Maintenance (During the month of April)**

- Analyze the recorded data. Compare the data to the original design conditions.
- Provide a written report of completed work, operating log, and indicate any deficiencies detected, both corrected and uncorrected. All information must be added to the chiller logbook in the plant control room.
- Pull oil sample and send out for spectrographic analysis to a reputable oil analysis company. A copy of the report shall go to the Facilities Maintenance Supervisor.
- Oil change as needed, (shown by oil analysis or if required by equipment manufacturer).
- Lubricate equipment as needed.
- Purge maintenance and operation.
- Vane linkage and oil valve lubrication.
- Tighten all electrical connections.
- Megger compressor motor and provide test results.
- Low temperature sensor calibration using the ice bath method.
- Drain the rupture disc vent line.
- Calibrate all chiller controls to included but not limited to:
  - Temperature and pressure transmitters.
  - Flow switches
  - kW meter (as required)
  - Motor amps & volts
- Adjust oil levels as needed, (oil provided by owner).
- Complete check of sequence of operation.
- Test safeties.
- Testing and calibration of equipment room refrigerant monitors and sensors. Enter results in mechanical room log.
- Leak check with leak detector paying special attention to any disassembled joints, (low pressure machines will have temperature raised to test pressure). Adjust refrigerant levels, (refrigerant to be provided by owner).
- Review faults
- Clean drain pan and drain add pan disinfectant treatment tab.

### **VFD/Starters w/Electronic Controls Annual Service**

- Clean the starter and cabinet once a year.
- Inspect the wiring and connections for tightness and signs of overheating and discoloration.
- Tighten to proper torque if necessary.
- Check condition of all electrical contacts for wear or pitting.
- Check contactors for free and smooth operation.
- Check the mechanical linkage for wear, security, and clearances.
- Calibrate solid-state starter ramp speed.
- Calibrate solid-state starter torque.
- Verify the overload settings.
- Review faults

### **B. Air Conditioning and Chiller Systems:**

#### **Annual Operational Check (August)**

- Check general machine operation.
- Check the operation of the VFD.
- Check the operation of the purge unit.
- Check condenser fan operation.
- Check the operation of the control circuit.
- Check the operation of the lubrication system.
- Check the operation of the motor and starter.
- Check approaches through calculation.
- Check control power and piping.
- Check gauges & indicator lights.
- Check refrigerant charge and leak check.
- Check safety & operating controls.
- Check starter wiring and contacts
- Log:
  - Bearing temperature
  - Condenser leaving temperature difference
  - Condenser refrigerant temp
  - Condenser sub-cooler temperature
  - Condenser water flow delta P
  - Condenser water in temperature
  - Condenser water out temperature
  - Condenser water pump delta P
  - Condensing pressure
  - Cooler leaving temperature difference
  - Cooler pressure
  - Cooler refrigerant temperature
  - Oil level
  - Oil pump current

- Oil sump pressure
- Oil sump temperature
- Oil supply pressure
- Refrigerant dry-eye indicator status
- Clean drain pan and drain add pan disinfectant treatment tab.

C. **Heat Pump Systems:**

**Seasonal Start-up and Annual Maintenance (During the months of March and August)**

**Semi-Annual Operation Check (During months of January and June)**

- Confirm operation of thermostats and desired programmable settings.
- Visual Inspection of exterior units for damage, deterioration, or leakage.
- Cycle test equipment in heating, cooling and auxiliary heat modes.
- Verify discharge air temperatures for design specification.
- Check for excessive vibrations which may indicate potential failures and malfunctions.
- Lubricate fan motors and bearings.
- Inspect gas valves, burner and heat exchangers for potential hazards.
- Check for carbon monoxide and combustible gas leaks.
- Inspect condensing and evaporative coils for signs of leakage.
- Inspect condensate drain and pan assembly for debris.
- Check refrigeration charge levels for heating and cooling.
- Check motor mounting, belts, sheaves and pulleys for wear tension and alignment.
- Check operation of control circuits, defrosting cycles and starting mechanisms.
- Check economizers, enthalpy controls and outside air setting.
- Check and tighten connections of electrical components.
- Check amperage draw for fan motors and compressors.
- Check contactors and relays for wear and pitting.
- Check condenser coil for heat transfer loss.
- Inspect reversing valve operation.
- Inspect blower assembly.
- Check safety devices including pressure and thermal and thermal high limit switches.
- Replace air filters.

D. **Safety Labels**

Product safety labels should be clean and visible to all users.

Replacement labels should be ordered from manufacture when required.

- o Note: Technical Data Sheets are information tools only and should not be used as substitutes for instructions from individual manufacturers. Always consult with individual manufacturers for specific recommendations for their products and check the applicable local

regulations.

**1.5 Materials, Parts, and Equipment:** The Contractor shall only use new parts, materials and equipment for the purposes intended. Parts, materials or equipment requiring repair shall be rebuilt to “as new” condition. Parts, materials and equipment shall be OEM unless preapproved by the County.

#### Manufacturers’ Parts and Lubricants

1. In performing the Services, the Contractor agrees to provide parts used by manufacturers of the equipment for replacement or repair, and to use lubricants obtained from and/or recommended by the manufacturer of the equipment.
2. Equivalent parts or lubricants may be used if approved in writing by the County.
3. The Contractor shall have a local stock of commonly used repair parts necessary to provide routine preventative maintenance.

#### 1.6 Removal of Parts

A. No parts or components required for the performance of Services on the HVAC and cooling equipment or required for its operation may be removed from the job site without written approval from the County.

B. This does not include renewal parts stocked on the job by the Contractor but does include parts and components which were installed with and are a part of the HVAC and cooling equipment installation, and parts delivered to the property and paid for by the County, which shall remain its sole property until installed on the equipment.

#### 1.7 Performance Requirements

The Contractor must check the operating system for each unit to ensure that the unit is kept operating continuously and make necessary tests and corrections to ensure all the circuits are correct and are properly adjusted.

#### 1.8 Maintenance Control Program

The Contractor shall provide a Maintenance Control Program (hereafter “MCP”) for the equipment. The MCP shall at a minimum include routine preventative maintenance, examinations, and testing of the equipment no less frequently than required by L&I standards and/or manufacturer requirements.

### **2. Addition or Removal of HVAC and Cooling Equipment**

A. The County may add and remove HVAC and cooling equipment from Routine

Preventative Maintenance services based on building sales, acquisition, modernization, or any other reason via an amendment. Provided that it does not increase the Contract Maximum, the Director of Facilities and Fleet may execute an amendment adding or removing HVAC and cooling equipment. HVAC and cooling equipment added or removed from coverage by an amendment, could increase or decrease the amount of monthly basic compensation for Routine Preventive Maintenance services. During the Routine Preventive Maintenance, the Contractor shall conduct a physical inventory of all equipment to be serviced. The Contractor shall verify the count, model numbers, serial numbers, and condition of all equipment against the attached asset list in Schedule B. The Contractor shall notify the County in writing of any discrepancies between the equipment physical inventory and the Attached Schedule B within two business days of the inventory's completion. Field verifications necessitating changes to Schedule B shall be recorded in an amendment. The Contractor shall perform preventative maintenance on any equipment not included in Schedule B, if performing they work will not increase the contract total. For each HVAC and cooling equipment unit added, a basic compensation increase will be negotiated, using the type of HVAC unit, conditions of service, and basic compensation of like HVAC and cooling equipment under the Agreement as a guide.

B. The County may choose to modernize any or all of the HVAC and cooling equipment during the term of the Contract. This Scope of Work does not guarantee that the Contractor will be awarded a modernization contract if a competition for modernization is advertised.

### **3. Additional Repair or HVAC and Cooling Equipment Services**

A. Additional, optional, maintenance or repair work may be requested by the County.

B. At the County's request, the Contractor must provide a detailed explanation of Quotation of Work for each additional, optional maintenance or repair work identified. This Quotation of Work shall identify:

- A not-to-exceed estimate organized by line item for the additional maintenance or repair work. Hourly rates and mark-up percentages shall be as provided in Schedule B.
- The number of hours necessary to complete the work.
- A proposed timeline for performing the work.

C. Contractor shall provide all material, equipment, tools, and labor necessary to complete the Services described in this Agreement.

### **4. As-Needed Additional Services for Chillers and Other Equipment.** Upon written request from the County, the Contractor will:

### A. Annual Tube Brushing (Hydro Cleaning)

- Properly shut down the system, isolate water valves, and drain the equipment. Remove end bells (water boxes) to fully expose the tube sheets.
- Perform "tube punching" using a rotary tube cleaning system (e.g., Goodway RAM-5 or high-pressure water projectiles). 100% of the internal tube surfaces must be scrubbed to remove biofilm, mud, and light scale.
- Simultaneously or subsequently flush each tube with clean water to expel all loosened debris and contaminants.
- Conduct a visual inspection of the tubes and tube sheets to confirm they are free of visible deposits before reassembly.
- Inspect water box gaskets and replace if damaged. Reinstall end bells to manufacturer torque specifications and verify the system is leak-free upon restart.
- Submit a summary report documenting the pre-cleaning condition, the cleaning method used, and any findings regarding tube degradation or corrosion.

### B. Vibration Analysis

- Use a calibrated tri-axial accelerometer to collect data at each bearing housing in three planes (horizontal, vertical, and axial).
- Collect and analyze Acceleration, Velocity (RMS), and Displacement to capture the full spectrum of potential faults from low-frequency unbalance to high-frequency bearing wear.
- Evaluate all readings against ISO 10816-3 or manufacturer-specific vibration limits to determine the severity of any detected faults.
- Perform Fast Fourier Transform (FFT) analysis to identify specific fault frequencies related to misalignment, looseness, or electrical motor faults.
- Provide a report for each asset that includes:
  - A "red/yellow/green" status for each machine.
  - Comparison against baseline or previous readings to track degradation over time.
  - Specific corrective actions, such as "replace drive-end bearing" or "re-align pump coupling".

### C. Eddy Current Test (Condenser Tubes)

- All tubes must be mechanically brushed and flushed (as per the "Tube Brushing" scope) immediately prior to testing to ensure accurate readings.
- Pass an advanced electromagnetic probe through the entire length of every tube.
- Standardize equipment using a calibration tube of the exact same alloy, diameter, and wall thickness as the installed tubes to ensure precision.
- Testing must be performed in accordance with ASTM E243 or E426 standards for non-ferrous heat exchanger tubing.
- Analysis must be performed by a technician holding a current **ASNT Level II Certification** in Eddy Current Testing.

- Provide a report for each tube that includes:
  - Electronic data for each tube.
  - A color-coded "tube sheet map" showing the location of all defective or thinned tubes.
  - Specific details on the type (pitting, erosion, cracking) and depth (percentage of wall loss) of any defects found.

## 5. Hours and Manner of Work

The County has established the following day/time schedule for HVAC and Cooling Equipment and Repair projects:

A. Regular – Straight Time is defined as: 7:00 am to 5:00 pm, Monday through Friday. Regular – Straight Time rate(s) will be charged for all work during the above referenced hours.

B. After Hours Time is defined as: Between the hours of 5:00 pm and 7:00 am Monday through Friday.

C. Weekend and Holiday Hours are defined as: Saturday, Sunday and any of the Holidays (24 hours per day). Holidays are:

1. New Year Day (January 1 or observed on closest weekday)
2. Martin Luther King Jr. Birthday (observed on the third Monday in January)
3. President's Day (observed on the third Monday in February)
4. Memorial Day (observed on the last Monday in May)
5. Juneteenth National Independence Day (observed on June 19th)
6. Independence Day (observed on the 4th of July or the closest weekday)
7. Labor Day (observed on the first Monday in September)
8. Thanksgiving Day (observed on the fourth Thursday in November)
9. Day after Thanksgiving Day (observed on the Friday after Thanksgiving Day)
10. Christmas Day (observed on the 25th of December or the closest weekday)

D. The Contractor is responsible for coordinating visits outside of the County holiday schedule.

E. All Routine Preventive Maintenance Services, including additional repair or maintenance shall be performed during Regular-Straight time hours.

F. The County may give pre-authorization for services to be performed outside of Regular-Straight Time Hours.

G. If a HVAC and cooling equipment unit is removed from service or shut down the contractor will coordinate with the County to report removal/shutdowns by

emailing SFM-ContractorSupport@snoco.org.

H. The Contractor personnel will physically check in with County Maintenance staff upon arrival and contact Facilities Management (at provided phone numbers) upon entering and leaving the building or secured facility. A building log may be used upon entering and leaving the building or secured facility.

I. A follow-up email will be sent after each visit detailing the proactive preventive maintenance work, repair work, the condition of the door or gate and building visited.

J. The Contractor shall follow secured facility protocol by wearing the Contractor's uniform and the County assigned photo identification cards.

## **6. Removal of HVAC and Cooling Equipment from Service**

A. Contractor may temporarily remove HVAC and cooling equipment from service during Regular – Straight Time Hours to perform Routine Preventive Maintenance, corrective action, or additional maintenance work. The Contractor shall coordinate and receive prior approval from the County before removing HVAC and cooling equipment from service during Regular – Straight Time Hours.

B. When HVAC and cooling equipment is in-service, the County shall be notified a minimum of forty-eight (48) hours in advance for any work that requires a HVAC and cooling equipment to be out of normal operation for more than sixty (60) minutes. The Contractor will coordinate with the onsite staff to determine the best time for the outage.

C. The Contractor may remove HVAC and cooling equipment for Routine Preventive Maintenance and callbacks After Hours, but must notify and coordinate with the County whenever possible, unless otherwise agreed.

## **7. The County's Right to Inspect and Require Work**

A. The County reserves the right to make or cause to be made inspections and tests whenever it deems it advisable or necessary to ascertain that the requirements of this Contract are being fulfilled, including retaining a qualified HVAC and Cooling Equipment Consultant to make tests and inspections on its behalf ("Maintenance Audit").

B. The Contractor agrees to furnish personnel to accompany Company and/or its representatives during such inspections, tests or Maintenance Audit.

C. If the Contractor violates any of the provisions of the Agreement, fails to provide the services as required by it, or fails to perform the work required by the terms of

this Agreement in a diligent and satisfactory manner, the County shall advise the Contractor in writing of any specific deficiencies and shall allow the Contractor a reasonable time period (thirty (30) days unless otherwise agreed) to correct the deficiencies, at its sole expense, to the County's satisfaction.

D. In the event the Contractor fails to correct the deficiencies within thirty (30) days, or other agreed time, in addition to any other remedy available under the Agreement, the County may perform or cause to be performed all or any part of the work required hereunder or terminate the Agreement pursuant to Section 21(B).

E. The Contractor agrees that if the County performs or causes to be performed all or any part of the work, it will reimburse the County for any expenses incurred or, the County, at its election, may deduct such expenses from any sum owed to the Contractor.

F. The waiver by the County of a breach of any provision of this Agreement by the Contractor shall not operate or be construed as a waiver of any subsequent breach by the Contractor.

G. In the event the Contractor disputes a listing of deficiencies or failure to perform, in whole or in part, and the parties cannot informally resolve the dispute, the parties may hire a qualified Door and Gate Consultant acceptable to both parties to review the dispute and recommend a resolution. The County and the Contractor shall split the cost of the Door and Gate Consultant equally.

1. If a HVAC and Cooling Equipment Consultant is retained by the County to provide a Maintenance Audit finds deficiencies or failure to perform the services as described in this Contract, the County will provide the Contractor with a listing of deficiencies or failures to perform. The Contractor shall have thirty (30) days, unless otherwise agreed, to correct the deficiencies noted in the Maintenance Audit. If the County's HVAC and Cooling Equipment Consultant's follow-up review reveals that the deficiencies (either in whole or in part) have not been corrected, the Contractor shall reimburse the County for the cost of any further follow-up reviews, initiated at the County's sole discretion, until all deficiencies identified in the Maintenance Audit have been resolved to the satisfaction of the County.

2. Reimbursement for the cost of the HVAC and Cooling Equipment Consultant follow-up reviews may be made by, at the County's option, invoicing the Contractor, or deducting the cost of such additional review(s) from sums owed to the Contractor.

## **7. Contractor to Comply with Laws**

A. In the performance of this Agreement, the Contractor agrees it will abide by all existing laws, codes, rules, and regulations adopted by all appropriate authorities having jurisdiction in the location where the work is to be performed.

B. The Contractor shall not be required to install new attachments or perform tests as may be recommended or directed by inspecting entities, insurance companies, and federal, state, or municipal governmental authorities subsequent to the Effective Date of this Agreement, unless compensated for such tests, installation, or services.

## **8. Employees of the Contractor to be Satisfactory**

A. The Contractor agrees that all work shall be performed by Technicians under the supervision of, skilled, experienced door and gate service and repair persons all of whom are trained, employed, and supervised by the Contractor. Any and all employees performing work under this Contract shall be satisfactory to the County. The County shall be given at least fifteen (15) day notice prior to making changes to site-specific Technicians.

B. The Contractor shall be responsible for maintaining reasonably satisfactory standards for employees' competency, conduct, courtesy, honesty, integrity, accurate completion of maintenance control plan records, and appearance (including clean uniforms identifying them as employees of the Contractor), and shall be responsible for taking such disciplinary action with respect to any employee, as may be necessary.

C. After consultation with the County and/or the County's HVAC and cooling equipment consultant, the Contractor shall, after being given reasonable notice, replace any employees not meeting the above criteria.

## **9. Scheduling Work**

A. Within thirty (30) days of the Effective Date this Contract, the Contractor shall prepare and submit a schedule of repairs, tests, or other work which could require a shutdown of one or more of the HVAC and cooling equipment units within the next ninety (90) days. The nature of work, HVAC and cooling equipment unit involved, and anticipated days out of service shall be included.

B. Contractor must notify Facilities Management of any need to perform shut-down maintenance during business hours at least 5 days before the scheduled maintenance. Facilities Management will coordinate with the end users when shut down maintenance may interfere with building operations.

## **10. The County's Responsibilities**

The County shall provide clear and safe access to its facilities listed in Schedule B.

**Schedule B**

**RFP-25-0414RB**

**HVAC and Cooling Equipment Maintenance and Repair Service**

**Price/Cost**

The annual cost charged by the Contractor for Routine Preventative Maintenance services for the HVAC and cooling equipment are set forth below. The Contractor's hourly rates for additional work, such as emergency repairs or additional services not covered by Routine Preventative Maintenance, are also set forth below. Travel time to and from the County for all services is included in the Monthly Cost or Labor Rate. No separate travel time or mileage is allowed.

**HVAC and Cooling Equipment and Service Cost Breakdown**

Equipment	Location	Model #	Serial #	Qty	Seasonal Start-Up & Annual Maintenance	Annual & Semi-Annual Operational Checks	Total Price (Start-Up & Annual Maintenance + Annual & Semi-Annual Operation Checks)
Chiller	Wall Street Jail 5th FL Mech Room	Trane	L845E195472	1	\$1,209.00	\$1,627.50	\$2,836.50
Chiller	Wall Street Jail 5th FL Mech Room	Trane	L845E19541	1	\$1,209.00	\$1,627.50	\$2,836.50
Chiller	Oaks Jail Central Plant	Trane	L03K07430	1	\$1,209.00	\$1,627.50	\$2,836.50
Chiller	Oaks Jail Central Plant	Trane	L03K07431	1	\$1,209.00	\$1,627.50	\$2,836.50
Chiller	Courthouse Boiler Room	York	1AZM-035	1	\$1,209.00	\$1,627.50	\$2,836.50
Chiller	Courthouse Boiler Room	York	FZM-034	1	\$1,209.00	\$1,627.50	\$2,836.50
Chiller	Courthouse Roof	York	2EWM006317	1	\$1,209.00	\$1,627.50	\$2,836.50
Chiller	DJJC Behind Loading Dock	Trane	U97K05640	1	\$1,209.00	\$1,627.50	\$2,836.50
Chiller	Admin West LL Boiler Room	York	DSM-074	1	\$1,209.00	\$1,627.50	\$2,836.50
Chiller	Admin West LL Boiler Room	York	ESM-038	1	\$1,209.00	\$1,627.50	\$2,836.50

Air Conditioner	DJJC Roof	Trane	J98B70556	1	\$195.30	\$241.80	\$437.10
Air Conditioner	DJJC Roof	Trane	J98B70557	1	\$195.30	\$241.80	\$437.10
Air Conditioner	DJJC Roof	Trane	J98B70558	1	\$195.30	\$241.80	\$437.10
Compressor	RJD Mechanical Room	Copeland	O4E40079	1	\$204.60	\$269.70	\$474.30
Compressor	RJD Mechanical Room	Copeland	O4E40094	1	\$204.60	\$269.70	\$474.30
Compressor	RJD Mechanical Room	Copeland	O4E40084	1	\$204.60	\$269.70	\$474.30
Compressor	RJD Mechanical Room	Copeland	O4E40086	1	\$204.60	\$269.70	\$474.30
Air Handler	SHD	York	HBTS06561F	1	\$232.50	\$251.10	\$483.60
Air Handler	SHD	American Standard	M243NX95H	1	\$232.50	\$251.10	\$483.60
Air Handler	SHD	Heil	A060475249	1	\$232.50	\$251.10	\$483.60
Air Handler	SHD	York	A0L7402847	1	\$232.50	\$251.10	\$483.60
Air Handler	SHD	York	A0L6077462	1	\$232.50	\$251.10	\$483.60
Air Handler	SHD	York	MCTS122570	1	\$232.50	\$251.10	\$483.60
Air Handler	SHD	Thermal Zone	W361206377	1	\$232.50	\$251.10	\$483.60
Air Handler	SHD	Heil	D100919462	1	\$232.50	\$251.10	\$483.60
Air Handler	SHD	Mitsubishi	0ZR03094	1	\$232.50	\$251.10	\$483.60
Air Handler	SHD	American Standard	M243P2N5H	1	\$232.50	\$251.10	\$483.60
Air Handler	SHD	York	MCTS123886	1	\$232.50	\$251.10	\$483.60
Air Handler	SHD	York	MCT9122568	1	\$232.50	\$251.10	\$483.60
Air Handler	SHD	Thermal Zone	W361206377	1	\$232.50	\$251.10	\$483.60

Air Handler	SHD	York	MBTSG65615	1	\$232.50	\$251.10	\$483.60
Air Handler	SHD	Trane	M243P2N5H	1	\$232.50	\$251.10	\$483.60
City Multi (BC)	SHD	Mitsubishi	86W02355	1	\$120.90	\$130.20	\$251.10
City Multi (BC)	SHD	Mitsubishi	86W02358	1	\$120.90	\$130.20	\$251.10
City Multi (IDU)	SHD	Mitsubishi	85R07161	1	\$74.40	\$88.35	\$162.75
City Multi (IDU)	SHD	Mitsubishi	87N00272	1	\$74.40	\$88.35	\$162.75
City Multi (IDU)	SHD	Mitsubishi	95R02541	1	\$74.40	\$88.35	\$162.75
City Multi (IDU)	SHD	Mitsubishi	93R01878	1	\$74.40	\$88.35	\$162.75
City Multi (IDU)	SHD	Mitsubishi	95R02537	1	\$74.40	\$88.35	\$162.75
City Multi (IDU)	SHD	Mitsubishi	93R01914	1	\$74.40	\$88.35	\$162.75
City Multi (IDU)	SHD	Mitsubishi	93R10950	1	\$74.40	\$88.35	\$162.75
Ductless HP (ODU)	SHD	Mitsubishi	8XW02271	1	\$158.10	\$176.70	\$334.80
Ductless HP (ODU)	SHD	Mitsubishi	8XW02273	1	\$158.10	\$176.70	\$334.80
Ductless HP (ODU)	SHD	Mitsubishi	0ZR03094	1	\$158.10	\$176.70	\$334.80
Ductless HP (ODU)	SHD	Mitsubishi	8001345T	1	\$158.10	\$176.70	\$334.80
Ductless HP (ODU)	SHD	Mitsubishi	41U01280B	1	\$158.10	\$176.70	\$334.80

Ductless HP (ODU)	SHD	Mitsubishi	11U04779B	1	\$158.10	\$176.70	\$334.80
Heat Pump	SHD	York	W0C7534050	1	\$204.60	\$251.10	\$455.70
Heat Pump	SHD	York	W0D7628637	1	\$204.60	\$251.10	\$455.70
Heat Pump	SHD	York	WHLM050440	1	\$204.60	\$251.10	\$455.70
Heat Pump	SHD	York	5805M40479	1	\$204.60	\$251.10	\$455.70
Heat Pump	SHD	York	W0L7338258	1	\$204.60	\$251.10	\$455.70
Heat Pump	SHD	York	W0K7314142	1	\$204.60	\$251.10	\$455.70
Heat Pump	SHD	Lennox	5805M40502	1	\$204.60	\$251.10	\$455.70
Heat Pump	SHD	York	8488W251126200	1	\$204.60	\$251.10	\$455.70
Heat Pump	SHD	York	N1K0296131	1	\$204.60	\$251.10	\$455.70
Heat Pump	SHD	York	NGSM203142	1	\$204.60	\$251.10	\$455.70
Heat Pump	SHD	York	N0K6942213	1	\$204.60	\$251.10	\$455.70
Heat Pump	SHD	York	N0K6936597	1	\$204.60	\$251.10	\$455.70
Heat Pump	SHD	York	N0K6978291	1	\$204.60	\$251.10	\$455.70
Heat Pump	SHD	York	N0K6978273	1	\$204.60	\$251.10	\$455.70
Heat Pump	SHD	York	E040835407	1	\$204.60	\$251.10	\$455.70
Heat Pump	SHD	York	M161N4DFF	1	\$204.60	\$251.10	\$455.70
Heat Pump	SHD	Uknown	Not Legible	1	\$204.60	\$251.10	\$455.70
Pkg-Dual Fuel (Gas)	SHD	York	Not Legible	1	\$195.30	\$251.10	\$446.40
Pkg-Dual Fuel (Gas)	SHD	York	W1B3514110	1	\$195.30	\$251.10	\$446.40
Pkg-Dual Fuel (Gas)	SHD	Trane	Not Legible	1	\$195.30	\$251.10	\$446.40
Pkg-Dual Fuel (Gas)	SHD	Trane	191912714L	1	\$195.30	\$251.10	\$446.40
Fan Coil	SHD	Heil	A07056919B	1	\$130.20	\$148.80	\$279.00
Pkg-Heat Pump (Elec)	SHD	Heil	Not Legible	1	\$186.00	\$241.80	\$427.80
Pkg-Heat Pump (Elec)	SHD	Heil	Not Legible	1	\$186.00	\$241.80	\$427.80

Pkg-Heat Pump (Elec)	SHD	Heil	Not Legible	1	\$186.00	\$241.80	\$427.80
Pkg-Heat Pump (Elec)	SHD	Heil	E031315283	1	\$186.00	\$241.80	\$427.80
Pkg-Heat Pump (Elec)	SHD	Heil	8489W191127540	1	\$186.00	\$241.80	\$427.80
Pkg-Heat Pump (Elec)	SHD	York	Not Legible	1	\$186.00	\$241.80	\$427.80
Pkg-Heat Pump (Elec)	SHD	York	N0F9920782	1	\$186.00	\$241.80	\$427.80
Pkg-Heat Pump (Elec)	SHD	Trane	191014596L	1	\$186.00	\$241.80	\$427.80
Pkg-Heat Pump (Elec)	SHD	Trane	191511268L	1	\$186.00	\$241.80	\$427.80
Pkg-Heat Pump (Elec)	SHD	Trane	191511296L	1	\$186.00	\$241.80	\$427.80
Pkg-Heat Pump (Elec)	SHD	Trane	224514044L	1	\$186.00	\$241.80	\$427.80
Pkg-Heat Pump (Elec)	SHD	Trane	191210048L	1	\$186.00	\$241.80	\$427.80
Pkg-Heat Pump (Elec)	SHD	Trane	224614114L	1	\$186.00	\$241.80	\$427.80
Pkg-Heat Pump (Elec)	SHD	Trane	191210066L	1	\$186.00	\$241.80	\$427.80
Pkg-Heat Pump (Elec)	SHD	Trane	M161N3PFF	1	\$186.00	\$241.80	\$427.80
Pkg-Heat Pump (Elec)	SHD	Lennox	5698M00172	1	\$186.00	\$241.80	\$427.80

**Total for Start-Up and Annual Maintenance plus Operational Checks:  
\$59,134.05**

**Additional Hourly Labor Rates (Including Trip Charges)**

Service Type	Normal Business Hours (Mon-Fri, 7 AM – 5 PM)	Non-Business Hours (Mon-Fri 4 PM – 8 AM, Sat, Sun, Holidays)	Emergency Repairs (24/7)
Labor Rate	\$170 per hour	\$230 per hour	\$230 per hour
Parts Markup	15%	15%	15%

**As-Needed Additional Services for Chillers and Other Equipment**

Service Type	Unit Cost	Total Price
Annual Tube Brushing (Hydro Cleaning)	\$2,350	\$23,500
Vibration Analysis	\$500	\$5,000
Eddy Current Test (Condenser Tubes)	\$2,450	\$24,500