

HUNTLEY COMMUNITY SCHOOL DISTRICT #158
Addendum No. 1 to Bid Specifications for HVAC Preventative Maintenance Services
Bid # 2017-44
8-15-17

Dear Bidders;

Following is Addendum No. 1 for Bid Specification for HVAC Preventative Maintenance Services Bid # 2017-44 for Huntley Community School District 158.

Please acknowledge the addendum on your bid form.

The Exhibit A - bid form of the bid packet of forms is revised as included with this Addendum.

The due date for bids is the same (; 2:30 p.m. on August 22, 2017).

We look forward to seeing you at the bid opening.

Sincerely,

Douglas G. Renkosik
Director of Operations and Maintenance

HUNTLEY COMMUNITY SCHOOL DISTRICT #158

Addendum No. 1 to Bid Specifications for HVAC Preventative Maintenance Services

Bid # 2017-44

8-15-17

1. Delete paragraph nine on page 4 of 454. The “Intent to provide Bid Form” will not be required to be delivered to the School District as discussed in that paragraph.
2. Section #20 on page 9 of 454 shall be replaced in it’s entirety with the follows:

Contractor shall maintain insurance in the following minimum amounts from an insurance company licensed and “admitted” to do business in the State of Illinois from an insurance company with an A.M. Best Ratings of not less than “A XII”.

- *Commercial General Liability Coverage*
 - o *\$1,000,000 Per Occurrence*
 - o *\$500,000 Damage to Rented Premises (Each Occurrence)*
 - o *\$1,000,000 Personal & Advertising Injury*
 - o *\$2,000,000 General Aggregate*
 - o *\$2,000,000 Products/Completed Operations Aggregate*
 - o *District should be named as an additional insured on a primary & non-contributory basis*
- *Commercial Automobile Liability Coverage*
 - o *\$1,000,000 Combined Single Limit*
 - o *District should be named as an additional insured on a primary & non-contributory basis*
- *Umbrella or Excess Liability*
 - o *\$3,000,000 Per Occurrence*
 - o *\$3,000,000 General Aggregate*
 - o *Coverage provided should be follow form*
- *Workers Compensation Coverage*
 - o *Statutory limits*
 - o *Employers Liability Limits of \$500,000/\$500,000/\$500,000*
- *If requested, organization must provide copies of applicable policy endorsements*

CERTIFICATE OF INSURANCE FORM The following wording must appear in the section, Description of Operations/Locations/Vehicles/Restrictions/Special Items:

Huntley Community School District #158 is named as additional insured as their interests may appear with respect to General Liability and Automotive Liability Coverage.

The contractor’s certificate of insurance can make no references to waivers of subrogation. No waivers of subrogation will be allowed.

Work cannot begin nor will any payments be issued until the Certificate of Insurance has been received outlining the coverage set forth above and naming Huntley Community School District 158 as an additional insured.

3. The quantity of Burham scotch marine boilers in the Huntley high 2002 Addition as listed on page 19 of 454 is revised to four (4).
4. The quantity of domestic hot water heaters at the Administration Transportation as listed on page 19 of 454 is revised to two (2); one in lower level mechanical room and one in the bus wash mechanical room.
5. Site visits by the contractor shall be conducted between 8 am to 1:30 pm for all sites. Contractors are welcome to go to door 1 at each location and check in to see the equipment for that location.
6. Questions about the bid specification shall be delivered to the O&M Office no later than Thursday, August 17 by 5 pm in writing via email to drenkosik@district158.org and pgelasi@district158.org.

HUNTLEY COMMUNITY SCHOOL DISTRICT #158

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7. Point of clarification, the Bryan flex-tube boilers are not required to be opened for visual inspection as a part of the preventative maintenance service visits. They are to be visually inspected via the site glass ports.
8. Contractor shall replace the aggregate in the neutralizing canisters in the following boilers as a part of one of the annual service visits for each of the listed pieces of equipment. School District 158 shall provide the aggregate for the contractor to use for this purpose.
 - a. One (1) Lochinvar domestic water heater at Heinemann Middle School – do with cooling B service visit.
 - b. Three (3) Fulton condensing boilers in the Field House mechanical room at Huntley High
 - c. One (1) Harsco condensing boiler in the west boiler room at Huntley High
9. The following pages are removed from the bid specifications:
 - a. 74, 78, 79, 338
10. The following pages of the bid specification (which are equipment checklists are to be replaced with the new versions included with this addendum).
 - a. 43 thru 49, 80, 89, 90, 104 thru 108, 203, 212, 213, 300 thru 304, 314, 406
11. All bidders shall provide an alternate bid price for removal of the burner and opening of the fire tube for full internal inspection and cleaning of all Bryan flex-tube boilers as a part of the bid. A revised bid form is included with this addendum.

HVAC Preventative Maintenance Services

School: Conley

Date: _____

Technician: _____

Unit #: Boiler #1

Model # RV700-W-FD (BO)

Serial #: 91057

Boiler-Powered Flame Burner Preventative Maintenance Checklist

<u>Inspection</u>	<u>Heating A</u>	<u>Heating B</u>
Inspect fire side of boiler	_____	_____
Check cleanliness of flues and combustion chamber Visual inspection boiler pressure vessel for leaks and record	_____	_____
Dissassemble, inspect and clean low water cut-off	_____	_____
Check hand valves and water feed equipment Inspect, clean and lubricate the burner and combustion equipment	_____	_____
Check Burner sequence of operation Perform combustion efficiency test and adjust burner for maximum efficiency . Contractor shall provide printout of fue gas emissions and attach to this report for delivery to the O&M Office	_____	_____
Check fuel piping for leaks and proper support	_____	_____
Inspect pigtail, and clean as required	_____	_____
Check for gas leaks with leak detection equipment	_____	_____
Check electrical connections and components	_____	_____
Check auxillary equipment operation	_____	_____
Inspect and test boiler burner and controls	_____	_____
Record gas pressure	_____	_____
Check combustion air damper for proper operation	_____	_____
Test gas train safety valves using bubble test on vent tubing	_____	_____

Recommendations: _____

replaces page 43 or 454 of bid specification

HVAC Preventative Maintenance Services

School: Conley

Date: _____

Technician: _____

Unit #: Boiler #2

Model # RV700-W-FD (BO)

Serial #: 91062

Boiler-Powered Flame Burner Preventative Maintenance Checklist

<u>Inspection</u>	<u>Heating A</u>	<u>Heating B</u>
Inspect fire side of boiler	_____	_____
Check cleanliness of flues and combustion chamber Visual inspection boiler pressure vessel for leaks and record	_____	_____
Dissassemble, inspect and clean low water cut-off	_____	_____
Check hand valves and water feed equipment Inspect, clean and lubricate the burner and combustion equipment	_____	_____
Check Burner sequence of operation Perform combustion efficiency test and adjust burner for maximum efficiency . Contractor shall provide printout of fue gas emissions and attach to this report for delivery to the O&M Office	_____	_____
Check fuel piping for leaks and proper support	_____	_____
Inspect pigtail, and clean as required	_____	_____
Check for gas leaks with leak detection equipment	_____	_____
Check electrical connections and components	_____	_____
Check auxillary equipment operation	_____	_____
Inspect and test boiler burner and controls	_____	_____
Record gas pressure	_____	_____
Check combustion air damper for proper operation	_____	_____
Test gas train safety valves using bubble test on vent tubing	_____	_____

Recommendations: _____

replaces page 44 or 454 of bid specification

HVAC Preventative Maintenance Services

School: Conley

Date: _____

Technician: _____

Unit #: HWH #1

Model # HTR-365A-118

Serial #: 0850M001879

Water Heater preventative Maintenance checklist

<u>Inspection</u>	<u>Heating A</u>	<u>Heating B</u>
Check for proper draft	_____	_____
Check burner flame operation	_____	_____
Check for sediment build-up	_____	_____
Check thermocouple operation	_____	_____
Check relief valve operation	_____	_____
Check temperature setting	_____	_____

Recommendations: _____

replaces page 45 or 454 of bid specification

HVAC Preventative Maintenance Services

School: Conley

Date: _____

Technician: _____

Unit #: AHU #1

Model # ITF-1-2

Serial #: 10790-01

Water Heater preventative Maintenance checklist

<u>Task</u>	<u>Heating A</u>	<u>Cooling A</u>
Check belts and pulleys - tighten if necessary according to manufacturer recommendations	_____	_____
Check bearings on all motors and lubricate as necessary	_____	_____
Check coils & fan housings, recommend cleaning as needed	_____	_____
Check filters, recommend replacement as necessary	_____	_____
Check airflow pitot tubes and tubing and clean as necessary	_____	_____
Check frequency drives and fault history and record report any fault history new since last visit	_____	_____
Start-up, check system operation and report irregularities	_____	_____

Recommendations: _____

replaces page 46 or 454 of bid specification

HVAC Preventative Maintenance Services

School: Conley

Date: _____

Technician: _____

Unit #: AHU #2

Model # ITF-1-2

Serial #: 10790-02

Water Heater preventative Maintenance checklist

<u>Task</u>	<u>Heating A</u>	<u>Cooling A</u>
Check belts and pulleys - tighten if necessary according to manufacturer recommendations	_____	_____
Check bearings on all motors and lubricate as necessary	_____	_____
Check coils & fan housings, recommend cleaning as needed	_____	_____
Check filters, recommend replacement as necessary	_____	_____
Check airflow pitot tubes and tubing and clean as necessary	_____	_____
Check frequency drives and fault history and record report any fault history new since last visit	_____	_____
Start-up, check system operation and report irregularities	_____	_____

Recommendations: _____

replaces page 47 or 454 of bid specification

HVAC Preventative Maintenance Services

School: Conley

Date: _____

Technician: _____

Unit #: AHU #3

Model # ITF-1-2

Serial #: 10790-03

Water Heater preventative Maintenance checklist

<u>Task</u>	<u>Heating A</u>	<u>Cooling A</u>
Check belts and pulleys - tighten if necessary according to manufacturer recommendations	_____	_____
Check bearings on all motors and lubricate as necessary	_____	_____
Check coils & fan housings, recommend cleaning as needed	_____	_____
Check filters, recommend replacement as necessary	_____	_____
Check airflow pitot tubes and tubing and clean as necessary	_____	_____
Check frequency drives and fault history and record report any fault history new since last visit	_____	_____
Start-up, check system operation and report irregularities	_____	_____

Recommendations: _____

replaces page 48 or 454 of bid specification

HVAC Preventative Maintenance Services

School: Conley

Date: _____

Technician: _____

Unit #: AHU #4

Model # ITF-1-2

Serial #: 10790-04

Water Heater preventative Maintenance checklist

<u>Task</u>	<u>Heating A</u>	<u>Cooling A</u>
Check belts and pulleys - tighten if necessary according to manufacturer recommendations	_____	_____
Check bearings on all motors and lubricate as necessary	_____	_____
Check coils & fan housings, recommend cleaning as needed	_____	_____
Check filters, recommend replacement as necessary	_____	_____
Check airflow pitot tubes and tubing and clean as necessary	_____	_____
Check frequency drives and fault history and record report any fault history new since last visit	_____	_____
Start-up, check system operation and report irregularities	_____	_____

Recommendations: _____

replaces page 49 or 454 of bid specification

HVAC Preventative Maintenance Services

School: Conley Date: _____

Technician: _____ Unit #: RTU #1

Model #Trane Voyager THD180F4ROA0301C1A1BGA004010 Serial #: 1426100SSD

Water Heater preventative Maintenance checklist

<u>Task</u>	<u>Heating A</u>	<u>Heating B</u>	<u>Cooling A</u>	<u>Cooling B</u>
Check condition of:				
A. coils				
B. Filters				
C. Belts - tighten if necessary according to manufacturer specs				
Check Economizer Operation				
Check damper operation				
Check operation of all fans - lubricate as necessary				
Check electrical connections				
check condenser fan operation				
Record compressor amperages				
Compressor #1				
Compressor #2				
Compressor #3				
Compressor #4				
Record Refrigerant pressures				
Compressor #1				
Compressor #2				
Compressor #3				
Compressor #4				
Record superheat temperatures				
Compressor #1				
Compressor #2				
Compressor #3				
Compressor #4				
Record subcooling temperatures				
Compressor #1				
Compressor #2				
Compressor #3				
Compressor #4				
Check oil levels				
Check safety controls including freeze protection				
Check 3-way HW control valve				
Check inducer motors				

Recommendations: _____

replaces page 80 or 454 of bid specification

HVAC Preventative Maintenance Services

School: Huntley High

Date: _____

Technician: _____

Unit #: A- Field House

Model # BTH300A200

Serial #: _____

Water Heater preventative Maintenance checklist

Inspection

Heating A

Heating B

Check for proper draft

Check burner flame operation

Check for sediment build-up

Check thermocouple operation

Check relief valve operation

Check temperature setting

Recommendations: _____

replaces page 89 or 454 of bid specification

HVAC Preventative Maintenance Services

School: Huntley High

Date: _____

Technician: _____

Unit #: B- Field House

Model # BTH300A200

Serial #: _____

Water Heater preventative Maintenance checklist

<u>Inspection</u>	<u>Heating A</u>	<u>Heating B</u>
Check for proper draft	_____	_____
Check burner flame operation	_____	_____
Check for sediment build-up	_____	_____
Check thermocouple operation	_____	_____
Check relief valve operation	_____	_____
Check temperature setting	_____	_____

Recommendations: _____

replaces page 90 or 454 of bid specification

HVAC Preventative Maintenance Services

School: Huntley High

Date: _____

Technician: _____

Unit #: AHU #14 Field House

Model #

Serial #:

Water Heater preventative Maintenance checklist

<u>Task</u>	<u>Heating A</u>	<u>Cooling A</u>
Check belts and pulleys - tighten if necessary according to manufacturer recommendations	_____	_____
Check bearings on all motors and lubricate as necessary	_____	_____
Check coils & fan housings, recommend cleaning as needed	_____	_____
Check filters, recommend replacement as necessary	_____	_____
Check airflow pitot tubes and tubing and clean as necessary	_____	_____
Check frequency drives and fault history and record report any fault history new since last visit	_____	_____
Start-up, check system operation and report irregularities	_____	_____

Recommendations: _____

replaces page 104 or 454 of bid specification

HVAC Preventative Maintenance Services

School: Huntley High

Date: _____

Technician: _____

Unit #: Exhaust Fan - AHU #14 Field House

Model #

Serial #:

Water Heater preventative Maintenance checklist

<u>Task</u>	<u>Heating A</u>	<u>Cooling A</u>
Check belts and pulleys - tighten if necessary according to manufacturer recommendations	_____	_____
Check bearings on all motors and lubricate as necessary	_____	_____
Check coils & fan housings, recommend cleaning as needed	_____	_____
Check airflow pitot tubes and tubing and clean as necessary	_____	_____
Check frequency drives and fault history and record report any fault history new since last visit	_____	_____
Start-up, check system operation and report irregularities	_____	_____

Recommendations: _____

replaces page 105 or 454 of bid specification

HVAC Preventative Maintenance Services

School: Huntley High

Date: _____

Technician: _____

Unit #: AHU #15 Field House

Model #

Serial #:

Water Heater preventative Maintenance checklist

<u>Task</u>	<u>Heating A</u>	<u>Cooling A</u>
Check belts and pulleys - tighten if necessary according to manufacturer recommendations	_____	_____
Check bearings on all motors and lubricate as necessary	_____	_____
Check coils & fan housings, recommend cleaning as needed	_____	_____
Check filters, recommend replacement as necessary	_____	_____
Check airflow pitot tubes and tubing and clean as necessary	_____	_____
Check frequency drives and fault history and record report any fault history new since last visit	_____	_____
Start-up, check system operation and report irregularities	_____	_____

Recommendations: _____

replaces page 106 or 454 of bid specification

HVAC Preventative Maintenance Services

School: Huntley High

Date: _____

Technician: _____

Unit #: AHU #16 Field House

Model #

Serial #:

Water Heater preventative Maintenance checklist

<u>Task</u>	<u>Heating A</u>	<u>Cooling A</u>
Check belts and pulleys - tighten if necessary according to manufacturer recommendations	_____	_____
Check bearings on all motors and lubricate as necessary	_____	_____
Check coils & fan housings, recommend cleaning as needed	_____	_____
Check filters, recommend replacement as necessary	_____	_____
Check airflow pitot tubes and tubing and clean as necessary	_____	_____
Check frequency drives and fault history and record report any fault history new since last visit	_____	_____
Start-up, check system operation and report irregularities	_____	_____

Recommendations: _____

replaces page 107 or 454 of bid specification

HVAC Preventative Maintenance Services

School: Huntley High

Date: _____

Technician: _____

Unit #: AHU - L West Addition Roof

Model #

Serial #:

Water Heater preventative Maintenance checklist

<u>Task</u>	<u>Heating A</u>	<u>Cooling A</u>
Check belts and pulleys - tighten if necessary according to manufacturer recommendations	_____	_____
Check bearings on all motors and lubricate as necessary	_____	_____
Check coils & fan housings, recommend cleaning as needed	_____	_____
Check filters, recommend replacement as necessary	_____	_____
Check airflow pitot tubes and tubing and clean as necessary	_____	_____
Check frequency drives and fault history and record report any fault history new since last visit	_____	_____
Start-up, check system operation and report irregularities	_____	_____

Recommendations: _____

replaces page 108 or 454 of bid specification

HVAC Preventative Maintenance Services

School: Conley Date: _____

Technician: _____ Unit #: RTU #1

Model #Trane Voyager THD180F4ROA0301C1A1BGA004010 Serial #: 1426100SSD

Water Heater preventative Maintenance checklist

<u>Task</u>	<u>Heating A</u>	<u>Heating B</u>	<u>Cooling A</u>	<u>Cooling B</u>
Check condition of:				
A. coils				
B. Filters				
C. Belts - tighten if necessary according to manufacturer specs				
Check Economizer Operation				
Check damper operation				
Check operation of all fans - lubricate as necessary				
Check electrical connections				
check condenser fan operation				
Record compressor amperages				
Compressor #1				
Compressor #2				
Compressor #3				
Compressor #4				
Record Refrigerant pressures				
Compressor #1				
Compressor #2				
Compressor #3				
Compressor #4				
Record superheat temperatures				
Compressor #1				
Compressor #2				
Compressor #3				
Compressor #4				
Record subcooling temperatures				
Compressor #1				
Compressor #2				
Compressor #3				
Compressor #4				
Check oil levels				
Check safety controls including freeze protection				
Check 3-way HW control valve				
Check inducer motors				

Recommendations: _____

replaces page 203 or 454 of bid specification

HVAC Preventative Maintenance Services

School: Huntley High

Date: _____

Technician: _____

Unit #: A- Field House

Model # BTH300A200

Serial #: _____

Water Heater preventative Maintenance checklist

<u>Inspection</u>	<u>Heating A</u>	<u>Heating B</u>
Check for proper draft	_____	_____
Check burner flame operation	_____	_____
Check for sediment build-up	_____	_____
Check thermocouple operation	_____	_____
Check relief valve operation	_____	_____
Check temperature setting	_____	_____

Recommendations: _____

replaces page 212 or 454 of bid specification

HVAC Preventative Maintenance Services

School: Huntley High

Date: _____

Technician: _____

Unit #: B- Field House

Model # BTH300A200

Serial #: _____

Water Heater preventative Maintenance checklist

<u>Inspection</u>	<u>Heating A</u>	<u>Heating B</u>
Check for proper draft	_____	_____
Check burner flame operation	_____	_____
Check for sediment build-up	_____	_____
Check thermocouple operation	_____	_____
Check relief valve operation	_____	_____
Check temperature setting	_____	_____

Recommendations: _____

replaces page 213 or 454 of bid specification

HVAC Preventative Maintenance Services

School: Huntley High

Date: _____

Technician: _____

Unit #: AHU #14 Field House

Model #

Serial #:

Water Heater preventative Maintenance checklist

<u>Task</u>	<u>Heating A</u>	<u>Cooling A</u>
Check belts and pulleys - tighten if necessary according to manufacturer recommendations	_____	_____
Check bearings on all motors and lubricate as necessary	_____	_____
Check coils & fan housings, recommend cleaning as needed	_____	_____
Check filters, recommend replacement as necessary	_____	_____
Check airflow pitot tubes and tubing and clean as necessary	_____	_____
Check frequency drives and fault history and record report any fault history new since last visit	_____	_____
Start-up, check system operation and report irregularities	_____	_____

Recommendations: _____

replaces page 300 or 454 of bid specification

HVAC Preventative Maintenance Services

School: Huntley High

Date: _____

Technician: _____

Unit #: Exhaust Fan - AHU #14 Field House

Model #

Serial #:

Water Heater preventative Maintenance checklist

<u>Task</u>	<u>Heating A</u>	<u>Cooling A</u>
Check belts and pulleys - tighten if necessary according to manufacturer recommendations	_____	_____
Check bearings on all motors and lubricate as necessary	_____	_____
Check coils & fan housings, recommend cleaning as needed	_____	_____
Check airflow pitot tubes and tubing and clean as necessary	_____	_____
Check frequency drives and fault history and record report any fault history new since last visit	_____	_____
Start-up, check system operation and report irregularities	_____	_____

Recommendations: _____

replaces page 301 or 454 of bid specification

HVAC Preventative Maintenance Services

School: Huntley High

Date: _____

Technician: _____

Unit #: AHU #15 Field House

Model #

Serial #:

Water Heater preventative Maintenance checklist

<u>Task</u>	<u>Heating A</u>	<u>Cooling A</u>
Check belts and pulleys - tighten if necessary according to manufacturer recommendations	_____	_____
Check bearings on all motors and lubricate as necessary	_____	_____
Check coils & fan housings, recommend cleaning as needed	_____	_____
Check filters, recommend replacement as necessary	_____	_____
Check airflow pitot tubes and tubing and clean as necessary	_____	_____
Check frequency drives and fault history and record report any fault history new since last visit	_____	_____
Start-up, check system operation and report irregularities	_____	_____

Recommendations: _____

replaces page 302 or 454 of bid specification

HVAC Preventative Maintenance Services

School: Huntley High

Date: _____

Technician: _____

Unit #: AHU #16 Field House

Model #

Serial #:

Water Heater preventative Maintenance checklist

<u>Task</u>	<u>Heating A</u>	<u>Cooling A</u>
Check belts and pulleys - tighten if necessary according to manufacturer recommendations	_____	_____
Check bearings on all motors and lubricate as necessary	_____	_____
Check coils & fan housings, recommend cleaning as needed	_____	_____
Check filters, recommend replacement as necessary	_____	_____
Check airflow pitot tubes and tubing and clean as necessary	_____	_____
Check frequency drives and fault history and record report any fault history new since last visit	_____	_____
Start-up, check system operation and report irregularities	_____	_____

Recommendations: _____

replaces page 303 or 454 of bid specification

HVAC Preventative Maintenance Services

School: Huntley High

Date: _____

Technician: _____

Unit #: AHU - L West Addition Roof

Model #

Serial #:

Water Heater preventative Maintenance checklist

<u>Task</u>	<u>Heating A</u>	<u>Cooling A</u>
Check belts and pulleys - tighten if necessary according to manufacturer recommendations	_____	_____
Check bearings on all motors and lubricate as necessary	_____	_____
Check coils & fan housings, recommend cleaning as needed	_____	_____
Check filters, recommend replacement as necessary	_____	_____
Check airflow pitot tubes and tubing and clean as necessary	_____	_____
Check frequency drives and fault history and record report any fault history new since last visit	_____	_____
Start-up, check system operation and report irregularities	_____	_____

Recommendations: _____

replaces page 304 or 454 of bid specification

HVAC Preventative Maintenance Services

School: Conley Date: _____

Technician: _____ Unit #: RTU #1

Model #Trane Voyager THD180F4ROA0301C1A1BGA004010 Serial #: 1426100SSD

Water Heater preventative Maintenance checklist

<u>Task</u>	<u>Heating A</u>	<u>Heating B</u>	<u>Cooling A</u>	<u>Cooling B</u>
Check condition of:				
A. coils				
B. Filters				
C. Belts - tighten if necessary according to manufacturer specs				
Check Economizer Operation				
Check damper operation				
Check operation of all fans - lubricate as necessary				
Check electrical connections				
check condenser fan operation				
Record compressor amperages				
Compressor #1				
Compressor #2				
Compressor #3				
Compressor #4				
Record Refrigerant pressures				
Compressor #1				
Compressor #2				
Compressor #3				
Compressor #4				
Record superheat temperatures				
Compressor #1				
Compressor #2				
Compressor #3				
Compressor #4				
Record subcooling temperatures				
Compressor #1				
Compressor #2				
Compressor #3				
Compressor #4				
Check oil levels				
Check safety controls including freeze protection				
Check 3-way HW control valve				
Check inducer motors				

Recommendations: _____

replaces page 314 or 454 of bid specification

HVAC Preventative Maintenance Services

School: Conley Date: _____

Technician: _____ Unit #: RTU #1

Model #Trane Voyager THD180F4ROA0301C1A1BGA004010 Serial #: 1426100SSD

Water Heater preventative Maintenance checklist

<u>Task</u>	<u>Heating A</u>	<u>Heating B</u>	<u>Cooling A</u>	<u>Cooling B</u>
Check condition of:				
A. coils				
B. Filters				
C. Belts - tighten if necessary according to manufacturer specs				
Check Economizer Operation				
Check damper operation				
Check operation of all fans - lubricate as necessary				
Check electrical connections				
check condenser fan operation				
Record compressor amperages				
Compressor #1				
Compressor #2				
Compressor #3				
Compressor #4				
Record Refrigerant pressures				
Compressor #1				
Compressor #2				
Compressor #3				
Compressor #4				
Record superheat temperatures				
Compressor #1				
Compressor #2				
Compressor #3				
Compressor #4				
Record subcooling temperatures				
Compressor #1				
Compressor #2				
Compressor #3				
Compressor #4				
Check oil levels				
Check safety controls including freeze protection				
Check 3-way HW control valve				
Check inducer motors				

Recommendations: _____

replaces page 406 or 454 of bid specification

HUNTLEY COMMUNITY SCHOOL DISTRICT 158
HVAC Preventative Maintenance Services Bid # 2017-44

8/15/2017

EXHIBIT A

BID FORM-Rev 1

Page 1 of 5

TO: HUNTLEY COMMUNITY SCHOOL DISTRICT #158
650 Academic Drive
Algonquin, IL. 60102

FROM: _____
(Company Name)

FOR: HVAC Preventative Maintenance Services

BASE BID:

PREVENTATIVE MAINTENANCE SERVICES FOR FIRST YEAR \$ _____

ALTERNATE BID:

REMOVAL OF BURNER ON ALL BRYAN FLEX-TUBE BOILERS
WITH THE HEATING A SERVICE VISITS \$ _____

Optional Performance and Payment Bonds for First Year For Base Bid Only \$ _____

Addenda No(s) _____ thru _____ have been received and are duly noted

If Bidder Product deviates from specifications in any manner, the Bidder must spell out specific deviations on attachment to bid.

I have carefully examined the instructions and specifications and have examined the sites where the work is to take place. If awarded a contract within ninety (90) days, I agree to furnish all labor and materials required to complete the work described in these documents in accordance with the terms that have been outlined.

Company Name

By (Sign Name)

Address

Title

City

State

Zip Code

() _____
Telephone No.

() _____
Fax No.

HUNTLEY COMMUNITY SCHOOL DISTRICT 158
HVAC Preventative Maintenance Services Bid # 2017-44

8/15/2017

EXHIBIT A

BID FORM-Rev 1

Page 2 of 2

Preferred Billing Rates for Additional Services

Service Technician Labor Rates

1. Straight Time Hourly Rate including benefits, overhead and profit

\$ _____

2. Overtime Hourly Rate (time and one-half) including benefits, overhead and profit

\$ _____

3. Double Time Hourly Rate including benefits, overhead and profit

\$ _____

Material Cost Mark-Up for repair parts

_____ %

Trip Charge for Service Calls

\$ _____

By signing this bid form, bidders understand that fuel surcharges will not be allowed as a part of service billing related to this contract.