

EXHIBIT A

Equipment by Location Pricing			
Facility Name:	Equipment	Frequency of Service	Price
Child Dev Center	HWH (4)	Quarterly & Annually	\$ 2,312.00
	Furnaces (10)	Quarterly	\$ 2,146.00
	EF (1)	Quarterly	\$ 165.00
Civic Center	RTU (1)	Quarterly	\$ 660.00
	Boiler (1)	Quarterly & Annually	\$ 2,138.00
	HWH (2)	Quarterly & Annually	\$ 826.00
	AHU (8)	Quarterly	\$ 1,816.00
	CU (2)	Quarterly	\$ 660.00
	WP (2)	Quarterly	\$ 1,981.00
	EF (6)	Quarterly	\$ 660.00
	Air Dist Cont Sys (3)	Quarterly	\$ 1,320.00
	Heat Pumps (6)	Quarterly	\$ 2,972.00
	VFD (1)	Quarterly & Annually	\$ 165.00
Fire Station #34	RTU (2)	Quarterly	\$ 826.00
	Furnances (2)	Quarterly	\$ 495.00
	EF (1)	Quarterly	\$ 165.00
	HWH (1)	Quarterly & Annually	\$ 320.00
Fire Station #35	RTU (2)	Quarterly	\$ 990.00
	Furnaces (6)	Quarterly	\$ 1,320.00
	EF (1)	Quarterly	\$ 165.00
	AHU (1)	Quarterly	\$ 330.00
	CU (1)	Quarterly	\$ 330.00
	HWH (1)	Quarterly & Annually	\$ 330.00
Police Station	RTU (8)	Quarterly	\$ 3,632.00
	AHU (2)	Quarterly	\$ 495.00
	CU (2)	Quarterly	\$ 660.00
	HWH (1)	Quarterly & Annually	\$ 320.00
	EF (1)	Quarterly	\$ 165.00
Senior Center	Boiler (1)	Annually & Monthly (Oct - Apr only)	\$ 2,138.00
	HWH (1)	Quarterly & Annually	\$ 320.00
	Furnance (1)	Quarterly	\$ 320.00
	EF (7)	Quarterly	\$ 825.00
Total			\$ 31,967.00

Exhibit A - Scope of Services

Major Componets & Description of Work

HOT WATER HEATERS/QUARTERLY

- Blow down unit
- Inspect the pilot operation and safety controls
- Inspect gas supply valve
- Check the safety relief valve
- Visually inspect all piping
- Check temperature setting
- Inspect the flue and stack condition

FURNACES/QUARTERLY

- Check operation
- Check electrical connections, tighten as necessary
- Visually inspect accessible areas of heat exchanger. Report on condition
- Check burners - clean if necessary
- Check controls and safeties
- Replace filters (provided by City)
- Check blower and motor
- Check and clean pilot igniters
- Check accessible flue stack and cap
- If applicable, inspect belt and replace as necessary (provided by City)

EXHAUST FANS/QUARTERLY

- Lubricate bearings
- Inspect fan wheel
- Inspect fan unit mountings
- Inspect unit flex connectors
- Inspect drive belts and adjust as required
- Inspect fan pulleys for wear
- Check motor starters and electrical connections
- Check voltages and amperages

HOT WATER HEATERS/ANNUAL

- Check water heater circulating pump
- Lubricate pump bearings as per manufacturer's specifications
- Lubricate motor bearing as per manufacturer
- Check motor mounts and vibration pads
- Tighten all pump flanges
- Visually check pump alignment and coupling
- Inspect electrical connections and line-starters
- Check isolation valves
- Check pressure drop where applicable
- Inspect all mechanical seals
- Check and record amp draw on motor

Inspect and test operation of gas valves. Fully isolate, exercise and sweep valve
Blow down units
Inspect burners. Clean as required
Inspect the pilot operation and safety controls
Check the safety relief valve
Visually inspect all piping
Check temperature setting
Inspect the flue and stack condition
Inspect seismic strapping and its integrity. Tighten as necessary

ROOF TOP PACKAGE UNIT/QUARTERLY

Check cooling operation
Check heating operation
Check condenser surface, report condition
Check evaporator surface, report condition
Check supply fan or blower
Check condenser fans
Check supply fan motor
Lubricate all accessible bearings and linkages as required
Inspect and adjust drive belts for proper tension as needed
Inspect pulleys for wear
Check refrigerant charge
Check voltage, amperage and electrical connections
Check controls, contactors and safeties
Make sure all panels are securely installed
Check return and supply air temperature
Replace filters (provided by City)
Visually check system for signs of leaks and piping integrity
Check economizer operation
check safety controls
check vent motor
Inspect fan wheel
Inspect fan unit mountings
Inspect and clean drain trap if cleanout is provided
Inspect all exterior panels for correct installation and fit
In fourth quarter (April 1st-June 30th) check and record the following:
1. current ambient temp
2. compressor oil level
3. suction pressure
4. discharge pressure
5. liquid pressure
6. superheat temperature
7. sub-cool temperature

BOILER/QUARTERLY

Blow down
Check auto feeder

Check feeder strainer, clean if needed
Check and clean the gauge glass
Check the low water device
Inspect pilot operation for safety controls
Inspect main burner condition and operation
Check boiler time clock if applicable
Check the safety relief valve
Visually inspect boiler room piping
Inspect water make-up and PRV
Check boiler temp and pressure
Inspect gas valves
Inspect flue and stack condition
Log boiler service record

AIR HANDLERS/QUARTERLY

Inspect fan unit mountings
Inspect drive belts and adjust as required
Inspect and clean condensate pan and drain trap if accessible
Blow out trap if cleanout is provided
Check evaporator surface, report condition
Check supply fan or blower
Lube bearings when accessible, as required
Check voltage, amperage and electrical connections
Make sure all panels are securely installed
Check return and supply air temperature
Replace filters (provided by the City)
Visually check system for signs of leaks and piping integrity
Check duct connections

CONDENSING UNITS/QUARTERLY

Check cooling and heating operation
Check condenser surface, report condition
Check condenser fans
Lubricate all accessible bearings as required
Check refrigerant charge
Check voltage, amperage and electrical connections
Check crankcase heater for proper operation
Check controls, contactors and safeties
Make sure all panels are securely installed
Visually check system for signs of leaks and piping integrity
Check safety controls
In fourth quarter (April 1st-June 30th) do the following:
1. current ambient temp
2. compressor oil level
3. suction pressure
4. discharge pressure
5. liquid pressure

6. superheat temperature
7. sub-cool temperature

WATER PUMPS/QUARTERLY

- Lubricate bearings as required
- Check reservoir oil level, add oil as required
- Check for water leaks
- Inspect pump coupling for wear and alignment
- Check mountings
- Check pump operating pressures as required
- Check abnormal vibration or noise
- Check motor starter and tighten electrical connections
- Check voltages and amperages
- Check strainers for blockages and clean as necessary

AIR DISTRIBUTION CONTROL SYSTEMS/QUARTERLY

- Test operations of controls, actuators and valves
- Inspect contactors and relays
- Tighten electrical connections
- Check voltages and amperages
- Ensure heat exchange coils are clean
- Inspect and eliminate sources of air leakage
- Check for leakage in heat and cool control valves
- Check accuracy of zone temperature sensors
- Using trend functions on the building management software (Deltaweb) to monitor the following:
 1. Air handler unit pressure control set point
- Duct static pressure
- Supply air temperature
- Operation of variable air volume (VAV)

HEAT PUMPS/QUARTERLY

- Check cooling operation
- Check heating operation
- Check condenser surface, report condition
- Check evaporator surface, report condition
- Inspect condensate pan and drain trap if accessible
- Blow out trap if cleanout is provided
- Check supply fan or blower
- Check condenser fans
- Lubricate all accessible bearings as required
- Inspect and adjust drive belts as needed
- Inspect pulleys for wear
- Check refrigerant charge
- Check voltage amperage and electrical connections
- Check crankcase heater for proper operation
- Check controls, contactors and safeties
- Make sure all panels are securely installed

Check return and supply air temperature

Visually check system for signs of leaks and piping integrity

Check reversing valve operation

Check defrost controls and operation

In fourth quarter (April 1st-June 30th) do following:

1. current ambient temp

2. compressor oil level

3. suction pressure

4. discharge pressure

5. liquid pressure

6. superheat temperature

7. sub-cool temperature

BOILER/ANNUAL

Inspect feed water strainers and clean as needed

Test operation of low water safety controls

Check boiler circulating pump

Check expansion and sight glass

Test operation of operating and high limit controls, flow switches, safety controls

Lubricate bearings if applicable

Check accuracy of controls, thermometers and gauges

Blow down boiler and low water controls

Perform visual inspection of external areas of heat exchange surfaces

Blow out with compressed air

Report on condition if severely sooted

Inspect burners and refractory

Clean burners as required

Inspect and clean or replace combustion air filters as applicable

Inspect combustion and stack fan wheels for cleanliness. Clean as needed

Inspect flue stack condition and for obstructions

Check condition of pilot assemblies and/or hot surface igniters

Clean pilot orifices as required

Measure HIS resistances and amperages

Measure flame signal and adjust for optimal flame detection

Check and tighten electrical connections

Start boiler and test operation

Check gas, draft and air pressures as required

Perform combustion analysis

VDF/ANNUAL

Inspect field electrical connections. Inspect internal cooling fans

Inspect and clean internal air filters and inlet grills. Check system operations

Verify proper ventilation and operating temperatures

Verify proper operation of set point controller and set points. Verify operation of control input transmitter

Verify proper sequencing of digital/analog outputs. Measure voltage and amperage

Test manual bypass option for proper operation

