

**D.O.T.D.  
SPECIFICATIONS FOR  
PREVENTIVE MAINTENANCE AND INSPECTION OF AIR CONDITIONING AND  
HEATING EQUIPMENT FOR MATERIALS AND TESTING SECTION**

ADDRESS: 5080 FLORIDA BLVD., BATON ROUGE, LA 70806  
CONTACT: RICHIE CHAROENPAP, P.E.  
PHONE: 225-248-4217 OR 225-248-4131

**A. Specification for routine inspection for the months of May and November on all listed equipment where applicable. Major inspection required in February and August. See item B.**

1. Service to be performed between the 10<sup>th</sup> and 20<sup>th</sup> day of each month of inspections. The LA DOTD Material and Testing Section's Maintenance Unit shall furnish all air condition and air handler replacement belts and R-22 and R-134A refrigerant gas for air condition compressors.
2. The contractor shall complete the Materials and Testing Section Inspection Form and submit a duplicate copy of such report to the Materials Engineer Administrator or his representative. Copies of appropriate forms are available.
3. Inspect cooling and heating coils for efficient operation and report findings. The temperature of air entering and leaving the heating and cooling coils at the air handler is to be recorded on the report.
4. Inspect and lubricate all fan and motor bearings, as needed and include in report. Check with the Maintenance Repairer Master before lubricating pump motors, air handlers, and motors.
5. Inspect all electrical connections for terminal tightness, starter contacts for wear and record amperage reading of each phase at the compressor and fan motors.
6. Check and report the operation of all operational and safety controls for cooling and heating equipment.
7. Inspect all fan belts and adjust tension. Replace all fan belts if needed include in report.
8. Check the refrigerant system operating pressure at the compressor and record the suction and discharge pressure on the report.

9. Check the refrigerant system for proper charge, add refrigerant as needed and include in report. Refrigerant to be furnished by the Department.
10. Check and report operation of crankcase heaters.
11. Check and report compressor efficiency.
12. Clean out condensation drain line and include in report.
13. Cleaning of heating, cooling, and condenser coils, a minimum of twice a year or as needed and include in report.
14. Check compressor oil level and fill as needed and include in report.
15. Check compressor oil pressure and include in report.
16. Check entering chilled water temperature and include in report.
17. Check leaving chilled water temperature and include in report.
18. Check all hot water and chilled water pumps and include in report.
19. Furnish an itemized report after each inspection with a written report of any unusual condition and recommendations as to corrective action.
20. Service to be performed by competent, trained specialists who normally service the type of equipment specified herein, covered by insurance for bodily injury, public liability, and property damage. All material, labor, and equipment to be furnished by the contractor in performance of this inspection service.

**B. Specifications for Semi-Annual Major Inspection:**

1. Same as "A" above, except these inspections to be performed in the months of March and September.
2. Clean the heating, cooling, and condenser coils and include in report.
3. Check chilled water strainers and include in report.
4. Check expansion valve for proper feeding superheat and include in report.
5. Clean air handler fan blades of any dirt build-up and include in report.
6. Check heating system boilers for proper operation and function of all safety controls and include in report.

7. Check and report on the pressure release valve on the boilers.
8. Check burners and pilot lights, clean burners and include in report.

### **C. Termination of Contract**

DOTD reserves the right to terminate this contract prior to the end of the contract period, for unsatisfactory service or for failure to meet the required specifications, with a thirty (30) day written notice. All services prior to the effective date of termination shall be paid in full by DOTD in accordance with the terms of the contract whereupon the obligation of both parties to the contract shall cease.

### **D. Invoicing**

The Contractor shall invoice DOTD. The invoice is to be mailed to LA DOTD, Materials and Testing Section, 5080 Florida Blvd., Baton Rouge, LA 70806. No invoices shall be paid until the service is performed.

### **E. Inspection**

The Contractor shall call the Materials Engineer's representative prior to each inspection and shall make the necessary arrangements for the time of the inspection. Inspections shall begin when approval is given by the authorized representative. All inspections shall be performed on regularly scheduled DOTD work days between the hours of 7:00 A.M. and 3:30 P.M. and must be started at such time as to be completed on the same day. The time to complete this work shall not be less than sixteen (16) hours per inspection.

The Contractor's personnel must advise the Materials Engineer's representative upon their arrival and upon completion of the inspection. Also, after completion of each inspection, the Contractor shall furnish DOTD with a duplicate copy of his inspection report. This report must have been signed by the Materials Engineer's representative. The Contractor shall use DOTD's Inspection Report forms.

No charges will be allowed for any repair work performed during the life of this contract.

- F. The Contractor shall visit the premises of the Materials and Testing Section to inspect the facilities and equipment prior to submitting a bid. See attached Jobsite Visit Certification.**

**G. Equipment to be inspected:**

Location: Materials and Testing Section  
5080 Florida Blvd.  
Baton Rouge, LA 70806

**Building No. 1 – Main Laboratory Building**

<u>Quantity</u>	<u>Description</u>
1	Air Handler Trane model #MCCBO57UA0C0VB @ 30HP
1	Trane Chiller model # RTAA100AY7J01A3DOBM
2	WEG Chill water pumps (5 H.P. Motor)
1	Electronic VAV control panel
1	Trane – TR1 Series VFD model #178B5441
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1	Trane – TR1 Series VFD model #178B5441

**Building No. 2 – Laboratory Annex Building**

<u>Quantity</u>	<u>Description</u>
1	Carrier chiller model #30GTR106-A-540KA
6	Carrier condenser fan (2.3 H.P.)
2	Chill water pump (5 H.P. Motor)
2	McQuay air handler (two (2) 25 H.P. Motors)
1	Peerless boiler #211A-06-WP-1
2	Hot water pump (1 H.P. Motor)

**Building No. 3 – Testing Equipment Building**

<u>Quantity</u>	<u>Description</u>
1	Weather King model #13AJA60A01
1	Rheem Gas Furnace model No. RCBA-6089GG24BI

**Building No. 5 – Plastics Lab and Warehouse**

<u>Quantity</u>	<u>Description</u>
1	RUUD Air Conditioner model No. UAND-060JAZ
1	Rheem Gas Furnace Model #RCBA-6089GG241BI

**Building No. 6 – Motor Fuels Building**

<u>Quantity</u>	<u>Description</u>
1	Trane chiller model #CGAFC25EAAA1HT
3	Trane condenser fan (1 H.P. Motor)
2	Chill water pump (1.5 H.P. Motor)
1	Trane Air Handler model #MCCA006GARCOOOODOCAA00CAA00000AA000B OOOOOOAO (3 H.P. Motor)
1	Multi-temp boiler model #MR360 (288,000 BTU output)
2	Hot water pump (0.5 H.P. Motor)
1	Trane condenser unit XE1000 model #TTR030C100A3
1	Trane air handler model #TWE036C140A1

# MANDATORY JOB SITE VISIT CERTIFICATION

Vendor should contact RICHIE CHAROENPAP at (225)248-4217 or (225)248-4131 to schedule inspection.

This signed statement certifies that the vendor named below has visited the job site and is familiar with all conditions surrounding fulfillment of the specifications for this project.

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Vendor's Company Name

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Vendor's Signature

Louisiana Department of Transportation & Development

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DOTD Agency Signature

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Date

NOTE: This certification should be signed by vendor and DOTD representative and submitted with proposal. Failure to do so will result in non-consideration of bid.

A signed letter from the DOTD representative stating that vendor has visited the jobsite may be substituted for the above.