

Attachment B - Specifications
Title: HVAC Preventive Maintenance – DMA

HVAC Preventative Maintenance:

- 1. The Service Company will be responsible for performing a minimum of one scheduled preventive maintenance (PM) intervention to each piece of mechanical equipment outlined in the inventory Schedule per month (every 30 days).**
- 2. Quarterly activities include, but are not limited to:**
 - **CLEANING** coil surfaces; fan impellers and blades; electrical contacts; burner orifices; passages and nozzles; pilot and igniter; cooling tower baffles, basin, sump and float; chiller, Washable filters where applicable; condenser and boiler tubes.
 - **CLEANING** and maintaining float switches, both primary and secondary drain pans and drain lines to a serviceable/functioning condition.
 - **ALIGNING** bell drives; drive couplings; air fins.
 - **CALIBRATING** safety controls; temperature and pressure controls.
 - **TIGHTENING** electrical connections; mounting bolts; pipe clamps; refrigerant piping fittings; damper sections.
 - **ADJUSTING** belt tension; refrigerant charge; super heat; fan RPM; water chemical feed and feed rate; burner fuel/air ratios; gas pressure; set point of controls and limits; compressor cylinder unloaders; damper close off; sump floats.
 - **LUBRICATING** motors; fan and damper bearings; valve stems; damper linkages; fan vane linkages.
 - **PAINTING** for corrosion control, as directed by our scheduling system and on an as-needed basis.
 - **REPLACEMENT** of air filters Quarterly but not limited to.
 - **TEST** and verification of proper electrical voltage relating to control boards, circuitry and transformers.
 - **2 HR Response time with 24 Hour Service.**

Attachment B - Specifications
Title: HVAC Preventive Maintenance – DMA

SCOPE OF WORK:

INCLUDES LABOR, MATERIALS, AND SERVICES REQUIRED TO PRODUCE A COMPLETED SERVICE WHICH IS ACCEPTABLE TO THE AGENCY. BEFORE THIS CONTRACT IS ACCEPTABLE AND COMPLETE, SUCCESSFUL BIDDER SHALL CLEAN UP AND REMOVE FROM THE PREMISE ALL DEBRIS RESULTING FROM HIS WORK AND SHALL SEE TO IT THAT ALL THE ITEMS FURNISHED ARE LEFT IN GOOD ORDER, CLEAN, AND PROPERLY INSTALLED.

THE SERVICE COMPANY SHALL FURNISH ALL PERSONNEL, TEST EQUIPMENT, COMPONENTS, PARTS, REFRIGERANT, AIR FILTERS, AND SUPPLIES NECESSARY TO GUARANTEE THAT ALL EQUIPMENT OUTLINED IN ATTACHMENT C-INVENTORY SCHEDULE IS OPERATING PROPERLY AND EFFICIENTLY. THIS INCLUDES ALL JOB LABOR, TRAVEL LABOR, PARTS PROCUREMENT LABOR (LOCATING, ORDERING, EXPEDITING, AND TRANSPORTING), TRAVEL AND LIVING EXPENSES REQUIRED TO REPAIR, REMOVE, AND/OR REPLACE BROKEN, WORN AND/OR DOUBTFUL COMPONENTS IN COMPLIANCE WITH THE TERMS AND CONDITIONS.

THIS SHALL BE IN CORRESPONDENCE WITH THE ITEMS OUTLINED IN ATTACHMENT C-INVENTORY SCHEDULE.