

Invitation to Bid
Two Year HVAC Maintenance Program
Titus County

You are invited to submit a bid for the maintenance of the HVAC systems located at various county buildings and offices. This will be a two year contract for maintenance only. This bid will remain in effect from July 1st, 2014 through June 30th, 2016.

Key Contact

Name Jeff McClendon
Title Commercial Sales
Phone 903-563-4908 cell 903-572-8549 office
Email jeff@woodac.com

Proposal is due **BY JUNE 6th, 2014, NO LATER THAN 4:00 P.M.** Bids will be opened, **Monday, June 9th, 2014 at 9:00 A.M. in the Titus County Commissioners' Courtroom.**

Proposal should be delivered to **TITUS COUNTY AUDITOR'S OFFICE at the TITUS COUNTY COURTHOUSE; 2nd Floor. (SEALED)**

Required Scope of Work

The Maintenance will include the following:

1) Spring Tune Up performed between Feb 1-April 1

Change filters-Contractor is responsible to supply all filters? Yes or No?

Add solution to condensate drain

Tighten all wire connections

Inspect all contactors

Check for proper output on all capacitors

Check for proper voltage on:

Compressor(s)

Condenser fan(s)

Evaporator fan(s)

Change Belt(s) yearly

Inspect Crankcase heater(s)

Test all limit switches and safeties

Test all stages of equipment

Inspect condensate pan, drain, & pump

Visually inspect all refrigerant lines for leaks

Lubricate blower fans and motors, if applicable

Lubricate shafts and bearings, if applicable

Check for proper suction pressure and discharge pressure

Check for proper airflow across evaporator coil

Verify proper temp differential at evaporator

2) Fall Tune Up performed between Sept 1 –Nov 1

Change filters-Contractor is responsible to supply all filters yes or no?

Inspect Belt(s)

Test all limit switches and safeties

Test all stages of equipment

Lubricate blower fans and motors

Lubricate shafts and bearings

Inspect heat exchanger and all flue ways

Inspect overall cleanliness of heating section

Inspect gas fittings

Inspect burner/pilot assembly

Ensure proper combustion air

Check for proper airflow across evaporator coil

Verify proper temp rise at unit

Contractor will be required to prepare and complete a standardized ongoing checklist for each unit, identifying the unit by location, building, floor, etc. and turn in final copies to the Titus County Business Manager within one week of performing the services.

All work for this contract will be done during county normal operating hours

Contractor will be required to supply all license, insurance, and individual technician licenses upon request. All technicians working on site must be registered with the state of Texas.

Any service work performed must have prior approval from appropriate official.

List of Service Rates

Hourly Rate 125 one man 175 two men Material Discount 15%

Overtime Rate 125 one man 175 two men

Reg. Service Hours 7:30 to 5:30

* Please note we use upfront flat rate pricing in most service work, you will have a set price before we start repair.
Diagnostic fee of \$9⁰⁰

Name of company submitting proposal Wood Air Conditioning

Signature of company representative Jeff McClendon

Phone number 903-572-8549 cell 903-563-4908

Email jeff@woodac.com

Proposal for Two Year HVAC Maintenance Program

July 1, 2014 until June 30, 2016

Wood Air Conditioning offers the HVAC Maintenance for the County Courthouse, Annex Building, Elections Office, Justice Center, Extension Office, and the Workforce Building on Riddle Street. We found a total of 45 systems and window ac units in weigh stations, Justice Center.

In addition to the outline provided, we will

- Wash condenser coils once a year to extend life of units
- Remove trash, old parts, old filters left by units
- Install proper size filters in (2) air handlers in courthouse , I found wrong size installed and letting attic air enter unit(County Attorney Office) and no filter in County Clerk
- Install proper size filter in Annex Building for 14x14 filter grille
- Supply filters for spring tune up and fall tune up
- Vacuum return grilles to remove dirt build up
- On the Justice Center we will wash the window ac filters and rinse the condenser coil in place

During my investigation of equipment locations I found:

- Some drains ran without proper p-trap
- Unit in Adults Probation Office has unbalanced airflow, causing temperature differences
- Unit for Courtroom in Courthouse has a very difficult to reach filter
- Many units and thermostats are not properly marked, needs correction to ease service
- Unit over men's restroom has a bypassed disconnect to air handler
- P-traps in attic need to be insulated to prevent condensation dripping onto ceiling
- Wrong filters used in various places

These would need to be addressed.

Total Investment to extend the life of your comfort systems for 2 year agreement: 22,500

Wood Air Conditioning, Inc.

Jeff McClendon

www.woodac.com

jeff@woodac.com

903-572-8549

cell 903-563-4908

Received c 2:42
of 11/10/2011

Titus County HVAC Maintenance

Wood A/c

Proposal

THOMPSON AIR CONDITIONING & HEATING, INC.

**Quality & Service
We Stick TO IT!**

1103 N. Washington
Mt. Pleasant, TX 75455
(903) 572-1234

**Licensed Texas
Air Conditioning Contractor
TACLB002178C**

PROPOSAL SUBMITTED TO <u>Titus County</u>		PHONE _____	DATE <u>6-23-14</u>
STREET _____		JOB NAME _____	
CITY, STATE AND ZIP CODE _____		JOB LOCATION _____	
ARCHITECT _____	DATE OF PLANS _____	JOB PHONE _____	

We Propose hereby to furnish material and labor - complete in accordance with specifications below, for the sum of: _____ dollars (\$ _____).

Payment to be made as follows: _____

All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications below involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance.

Authorized Signature _____

Steve Thompson

Note: This proposal may be withdrawn by us if not accepted within _____ days.

We hereby submit specifications and estimates for:

HVAC Bid 2 years July 2014 - July 2016

\$59⁰⁰ diagnostic fee
(per call not per unit)

\$58⁰⁰ regular hourly rate

\$60⁰⁰ per hour overtime rate

Material discount 25%

fixed annual fee for semi-annual HVAC tune-up
maintenance as requested \$125⁰⁰ per system

Regulated by: Texas Department of Licensing and Regulation
P.O. Box 12157
Austin, Texas 78711 1-800-803-9202

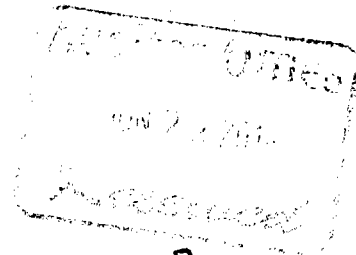
Acceptance of Proposal - The above price, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature _____

Date of Acceptance _____

Signature _____

HVAC bid



3:57 pm
MJ

Invitation to Bid
Two Year HVAC Maintenance Program
Titus County

You are invited to submit a bid for the maintenance of the HVAC systems located at various county buildings and offices. This will be a two year contract for maintenance only. This bid will remain in effect from July 1st, 2014 through June 30th, 2016.

Key Contact

Name **LEARDON A. ROBERTS**

Title **OWNER**

Phone **903-572-1857**

Email **ROBERTSAC1938@AOL.COM**

Proposal is due **BY JUNE 6th, 2014, NO LATER THAN 4:00 P.M.** Bids will be opened, Monday, June 9th, 2014 at **9:00 A.M. in the Titus County Commissioners' Courtroom.**

Proposal should be delivered to **TITUS COUNTY AUDITOR'S OFFICE at the TITUS COUNTY COURTHOUSE; 2nd Floor. (SEALED)**

Required Scope of Work

The Maintenance will include the following:

1) Spring Tune Up performed between Feb 1-April 1

Change filters-Contractor is responsible to supply all filters? Yes or No?

Add solution to condensate drain

Tighten all wire connections

Inspect all contactors

Check for proper output on all capacitors

Check for proper voltage on:

Compressor(s)

Condenser fan(s)

Evaporator fan(s)

Change Belt(s) yearly

Inspect Crankcase heater(s)

Test all limit switches and safeties

Test all stages of equipment

Inspect condensate pan, drain, & pump

Visually inspect all refrigerant lines for leaks

Lubricate blower fans and motors, if applicable

Lubricate shafts and bearings, if applicable

Check for proper suction pressure and discharge pressure

Check for proper airflow across evaporator coil

Verify proper temp differential at evaporator

2) Fall Tune Up performed between Sept 1 –Nov 1

Change filters-Contractor is responsible to supply all filters yes or no?

Inspect Belt(s)

Test all limit switches and safeties

Test all stages of equipment

Lubricate blower fans and motors

Lubricate shafts and bearings

Inspect heat exchanger and all flue ways

Inspect overall cleanliness of heating section

Inspect gas fittings

Inspect burner/pilot assembly

Ensure proper combustion air

Check for proper airflow across evaporator coil

Verify proper temp rise at unit

Contractor will be required to prepare and complete a standardized ongoing checklist for each unit, identifying the unit by location, building, floor, etc. and turn in final copies to the Titus County Business Manager within one week of performing the services.

All work for this contract will be done during county normal operating hours

Contractor will be required to supply all license, insurance, and individual technician licenses upon request. All technicians working on site must be registered with the state of Texas.

Any service work performed must have prior approval from appropriate official.

List of Service Rates

Hourly Rate 60.00 Material Discount 20%

Overtime Rate 80.00 APPLIES AFTER HOURS ON CALL OUTS

Service Hours 8:00 AM to 5:00 PM

SERVICE CALL - \$60.00 - INCLUDES 1/2 HOUR LABOR TO DIAGNOSE. IF SEVERAL UNITS ARE NEEDING SERVICE, THERE WILL ONLY BE 1 SERVICE CALL CHARGED (NOT A SERVICE CALL FOR EACH UNIT).

BASICALLY, WE OFFER THE SAME CONTRACT THAT WE HAVE BEEN WORKING UNDER - NO PRICE CHANGES.

MOST (IF NOT ALL) OF THE COUNTY A/C'S ARE NEW AND MOST ARE STILL COVERED BY SOME COMPRESSOR WARRANTIES WHICH WE WILL CONTINUE TO FULFILL.

Name of company submitting proposal ROBERTS AIR CONDITIONING

Signature of company representative Leon A. Roberts

Phone number 903-572-1857

Email ROBERTSAC1938@AOL.COM

2 - CHECKOUTS WITH FILTERS PER SYSTEM PER YEAR.
51 SYSTEMS - ~~18~~
ANNUAL - \$3060.00
QUARTERLY - 765.00
MONTHLY - 255.00

DBERTS AIR CONDITIONING
2650 W. Ferguson Rd.
Mt. Pleasant, TX 75455

Titus County Auditor's Office
100 W 1st Street, Ste 202
Mt. Pleasant, TX

3:40 p.m.
6-23-14
CV

Updated HVAC Bid
Titus County Auditor Room 202