

## REQUEST FOR PROPOSAL

### HVAC EQUIPMENT PREVENTATIVE MAINTENANCE AGREEMENT

Woodbridge School District is requesting proposals for an annual maintenance agreement, for Beecher Road School, 40 Beecher Road in Woodbridge, CT., for HVAC equipment listed. Bids must be submitted in a sealed envelope marked **“HVAC - Annual Maintenance Agreement Proposal”** and received in the Business Office of Woodbridge School District Business Office, Woodbridge Town Hall 11 Meetinghouse Lane, Woodbridge, CT. 06525, no later than **Friday, June 19, 2020, at 1:00p.m. Due to the COVID-19 Pandemic, Woodbridge Town Hall building is closed to the public. Bid response summary will be mailed via US Postal Service, to all respondents.**

Following is the scope of work for the job:

- **All maintenance will be performed as per manufacturer’s requirements as contained in the O&M manuals available for reference in the District, relevant excerpts attached herewith.**
- Preventive maintenance includes filter changes and belt changes at the manufacturer recommended intervals. Classroom Unit Ventilators filters will be changed at least 3 times a year.
- All work to be completed in a workmanlike manner. Site is to be left clean and free of debris at the end of each work day.
- Preventive maintenance of AERCO boilers include annual cleaning and startup and all necessary materials and supplies.
- Lubrication of motor bearings, fan motors, and dampers where applicable
- Inspections will include, damper operation, condensate drains and pans, and coils. inspections of equipment and systems are pre-scheduled; performed regularly throughout the agreement period. Inspections include testing of control system components to determine equipment status and identification of necessary repairs.
- Winterizing will include the draining of cooling coils on roof top units
- CONTROL CALIBRATION and ADJUSTMENT - of digital temperature controls, refrigeration controls, pressure controls, operating controls and safety controls.
- TESTING - CHECKING - operating refrigerant pressures; voltages and amperages; belts and belt tension; drive couplings; proper control sequencing; electrical connections; rotation; contactors; and starters. Checks on the overall operating performance of heating & cooling systems.
- CLEANING - condenser coils, chilled water coils, condensate drains, and boiler combustion chambers, etc.

- LUBRICATION MAINTENANCE - oiling and / or greasing of motor and fan bearings, changing oil; renewing oil filters, oiling damper linkages and bearings, etc.
- ADJUSTING and FINE-TUNING - of superheat settings; capacity control modules; belt tension; gas burners; starter transfer timers, compressor cylinder unloaders; etc.
- SYSTEM OPERATION- test and verify controller performance to design specifications.
- TESTING -CALIBRATION - Ensure control devices are within industry tolerances and operating per design specifications.
- Maintenance will be performed during the months of August, December, and April. Any deviation from this schedule must be agreed upon with the district Facilities Manager.
- Please direct any questions regarding the bid specifications, or the bid process, to Vito Esparo, Facilities Manager, via email to [vesparo@woodbridgeps.org](mailto:vesparo@woodbridgeps.org). Responses will be shared, via email, to all potential bidders known at the time of inquiry.

<b>QTY.</b>	<b>SYSTEM COMPONENT(S)</b>	<b>MANUFACTURER</b>	<b>MODEL</b>	<b>SERIAL NUMBER</b>	<b>LOCATION</b>
AHU 1	TRANE AIR HANDLING UNIT 0-10 T	TRANE	B2W988A/A	K15G54991	Music H mech rm
AHU06	TRANE AIR HANDLING UNIT 0-10T	TRANE	UCCAG0BC0A0ENO120	K15G54996	Mezz above Lab.
AHU2	TRANE AIR HANDLING UNIT 0-10 T	TRANE	UCCAG21C0A0RDN120	K15G54993	GYM
AHU3	TRANE AIR HANDLING UNIT 0-10T	TRANE	UCCAG21C0A0RDN120	K15G54992	GYM
AHU4	TRANE AIR HANDLING UNIT 0-10T	TRANE	UCCAG14COAORDN120	K15G54994	MEZZ above pool
AHU5	TRANE AIR HANDLING UNIT 0-10 T	TRANE	VCCAG21COAORDM120	K15G54995	MEZZ above pool
BLR1	AERCO BOILER-GAS FIRED-MOD	Aerco	BMK 2500	G-13-2072	
BLR2	AERCON BOILER-GAS FIRED- MOD	Aerco	BMK2500	G-13-2073	
BLR3	AERCO BOILER-GAS FIRED- MOD	Aerco	BMK2500	G-13-2074	
<b>HX1</b>	<b>SMARTPLATE DOMESTIC HW HEATER</b>	<b>Aerco</b>			
<b>HX2</b>	<b>SMART PLATE DOMESTIC HW HEATER</b>	<b>Aerco</b>			
EF1	EXHAUST FANS-BELT DRIVEN	GREENHECK	GB-091-4-X	14222717	ROOF
EF2	EXHAUST FANS-BELT DRIVEN	GREENHECK	GB-091-4-X	14222718	ROOF
ERV1	XETER ENERGY RECOVERY VENT	XETER	1AQ-4000-RT-BP-SP	129521015- 1/4	ROOF
ERV2	XETER ENERGY RECOVERY VENT	XETER	1AQ-4000-RT-BP-SP	129521015- 2/4	ROOF

QTY.	SYSTEM COMPONENT(S)	MANUFACTURER	MODEL	SERIAL NUMBER	LOCATION
ERV3	XETER ENERGY RECOVERY VENT	XETER	1AQ-4000-RT-BP-SP	129521015-3/4	ROOF
ERV4	ENERGY RECOVERY VENTILATOR	XETER	1AQ-3000-BP-PHW-HW	129521015-4/4	ROOF
FCU-B10L-A	TRANE FAN COIL UNIT	TRANE	FCCB1001J**F0A00BCM		
FCU-B10R-A	TRANE FAN COIL UNIT	TRANE	FCCB1001 J**F0A00BCM		
FCU-814-A	TRANE FAN COIL UNIT	TRANE	FCCB0601J**F0A00BCM		
FCU-CPULAB-A	TRANE FAN COIL UNIT	TRANE	FCCB0601J**F0A00BCM		
FCU-D1-A	TRANE FAN COIL UNIT	TRANE	FCCB1001 J**F0A00BCM		
FCU-D2-A	TRANE FAN COIL UNIT	TRANE	FCCB1001J**F0A00BCM		
FCU-D3-A	TRANE FAN COIL UNIT	TRANE	FCCB1001J**F0A00BCM		
FCU-D4-A	TRANE FAN COIL UNIT	TRANE	FCCB1001J**F0A00BCM		
FCU-D5-A	TRANE FAN COIL UNIT	TRANE	FCCB1001J**F0A00BCM		
FCU-D6-A	TRANE FAN COIL UNIT	TRANE	FCCB1001J**F0A00BCM		
FCU-E1-A	TRANE FAN COIL UNIT	TRANE	FCCB1001J**F0A00BCM		
FCU-E2-A	TRANE FAN COIL UNIT	TRANE	FCCB1001J**F0A00BCM		

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FCU-E3-A	TRANE FAN COIL UNIT	TRANE	FCCB1001J**F0A00BCM		
FCU-E4-A	TRANE FAN COIL UNIT	TRANE	FCCB0601J**F0A00BCM		
FCU-FAC- A	TRANE FAN COIL UNIT	TRANE	FCC80601J**F0A00BCM		
FCU- FACL-A	TRANE FAN COIL UNIT	I TRANE	FCCB0601 J**F0A00BCM		
			FCCB1001 J**F0A00BCM		
FCU-K1-A	TRANE FAN COIL UNIT	TRANE	FCCB1001J**F0A00BCM		
FCU-K2-A	TRANE FAN COIL UNIT	TRANE	FCCB1001J**F0A00BCM		
FCU-K3-A	TRANE FAN COIL UNIT	TRANE	FCCB1001J**F0A00BCM		
FCU-K4-A	TRANE FAN COIL UNIT	TRANE	FCCB1001J**F0A00BCM		
FCU-KS-A	TRANE FAN COIL UNIT	TRANE	FCCB1001 J**F0A00BCM		
FCU-K6-A	TRANE FAN COIL UNIT	TRANE	FCCB0601J**F0A00BCM		
FCU-K7-A	TRANE FAN COIL UNIT	TRANE	FCCB0801J**F0A00BCM		
FCU-K8-A	TRANE FAN COIL UNIT	TRANE	FCCB1001J**F0A00BCM		
FCU-K9-A	TRANE FAN COIL UNIT	TRANE	FCCB1001J**F0A00BCM		
FCU- PREK-A	TRANE FAN COIL UNIT	TRANE			
FCU- RECD-A	TRANE FAN COIL UNIT	I TRANE	FCCB1001J**F0A00BCM		
			FCCB1001J**F0A00BCM		
FCU-S1-A	TRANE FAN COIL UNIT	TRANE	FCCB1001J**F0A00BCM		
FCU-S10- A	TRANE FAN COIL UNIT	TRANE			
			FCCB1001J**F0A00BCM		
FCU-S11- I A	TRANE FAN COIL UNIT	I TRANE	FCCB1001J**F0A00BCM		
			FCCB1001J**F0A00BCM		
FCU-S12- I A	TRANE FAN COIL UNIT	I TRANE			
			FCCB0601 J**F0A00BCM		
FCU-S13- I A	TRANE FAN COIL UNIT	I TRANE			

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FCU-S14-A	TRANE FAN COIL UNIT	TRANE	FCCB0601J**F0A00BCM		
FCU-S16-A	TRANE FAN COIL UNIT	TRANE	FCCB0601J**F0A00BCM		
FCU-S17-A	TRANE FAN COIL UNIT	TRANE	FCCB0601J**F0A00BCM		
FCU-S2-A	TRANE FAN COIL UNIT	TRANE	FCCB1001J**F0A00BCM		
FCU-S3-A	TRANE FAN COIL UNIT	TRANE	FCCB1001J**F0A00BCM		
FCU-S4-A	TRANE FAN COIL UNIT	TRANE	FCCB1001J**F0A00BCM		
FCU-S5-A	TRANE FAN COIL UNIT	TRANE	FCCB1001J**F0A00BCM		
FCU-S6-A	TRANE FAN COIL UNIT	TRANE	FCCB1001J**F0A00BCM		
FCU-S7-A	TRANE FAN COIL UNIT	TRANE	FCCB1001J**F0A00BCM		
FCU-SB-A	TRANE FAN COIL UNIT	TRANE	FCCB1001J**F0A00BCM		
FCU-S9-A	TRANE FAN COIL UNIT	TRANE	FCCB1001J**F0A00BCM		
FCU-SE-A	TRANE FAN COIL UNIT	TRANE	FCCB0801J**F0A00BCM		
FCU13-A	TRANE FAN COIL UNIT	TRANE	FCCB0801J**F0A00BCM		
HP1	ARMSTRONG HEAT/COOL PUMP	ARMSTRONG			BOILER ROOM
HP2	ARMSTRONG HEAT/COOL PUMP	ARMSTRONG	NEED		BOILER ROOM
HP4	ARMSTRONG HEAT PUMP	ARMSTRONG	3X2X134030	755798	BOILER ROOM
HWP1	ARMSTRONG HEAT PUMP	ARMSTRONG	3X2X134030	755797	BOILER ROOM

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RAF1	TRANE RETURN AIR FAN	TRANE	T-10	KOH185095	Mezzanine
RAF2	TRANE RETURN AIR FAN	TRANE	T-14	KOG185088	Mezzanine
RTU1	TRANE AIR HANDLING UNIT 0-10 T	TRANE	CSAA003UBL00	K15G57521	ROOF
RTU2		TRANE	CSAA006UBL00	K15G57531	ROOF
RTU3	TRANE AIR HANDLING UNIT 0-10 T	TRANE	CSAA021UBL00	K15G55679	ROOF
RTU4	TRANE AIR HANDLING UNIT 0-10 T	TRANE	CSAA017UBL00	K15G55690	ROOF
RTU5	TRANE AIR HANDLING UNIT 0-10T	TRANE	CSAA00BUBL00	K15G57541	ROOF
UV1-A	TRANE AIR HANDLING UNIT 0-10 T	<b>DAIKIN</b>	S-15		
UV10-A	DAIKIN UNIT VENTILATORS	<b>DAIKIN</b>	S-15		
UV11-A		DAIKIN	S-15		
UV12-A	DAIKIN UNIT VENTILATORS				
UV13-A	DAIKIN UNIT VENTILATORS	DAIKIN	S-15		
UV14-A	DAIKIN UNIT VENTILATORS	<b>DAIKIN</b>	S-15		
UV15-A	DAIKIN UNIT VENTILATORS	DAIKIN	S-15		
UV16-A	DAIKIN UNIT VENTILATORS	<b>DAIKIN</b>	S-15		
UV17-A	DAIKIN UNIT VENTILATORS DAIKIN UNIT VENTILATORS	DAIKIN	S-15		

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UV17-A	DAIKIN UNIT VENTILATORS	DAIKIN	S-15		
UV18-A	DAIKIN UNIT VENTILATORS	DAIKIN	S-15		
UV19-A	DAIKIN UNIT VENTILATORS	DAIKIN	S-15		
UV2-A	DAIKIN UNIT VENTILATORS	DAIKIN	S-15		
UV20-A	DAIKIN UNIT VENTILATORS	DAIKIN	S-15		
UV21-A	DAIKIN UNIT VENTILATORS	DAIKIN	S-15		
UV22-A	DAIKIN UNIT VENTILATORS	DAIKIN	S-15		
UV23-A	DAIKIN UNIT VENTILATORS	DAIKIN	S-10		
UV24-A	DAIKIN UNIT VENTILATORS	DAIKIN	S-10		
UV3-A	DAIKIN UNIT VENTILATORS	DAIKIN	S-15		
UV4-A	DAIKIN UNIT VENTILATORS	DAIKIN	S-15		
UV5-A	DAIKIN UNIT VENTILATORS	DAIKIN	S-15		
UV6-A	DAIKIN UNIT VENTILATORS	DAIKIN	S-15		
UV7-A	DAIKIN UNIT VENTILATORS	DAIKIN	S-15		
UVB-A	DAIKIN UNIT VENTILATORS	DAIKIN	S-15		
UV9-A	DAIKIN UNIT VENTILATORS	DAIKIN	S-15		
VAV (4)	VARIABLE AIR VOLUME				



