



Request for Quote

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
 ONE CAPITOL HILL
 PROVIDENCE RI 02908

BUYER: Melillo, Charlotte A
 PHONE #: 401-574-8110

CREATION DATE : 09-NOV-12
 BID NUMBER: 7458275
 TITLE: HVAC REPAIR/MAINTENANCE AND FILTER CHANGE POGRAM - URI
 BLANKET START : 10-DEC-12
 BLANKET END : 30-JUN-15
 BID CLOSING DATE AND TIME:05-DEC-2012 10:45:00

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URI FACILITIES RECEIVING
 ATTN: SEE BELOW
 SHERMAN BLDG
 KINGSTON, RI 02881
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URI FACILITIES RECEIVING
 ATTN: SEE BELOW
 SHERMAN BLDG
 KINGSTON, RI 02881
 US

Regulstion Number: 1293461

Line	Description	Quantity	Unit	Unit Price	Total
1	<p>12/10/12 - 6/30/15</p> <p>HVAC REPAIR/MAINTENANCE AND FILTER CHANGE PROGRAM PER BID SPECIFICATIONS.</p> <p>THERE WILL BE A PRE BID CONFERENCE ON TUESDAY, NOVEMBER 27, 2012 IN THE OFFICE OF CAPITAL PROJECTS CONFERENCE ROOM, 1ST FLOOR, SHERMAN BLDG, 523 PLAINS ROAD.</p> <p>QUESTIONS MAY BE EMAILED TO charlotte.melillo@purchasing.ri.gov. QUESTIONS WILL BE ENTERTAINED UNTIL NOVEMBER 26, 2012. AWARDED VENDOR MUST SUPPLY INSURANCE CERTIFICATE WITHIN 5 DAYS OF BID OPENING.</p> <p>NOTICE TO VENDORS: IMMEDIATELY UPON AWARD, VENDOR MUST BEGIN PERFORMING FILTER CHANGES OVER A 3 WEEK PERIOD DURING WINTER BREAK AS OUTLINED IN PART II. *</p> <p>12/10/12 - 6/30/2015 HVAC repair & maintenance and filter change program. HVAC inspections and service per the attached. (PRICING REQUIRED ON SPREADSHEET ONLY)</p>				

Delivery: _____

Terms of Payment: _____

It is the Vendor's responsibility to check and download any and all addenda from the RIVIP. This offer may not be considered unless a signed RIVIP generated Bidder Certification Cover Form is attached and the Unit Price column is completed. The signed Certification Cover Form must be attached to the front of the offer

ATTACHMENT "A"

ITEM NO.	DESCRIPTION	QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
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GROUP PURCHASING ORGANIZATIONS (GPO):

THE UNIVERSITY OF RHODE ISLAND IS A MEMBER OF THE FOLLOWING:

- 1) Educational & Institutional Cooperative Purchasing (E&I)
- 2) Provista

THIS IS A MULTI-YEAR BID/CONTRACT. CONTINUATION OF THE CONTRACT BEYOND THE INITIAL FISCAL YEAR WILL BE AT THE DISCRETION OF THE UNIVERSITY. TERMINATION MAY BE EFFECTED BY THE UNIVERSITY BASED UPON DETERMINING FACTORS SUCH AS UNSATISFACTORY PERFORMANCE OR THE DETERMINATION BY THE UNIVERSITY TO DISCONTINUE THE GOODS/SERVICES, OR TO REVISE THE SCOPE AND NEED FOR THE TYPE OF GOODS/SERVICES; ALSO MANAGEMENT OWNER DETERMINATIONS THAT MAY PRECLUDE THE NEED FOR GOODS/SERVICES AND SUBJECT TO AVAILABILITY OF FUNDS.

DELIVERY AS REQUESTED

BLANKET REQUIREMENTS: 12/10/12 - 6/30/15
CHILLER REPAIR/MAINTENANCE AND FILTER CHANGE PROGRAM.
HVAC INSPECTIONS AND SERVICE PER SPECS.

HVAC INSPECTIONS & SERVICE FOR MAINTENANCE & REPAIRS BLANKET
 REQUIREMENTS: 12/10/12-6/30/15

OWNER OF COMPANY IS RESPONSIBLE TO COMPLY WITH ALL LICENSING OR STATE PERMITS REQUIRED FOR THIS TYPE OF SERVICE. IN ADDITION TO THESE LICENSE REQUIREMENTS, VENDOR, BY SUBMISSION TO THESE SPECIFICATIONS CERTIFIES THAT ANY/ALL WORK RELATED TO THESE SPECS, AND ANY SUBSEQUENT AWARD WHICH REQUIRES A RHODE ISLAND LICENSE(S), SHALL BE PERFORMED BY AN INDIVIDUAL(S) HOLDING A VALID RHODE ISLAND LICENSE.

NO CHARGES OTHER THAN PARTS AND LABOR ON THE JOB - NO TRAVEL, NO MILEAGE, NO MISCELLANEOUS CHARGES, NO PORTAL TO PORTAL.

THERE ARE UNLIMITED CALLBACKS RELATIVE TO SERVICES PERFORMED

PART I

CHILLER MAINTENANCE/REPAIR

EQUIPMENT INCLUDED:

- | | |
|-----------------------|---|
| BARLOW/WELDIN - | ONE (1) YORK YT CENTRIFUGAL CHILLER |
| CHAFFEE HALL - | TWO (2) TRANE RECIPROCATING MODEL C9WBP101RCN-KK42K |
| FOGARTY HALL - | ONE (1) TRANE CENTRAVAC MODEL CVHE 0329 |
| LIBRARY - | ONE (1) TRANE CENTRAVAC MODEL CRH30329 |
| LIBRARY - | ONE (1)TRANE CENTRAVAC MODEL CVHE025B |
| WHITE HALL - | ONE (1) TRANE ABSORBTION MODEL ABSOLE |
| CBL5 - | TWO (2) TRANE ROTARY SCREW MODEL RTH |
| COLLEGE OF PHARMACY - | SEVEN (7) MULTI-STACK CHILLERS |

FULL MAINTENANCE & INSPECTION PROGRAM TO BE PERFORMED BY FACTORY TRAINED TECHNICIAN.

TO INCLUDE WARRANTY ON PARTS & SERVICE.

PROGRAM TO INCLUDE ALL FACTORY RECOMMENDED SERVICES AND THE FOLLOWING:

(A) COOLING SEASON START-UP, PREPARATION AND INSPECTION TO INCLUDE THE FOLLOWING:

1. PRESSURIZING THE UNIT AND CONDUCTING A LEAK CHECK.
2. CHECKING REFRIGERANT AND OIL LEVELS.
3. CHECKING OIL PUMP AND PURGE OIL HEATERS AND TEMPERATURES.
4. CHECKING AND TESTING ALL OPERATING AND SAFETY CONTROLS.
5. CHECKING THE STARTER OPERATION.
6. STARTING THE CHILLED WATER PUMP.
7. STARTING THE CONDENSER WATER PUMP AND COOLING TOWER.

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- 8. STARTING THE CHILLER AND CALIBRATING CONTROLS.
- 9. CHECKING PURGE UNIT OPERATION.
- 10. LOGGING OPERATING CONDITIONS AFTER SYSTEM AND UNIT STABILIZE.
- 11. REVIEWING OPERATING PROCEDURES AND OWNER'S LOG W/OPERATOR.
- 12. CHECKING AUXILIARY EQUIPMENT OPERATION.

RATE FOR (A) ABOVE:

1	ONCE, ANUALLY DURING THE PERIOD OF (12/10/12-6/30/13) FY'13	1	EACH	\$ _____
2	ONCE, ANUALLY DURING THE PERIOD OF (7/1/13-6/30/14) FY'14	1	EACH	\$ _____
3	ONCE, ANUALLY DURING THE PERIOD OF (7/1/14-6/30/15) FY'15	1	EACH	\$ _____

(B) START AND END OF SEASON INSPECTIONS AND PREVENTATIVE MAINTENANCE:

OPERATING SEASON INSPECTIONS AT START AND END OF THE SEASON TO INCLUDE THE FOLLOWING:

- 1. INSPECTING CHILLER AND ADJUSTING SAFETY CONTROLS.
- 2. CHECKING PURGE OPERATION.
- 3. CHECKING OPERATION OF CONTROLS.
- 4. CHECKING OIL AND REFRIGERANT LEVELS.
- 5. CHECKING OPERATION OF LUBE SYSTEM.
- 6. CHECKING OIL RETURN SYSTEM.
- 7. CHECKING OPERATION OF MOTOR AND STARTER.
- 8. RECORDING OPERATING CONDITIONS.
- 9. CHECKING LOG & REVIEWING CHILLER & SYSTEM OPERATION WITH OPERATOR.
- 10. CONDUCTING ROUTINE MAINTENANCE AS RECOMMENDED & REQUIRED.
- 11. LOGGING AND REPORTING REPAIRS & REPORTS THAT ARE REQUIRED.

ANNUAL EQUIPMENT SHUTDOWN AND PREVENTATIVE MAINTENANCE TO INCLUDE THE FOLLOWING:

1. CHECKING THE COMPRESSOR - MOTOR ASSEMBLY FOR THE FOLLOWING ITEMS AND PERFORMING PM TASKS AS INDICATED.

- *RECORDING VOLTAGES
- *MEGING AND RECORDING MOTOR WINDING RESISTANCE.
- *LUBRICATING OPEN MOTOR.
- *CHECKING THE ALIGNMENT ON OPEN MOTOR DRIVE UNITS.
- *CHECKING THE COUPLING.
- *CHECKING THE SEALS
- *CHECKING INLET VANE OPERATION & LINKAGE; LUBRICATING WHERE REQUIRED.

2. CHECKING THE COMPRESSOR OIL SYSTEM FOR THE FOLLOWING ITEMS:

- *CHANGING OIL, OIL FILTER AND DRYER.
- *CONDUCTING ANALYSIS ON OIL & OIL FILTER AT AN INDEPENDENT LAB.
- *CHECKING OIL PUMP, SEAL AND MOTOR.
- *CLEANING THE DIRT LEG.
- *CHECKING HEATER & THERMOSTAT.
- *CHECKING ALL OTHER OIL SYSTEM COMPONENTS INCLUDING COOLER, STRAINER AND SOLENOID VALVE WHERE APPLICABLE.

3. CHECKING MOTOR STARTER AND PERFORMING THE FOLLOWING TASKS:

- *RUNNING DIAGNOSTIC CHECK.
- *CLEANING CONTACTS OR RECOMMENDING REPLACEMENTS.
- *CHECKING LINKAGE.
- *MEGING MOTOR.
- *CHECKING ALL TERMINALS AND TIGHTENING CONNECTIONS.
- *CHECKING OVERLOADS, DASH PILOT OIL AND CALIBRATING.
- *CLEANING OR REPLACING AIR FILTER WHERE REQUIRED.
- *DRY RUNNING STARTER (OR BEFORE START-UP) CHECKING STATUS LIGHTS.

4. REVIEW THE CONTROL PANELS FOR THE FOLLOWING ITEMS:

- *RUNNING DIAGNOSTIC CHECK OF MICRO CONTROL PANEL.
- *CHECKING SAFETY SHUTDOWN OPERATION.
- *CHECKING ALL TERMINALS AND TIGHTENING CONNECTIONS.
- *CHECKING DISPLAY DATA ACCURACY AND SET POINTS.

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5. REVIEWING THE PURGE UNIT FOR THE FOLLOWING ITEMS:
 *CHANGING OIL
 * CHANGING FILTER DRYER.
 *CLEANING ORAFICE IN THE LIQUID FEEDLINE TO COIL.
 *CLEANING THE FOUL GAS STRAINER.
 *CLEANING SOLENOID VALVES.
 *CLEANING PURGE DRUM, CHECKING FLOAT VALVE: REPLACING GASKETS.
 *CHECKING HEATER OPERATION.
 *CHECKING ALL OTHER COMPONENTS FOR PROPER CONDITION AND OPERATION:
 RECORDING PRESSURE CONTROL SET POINT.

6. CHECKING THE CONDENSER FOR THE FOLLOWING ITEMS:
 *CHECKING WATER FLOW.
 *CHECKING FLOW SWITCH OPERATION.
 *REMOVE CONDENSER HEAD AND INSPECTING SHEETS.
 *MECHANICALLY BRUSH CLEANING CONDENSER WATER TUBES.

7. CHECKING THE COOLER FOR THE FOLLOWING ITEMS:
 *CHECKING WATER FLOW.
 *CHECKING FLOW SWITCH OPERATION.
 *CHECKING REFRIGERANT LEVEL.

8. CHECKING SYSTEM FOR THE FOLLOWING ITEMS:
 *CONDUCTING A LEAK CHECK AND IDENTIFYING LEAK SOURCES.
 *RECORDING CONDITIONS OF SIGHT GLASSES.
 *CHECKING THE REFRIGERANT CYCLE TO VERIFY THE PROPER BALANCE.
 *CHECKING CONDENSER WATER AND CHILLED WATER HEAT TRANSFER.

9. GENERAL ITEMS TO BE INCLUDED:
 *REPAIRING INSULATION REMOVED FOR INSPECTION AND MAINTENANCE PROCEDURES.
 *CLEANING EQUIPMENT AND SURROUNDING AREA UPON COMPLETION OF WORK.
 *CONSULTING WITH THE OPERATOR.
 *REPORTING DEFICIENCIES AND REAPIRS REQUIRED.

RATE FOR (B) ABOVE:

4	ANNUALLY DURING THE PERIOD OF (12/10/12-6/30/13) FY'13	2	EACH	\$ _____	\$ _____
5	ANNUALLY DURING THE PERIOD OF (7/1/13-6/30/14) FY'14	2	EACH	\$ _____	\$ _____
6	ANNUALLY DURING THE PERIOD OF (7/1/14-6/30/15) FY'15	2	EACH	\$ _____	\$ _____

PART II

FILTER MAINTENANCE PROGRAM & HVAC INSPECTIONS:

FACTORY AUTHORIZED TECHNICIANS TO:
 PERFORM (2) FILTER CHANGES PER YEAR (OVER A 3 WEEK PERIOD DURING WINTER BREAK, AND A 3 WEEK PERIOD AFTER COMMENCEMENT) ON ALL FAN COIL UNITS AT THE FOLLOWING UNIVERSITY BUILDINGS: BARLOW, WELDIN, GARRAHY, EDDY, & WILEY. ALL MAINTENANCE TO KEEP FAN COIL UNIT IN PEAK OPERATING CONDITION. (THESE ARE HOUSING & RESIDENTIAL LIFE BUILDINGS)
 FILTER SIZES AND NUMBERS ARE LISTED ON THE ATTACHED 1
 FILTERS ARE TO BE 30% EFFICIENT PLEATED FILTER MEDIA.

DESCRIPTION - HVAC INSPECTIONS

SPECIFIC EQUIPMENT TO BE INSPECTED. INSPECTIONS ARE TO BE SCHEDULED SUCH THAT EACH PIECE OF EQUIPMENT IS INSPECTED PRIOR TO START OF COOLING SEASON (ie., SPRING) & AGAIN DURING COOLING SEASON (ie., AUGUST) INSPECTIONS SHALL BE DONE ACCORDING TO A VENDOR-DEVELOPED CHECKLIST THAT WILL INCLUDE AT A MINIMUM THE FOLLOWING ITEMS:
 1. MEASURE/VERIFY VOLTAGE & AMPHERAGE OF MOTORS.
 2. MEASURE/VERIFY REFRIGERANT CHARGE.
 3. INSPECT ALL BELTS; REPLACE AS REQUIRED, OR ONCE PER YEAR.
 4. MEASURE OIL; ADD OR CHANGE AS NEEDED.
 5. LUBE BEARINGS THROUGHOUT.
 6. REPLACE AIR FILTERS EACH INSPECTION.

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	7. CLEAN OUTSIDE AIR INTAKES, VACUUM GRILLS AND UNITS AS NEEDED. 8. INSPECT CONDENSATE PANS & DRAINS, ADD CONDENSATE PAN TREATMENT AT . SPRING FILTER CHANGE; ENSURE PROPER FUNCTIONING 9. CHECK, CLEAN & LUBRICATE ALL LINKAGES. 10. CHECK OPERATION OF ALL CONTROLS. 11. VERIFY CONDITION & INTEGRITY OF ENCLOSURES & CABINETY. 12. EQUIPMENT DEFICIENCIES & RECOMMENDED CORRECTIVE ACTIONS.				
	CORRECTIVE ACTION DOCUMENTED IN STEP 12 ABOVE WILL BE DONE ON A TIME AND MATERIAL BASIS. ALL OTHER SERVICES LISTED ABOVE ARE TO BE INCLUDED IN THE FOLLOWING RATE.				
	RATE FOR PART II ABOVE:				
7	TWICE, ANUALLY DURING THE PERIOD OF (12/10/12-6/30/13) FY'13	2	EACH	\$ _____	\$ _____
8	TWICE, ANUALLY DURING THE PERIOD OF (7/1/13-6/30/14) FY'14	2	EACH	\$ _____	\$ _____
9	TWICE, ANUALLY DURING THE PERIOD OF (7/1/14-6/30/15) FY'15	2	EACH	\$ _____	\$ _____

PART III

HVAC MAINTENANCE AND REPAIRS FOR THE UNIVERSITY OF RI HEALTH SERVICES POTTER BUILDING AND EMS BUILDING

MAINTENANCE AND REPAIR ON HVAC FOR THE URI POTTER BLDG. INCLUDING MODULAR UNIT, PER THE FOLLOWING SPECS:

PREVENTATIVE MAINTENANCE SCHEDULE WILL INCLUDE INSPECTION, ADJUSTMENTS, CALIBRATION, LUBRICATION, BELTS AND FILTERS WHERE APPLICABLE.

SCHEDULED MAINTENANCE FOUR TIMES A YEAR ON THE FOLLOWING ROOFTOP UNITS AT THE POTTER BUILDING:

- 2 EACH TRANE TCC048F100B
- 1 EACH TRANE TCC018F100B
- 1 EACH TRANE TCC024F100B
- 2 EACH TRANE TCC030F100B
- 1 EACH TRANE TCC036F100B
- 2 EACH TRANE 580FPV048115ABGA
- 1 EACH TRANE TCC-IG-4

SCHEDULED INSPECTIONS TWICE PER YEAR ON SPLIT HVAC SYSTEM:

- 3 EACH TRANE TWE080D150A - AIR HANDLER UNIT
- 3 EACH TRANE TTA080C300AO
- 1 EACH RHEEM RBHA24JNHBA - AIR HANDLER UNIT
- 1 EACH RHEEM RAKA080CAS - CONDENSER
- 1 EACH MITSUBISHI MS12NN

TWICE PER YEAR MISCELLANEOUS INSPECTIONS ON THE FOLLOWING:

- 3 EACH FRACTIONAL HP EXHAUST FANS
- 2 EACH 3HP CIRCULATING PUMPS
- 1 EACH 1 HP CONDENSATE PUMP

REPLACE ALL FILTERS FOR BUILDING, 10 ROOFTOP UNITS AND 4 SPLITS - FOUR TIMES PER YEAR (AT APPROXIMATELY 3 MONTH INTERVALS)

PRICE PER CALENDAR YEAR TO INCLUDE ALL OF THE ABOVE PREVENTATIVE MAINTENANCE SERVICES; TO BE BILLED QUARTERLY.

10	QUARTERLY DURING THE PERIOD OF (12/10/12-6/30/13) FY'13	2	QTRS	\$ _____	\$ _____
11	QUARTERLY DURING THE PERIOD OF (7/1/13-6/30/14) FY'14	4	QTRS	\$ _____	\$ _____
12	QUARTERLY DURING THE PERIOD OF (7/1/14-6/30/15) FY'15	4	QTRS	\$ _____	\$ _____

MAINTENANCE AND REPAIR ON HVAC FOR THE URI EMS BUILDING PER THE

ATTACHMENT "A"

ITEM NO.	DESCRIPTION	QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
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FOLLOWING SPECIFICATIONS:

PREVENTATIVE MAINTENANCE SCHEDULE WILL INCLUDE INSPECTION, ADJUSTMENTS, CALIBRATION, LUBRICATION, BELTS AND FILTERS WHERE APPLICABLE.

SCHEDULED MAINTENANCE TWICE A YEAR ON THE FOLLOWING EQUIPMENT:

- 4 EACH TACO HOT WATER CIRCULATION PUMPS
- 1 EACH BURNHAM HOT WATER BOILER
- 1 EACH AAON CONDENSING UNIT
- 1 EACH MCQUAY CENTRAL STATION AIR HANDLER

COMPREHENSIVE INSPECTION MAINTENANCE PROGRAMS

BOILER MAINTENANCE:

1. ANNUAL PRESEASON MAJOR MAINTENANCE - ONCE A YEAR THROUGH PREVENTATIVE MAINTENANCE SCHEDULE WILL BE PERFORMED INCLUDING THE FOLLOWING:

- a. CHECK HEATING SURFACES AND WATER FOR; CORROSION, PITTING, SCALE BLISTERS, BULGES AND SOOT.
- b. INSPECT REFACTORY
- c. CLEAN WATER COLUMN SIGHT GLASS, AS REQUIRED
- d. INSPECT AND CHECK OPERATION OF LOW WATER CUTOFF CONTROL
- e. CHECK SETTINGS AND TEST ALL OPERATING LIMIT CONTROLS
- f. VISUALLY INSPECT FLUE PIPING AND CONNECTIONS
- g. CLEAN BURNERS
- h. CLEAN FLAME SAFEGUARD SENSORS
- i. CLEAN AND ADJUST IGNITION ELECTRODES
- j. CHECK GAS VALVE LINKAGES, ACTUATORS AND OPERATORS FOR PROPER ALIGNMENT, TIGHTNESS, AND TO BE LEAK FREE
- k. CHECK OPERATION OF FLAME SAFEGUARD CONTROL
- l. CHECK FUEL SUPPLY PRESSURE
- m. CHECK OPERATION OF MAKE UP WATER FEED CONTROL
- n. START UP SYSTEM
- o. CHECK AUXILIARY EQUIPMENT OPERATION
- p. TEST SAFETY/RELIEF VALVE AFTER START-UP
- q. PROVIDE WRITTEN EFFICIENCY REPORT AS REQUIRED BY EPA AND RIDEM

2. SCHEDULED PREVENTATIVE MAINTENANCE - ONE (1) INSPECTION DURING THE OPERATING SEASON, INSPECTIONS, ADJUSTMENTS WILL BE MADE TO INCLUDE THE FOLLOWING:

- a. REVIEW OWNERS LOG, LOG ALL OPERATING CONDITIONS
- b. INSPECT BOILER AND BURNER AND MAKE ADJUSTMENTS AS REQUIRED
- c. TEST LOW WATER CUT OFF AND PRESSURE RELIEF VALVE
- d. CHECK FOR WATER, STEAM AND FUEL LEAKS
- e. CHECK SEQUENCE AND OPERATION OF FLAME SAFEGUARD CONTROL
- f. CHECK SETTINGS AND TEST OPERATING AND LIMIT CONTROLS

UNITARY EQUIPMENT COOLING:

1. SEMI-ANNUAL MAINTENANCE COOLING - TWICE A YEAR. THOROUGH PREVENTATIVE MAINTENANCE SCHEDULE WILL BE PERFORMED INCLUDING THE FOLLOWING:

- a. VISUALLY INSPECT FOR REFRIGERANT LEAKS
- b. CHECK SAFETY CONTROLS AND OVERLOADS
- c. CHECK MAIN STARTER, CHECK CONTACTS FOR WATER
- d. CHECK OIL LEVEL IN COMPRESSOR (WHERE APPLICABLE)
- e. CHECK CRANKCASE HEATER
- f. CHECK EXTERNAL INTERLOCKS
- g. CHECK OIL SAMPLE FOR ACID (WHERE APPLICABLE)
- h. REPLACE BELT AND ADJUST ALIGNMENT AND TENSION IF REQUIRED
- i. LUBRICATE FAN BEARINGS
- j. CHECK DAMPER OPERATION. LUBRICATE AND ADJUST AS REQUIRED
- k. REPLACE FILTERS
- l. INSPECT AIR-COOLED CONDENSER COIL
- m. REPORT ANY UNCORRECTED DEFICIENCIES NOTED

2. SCHEDULED PREVENTATIVE MAINTENANCE COOLING - ONE INSPECTION DURING THE OPERATING SEASON WILL BE MADE TO INCLUDE THE FOLLOWING:

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- a. MAKE OPERATING LOG OF TEMPERATURES, PRESSURES, VOLTAGES, AND AMPERAGES, ETC.
- b. CHECK AND ADJUST OPERATING AND SAFETY CONTROLS
- c. CHECK OPERATION OF CRANKCASE HEATER
- d. CHECK OIL LEVEL AND ADD AS REQUIRED
- e. CHECK OPERATION OF CONTROL CIRCUIT
- f. REPLACE FILTERS
- g. CHECK OPERATION OF MOTOR AND STARTER
- h. REPORT TO OPERATOR ANY UNCORRECTED DEFICIENCIES NOTED

PUMP MAINTENANCE:

- 1. ANNUAL MAINTENANCE:
 - a. CHECK PUMP FOR EXCESSIVE VIBRATION
 - b. LUBRICATE PUMP BEARINGS PER MANUFACTURER'S RECOMMENDATIONS
 - c. LUBRICATE MOTOR BEARINGS PER MANUFACTURER'S RECOMMENDATIONS
 - d. CHECK MOTOR MOUNTS AND VIBRATION PADS, ADJUST AS REQUIRED
 - e. VISUALLY INSPECT PUMP ALIGNMENT AND COUPLING
 - f. CHECK MOTOR OPERATION CONDITIONS
 - g. INSPECT ELECTRICAL CONNECTIONS AND CONTACTORS
 - h. INSPECT MECHANICAL SEALS OR PUMP PACKING, ADJUST AS REQUIRED
 - i. CHECK SUCTION AND DISCHARGE PRESSURES
 - j. REPORT ANY UNCORRECTED DEFICIENCIES NOTED

- 2. SCHEDULED PREVENTATIVE MAINTENANCE - ONE INSPECTION DURING THE OPERATING SEASON WILL INCLUDE:
 - a. RECORD AMPERAGE DRAW
 - b. RECORD PRESSURE READINGS
 - c. INSPECT MECHANICAL SEALS OR PUMP PACKING, ADJUST AS REQUIRED
 - d. CHECK MOTOR MOUNTS AND VIBRATION PADS, ADJUST AS REQUIRED
 - e. VISUALLY CHECK PUMP ALIGNMENT AND COUPLING
 - f. REPORT ANY UNCORRECTED DEFICIENCIES NOTED

UNIT HEATERS:

- MAINTENANCE - TWICE A YEAR. A THOROUGH PREVENTATIVE MAINTENANCE SCHEDULE WILL BE PERFORMED TO INCLUDE THE FOLLOWING:
- a. CHECK OPERATION OF SUPPLY FAN
 - b. CHECK OPERATION AND CALIBRATION OF SPACE THERMOSTAT
 - c. CHECK OPERATION OF HOT WATER VALVE

PROVIDE AN ANNUAL PRICE FOR THE MAINTENANCE ON THE EMS BUILDING AS INDICATED ABOVE.

13	ANNUAL PRICE DURING THE PERIOD OF (12/10/12-6/30/13) FY'13	1	EACH	\$ _____
14	ANNUAL PRICE DURING THE PERIOD OF (7/1/13-6/30/14) FY'14	1	EACH	\$ _____
15	ANNUAL PRICE DURING THE PERIOD OF (7/1/14-6/30/15) FY'15	1	EACH	\$ _____

PART IV

THE FOLLOWING IS THE HOURLY RATE AND MATERIALS COST FOR SERVICE AND REPAIR TO ALL CAMPUS BUILDINGS, FOR SERVICES NOT PREVIOUSLY LISTED.

HOURLY RATES ARE TO BEGIN ON SITE AND ARE INCLUSIVE OF ALL TRAVEL CHARGES. OVERTIME HOURS APPLY FROM 4:30 PM TO 7:30 AM PLUS SATURDAY, SUNDAY AND HOLIDAYS. OVERTIME MUST BE APPROVED BY THE REQUESTING UNIVERSITY DEPARTMENT AND MUST BE DOCUMENTED.

HOURLY RATE - ON SITE:

16	12/10/12-6/30/13	1100	HRS	\$ _____	\$ _____
17	7/1/13-6/30/14	1400	HRS	\$ _____	\$ _____
18	7/1/14-6/30/15	1400	HRS	\$ _____	\$ _____

OVERTIME RATE - ON SITE:

19	12/10/12-6/30/13	90	HRS	\$ _____	\$ _____
20	7/1/13-6/30/14	100	HRS	\$ _____	\$ _____
21	7/1/14-6/30/15	100	HRS	\$ _____	\$ _____

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MATERIALS ARE TO BE PROVIDED AT COST PLUS THE FOLLOWING (APPLICABLE) FEE FOR OVERHEAD, PICKUP AND DELIVERY, NO ADDITIONAL CHARGES WILL BE ACCEPTABLE.

<u>COST:</u>	<u>APPLICABLE FEE:</u>
\$0-\$500	No Fee
\$501-\$750	\$75.00
\$751-\$1000	\$98.00
\$1001-\$1500	\$125.00
\$1501-\$2500	\$180.00
\$2501-\$5000	\$300.00
\$5001-\$7500	\$438.00
Over \$7501	\$525.00

RFQ 7458275 HVAC MAINTENANCE / REPAIR AND FILTER CHANGE PROGRAM

LIST OF FILTERS

URI BARLOW & WELDIN			
	<i>Air Therm</i>		
FILTER			QUANTITY
12X24X1			244
9X27X1			64
9X31X1			9
10X48X1			6
9.75X72X1			2
10X40X1			2
10X32X1			2
9.5X31X1			12
9.75X48.25X1			10
URI EDDY HALL			
	WHALEN UNITS		
7 1/4X33X1/2			257
11X33X1/2			32
9X33 1/2X1/2			49
	CABINET UNDER HEATER		
8 1/2X26 1/2X1			12
	HORIZONTAL FAN COIL UNITS		
10X28X1			2
10X40X1			2
14X40X1			2
URI WILEY HALL			
	WHALEN UNITS		
7 1/4X33X1/2			305
11X33X1/2			53
9X33 1/2X1/2			6
	CABINET UNIT HEATERS		
8 1/2X26 1/2X1			22
	HORIZONTAL FAN COIL UNITS		
10X28X1			1
10X33X1			1
10X39 1/2X1			1
URI GARRAHY HALL			
	WHALEN UNITS		
7 1/4X33X1/2			267
11X33X1/2			53
9X33 1/2X1/2			9
	CABINET UNIT HEATERS		
8 1/2X26 1/2X1			21
	HORIZONTAL FAN COIL UNITS		
10X33X1			1
10X40X1			2

REQUEST FOR QUOTE # 7458275

BIDDING (a) A single price shall be quoted for each item against which a proposal is submitted. This price will be the maximum in effect during the agreement period. Any price decline at the manufacturer's level shall be reflected in a reduction of the agreement price to the State. (b) Quantities, if any, are estimated only. The agreement shall cover the actual quantities ordering during the period. Deliveries will be billed at the single, firm, awarded unit price quoted regardless of the quantities ordered. (c) Bid price is net F.O.B. destination and shall include inside delivery at no extra cost. (d) Bids for single items and/or a small percentage of total items listed, may, at the State's sole option, be rejected as being non-responsive to the intent of this request. **ORDERING** (a) The User Agency(s) will submit individual orders for the various items and various quantities as may be required during the agreement period. (b) Exception - Regardless of any agreement resulting from this bid, the State reserves the right to solicit prices separately for any extra large requirements for delivery to specific destinations.

MULTI YEAR

THIS IS A MULTI-YEAR BID/CONTRACT. PER RHODE ISLAND STATE LAW 37-2-33, CONTRACT OBLIGATIONS BEYOND THE CURRENT FISCAL YEAR ARE SUBJECT TO AVAILABILITY OF FUNDS. CONTINUATION OF THE CONTRACT BEYOND THE INITIAL FISCAL YEAR WILL BE AT THE DISCRETION OF THE STATE. TERMINATION MAY BE EFFECTED BY THE STATE BASED UPON DETERMINING FACTORS SUCH AS UNSATISFACTORY PERFORMANCE OR THE DETERMINATION BY THE STATE TO DISCONTINUE THE GOODS/SERVICES, OR TO REVISE THE SCOPE AND NEED FOR THE TYPE OF GOODS/SERVICES; ALSO MANAGEMENT OWNER DETERMINATIONS THAT MAY PRECLUDE THE NEED FOR GOODS/SERVICES.

INSURANCE

AN INSURANCE CERTIFICATE IN COMPLIANCE WITH PROVISIONS OF ITEM 31 (INSURANCE) OF THE GENERAL CONDITIONS OF PURCHASE IS REQUIRED FOR COMPREHENSIVE GENERAL LIABILITY, AUTOMOBILE LIABILITY, AND WORKERS' COMPENSATION AND MUST BE SUBMITTED BY THE SUCCESSFUL BIDDER(S) TO THE DIVISION OF PURCHASES PRIOR TO AWARD. THE INSURANCE CERTIFICATE MUST NAME THE STATE OF RHODE ISLAND AS CERTIFICATE HOLDER AND AS AN ADDITIONAL INSURED. FAILURE TO COMPLY WITH THESE PROVISIONS MAY RESULT IN REJECTION OF THE OFFEROR'S BID. ANNUAL RENEWAL CERTIFICATES MUST BE SUBMITTED TO THE AGENCY IDENTIFIED ON THE PURCHASE ORDER. FAILURE TO DO SO MAY BE GROUNDS FOR CANCELLATION OF CONTRACT.

LICENSE

VENDOR (OWNER OF COMPANY) IS RESPONSIBLE TO COMPLY WITH ALL LICENSING OR STATE PERMITS REQUIRED FOR THIS TYPE OF SERVICE. A COPY OF LICENSE/PERMIT SHOULD BE SUBMITTED WITH THIS BID. IN ADDITION TO THESE LICENSE REQUIREMENTS, BIDDER, BY SUBMISSION OF THIS BID, CERTIFIES THAT ANY/ALL WORK RELATED TO THIS BID, AND ANY SUBSEQUENT AWARD WHICH REQUIRES A RHODE ISLAND LICENSE(S), SHALL BE PERFORMED BY AN INDIVIDUAL(S) HOLDING A VALID RHODE ISLAND LICENSE.

RIVIP

IT IS THE VENDOR'S RESPONSIBILITY TO CHECK AND DOWNLOAD ANY AND ALL ADDENDA FROM RIVIP. THIS OFFER MAY NOT BE CONSIDERED UNLESS A SIGNED RIVIP GENERATED BIDDER CERTIFICATION COVER FORM IS ATTACHED AND THE UNIT PRICE COLUMN IS COMPLETE. THE SIGNED CERTIFICATION COVER FORM MUST BE ATTACHED TO THE FRONT OF THE OFFER. WHEN DELIVERING OFFERS IN PERSON TO ONE CAPITOL HILL, VENDORS ARE ADVISED TO ALLOW AT LEAST ONE HOUR ADDITIONAL TIME FOR CLEARANCE THROUGH SECURITY CHECKPOINTS.

THIS OFFER MAY NOT BE CONSIDERED UNLESS BIDDER CERTIFICATION COVER FORM IS ATTACHED AND THE UNIT PRICE COLUMN IS COMPLETED. THE SIGNED CERTIFICATION COVER FORM MUST BE ATTACHED TO THE FRONT OF THE OFFER. WHEN DELIVERED OFFERS ON PERSON TO ONE CAPITOL HILL, VENDORS ARE ADVISED TO ALLOW AT LEAST ONE HOUR ADDITIONAL TIME FOR CLEARANCE THROUGH SECURITY CHECKPOINTS.

DELIVERY

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.