

NOTICE TO BIDDERS
CHAPPAQUA CENTRAL SCHOOL DISTRICT
66 ROARING BROOK ROAD
P.O. BOX 21
CHAPPAQUA, NEW YORK 10514

The Board of Education of the Chappaqua Central School District, hereby invites submission of bids for:

CCSD BID # B2021-23

Heating, Ventilation & Air Conditioning Services – Preventative Maintenance and Time & Material for Repairs

Sealed envelope bids or digital bids will be received until **October 6th, 2021 by no later than 2:00pm** at the Purchasing Office, Education Center, 66 Roaring Brook Road, Chappaqua, New York -at which time and place all bids will be opened and read publicly. Mailing address for sealed envelope bids: Chappaqua Central School District, 66 Roaring Brook Rd., P.O. Box 21, Chappaqua, New York 10514 (if using third party courier, use street address only). Digital bids are to be e-mailed to mitrnik@chappaquaschools.org .

If further information is needed, call the Purchasing Office at 914 238-7200, Ext. 1013 or e-mail at mitrnik@chappaquaschools.org .

The Board of Education reserves the right to reject any and all bids which do not seem to be in the best interest of the School District.

**CHAPPAQUA CENTRAL SCHOOL DISTRICT
66 ROARING BROOK ROAD
P.O. BOX 21
CHAPPAQUA, NEW YORK 10514**

MAIN SPECIFICATION

The Board of Education of the Chappaqua Central School District, hereby invites submission of bids for:

CCSD BID # B2021-23

Heating, Ventilating & Air Conditioning Services – Preventive maintenance and Time and material for repairs Contract Period: October 14th, 2021 through October 13th, 2022.

SITE VISIT:

A mandatory site visit is required in order to participate in this bid. Visit must be accompanied by an Operations and Maintenance representative in order for the bid to be valid. Please see enclosed site visitation sheet. Visitation sheet must be signed by both the vendor and the School District Operations & Maintenance representative then submitted as part of the sealed bid package. Visit must be scheduled between the hours of 7:00am & 2:00pm Monday through Friday. Please call the School District Operations and Maintenance Department at (914) 238 – 7210, Ext. 1201 to schedule an appointment. The only exception is if a vendor is able to submit a previously signed visit form. **If the bid submission does not include the signed proof of visitation form, the contractor will be disqualified from the bid process.**

RESPONSIBILITY:

The contractor shall be held responsible for any damage to property, or for the injury to life or limb due to or caused by his work, or workmen, or the work of his sub-contractors or their men, or which may be caused by the use of improper or unsound materials, which may occur during the progress of this work.

SCOPE OF WORK:

1. **Preventive Maintenance Program:** The contractor shall provide a comprehensive preventive maintenance program covering all HVAC and refrigeration equipment.
2. **Inspection and Report on Temperature Control System:** The contractor is required to inspect the automatic temperature control systems and submit a written report of findings to the Director of Facilities, Pole Barn, 438 Bedford Road, Chappaqua, NY 10514. This report will identify any system component that requires repair and/or replacement and a cost to make such repair. The report will be reviewed by the Facilities and Operations Department, with the successful bidder to determine what is required to make all necessary repair.

QUALIFICATIONS:

1. Bids will be accepted from reliable Prime Contractors who have the personnel, equipment and facilities (including service and parts departments) to provide all of the services described herein, and who have been engaged in similar service to provide public, private and/or parochial educational facilities and commercial properties in Westchester County or surrounding counties for a minimum of ten (10) years.
2. The successful vendor must be a Full-Service HVAC Contractor who can demonstrate a strong background in the installation, service and maintenance of commercial HVAC systems.
3. Sheet metal output shall be in accordance with the latest Sheet Metal and Air Conditioning Contractors National Association (SMACNA) standards.

ADDITIONAL QUALIFICATIONS:

Bidders must include with their proposal, a minimum of five (5) references where the bidder provides similar services to the services described herein. References must include contact names and telephone numbers. Bidders must also demonstrate that the firm or at least one principal in the firm has been providing the necessary services for a minimum of ten (10) years. **Failure to include this information with your bid may result in the bid's rejection.**

Bidder must be a Honeywell Building Control Associate. The bidder must provide proof from Honeywell that they are an active Honeywell Partner. In addition, bidder must be an Authorized Building Controls Specialist (ABCS) or factory trained on the Johnson Controls line. The bidder must provide proof from Johnson Controls that they are a certified Johnson Controls Partner. **Failure to include this information with your bid may result in the bid's rejection.**

At least one employee in the company must be a trained and certified technician to support a webs-ax product.

SPECIFICATIONS

REPAIR AND MAINTENANCE OF H.V.A.C. SYSTEMS, PNEUMATIC TEMPERATURE CONTROLS AND REFRIGERATION EQUIPMENT

OVERVIEW

The successful contractor must provide skilled technicians with expertise in service and repair of all aspects involving HVAC, Refrigeration, Pneumatic & Direct Digital Electronic Temperature Control Systems and to perform preventive maintenance, scheduled maintenance and repair, and emergency repair service as required.

1. Scheduled maintenance and service is normally completed during the first complete week of the month.
2. All service technicians are required to report to the main office of each building prior to the start of any work. The contractor must advise the Head Custodian of the facility prior to the arrival of the service technician in order for a Chappaqua Central School District representative to be present during the work.
3. Any and all reports required to be completed by the contractor as a requirement of the specification must be submitted to the Director of Facilities, Pole Barn, 438 Bedford Road, Chappaqua, NY 10514.
4. The service technician is responsible for removing any debris from the work site at the completion of the job and to broom clean the area where the work has occurred.

BID REQUIREMENTS

THIS CONTRACT HAS TWO PARTS. IT WILL BE AWARDED IN ITS ENTIRETY TO THE LOWEST RESPONSIBLE BIDDER BASED ON 100 % WEIGHT ALLOTTED TO PART I.

PART I - LUMP SUM BID PROPOSAL

The bidder will provide on the Bid Proposal Form a **Lump Sum Bid Price** to complete the requirements listed in the inclusive of the items listed below:

- A **Preventive Maintenance Program** covering all aspects of the Pneumatic and Direct Digital Control Systems in all eight-school buildings.
- A program of **Scheduled Maintenance** covering all aspects of Refrigeration Equipment, H.V.A.C. Systems, and Temperature Control Systems (Pneumatic and Digital Electronic Direct Digital Controls) in all six-school buildings and the Education Center.

PART II - HOURLY RATE PROPOSAL

The bidder will also provide on the Bid Proposal Form - **Hourly Rates for Straight-Time and Premium-Time** for Technicians and/or Technician Apprentices to complete both emergency and non-emergency repair and installation service as needed for all aspects of HVAC, Temperature Control and Refrigeration Systems. Emergency service may be required on a 24 hour basis / 7 days per week as necessary. Technician response time for emergency service calls is 4 hours from the time the call is placed.

CONTRACTOR QUALIFICATIONS

1. It is mandatory that the contractor be qualified and must have a minimum of 10 years experience servicing and maintaining Pneumatic Control Systems, Direct Digital Electronic Temperature Control Systems and HVAC/Refrigeration equipment similar to that in the Chappaqua Central School District. Vendor must provide proof of this in their bid submission.
2. Knowledge of DDC (Direct Digital Temperature Control Systems) – the contractor must provide written documentation showing extensive knowledge in troubleshooting, servicing and repair of Honeywell, Johnson Controls and Andover Direct Digital Temperature Control Systems. Written documentation must include a list of facilities where this type of service work is currently being performed including the names and phone numbers of references who can attest to the knowledge of your company in this area.
3. Under this contract, sub-contracting shall be permitted with the approval of Chappaqua CSD.
4. The contractor shall be currently involved in the installation, maintenance and servicing of the various systems and equipment specified herein.
5. The contractor must demonstrate that it is a responsible organization possessing adequate financial resources to accomplish the various services described herein and that it has a satisfactory record of performance and integrity.
6. Contractor's servicemen shall have a minimum of five (5) years training and experience in Pneumatic Control systems, Electronic Digital Temperature Control Systems, HVAC and Refrigeration Maintenance. Provide a list of at least three (3) mechanics having these qualifications that are regularly employed by the bidder, that will be assigned to the district.
7. Contractor shall provide owner with a list of five (5) similar Pneumatic Control System, Digital Electronic Temperature Control System, HVAC and Refrigeration Service contracts currently being serviced by him in the local area with this bid.

8. Contractor's serviceman shall be equipped with the installed control manufacturer's approved tools for testing and calibrating. In addition, the contractor's servicemen shall operate out of an adequately stocked service van.
9. Contractor shall provide the assigned servicemen with a copy of the manufacturer's service manuals to be used by him to effectively service the system.
10. When repairing or replacing any item, the contractor shall use the most up-to-date materials being manufactured by the installed air conditioning and temperature control manufacturer. **NO OBSOLETE MATERIALS SHALL BE ALLOWED.**
11. The prevailing wage rates as defined in Section #220 of the New York State Labor Law must be complied with.

AUTHORIZATIONS

If a repair is estimated to exceed the sum of \$5,000, the contractor will submit to the district, in writing, the approximate total cost reflecting labor and material, for approval, prior to performing any work. Approval will be given only by the Director of Facilities or the Assistant Superintendent for Business. Claim of contractor will reflect the name or names of person(s) authorizing such work.

FINAL DECISIONS

The authorized district representative shall have the right to interpret the true meaning and intention of specifications, verbal or written; but should any controversies or disputes arise over such interpretations, his decision shall be binding and final. **The Board reserves the right to bid special work projects separate and apart from this bid as determined by the authorized district representative.**

SUBMITTAL OF INVOICES

- A. Contractor shall render invoices to the School District by the 15th day of each month for all work completed during the previous calendar month. Invoices shall be made in duplicate on the standard form of the Contractor. Each invoice shall indicate the building and room number at which the work was performed, the date on which performed, a brief description of the work, number of workers and number of hours worked, and a list of materials used and/or incorporated into the work and a district issued purchase order number approving the work.
- B. The hours of each workman shall be totaled along with a statement showing the basic hourly rate, agreed upon in the contract, and the total amount. Materials used and/or incorporated into the work shall be totaled, and the percentage multiplier agreed upon in the contract shown and the total charge for materials indicated.

- C. Contractor may have to submit true copies of invoices, bills of lading or other such evidence of cost to substantiate the basic sort of the various items listed in the invoice for the project upon request.
- D. Overtime should have been approved by an authorized representative of the District prior to such work. Claim of contractor will reflect the name of person authorizing the overtime work.
- E. Materials are to be billed at the prices specified in the current edition of the price list published by "Trade Service Publications" less a discount of _____. Excerpt copies from this price list may be requested at any time by the District and must be provided before payment authorization will be made.
- F. Certified payroll must be submitted with all invoices.

PART I - LUMP SUM BID PROPOSAL

PREVENTIVE MAINTENANCE: PNEUMATIC & DDC CONTROL SYSTEMS

1. The contractor shall provide a preventive maintenance program covering all Pneumatic and Digital Electronic Temperature Control Systems for the following buildings:

Horace Greeley High School
Seven Bridges Middle School
Robert E. Bell Middle School
Westorchard Elementary School
Roaring Brook Elementary School
Douglas Grafflin Elementary School
Pole Barn
Education Center

2. The preventive maintenance program will include:

Changing oil in all pneumatic control air compressors two (2) times annually. Replace all filters, belts and oil two (2) times per year. Belts/filters and oil change August/September, second oil change January/February. The cost for the above mentioned maintenance materials are to be included in the base service contract price.

3. Pneumatic Control Components and Direct Digital Controls shall be classified as all equipment originally supplied by the temperature control installer/manufacturer. Control components shall include, but not be limited to air compressors, dryers, filters, pressure reducing stations, fan system controls, space controls, automatic control valves, automatic damper actuators, and high temperature and low temperature protective devices.
4. The replacement of any components must be approved by the Buildings & Grounds Department.
5. Preventive maintenance and repairs shall be done on a priority basis. A priority list will be set by the Buildings & Grounds Department.
6. Each time a service technician performs any work in the District, he shall report his arrival and departure and what service he is performing to the Buildings & Grounds Department. When at the building, the service technician must check in with the Head custodian. All servicemen must wear proper ID tags.
7. Failure to follow any of these requirements will result in termination of the agreement.

8. The contractor shall submit to the Buildings & Grounds Department a signed, full field report of the service call which shall include:
 - a. Date and time;
 - b. Name of person performing work;
 - c. On-job service time;
 - d. Description of work, including all parts replaced or repaired.
 - e. Signature from district employee verifying information
9. The School District may, at its option, terminate the contract by giving the contractor thirty (30) days written notice.

B. SCHEDULED MAINTENANCE – REFRIGERATION & HVAC EQUIPMENT

1. The contractor shall provide a scheduled maintenance program covering **all** HVAC and refrigeration equipment listed on attached list and associated temperature controls for the following schools:

Greeley High School
Seven Bridges Middle School
Bell Middle School
Westorchard Elementary School
Grafflin Elementary School
Roaring Brook Elementary School
Pole Barn
Administration Building

2. The contractor shall regularly inspect the heating and air conditioning equipment with trained maintenance men four (4) times annually. (July, October, January, and April). All unit ventilators and cabinet heaters will be inspected/maintained two (2) times annually (July, January).
3. The contractor shall prepare the equipment, in the spring (April) for summer operation, and in the fall (October) for heating or ventilation operation, or shut down, as required.
4. General Requirements
 - a. Before cooling season start up, the air-cooled condenser coils and the evaporator coils shall be cleaned using a high pressure spray to insure an absolutely clean surface for every row of tubes. The coil sections for the self-contained units shall be mechanically cleaned.
 - b. The replaceable filters shall be replaced 4 times annually using MERV 13 rated filters in all AHU's, RTU's and split systems. MERV 8 rated filters will be used in all unit ventilators and cabinet heaters. Washable filters cleaned. The cost for the above

mentioned filter materials are to be included in the base service contract price.

- c. Any and all worn belts shall be replaced 2 times annually using manufacturer's recommendations for size and tension. The cost for belts is to be included in the base service contract price.
- d. Start-up shall follow manufacturer's recommendations.
- e. Certain self-contained units are used for both heating and cooling. Before the cooling cycle is energized, the mechanic shall determine if the heating shut-off valve and controls are fully operative.
- f. The suction and discharge pressures shall be recorded and compared with the manufacturers extrapolated values for the outside air and load conditions. Refrigerant shall be added if necessary and the piping leak tested.

5. The scheduled maintenance program will include but not be limited to the following:

- a. Evaporator:
Check and clean the evaporator coil, drip pan, drain, replace filters every P.M. or as needed. (Filter changes a minimum of 2 times per year)
- b. Condenser:
Check general operation and condition. Check for scaling or corrosion of water- cooled condensers, clean as required. Check condition of air-cooled condensers, clean as required.
- c. Compressor:
Check general operation and condition, oil level, check head pressure and suction pressure, take meg ohm readings annually.
- d. Refrigerant Circuit:
Check system for oil and refrigerant leaks by visual inspection and leak detector, check oil supply and refrigerant charge per service instructions
- e. Fan and Fan Drives:
Check fan, motor bearings, belt condition and tension, check drives and pulleys for tightness and alignment, oil or grease every P.M.
- f. Controls:
Check the operation of all pneumatic and digital controls, thermostats, starters, relays, pressure switches, disconnect switches and fuses.
- g. Strainers:
Inspect buckets, drain traps as needed, inspect and clean strainers. Report/replace deteriorated strainers and trap components

SHUT DOWN:

1. The shut down shall be made in accordance with the manufacturer's recommendations.
2. The contractor shall check the self-contained heating/cooling units for proper change over and report same.
3. The cooling water for condensers shall be drained and flushed, and the isolation valves checked for 100% shut-off and so reported. Winterize any piping, coils or systems that will be exposed to freezing temperatures with propylene glycol.

HEATING CYCLE START UP:

1. The self contained heating/cooling units shall be checked thoroughly for proper operation and control.
2. Changeover any systems that require seasonal changeover. Verify timing with buildings and grounds before commencing work.

PART II - HOURLY RATE PROPOSAL

The Contractor must provide on the Bid Proposal Form a breakdown of hourly rates identifying both straight and premium time for technicians when responding to both emergency and non-emergency service and installation work in all aspects of HVAC, Temperature Control and Refrigeration Systems as required by the school district. These hourly rates are in addition to the Lump Sum Bid for preventive maintenance and temperature control system inspection, as specified in previous sections of this bid.

The contractor shall respond to minor non-scheduled repairs within 24 hours of receiving the request or the next recognized business day.

The contractor shall respond to emergency calls during normal business hours (Monday – Friday, 8:00 – 4:30) within four hours of receiving the call from an authorized facility staff member. Emergencies that occur between 4:30 p.m. through 8:00 a.m. weekends and holidays will be billed at the appropriate premium time rate.

LIST OF SUBCONTRACTOR'S FORM

If contractor is self-performing the work for this project or if contractor utilizes subcontractors, the attached 'List of Subcontractors' form must be completed, signed and included as part of bid submission. Failure to provide as well as sign this form will result in disqualification from bid.

CONTRACTOR'S INSURANCE:

COPIES OF THE CONTRACTOR'S CERTIFICATES OF INSURANCE SHALL BE SUBMITTED TO THE SCHOOL DISTRICT WITH THEIR BID SUBMISSION. CONTRACTOR ACKNOWLEDGES THAT FAILURE TO OBTAIN SUCH INSURANCE ON BEHALF OF CHAPPAQUA CENTRAL SCHOOL DISTRICT CONSTITUTES A MATERIAL BREACH OF CONTRACT AND SUBJECTS IT TO LIABILITY FOR DAMAGE INDEMNIFICATION AND ALL OTHER LEGAL REMEDIES AVAILABLE TO THE DISTRICT.

Contractor must provide thirty (30) days written notice of any cancellation.

INSURANCE:

The contractor shall purchase and maintain the insurances listed herein during the life of the contract. This insurance must be purchased from a New York licensed, A.M. Best Rated "A" or "A+" carrier. The owner, the architect (if applicable), his consultants (if applicable) shall, with the exception of Worker's Compensation and Employers Liability Insurance, be named additional insured.

As part of the bid submission, the contractor and all sub-contractors shall submit to the Owner the following:

1. A Certificate of General Liability Insurance coverage as required by these documents. The standard Accord form of certificate of insurance or insurance carrier certificate will be accepted for employer's liability and statutory State Disability. The box labeled "Certificate Holder" which is located at the bottom left hand corner of the certificate must display the following address;

Chappaqua Central School District
66 Roaring Brook Rd.
P.O. Box 21
Chappaqua, NY 10514

2. An Endorsement Indicating Additional Insured.

3. A Certificate of Worker's Compensation insurance coverage. The standard Accord form of certificate of insurance or insurance carrier certificate will be accepted.

4. An Insurance Certification form which is to be completed by both the contractor and the contractor's insurance representative.

All Certificates of Insurance must be signed by a licensed agent or authorized representative of the insurance carrier. A Broker's signature is not acceptable.

The certificates shall be issued to the Owner with a provision that in the event the policies are either cancelled or diminished, at least 30 days prior notice thereof shall be given to the Owner.

The successful bidder or sub-contractor shall not commence work under this contract until the successful bidder has obtained all insurance required under this section and the Owner has approved such insurances. The successful bidder shall require any subcontractor(s) to provide all of the requirements of this section before any work is to commence.

Further, Contractor shall require all Sub-contractors to carry similar insurance coverage's and limits of liability as set forth above and adjusted to the nature of the Sub-contractor's operations and submit name to Owner for approval prior to start of any work.

In the event Contractor fails to obtain the required certificates of insurance from Sub-contractors and a claim is made or suffered, the Contractor shall indemnify, defend and hold harmless the Owner, Architect (if applicable), Engineers (if applicable), Consultants (if applicable) and their agents or employees from any and all claims for which the required insurance would have provided coverage. This indemnity obligation is in addition to any other indemnity obligation provided in the contract.

Coverage's whether written on an occurrence or "claims made basis, shall be maintained without interruption from the date of commencement of the work until the date of final payment and termination of any coverage required to be maintained after final payment.

General Conditions – Appendix A

Contractor assumes all responsibility for the safety and keeping of all tools and equipment and any materials and products used to complete or perform the work. The contractor waives all rights against the owner, their employees and agents for any loss or damage to any such tools, equipment or any material or products used to complete or perform the work. The contractor shall require similar waivers in favor of the above named parties from all Subcontractors, agents and employees of any of them. The insurance required by this Article shall be written for not less than the following, or greater if required by governing laws:

1. General Liability
\$2,000,000

(Occurrence Form)
General Aggregate

1,000,000	Products/Complete Operations
1,000,000	Personal & Adv. Injury
1,000,000	Occurrence
50,000	Fire Damage
5,000	Medical Expense

Coverage to include Broad Form Property Damage, Contractual Liability, Independent Contractors and Personal Injury. No exclusion for XCU or hazards shall be endorsed to the Policy.

2. Auto Liability to cover all vehicles; or owned, hired, leased and nonowned vehicles.

\$1,000,000	Combined Single Limit or
500,000	Bodily Injury (per person)
1,000,000	Bodily Injury (per accident)
500,000	Property Damage
5,000	Medical Payments

3. Excess Liability: Insurance is to cover all stated insurance coverage's listed within this article:

\$10,000,000	Each Occurrence
10,000,000	Aggregate
10,000	Retention (Maximum)

4. Worker's Compensation

Statutory	Part A
Employees Liability	Part B
\$500,000	Each Accident
1,000,000	Disease Policy Limit
500,000	Disease Each Employee

All limits carries in excess of the above amounts must be shown on the Certificate of Insurance, and all parties listed above must be added as additional insured for all limits so carried.

Coverage's regardless of policy form, shall be maintained without interruption from the date of commencement of the Work until the date of final payment and termination of any coverage required to be maintained after final payment.

HOLD HARMLESS: The awarded contractor will be required to sign a "Hold Harmless" Agreement with the School District as included with these documents. Compliance with the foregoing requirement for insurance shall not relieve the Contractor from liability set forth under the Indemnity Agreement.

LAWS, ORDINANCES, CODES, ETC: The contractor shall comply with all laws, codes, rules and regulations of the State, County and City applicable to the work to be performed at the site.

PERMITS: Any and all permits lawfully required to prosecute the work and all approvals of work performed, required by authorities having jurisdiction, shall be obtained by the contractor who shall pay all lawful charges for same.

Workers shall be skilled in the trade in which employed and, where required, shall be licensed to perform the work by the authority having jurisdiction.

All work shall comply with codes, Local, State and National of all authorities having jurisdiction, including but not limited to National Electric Code, Plumbing Codes and OSHA regulations.

SAFETY/OSHA REQUIREMENTS

In order to assure the safety and health of workers, the contractor must provide safety training to all of its employees in accordance with OSHA standards and apply those standards to all work associated with this contract. The contractor must further provide its employees with appropriate personal protective equipment in all operations where there is an exposure to hazardous conditions or when the need warrants the use of such equipment to reduce hazards to the employees. Chappaqua Central School District has the right to request written safety plans from the contractor at any time.

The bidder must have all their employees go through OSHA 10 hour training course. With bid, you must supply the district with proof that each service technician has completed the OSHA 10 hour training course.

PREVAILING WAGE RATES:

1. There shall be paid each employee engaged in work of the project under this contract, for the trade of occupation listed, not less than the wage rate set forth by New York State.
2. In accordance with the State statutes, any person or corporation that willfully pays, after entering into this contract, less than the established wage schedule, shall be guilty of a misdemeanor and upon conviction shall be punished for such first offense by a fine of five hundred (\$500.00) dollars, or by imprisonment. A second offense carries heavier penalties.
3. Article 8, Section 220 of the Labor Law, as amended, provides among other things, that it shall be the duty of the fiscal officer to make a determination of the schedule of wages paid to all laborers, workmen and

mechanics employed on public works projects. The amount for supplements listed on the enclosed schedule does not necessarily include all types of prevailing supplements in the locality, and a future determination of the Industrial Commissioner may require the Contractor to provide additional supplements.

4. The Contractor shall provide statutory benefit for disability benefits, unemployment insurance and social security.
5. **The contractor shall provide the District with certified payrolls with all invoices. There are no exceptions to this requirement.**

EMPLOYEES:

The Contractor shall at all times enforce strict discipline and good order among his employees and shall not employ on the job any unfit person or anyone not skilled in the work covered by this contract. Employees are to cooperate with all interested parties in such a manner as not to interfere with or delay in any way the operation of the facility. The consuming of alcoholic beverages within the school building and/or anywhere else on the school property is prohibited.

PERMITS, LAWS AND REGULATIONS:

The Contractor shall comply with all laws, ordinances and rules and regulations which may govern the work as specified in this contract.

The Contractor shall secure and pay for any permits and licenses necessary for the execution of the work.

This agreement is limited. Applicable provisions of the New York State Obligations Law or other applicable statutes limit this agreement.

REFERENCES:

The contractor shall provide five references with the name of the organization, contact person, and phone number. This information must be provided in on the contractor reference sheet which is included in these documents. If the bid submission does not have five references attached, the contractor will be disqualified from the bid process.

SPECIAL CONDITIONS

INTENT: The intent of these documents is to include all labor, materials, appliances

and services of every kind necessary for the proper execution of the work. All work will be performed on an "as needed" basis as determined by the district's Director of Facilities or the Purchasing Agent.

TERM OF CONTRACT: **October 14th, 2021 through October 13th, 2022** with the option to renew this contract for a period not to exceed two (2) additional one (1) year periods at a price not to exceed the 2021 and 2022 respective annual Consumer Price Indices (CPI) Average (CPI NY, Northern NJ Area).Average (CPI NY, Northern NJ Area).

SECURITY: Sections 20 and 21 of the General Conditions are waived. No security is required.

CONTRACTOR'S RESPONSIBILITY: Bidders, before submitting their bid, shall make a careful examination of the existing and specified area; take such measurements as they deem necessary; make their own estimates of the amount and character of the work to be done and of the difficulties and facilities attending its proper execution; include in their bid such sums as they deem proper and sufficient to cover the cost of every item of labor and materials necessarily involved or that can be reasonably inferred as required, necessary, essential or indispensable for the proper prosecution and completion of the contract, notwithstanding that every item is not specifically mentioned herein, and to cover the cost of the contingency not otherwise herein provided for. No claims for compensation for extra work due to ignorance on the part of the contractor of any existing condition will be considered or allowed.

PREVAILING WAGES: All wages and supplements paid to laborers on this contract shall be in accordance with the New York State Department of Labor Prevailing Wage Schedule, specifically "General Construction Rates" for Westchester County. The schedule is available on the Department of Labor's web site at www.dol.ny.gov. Please specifically look under the PRC number for Westchester County.

- HVAC Services: PRC # 2021009961

Completed Page and the pages which apply closest to the field of work for the prevailing wage schedule above must be included with the bid submission.

PROOF OF CERTIFIED PAYROLL

Bidder must show proof of certified payroll by submitting an old certified payroll to this bid. A sample of a weekly payroll from the New York State Dept. of Labor has been enclosed for. **Failure to include this information with your bid may result in the bid's rejection.**

PREVAILING RATE CERTIFICATION

The Prevailing Rate Certification form must be signed, notarized and included with the bid submission. **Failure to include this form with your bid may result in the bid's**

rejection.

AWARD: The School District endeavor to make an award within Forty-Five (45) days of the date of the bid opening and all bids shall remain firm during that time frame. The school District further reserves the right to make award following this period to any bidder who has not provided written notice to the school District that its bid has been withdrawn.

Award will be made to the lowest responsible bidder, as will best promote the public interest, taking into consideration the reliability of the bidder, the quality of the labor, materials, equipment or supplies to be furnished, their conformity with the specifications, the purpose for which required, and the terms of delivery.

The school District reserves the right to reject all bids, to reject any bid in whole or in part to waive technical defects, qualifications, irregularities and omissions if in its judgment the best interests of the School District will be served: and reject bids and to purchase on state or county contract as permitted by law if such items can be obtained on the same terms, conditions, specifications and at lower prices.

If two or more bidders submit identical bids as the price, the decision of the Board to award a contract to one such bidder will be final.

PIGGYBACKING

Any school district, municipality or political subdivision of the State of New York may participate in this contract, upon written request to the Chappaqua Central School District, and authorization from the School District. Any such entity that wishes to "piggyback" on this bid shall be solely responsible for submitting tax exemption information to the vendor/contractor and for paying for any goods and materials purchased. Any liability created as a result of purchases by other enumerated entities shall be the sole responsibility of such entity placing the order.

ADDITIONAL TERMS AND CONDITIONS

Please be sure to read the other terms and conditions of this bid shown on the preceding pages. **BE SURE TO SIGN THE ATTACHED "NON-COLLUSIVE / BID PROPOSAL CERTIFICATIONS".**

Note: In order to remain on our bid list, and automatically receive the next bid of this type, you must respond to this bid with either a bid or a written request to stay on our bid list.

The district reserves the right to terminate the agreement at any time for any reason with a 30 day written notice to contract.

HORACE GREELEY HS

<u>Location</u>	<u>Equip</u>	<u>Model</u>	<u>Serial</u>
Academic Commons D1 Copy Room	Fujitsu indoor	AUU18RCLX	DTA000157
Academic Commons D1 Copy Room	Fujitsu outdoor	AOU18RLX	CQN000264
Academic Commons D2	Fujitsu indoor	AUU24RCLX	DUA000190
Academic Commons D2	Fujitsu outdoor	AOU24RLX	CTN000348
Academic Commons DAC 10	Fujitsu indoor	ASU30CLX	DEA000376
Academic Commons DAC 10	Fujitsu outdoor	AOU30CLX	DEN000003
Academic Commons DAC 9	Fujitsu indoor	AUS30CLX	DEA000138
Academic Commons DAC 9	Fujitsu outdoor	AOU30CLX	DEN000044
Art Computer Lab	indoor unit	KS2422	0029161
Art Computer Lab	Condensing unit (outside wall)	CL2422	0014261
Attendance Office	Mitsubishi AHU	SEZKD15NA	98M00060
Attendance Office	Mitsubishi Condenser	MXZ-4B36NA	0190708D
Auditorium Mech Room	EF2- Buffalo Forge Co	175D	R24044
Auditorium Mech Room	EF8- Projector Booth	n/a, DD	
Auditorium Mech Room	EF3- Bathroom exhaust, Buffalo Forge Co	175A	R24045
Auditorium Mech Room- Auditorium	Trane	CCDB31B90M	K90G21613
Auditorium Mech Room- Auditorium	HVAC1 Return Fan, Buffalo Forge Co	890	R24041
Auditorium Mech Room- stage	HVAC 2- Trane	CCDB10C90M	K90621611
Auditorium Mech Room- stage	Return air fan #2, Bufflao Forge Co	490	R24042
B Pit	Ex Fan- EX1-Buffalo Forge	175C	R24049
B Pit	hot water pumps 2) B&G	P57245	
B Pit	condensate return/vacuum station- MES Co	CLS	N527
B Roof	York Package Unit	J15ZJC002BZZ20002A	N1E3704292
B Roof	EF-25		
Band Room	Mitsubishi split #1 indoor	MSY-D36NA	4002619
Band Room	Mitsubishi split #1 outdoor	MUY-D36NA	4002412T
Band Room	Mitsubishi split #2 indoor	MSY-D36NA	2003700
Band Room	Mitsubishi split #2 outdoor	MUY-D36NA	4000555T
J Bldg Math Office	Sanyo Condenser	C2432A	0135533
J Bldg Science Main Office	Sanyo AHU	XS4232	0002521
J Bldg Science Main Office	Sanyo Condenser	C4232A	0002023
J Bldg Science Office/TA Office	Sanyo CONDenser	C1852	0086923
K L Bldgab	Fujitsu AHU	AUU42RCLX	DWA000853
K L Bldgab	K Lab condenser Fujitsu	AOU42RLX	DWN000919
K L Bldgab Data Closet	Sanyo AHU	KX1852	0268244
K L Bldgab Data Closet	Sanyo condenser	CL1852	00011451
K Bldg Mech Room	Trane AHU (HU-3)	UCCSG06C0C0EA012000000E	
K Bldg Mech Room	Trane AHU (AC-1)	D891BA0000000BOBO	K18G59197
K Bldg Mech Room	CSAA012UAL00		K18G59198
K Bldg Mech Room	TACO Heating Pump X2	191SE1E1	
L Bldg Aramark Office	Fujitsu Condensor	AOU15RLQ	GVN003269
L Bldg Aramark Office	Fujitsu AHU	ASU15RLQ	GVA003570
L Bldg- Construction Office	Daikin Condensor (2 AHU's)	4MXS36RMUJU	G024643
L Bldg- Construction Office	DaikinAHU #1	FFQ18Q2VJU	J006974
L Bldg- Construction Office	Daikin AHU #2	FFQ18Q2VJU	J006502
Boiler Room	K Bldg Pump 1 Taco	F12510E4FAH1LOCB1971D	531779/1/1
Boiler Room	K Bldg Pump 2 Taco	F12510E4FAH1LOCB1971D	531779/1/1
Boiler Room	CS1 B&G/Hoffman	WCSD-12-20-B	166013 K34
Boiler Room	CS / Vac Station- Skidmore	132721-R3	n/a
J Building- Math Office	Sanyo AHU	XS2432	0010032

J Building Science Office/TA Office	Sanyo AHU	XS1852	0011034
C Bldg: Corner Office	Fujitsu Indoor	ASU12CQ	BDA008910
C Bldg: Corner Office	Fujitsu Outdoor		
C Bldg: Guidance Conference Room	American Standard condensing unit	2A7C3036AA	6015x7L3F
C Bldg: Library IT Closet	Daikin Split Indoor	FTXN09KEVJU5	G005458
C Bldg: Library IT Closet	Daikin Split Outdoor	RX09NMVJU	GO13475
C Bldg: Life School Office	Mitsubishi Indoor	SLZ-KA15NA	IYM0004
C Bldg: Life School Office	Mitsubishi Outdoor	SUZ-15KANA	2ZP01041
C Bldg: Orchestra	Daikin Split #1 Indoor	FTXG15HVJU	C002833
C Bldg: Orchestra	Daikin Split #1 Outdoor	RXG15HVJU	C002604
C Bldg: Orchestra	Daikin Split #2 Indoor	FTXG15HVJU	C002849
C Bldg: Orchestra	Daikin Split #2 Outdoor	RXG15HVJU	C002711
C Building Hall	Magic aire	36-HBAW-6	W030155582
C Building IT Room	Fujitsu Indoor	ASU12RL2	EYA027068
C Building IT Room	Fujitsu Outdoor	AOU12RL2	EYN023258
C Building Nurses Office	Sanyo Indoor	XS2432	0004541
C Building Nurses Office	Sanyo Outdoor		
C Pit	pumps 3 Paco pumps	16-12707-30101-1502	72630B
C Pit	pump 4- Paco Pumps		
C Pit	pump 5 B&G	U-3T	14304
C Pit	pump 6 B&G	no tage/assume same as P5	
C Pit	Condensate Station 1- Paco Pumps	CPB52	SI 7176-4
C Pit	condensate station 2- Jennings	D-1220	AE 5536
C Pit	EF-1, Buffalo Forge	175A	R24051
C Pit	EF-2 Buffalo Forge	250B	R24050
C Roof	EF Greenheck DD	G-095-VG6X-QD	15346413
C Roof	EX-1		
C Roof	TX-2		
Constrution Area- Steam Center	E24 Buffalo Forge	145B	R24057
Constrution Area- Steam Center	E22 Fume hood, Buffalo Forge	175B	R24058
Constrution Area- Steam Center	E26 Buffalo Forge	175A	R24055
Constrution Area- Steam Center	E23 Spray booth, Buffalo Forge	357C	R240056
Constrution Area- Steam Center	E20 Wood & metal shop, Buffalo Forge	275C	S24054
Counseling Conference Room	American Standard AHU	2TEC3F36B1000AA	81820E11V
D Bldg Hallway	HV-6 magic aire	36-HBAW-6	W030155592
D Bldg HW Pumps	B&G pump 1	U-3T	L04304
D Bldg HW Pumps	B&G pump 2	U-3T	L04304
D Pit	Pumps 4A Paco Pumps	16-20955-13010-1622	726301 B
D Pit	Pumps 4 Paco Pumps	1620955-130101-1	726301A
D Pit	Condensate station #1- Paco	CPB52	SI 12542
D Pit	EX 1- Buffalo Forge	250B	R24050
D Pit	EX2- Buffalo Forge	175A	R24051

D Pit	P2- Armstrong	ARMflo E22.2	182212-626
D Pit	P2A Paco Parts	16-12707-130101-1502	726302B
D Pit	Condensate Station #2- Jennings	D1030	AE5527
D Pit	Condensate Station #3- Paco Parts	CPB52	SI 7176-2
D Roof	EX-2	DB614	
D Roof	EX-12	DB616	
D Roof	York Unit	DM150000Q2CAA2A	NNLM137072
D1 Copy Room	HX-1 Greenheck	MINIV-450-OD	12417503
E & F Pit	HW Pump 1 and 2 B&G	n/a	n/a
E & F Pit	EF2 - Buffalo Forge	175B	R24052
E & F Pit	CS1 Paco Pumps	CPB52	SI 6063-2
E & F Pit	CS2 Jennings	tag gone	
E & F Pit : J Bldg HW Pumps	Pump 7 Paco Pumps	11-15959-133L01-1742EE	603604A
E & F Pit : J Bldg HW Pumps	Pump 8 Paco Pumps	11-15959-133L01-1742EE	603604B
E & F Pit : J Bldg HW Pumps	EF 1 - Buffalo Forge	325	R24053
F Bldg: Teachers Lounge	Mitsubishi Mini Split Indoor	MSY-GE24NA	4004071
F Bldg: Teachers Lounge	Mitsubishi Mini Split Outdoor	MUY-GE24NA	4004053T
F Bldg: Teachers Lounge	Mitsubishi Mini Split Indoor	MSY-GE24NA	4004072
F Bldg: Teachers Lounge	Mitsubishi Mini Split Outdoor	MUY-GE24NA	4004038T
F Building Near Studio 6	Minisplit sanyo indoor	KMS0912	0042661
F Building Near Studio 6	Minisplit sanyo outdoor		
F Building Near Studio 6	Minisplit sanyo indoor DAC-2	KMS0912	0015761
F Building Near Studio 6	Minisplit sanyo outdoor		
F Building Near Studio 7	Fujitsu Minisplit DAC-1	AB436RSLX	CXA001238
F Building Near Studio 7	Fujitsu Minisplit DAC-1	AOU36RLX	002911
Garage under Cafeteria	Condensate/vacuum station- Jennings	N-23	AE5534 / AE5535
Garage under Cafeteria	cafeteria HV circulator pump 1 B&G	ECOcirc XL 55-45	20160726-00591
Garage under Cafeteria	cafeteria HV circulator pump 2 B&G	Ecocirc XL55-45	20160726-00595
Garage under Cafeteria	garage exhaust fan- Buffalo Forge	175A	R24061
Garage under Cafeteria	Downstairs kitchen staff restroom- Buffalo forge	175B	R24062
Guidance Hallways	HV-5 magic aire	24-HBAW-G	W021252823
H Roof	ERV-1 RTU Cafeteria		
H Roof	EF-30		
H Roof	DEF	CUE-141-V6-5	14243502
H Roof	KX-1	CUBE-360HP-30-6	15543928
H Roof	Greenheck MUA-2	IGX-118-H32-H2	15546130
H Roof	EF-1	GB-091-4-X	14685118
H Roof	EF-2 Jennfan	NBTD-480A	95J0513901
H Roof	TX-2	G-095-VG-6-x	15543931
Hallway HV Units- Del Storage	HV10 Magic Aire	48-HBAW-4	W021254294

Hallway HV Units- nurses Office	HV-1 Auditorium Sorage Rm- Magic Aire	36-HBAW-6	W030155593
I - Lab	Fujitsu Indoor	AUU18RLF	KWA006864
I - Lab	Fujitsu Outdoor	A0418RLFC	LPN004623
I Lab AHU	Daikin	LAHD15ADH	SLPD140100014
I Lab Condenser	Daikin	RCS15F180C	F261500221
J Building 2nd Floor	HV-11 Magic Aire	M-36-HBAW-6	W030155584
J Building 2nd Floor Room 205	Nesbitt		
J Building 2nd floor	cabinet heater at walkway door has motor, no lin voltage		
J Building 2nd Floor Room 202	Nesbitt		
J Building 2nd Floor Room 203	Nesbitt		
J Building 2nd Floor Room 204	Nesbitt		
J Building 2nd Floor Room 206	Nesbitt		
J Building 2nd Floor Room 207	Nesbitt		
J Building 2nd Floor- Science Dept	Sanyo Cassettes, larger unit	XS4232	0002521
J Building 2nd Floor- Science Dept	Condenser		
J Building 2nd Floor- Science Dept	Sanyo Cassettes, Smaller unit	XS1852	0011034
J Building 2nd Floor- Science Dept	Condenser		
J Building Downstairs	Cabinet heater by entrance to middle courtyard		
J Building Downstairs	cabinet by elevator		
J Building Downstairs	Cabinet by K Building		
J Building Downstairs Room 101	Nesbitt		
J Building Downstairs Room 102	Nesbitt		
J Building Downstairs Room 103	Nesbitt		
J Building Downstairs Room 104	Nesbitt		
J Building Downstairs Room 105	Nesbitt		
J Building Downstairs Room 106	Nesbitt		
J Building Downstairs Room 107	Nesbitt		
J Building Roof Top	EF-10- 4, 115v, 1 phase	DB613	
J Building Roof Top	EF-6, 115v, 1 phase	DB813	
J Building Roof Top	EF-13, 115v, 1 phase	DB2012	
J Building Roof Top	EF-9, 115v, 1 phase		
J Building Roof Top	EF-8, 115v 1 phase		
J Building Roof Top	EF-7, 115v, 1 phase		
J Building Roof Top	EF-6 , 115v, 1 phase		
J Building Roof Top	EF-5 , 115v, 1 phase		
J Building Roof Top	EF-4, 115v, 1 phase		
J Building Roof Top	EF-3, 208V, 3 phase, 2 speed fan		
J Building Roof Top	EF-2 115V, 1 phase		
J Building Roof Top	EF-1 115v, 1 phase		
J Hallway Upstairs	HV-8	M-90-HBAW-4	W030155908
J Hallway Upstairs	HV-13 Magic Aire	120-HBAW-4	W030361104
K Building Downstairs	EX-8 Jenn fan	SIB21T	532751.006
K Building Downstairs	EX-7 Jenn fan	SIB21T	532751.005
K Building Downstairs	EF-2 Greenheck	SQ0160-V6-7-X	15544023
K Building Downstairs Room 101	A		
K Building Downstairs Room 101	B		
K Building Downstairs Room 102	A		
K Building Downstairs Room 102	B		

K Building Downstairs Room 103			
K Building Downstairs Room 104			
K Building Downstairs Room 105	A		
K Building Downstairs Room 105	B		
K Building Downstairs Room 106	A		
K Building Downstairs Room 106	B		
K Building Upstairs	2 cabinets heaters in hallways		
K Building Upstairs Computer Lab	Fujitsu Condenser	AOU42RLX	DWN000919
K Building Upstairs Computer Lab	Air handler 1	AUU42RCLX	DWA000853
K Building Upstairs Computer Lab	Air handler 2	AUU42RCLX	
K Building Upstairs Computer Lab	Sanyo Condenser	DL1352	00011451
K Building Upstairs Computer Lab	Air Handler	KS1852	0268244
K Building Upstairs Room 201	A		
K Building Upstairs Room 201	B		
K Building Upstairs Room 202	A		
K Building Upstairs Room 202	B		
K Building Upstairs Room 203			
K Building Upstairs Room 204			
K Building Upstairs Room 205	A		
K Building Upstairs Room 205	B		
K Building Upstairs Room 206	A		
K Building Upstairs Room 206	B		
K Building Upstairs Room 207	A		
K Building Upstairs Room 207	B		
K Building Upstairs Room 208	A		
K Building Upstairs Room 208	B		
L 215 for Hallway	HV-14 magique	GO-HBAW-4	W021254964
L Building 2nd Floor- Center	Daikin Split Indoor	FTXN09KEVJU5	4005077
L Building 2nd Floor- Center	Daikin Split Outdoor		
L Building 2nd floor- Server Closet West	Daikin Split Indoor	FTXN04KEVSU5	G005463
L Building 2nd floor- Server Closet West	Daikin Split Outdoor		
L Building Roof	RTU-3	J182JC00N2BZZ20003A	N1E3704301
L Building Roof	HRV-1	XTO-066X066-JJLK117A	CEAMXT0301
L Building Roof	HRV-2	XTO-066X066-JJLK117A	CEAMXT0302
L Building Roof	EF-15 DD		
L Building Roof	Daikin Condenser	RX09NMVJU	G01539
L Building Roof	TX-1 DD	6-97-V6-4-x	15543930
L Building Roof	EF-17 DD		
L Building Roof	EF-14 , DD		
L Building Roof	EF-13 DD		
L Building Roof	Daikin	RX09NMVJU	G011548
L Building Roof	EF-18 DD		
Lower L Building Center Space	Fujitsu Splits #1 Indoor	AUU18RCLX	DTA000443
Lower L Building Center Space	Fujitsu Splits #1 Outdoor	AOU18RLX	LQN000690
Lower L Building Center Space	Fujitsu Splits #2 Indoor	AUU24RCLX	DUA000384
Lower L Building Center Space	Fujitsu Splits #1 Outdoor	AOU24RLX	CTN000639
Lower L Main Server Room	Sanyo Split Indoor	KHS3672R	0015891
Lower L Main Server Room	Sanyo Split Outdoor	C3672R	0114682
Lower L Main Server Room	Fujitsu Split #1 Indoor	ASU30CLX	DEA000960
Lower L Main Server Room	Fujitsu Split #1 Outdoor	AOU30CLX	DEN001108
Lower L Main Server Room	Fujitsu Split #2 Indoor	ASU30CLX	DEA000956
Lower L Main Server Room	Fujitsu Split #2 Outdoor	AOU30CLX	DEN000524
Main office hallway	HU-3 Magic Aire	48-HBAW-4	W021254293
Mrs Tetchmans Office	E6- have exhaust grills but ductwork is cut due to construction of I Lab		
Music hallway	HV-2 Magic aire	24-Hbaw-4	W030155263

K Downstairs Mech Room	AC-1	CSAA012UAL00	K18G59198
K Downstairs Mech Room	HV-3 Trane	UCCAG0GC0C0EA12000000ED 891BA0000000B0B0	K18G59197
Resource Officer Office	Mitsubishi AHU	SEZKD12NA	9YM00748
Resource Officer Office	Mitsubishi Condenser	MXZ-4B36NA	0190708D
Roof between C & B	TX-1	DBG18	
Roof between C & B	EX-16 DD	RED-10	
Roof between C & B	York Packaged Unit	J15ZJC00Q2BZZ20003A	N1E3704294
Roof Between H & F	EX-20		
Roof Between H & F	EX-3		
Roof Between H & F	Sanyo minisplit	CM1812	0034661
Roof Between H & F	Reznor make up air for dark room	RDF1-20	BCA72J3N00208/CA/MV9
Roof Between H & F	Daikin minisplit	RXG09HVJU	C001235
Roof Between H & F Intake air for boiler room	FA-1	VSBB18X2C2NL20BH1	505321.002
Roof Between H & F Intake air for boiler room	FA-2	VSBB18X2C2NL20BH1	505321.002
Roof between L&D	EF-19		
Student Life Office	Mitsubishi Condenser	MXZ-4B36NA	0190708D
Student Life Office	Mitsubishi AHU	SEZKD12NA	91M00024

HORACE GREELEY HS

Refrigeration

<u>Location</u>	<u>Equip</u>	<u>Model</u>	<u>Serial</u>
Kitchen	Walk in Ref- Trenton evap	TPLP211MAS1BR6	159253462
Kitchen	upstairs walkin freezer, Evap Heatcraft	LET065BK	D04D07316
Kitchen	Downstaris walkin freezer, Evap Heatcraft	TPLP207LES2DR6	0
Kitchen	2 door reach in, True	STA2R-2S	8689315
Kitchen	Beverage Fridge, True	TAC-72	7860175
Kitchen	Beverage fridge- Federal Industries	RSSM478SC-5	1604289504-1
Kitchen	Beverage fridge- Federal Industries	RSSM478SC-5	16042895041-2
Kitchen- KIOSK	beverage cooler- Federal Industries	RSSM478SC-5	14082083913
Kitchen- KIOSK	2 door reach in, True	TUC-48	8571003
Kitchen- KIOSK	2 door pull out Freezer- True	TUC-27F-D-2	8394945
Kitchen- Serving Line	cold plate left- LTI	DI-2075TA	E1GC63181L
Kitchen- Serving Line	cold/hot plate middle- Wells MF Co	HRDP7500	HRDP75041
Kitchen- Serving Line	cold plateright- LTI	DI2075TAa	E1GC63180L
Kitchen- Serving Line	three door reach in- True	TUC-93	8790525
Kitchen- Serving Line	single door cube reach in- True	TUC-27-LP-HC	8823702
Kitchen	Ice machine Scottsman	C033SW-1C	13031320011253
	Walk In Refrigerator Condenser	FFAP 015Z CFV 072	15KA0385U
	Walk in Freezer Condenser Upstairs	FFAP 015Z TFC 072	15KA0878U
	Walk In Freezer Condenser Downstairs	FPAK-015Z-TFC-072	15AA1720U

Bell Middle School

<u>Location</u>	<u>Equip</u>	<u>Model</u>	<u>Serial</u>
Rooftop 4th Floor			
Rooftop 4th Floor	EF-1		
Rooftop 4th Floor	EF-17		
Rooftop 4th Floor	EF-3		
Rooftop 4th Floor	EF-14		
Rooftop 4th Floor	EF-9		
Rooftop 4th Floor	EF-10		
Rooftop 4th Floor	EF-8		
Rooftop 4th Floor	EF-7		
Rooftop 4th Floor	EF-8		
Rooftop 4th Floor (Serves Rm 406)	Mitsubishi Condensing Unit #1	PU36EK	
Rooftop 4th Floor	Trane Unit (Old) RTU		
3rd Floor by Elevator Machine Room			
Rooftop 3rd Floor	EF-5		
Rooftop 3rd Floor	EF-4		
Rooftop 3rd Floor	EF-3		
Rooftop 3rd Floor	EF-2		
Rooftop 3rd Floor	EF-1		
3rd Floor Rooftop in Front of Faculty Lounge			
Rooftop 3rd Floor	EF-7		
3rd Floor Rooftop on Top of Gym			
Rooftop 3rd Floor	EF-24		
Rooftop 3rd Floor	EF-25		
Rooftop 3rd Floor	EF-26		
Rooftop 3rd Floor	EF-27		
Rooftop 3rd Floor	EF-21		
Rooftop 3rd Floor	EF-8C		
Rooftop 3rd Floor	EF-23		
Rooftop 3rd Floor	EF-22		
Rooftop 3rd Floor	EF-19		
Rooftop 3rd Floor	EF-1		
Rooftop 3rd Floor	EF-12A		
Rooftop 3rd Floor (serves Rm 307 - copy rm)	Sanyo Mini Split Condenser	CL1872	106784
Rooftop 3rd Floor (Steam Room)	AH-1 Trane	UCCAG12A1C0EV0320000C	SK18G59739
Rooftop 3rd Floor	Mitsubishi Condenser #2	PU30EK	
Rooftop 3rd Floor	Mitsubishi Condenser #3	PU30EK	
In attic on Roof			
Attic	EF-C		28-04-422A
Attic	EF-untagged		
4th Floor			
4th Floor Mech Room	HV-1		
Room 406	Mitsubishi Indoor Unit		
3rd Floor			
Room 314A	Trane Unit Ventilator		W03H35667
Room 316	Trane Unit Ventilator		W03H35668
Room 318	Trane Unit Ventilator		W03H35668
Room 312	Trane Unit Ventilator		W03H35672
Room 310	Trane Unit Ventilator		W03H34932
Room 334	Trane Unit Ventilator		T18G29453

Room 336	Trane Unit Ventilator		T18G29449
Room 338	Trane Unit Ventilator		T18G29448
Room 340	Trane Unit Ventilator		T18G29455
Room 342	Trane Unit Ventilator		T18G29454
Room 344	Trane Unit Ventilator		T18G29450
Room 346	Trane Unit Ventilator		T18G29452
Room 348	Trane Unit Ventilator		T18G29451
Room 350	Nesbitt Unit Ventilator		
Room 349	Nesbitt Unit Ventilator		
Room 347	Nesbitt Unit Ventilator		
Room 345	Nesbitt Unit Ventilator		
Room 345B Mechanical Room	HV-3		
Room 352A	Fujitsu	ASU9LS	HRA000213
Room 352B	Fujitsu	ASU9CQ	BCA009410
Room 302	AC-4 Mitsubishi Cassette	SLZ-KA15NA	24M00103
Room 339	Nesbitt Unit Ventilator		
Room 337	Nesbitt Unit Ventilator		
Room 335	Nesbitt Unit Ventilator		
Room 333	Nesbitt Unit Ventilator		
2nd Floor			
Band Room (Near Outside Door)	Nesbitt Unit Ventilator		
Band Room (Furthest Outside Door)	Nesbitt Unit Ventilator		
Band Room	Mitsubishi AHU	MS2-D36NA	1000489
Band Room	Mitsubishi Condenser	MU2-D36NA-1	1001221T
Nurses Office	Mitsubishi Mini Split	MSZ-A09NA	7000283T
Nurses Office	Mitsubishi Mini Split	MSZ-A09NA	7006064T
Nurses Office	Mitsubishi Mini Split	MSZ-A09NA	7004775T
Room 212	Unit Ventilator		W03H35670
Room 212	Nesbitt Unit Ventilator		
Assistant Principal's Office	Sanyo AH	KMS0912	254964
Assistant Principal's Office	Sanyo AH	KMS0912	77271
Assistant Principal's Office	Sanyo Condenser	CM1812	34271
Room 210	Trane Unit Ventilator		W03H35669
Room 216	Trane Unit Ventilator		W03H3665
Room 214	Trane Unit Ventilator		W03H35671
Main Office	Mitsubishi Unit	PLA-A24BA4	0zA00507A
Principles Office	Mitsubishi Unit	SEZ-KD09NA4	15M00304
Guidance Office	Mitsubishi Unit	PEAD-A24AH4	14W00214
Office Condenser	Mitsubishi Condenser	MXZ-8B48NA	14400756C
1st Floor			
Room 114	Trane Unit Ventilator		W03H35664
Room 112	Unit Ventilator		
Room 110A	Unit Ventilator		
Custodians Office	Fujitsu Indoor Unit	ASU7RLF1	115969
Custodians Office	Fujitsu Indoor Unit	ASU9RLF1	162239
Custodians Office	Fujitsu Condenser	AOU18RLXF2	LTN056294
HV Units			
Garage Attic	HV-2 Trane Torrivent	T-21	K4G268985
Garage Attic	EF-2A		
Garage Attic	EF-2B		
Faculty Lounge	HV-5		

Faculty Lounge	HV-6		
Faculty Lounge	HV-7		
	HV-4		
Boiler Room			
Boiler Room	Fan #2		
Boiler Room	Skidmore Condensate Station	JVC-61-65-3015	164318
Boiler Room	Skidmore Boiler Feed Tank (3 pumps)		
Boiler Room	FA#1		
Boiler Room	FA#2		
Boiler Room	Hot Water Pump #1		
Boiler Room	Hot Water Pump #2		
Boiler Room	ABB VFD (HWP #2)		2120103120
Kitchen Pit			
Kitchen Pit	Skidmore Vacuum Condensate Station	PRVC-23-35-202	175551
Kitchen Pit	Exhaust Fan		

BELL MIDDLE SCHOOL
Refrigeration

<u>Location</u>	<u>Equip</u>	<u>Model</u>	<u>Serial</u>
Cafeteria/Kitchen			
Cafeteria/Kitchen	Cold Table on Serving Line #1		
Cafeteria/Kitchen	Cold Table on Serving Line #2		
Cafeteria/Kitchen	Walk In Refrigerator Condenser	FBAM A075 TAC 001	25L90
Cafeteria/Kitchen	Walk In Refrigerator Evap	ADT0520F	TQFA555
Cafeteria/Kitchen	Walk In Freezer condenser	C3AL-0153-TAC-001	02G90
Cafeteria/Kitchen	Walk In Freezer Evap	LET0651V	DQG 0931
Cafeteria/Kitchen	H. Freidman 2 Door Low Reach In Refrigerator	NA	NA
Cafeteria/Kitchen	Guatemala Tropicana Reach in Refrigerator	VR-26-BEV-TROP-RH	50310942
Cafeteria/Kitchen	Turbo Air Countertop Reach In	TGM-5R	GR05908024
Cafeteria/Kitchen	TRUE Reach In Pepsi Refrigerator	GDM-26	1-2918199
Cafeteria/Kitchen	Reach In Pepsi Refrigerator	NA	NA
Cafeteria/Kitchen	Caravell Reach In Freezer Refrigerator	208-998	1122756

SEVEN BRIDGES SCHOOL

<u>Location</u>	<u>Equip</u>	<u>Model</u>	<u>Serial</u>
Room 308	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30064
Room 306	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30050
Room 307	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30081
Room 305	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30080
Room 304	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30062
Room 302	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30078
Room 303	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30066
Room 301	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30068
Room 300	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30063
Room 312	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30055
Room 311	Trane UV	VUVC12561FOFAC0000011DG200001310	W02F30084
Room 313	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30059
Room 314	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30082
Room 316	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30054
Room 315	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30077
Room 317	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30083
Room 318	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30065
Room 320	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30057
Room 322	Trane UV	HUVC1506BFOH1A00000H30101110	W02F30952
Room 319	Trane UV	HUVC1506BFOH1A00000H30101110	W02F30947
Room 310	Trane UV	HUVC1506BFOH1A00000H30101110	W02F30953
Room 309	Trane UV	HUVC1506BFOH1A00000H30101110	W02F30950
Room	Trane UV	HUVC1506BFOH1A00000H30101110	
Room	Trane UV	HUVC1506BFOH1A00000H30101110	
Room 210	Trane UV	HUVC1506BFOH1A00000H30101110	
Room 209	Trane UV	HUVC1506BFOH1A00000H30101110	
Room 208	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30058
Room 206	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30056
Room 204	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30053
Room 207	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30051
Room 205	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30049
Room 202	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30052
Room 200	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30070
Room 203	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30060
Room 201	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30071
Room 212	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30067
Room 214	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30072
Room 211	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30061
Room 213	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30069
Room 216	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30076
Room 218	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30074
Room 215	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30072
Room 217	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30075
Room 220	Trane UV	VUVC10061FOH1A0000011DG200001310	W02F30079
<u>Upper Roof</u>			
Upper Roof, Serves Library	Trane AC7 RTU	TC0330A40J2B2DC1ABC00000J00M0	C02E03988
Upper Roof, Serves Assistant Principa	Trane AC1 Cond Unit	2TTR2024A1000AA	23956K34F
Upper Roof	Loren Cook TX2	165C5B	
Upper Roof	Loren Cook EF15	210C7B	
Upper Roof	Loren Cook EF14	270C7B	
Upper Roof	Loren Cook EF2	120ACE	214SH56234-00/0003801
Upper Roof	Loren Cook EF1	120ACE	214SH56234-00/0002201
Upper Roof	Loren Cook EF13	300ACE	214SH56234-00/0000701
Upper Roof	Loren Cook EF6	135C4B	
Upper Roof, Serves PAC	Trane ACC6	RAUCC804BL320DF010	C02E03989
Upper Roof	Loren Cook EF17	330C8B	
Upper Roof	Loren Cook EF16	270C7B	
Upper Roof	Loren Cook EF14	165C10D	
Upper Roof	Loren Cook EF18	210C7B	
Upper Roof	Loren Cook EF3	210C8B	
Upper Roof	Loren Cook EF9	120C2B	
Upper Roof	Loren Cook TX1	165C5B	

Upper Roof	Loren Cook EF8	120C2B	
Upper Roof, Serves Comons	Trane ACC5	RAUCC304BU13A0DF00010	C02E03990
Upper Roof	Mitsubishi AC13	PU42EK21	
Upper Roof, Serves Computer Room	Trane Condensor	2TTB0036A10000AAA	3103YJP4P
Upper Roof, Serves Computer Room	Trane ACC1	TTA240H400AA	17473PEWTA
Upper Roof, Serves Guidance	Trane Condensor AC10	2TTR2024A1000AA	2403N494F
Penthouse Mechanical Room	Trane Commons AC5 AHU	MCCA021UB0B000000	K02E73285
Penthouse Mechanical Room	Trane HV1 AHU	MCCB010UA0A0UB	K02F91357
Penthouse Mechanical Room	Trane AC6 PAC	MCCA040UB0B00000U	
Penthouse Mechanical Room	Bell & Gossett HWP #9		CM7850-01 E20
Penthouse Mechanical Room	Honeywell VFD for SF AC5	HVFDSD3C0100G100	C164200280
Penthouse Mechanical Room	Yaskawa VFD for RF AC5	P7BVB007	4W11428976400001
Penthouse Mechanical Room	Air Therm Unit Heater	HA-60	G02299883016002
Penthouse Mechanical Room	Air Therm Unit Heater	HA-60	G02299883016001
Lower Roof	Cook EF KX 2	210VCRH 201VH913	3255882181-00/0000701
Lower Roof	Cook EF KX 2	195VH6B	

Lower Roof	Dayton EF	44414	05B08344
Lower Roof, Main Office	Trane AC3 RTU	TCH180B400GA	220100433D
Lower Roof, Serves Main Entrance Hall	Trane AC2 RTU	TCD300B40AGA	220100432D
Lower Roof, Serves Projection Booth	Mitsubishi Cond. Unit AC11	PU36EK	worn away
Lower Roof	Loren Cook TX3, EF	120C2B	
Lower Roof, Serves Mets Room (orange & blue)	Trane AC4 RTU	TSC120A4R0A0FC001A1000000	220100882L
Lower Roof	Loren Cook EF, EX11	120W2B	
Lower Roof, Serves Nurse/Teacher Lounge/Art	Trane RTU, AC8	TCH330A40J2B1AC1ABC00000J00M0	C02E03987
Lower Roof, Serves Tech	Mitsubishi Ductless Cond, AC12	PU36EK	worn away
Lower Roof, Serves Tech	Loren Cook EF, EX11	100CPV	
Lower Roof, Serves Tech	Trane AC9 Cond Unit	2TTA0072A4000AA	2413LP42F
Assistant Principal	Trane AHU, AC1	JWE024P130B0	2421XSM2V
Room 311	Mitsubishi Ductless Evap	PL42AC	15F00267C
Guidance	Trane AHU in ceiling, AC10	TWE024P130B0	2422A0C24
Electric Room lower level	Dayton EF #5		
Boiler Room	Trane HV2	TSCA003U0B000000000A00A1162	K02E73152
Server Room	Fujitsu Cond Unit	AOU36CLX	EBN011799
Boiler Room	Airtherm UH3	HA-84	G02299883001003
Boiler Room	TACO DHW recording pump	0011-F4	
Boiler Room	HW Pump 3		
Boiler Room	Bell & Gossett HWP 1		CM7840-02 F20 (Series 1510)
Boiler Room	Bell & Gossett HWP 2	Size: 1510 BF 10.00	CM7840-01 F20
Boiler Room	Bell & Gossett HWP 4	Size: 1510 BF 9.00	CM7844-01 E20
Boiler Room	Bell & Gossett HWP 5	Size: 1510 BF 9.00	CM7844-02 E20
Boiler Room	Safronics PC 10 HWP 4 VFD	PC10E1ST34010A1	2871350054C
Boiler Room	Safronics PC 10 HWP 5 VFD	PC10E1ST34010A1	28171350023C
<u>Lower Level</u>			
Server Room	Fujitsu Ductless Evap	ASU36CLX	EBA011647
By Cardio/Weight Room	Mestek CUH 2	RW-1120-04	7/12/2002
Room 101	Trane UV	HUVC1256BFOH1A00000H30101110	W02F30956

Room 102	Trane UV	HUVC1256BFOH1A00000H30101110	W02F30957
Gym	Trane HV4	MCCA014UB0A0000U	K02E73296
Gym	Loren Cook EF for HV4	150 SQNB	
Gym	Trane HV3	MCCA014UB0A0000U	K02E73292
Gym	Loren Cook EF for HV3	150 SQNB	
Boy's Locker Room	Loren Cook Fan	135 SWNB	
Girl's Locker Room	Loren Cook Fan	135 SWNB	
Room 103	Trane UV	HUVC1256BFOH1A00000H30101110	WC2F30955
Room 104	Trane UV	HUVC1256BFOH1A00000H30101110	WC2F30958
By Room 104 stairs	Mestek CUH 3	RW-1120-03	7/12/2002
By Steam Lab/Music	Mestek CUH4	RW-1120-03	7/12/2002
Steam Lab	Trane AHU	UCCAD12C0C0EV03200000CEDJ00BB0000000B0B	K18E39558
Steam Lab	Bell & Gossett AHU Cond Pump	NRF-45	103404 IG71
Steam Lab	Trane AHU VFD	Trane Part: 134H4926; Model TR150	472502A098
Steam Lab	Fuji Electric Exhaust VFD	FRN002AR1M-4U	T81A070A0002NJ
Steam Lab	Little Giant Cond Pump for AHU	VCC-2OULS	554200
By Steam Lab stairs	Mestek CUH5	RW-1120-03	7/12/2002
<u>1st Floor</u>			
By DATA WC5	Bell & Gossett HWP11 in closet	Size: 1510 BF 8.625	CM7852-02 E20
By DATA WC5	Bell & Gossett HWP10 in closet	Size: 1510 BF 8.625	CM7852-01 E20
By DATA WC5	Safronics HWP10 VFD	PC10E1ST34007A1	292729S0054C
By DATA WC5	Safronics HWP11 VFD	PC10E1ST34007A1	292729S0072C
DATA WC5 closet ceiling	Trane AC9	MCCB006UA0C0UB	K02F98052
DATA WC5 hallway ceiling	Bell & Gossett HWP 12		
DATA WC5 hallway ceiling	Bell & Gossett HWP 13		
Tech	Mitsubishi Ductless Evap	PK36FK	
Projection Booth	Mitsubishi Ductless Evap AC11	PK36FK	15G01451C
Projection Booth	Little Giant Evap Cond Pump	VCC-20U15	
Kiln in art room	Loren Cook Exhaust Fan	80 SONB	
By Front Entrance	Mastek CUH 6	RW-1120-04	7/12/2002
By Front Entrance	Mastek CUH 7	RW-1120-04	7/12/2002
Hallway Ceiling by Loadind Dock	Bell & Gossett HWP6	Size: 8- BF 9.250	CM7845-01 E20
Ceiling of Room 209	Bell & Gossett HWP8		
By Loading Dock	Sterling Airthern UH6	HA-18	G02299883006001
Kitchen by Loading Dock	Airthern UH7	HA-108A	G02299883011001
Cafeteria Serving Line Ceiling	Trane HV5	MCCA025UB000A0000U	K02F88669
<u>Lower Level</u>			
Head Custodian Office	Mitsubishi Ductless Evap	MSZ-GE09NA	1008534
Custodian Office	Mitsubishi Ductless Evap	MSZ-GE12NA	2013006
Custodian Office	Mitsubishi Ductless Evap	MX2-2B20NA	2002173T

SEVEN BRIDGES SCHOOL
Refrigeration

<u>Location</u>	<u>Equip</u>	<u>Model</u>	<u>Serial</u>
Kitchen	Traulse 2 door reach-in Refrigerator	T40794B03	RHT232NUT-FHS
Kitchen	Heat Craft Walk-in Fridge Evap	ADT090AK	D02G05591
Kitchen	HTP Walk-in Freezer Evap	HTE26-92B	K02192851-2605
Kitchen	Low Boy 2 door reach-in / 2 flip-top Temumesh	AKA9433EXAXB	OM20353191
Kitchen	Low Boy 2 door reach-in / 2 flip-top Tecumseh cond unit	AKA9446EXAXC	0A20235269
Kitchen	Hatco Deli Open Cooler in serving line	CWB-4	6297341946
Kitchen	A8DI Reach-in beverage cooler in serving line	CMD-60	A 0403-1128-7811
Kitchen	Silver King Reach-in ice cream box in serving line	5KCTMDI	SAD027844M
Kitchen	A8DI Reach-in beverage cooler in serving line	CMD-48	A 0403-1129-7811
Kitchen	Hatco Greens Open Cooler in serving line	CWB-4	6362261947
Kitchen	Traulsen one door reach-in freezer	T34436I02	RLT132WUT-FHS
Lower Roof	Tecumseh Freezer Cond.	AVA25122XTXM	OK20338731
Lower Roof	Tecumseh Cond.	AJA9486EXDXE	0A30358132

DOUGLAS GRAFFLIN

<u>Location</u>	<u>Equip</u>	<u>Model</u>	<u>Serial</u>
Rooftop Main Building	RTU-1DG	J062JC00R2B2BCA1A1	N1H8479791
	Indoor Fan Motor	208/230 VOLTS	
	RTU-2DG	J072JC00R2B2CA1A1	N1A8479795
	Indoor Fan Motor	208/230 VOLTS	
	TX-1 Exhaust fan	Direct drive motor	
	EF-10	Direct drive motor	
	EF-12	Direct drive motor	
	EF-14	Direct drive motor	
	Ef-3	Direct drive motor	
	EF-6	Direct drive motor	
	EF-7	Direct drive motor	
Roof: West Wing	EF-9	208 V	
	EF-8	115V	
	EF-21	Direct drive motor	
	EF-19	Direct drive motor	
	EF-18	Direct drive motor	
	EF-17	Direct drive motor	
	EF-15	Direct drive motor	
Main Office	Nurse Office- indoor unit	SEZ-KD12NA	97M0027
	Asst. Princ. Office- indoor unit	SEZ-KD09NA	9YM00405
	Princ. Office Indoor unit	SEZ-KD09NA	9YM00472
	Main Office- Indoor Unit	SEZ-KD15NA	05M00066
	Condenser serving all main office units	MXZ-4B36NA	01901481D
East Corridor: Room 7	Sanyo cassette	XS2432	0026484
	Sanyo condenser	CL2432	0004591
	Magic aire univent	MA40LIV100	960255475
East Corridor: Room 6	Sanyo cassette	XS2432	0025584
	Sanyo condenser	CL2432	0014291
	Magic aire univent	MA40LIV100	96025548- MISSING #'s
In Storage Closet of Room 3&4	EF2 S2 Heat vent motor	208v, B phase	
East Wing: storage closet downstairs	Fujitsu Indoor unit	ASU18CL	DCA014482
	CONDENSER	AOU18CL	DCN0C7914 *TAG NOT LEGIBLE

East Wing: Room 120	Nebitt univent	Direct drive motor	
East Wing: Room 121	Nebitt univent	Direct drive motor	
East Wing: Room 122	Nebitt univent	Direct drive motor	
East Wing: Room 123	Nebitt univent	Direct drive motor	
East Wing: Rooms 120-123	EF-4	Direct drive motor	
East Wing: Room 220	Nebitt univent	Direct drive motor	
East Wing: Room 221	Nebitt univent	Direct drive motor	
East Wing: Room 222	Nebitt univent	Direct drive motor	
East Wing: Room 223	Nebitt univent	Direct drive motor	
East Wing: Room 224	Nebitt univent	Direct drive motor	
East Wing: Room 225	Nebitt univent	Direct drive motor	
East Wing: Room 226	Nebitt univent	Direct drive motor	
East Wing: Room 227	Nebitt univent	Direct drive motor	
East Wing: Gym	S1 Supply Fan	greaseable bearings	
East Wing: Gym teachers washroom	EF-14	greaseable bearings	
East Wing Gym: Custodian's Office	Mitsubishi split unit: indoor	MSZ-GE15NA	1002195T
East Wing Gym: Custodian's Office	CONDENSER	MXZ-4B36NA	01901481D
West Wing: Teachers lounge on 2 nd floor	Mitsubishi split system: indoor unit	MSY-GE24NA	1000443T
	CONDENSOR	MUY-GE24NA	0001028T
West wing Room 101	Nebitt univent	Direct drive motor	
West wing Room 102	Nebitt univent	Direct drive motor	
West wing Room 103	Nebitt univent	Direct drive motor	
West wing Room 104	Nebitt univent	Direct drive motor	
West wing Room 105	Nebitt univent	Direct drive motor	
West wing Room 106	Nebitt univent	Direct drive motor	
West wing gym	AHU-1, S1 supply fan	greaseable bearings	
	Ceiling hung electric heater, Nelson Aire		
West wing room 202	Nebitt univent	Direct drive motor	
West wing room 203	Nebitt univent	Direct drive motor	
West wing room 204	Nebitt univent	Direct drive motor	
West wing room 205	Nebitt univent	Direct drive motor	
West wing room 206	Nebitt univent	Direct drive motor	
Boiler Room: Cafeteria Supply fan	breaker on wall		
Boiler Room: Cafeteria return fan R1	breaker on wall	208v, 3 phase, 5 amps	
Boiler Room P1 Motor	208v, 3phase, 13.8 amps		
Boiler Room P2 Motor	208v, 3phase, 13.8 amps		
Boiler Room P3 Motor	208v, 3phase, 13.8 amps		
Boiler room SF 5	115V, 1 PHASE, DIRECT DRIVE, GREASEABLE BEARINGS	16Z1XP	140SE28116-00/0000701
Boiliter room SF6	115v, 1 phase, directe drive		

Boiler Room: domestic hot water circulator	115v, 1 phase, 1.75amps		
Boiler Room Air Compressor 1	208v, 3 phase, 2.6 amps		
Boiler Room Air Compressor 2	208v, 3 phase, 2.6 amps		

DOUGLAS GRAFFLIN**Refrigeration**

<u>Location</u>	<u>Equip</u>	<u>Model</u>	<u>Serial</u>
Kitchen	Freezer- Compressor	AWA24882XDXW	04L0810208129
Kitchen	Freezer- Cooler	TPLP207LES2BR6	119308961
Kitchen	Fridge- Compressor	M4WF-C075-CAV-020	11F40353U
Kitchen	Fridge- Cooler	TPLP107MAS1BR6	119308946
Kitchen	Delfield Milk/Bev Slide Fridge-compressor	N10-1313-34	1103150000664
Kitchen	RoHS Good Humor Fridge	RIO S 100	600150 0000 4693
Kitchen	TRUE Tropicana Juice cooler	GDM-26	1-2910348
Kitchen	TRUE Reach In cooler	GDM-26	7682739

ROARING BROOK SCHOOL

<u>Location</u>	<u>Equip</u>	<u>Model</u>	<u>Serial</u>
Stairwell to Roof	Exhaust Fan #1	N/A	N/A
Stairwell to Roof	Exhaust Fan #2	N/A	N/A
Roof	Exhaust Fan #20	N/A	N/A
Roof	Exhaust Fan #19	N/A	N/A
Roof	Carrier Ductless Condenser	38MAQB18R-3	2219V15188
Roof	Carrier Ductless Condenser	38MAQB18R-3	0319V28730
Roof	Exhaust Fan #17	N/A	N/A
Roof	Greenheck Exhaust Fan #14	CUBE-300-7-6	12226684 1010
Roof	Greenheck Exhaust Fan #13	GB-180-5-X	12226677 1010
Roof	Greenheck Exhaust Fan #12	6-131-VG-X	12226681 1010
Roof	Greenheck Exhaust Fan #11	6B-260-5-K	12226680 1010
Roof	Greenheck Exhaust Fan #10	6-131-VG-X	12226679 1010
Roof	TC Ventco Exhaust Fan #8	CRDD-080A	02-44154-3
Roof	Carrier Condenser	38CKC018340	2302E20728
Roof	Greenheck Exhaust Fan #5	6-101-VG-X	12226683 1010
Roof	Greenheck Exhaust Fan #2	6-101-VG-X	12226682 1010
Roof	Acme Exhaust Fan	PRN100EC E4	18A1864-2
Roof	Greenheck Exhaust Fan #15	G-D90-VG-X	12226676 1010
Roof	Acme Exhaust Fan	PRN118EC E4	18A1151-4
Roof	Acme Exhaust Fan	PRN100EC E4	18A1151-7
Roof	Guardian Condenser	TCD42B31SA	W1A8442622
Roof	Acme Exhaust Fan	PV165	18A1151-1
Roof	Johnson Controls RTU1	S12ZSC00G2B2BCD1A1	N1A8479796
Nurse's office	EMI Evap	WSP12D060AA000A	1-97-D-1587-5
Nurse's office patient area	EMI evap	WSP12D060AA000A	1-97-D-1089-14
Nurse's office	EMI 2 Zone Condensing Unit	MC2D9900AA0000J	1-97-B-9204-09
Lower Level Orchestra/Fine Arts Suite	GE PTAC 2	AZ51H15DACV1	888698
Lower Level Orchestra/Fine Arts Suite	Friedrick PTAC 3	PDH15X5SF-A	ACDP00286
Lower Level Copier Room	Friedrick PTAC 4	PDA15K3SD-C	LJAM01644
Room 124	Mitsubishi Ductless Evap	MSZ-D3ONA-8	3001241T
Outside Room 124	Mitsubishi Condensing Unit	MUZ-D3ONA-1	4000662J
In Tunnels by Steam to Hot Water Heat Exchanger	Weinman Hot Water Pump	2007CV-15SP54-1	DJ751091
In Tunnels by Steam to Hot Water Heat Exchanger	Weinman Hot Water Pump	2007CV-15SP54-1	DJ751092
Tunnels behind Orchestra/Fine Arts Suite	First Co. AHU2	48HBXB-HW	377226
	American Standard AHU2 Condensing Unit	2A7A3048A1000AA	62748SF4F
Outside on Metal Grates			
Orchestra Room	GE PTAC 1	AZ51H15DACV1	889170
Server Room by Heat Exchanger	Mitsubishi Ductless Evap	MS4-GE09NA	0001853
Exterior Wall of IT	Mitsubishi Ductless Condensing Unit	MU4-GE09NA	0001869T
			FC112107 270678 or M05A025149
In Tunnels behind Copier/Break Room	First Co. AC 3	36MBXB-HW	
	American Standard AC 3 Condensing Unit	2A7A2036A1000AA	5313K5X3F
Outside on Metal Grates			
Room 128	Magic Aire Unit Vent	MUVD3-2	W020843210
Room 130	Magic Aire Unit Vent	MUVD3-2	W020843209
Room 131	Magic Aire Unit Vent	MUVD3-2	W020843211
Room 129	Magic Aire Unit Vent	MUVD3-2	W020843212
Ceiling of Closet in Room 131	Magic Aire AHU 1	24-HBAW-6	W020223734
Principal's office	Mitsubishi Ductless Evap	MSZ-A09NA	9002872
Main Office	Mitsubishi Ductless Evap	MSZ-A15NA	8003160
Main Office Side Room	Mitsubishi Ductless Evap	MSZ-A09NA	8005053
Conference Room	Mitsubishi Ductless Evap	MSZ-A09NA	7005093
Courtyard outside office, serves 53-56	Mitsubishi Ductless Condensing Unit	MXZ-4A36NA	91901839
Security Office	Carrier Ductless Evap	40MBCQ18----3	1219V20357
Gym Office	Carrier Ductless Evap	40MBCQ18----3	5118V16901
Exit by 130 & 131	Sterling CUH	RW-1120-02	07/30/02
In Tunnels behind Boiler Room	Westinghouse GYM Air Handler HV2	N/A	JU

Tunnel under Library	Johnson Controls AHU: HV1	XTI-U33X045	CBPMXT0236
Tunnel under Library	Johnson Controls AUG: AC1	XTI-027X033	CBFMXT0117

ROARING BROOK SCHOOL**Refrigeration**

<u>Location</u>	<u>Equip</u>	<u>Model</u>	<u>Serial</u>
Kitchen			
Kitchen	Heatcraft Walk-in Fridge Evap	ADT065AK	T19M14990
Kitchen	Heatcraft Walk-in Freezer Evap	LET065BK	D05EO4844
Kitchen	Copeland Condensing Unit on top of Refrigerator	FFAP 015Z TFC 072	19CE1075U
Kitchen	Copeland Condensing Unit on top of Freezer	CJAL-0150-TAC-001	577-0408-00
Kitchen	True Reach-in Refrigerator	GDM-26	7523111
Kitchen	AVANTI Reach-in Freezer	CFC83QOWG	A641416113316C0500013
Kitchen	Line Reach In Refrigerator	no Tag	no tag

Adminstration Building

<u>Location</u>	<u>Equip</u>	<u>Model</u>	<u>Serial</u>
Admin Bldg HG	Carrier Condenser	38AUZA16A0A5A0A0A0	4111U44499
Admin Bldg HG	Carrier Condenser	38AUZA16A0A5A0A0A0	4111U44465
Basement	1st Floor Unit, AHU 1	40RR-014---020--	S981086
Basement	2nd floor unit- AHU 1		
Basement Conference Split System	Condenser	SUZ-KA15NA	
Basement Conference Split System	AH		SLZ-KA15NA
Basement heating cabinet		LN46004W	S89J 71896
Main entrance cabinet heater		LN46A004W	S89J 71897

WESTORCHARD SCHOOL

<u>Location</u>	<u>Equip</u>	<u>Model</u>	<u>Serial</u>
By exit door near B6	ITT Nesbitt Fan coil	N/A	N/A
Classroom B7	Magic Aire Unit Vent	MA4OUV100	N/A
Classroom B8	Magic Aire Unit Vent	MA4OUV100	N/A
Classroom B5	Mestek Inc. CUH	F1000-06	8-7-06
By exit in stairway between B&C wing	ITT Nesbitt Fan coil	N/A	N/A
C Wing			
By exit of C wing	ITT Nesbitt Fan coil	N/A	N/A
Classroom C7	Unit Vent	N/A	N/A
Classrom C8	Magic Aire Unit Vent	MA4OUV100	960255471
Hallways			
Hall between gym & library	ITT Nesbutt Fan coil	N/A	N/A
Hall by custodian & library	International Environmental Corp. Fan coil	4FH3-1	2-7776-4601
Hall by custodian & gym	International Environmental Corp. Fan coil	4FH3-1	2-7776-4601
Hall by custodian & gym	International Environmental Corp. Fan coil	4FH3-1	2-7776-4601
A Building Exit between rooms A2 & A3	ITT Nesbitt Fan coil	N/A	N/A
Exit next to nurse's office	ITT Nesbitt Fan coil	N/A	N/A
E Wing			
E4 Faculty Room	Fujitsu Ductless Evap	AUU36RCLX	DVA 000585
Outside wall of E4 Faculty Room	Fujitsu Ductless Condensing Unit	AOU36RLX	CWN001224
Outside wall of lower roof	Sanyo 2 Zone Ductless Condensing Unit	CLM2472	0017503?
Head custodian office	Evap	KMS1272	0075081
Head custodian office	Condensate Pump for evap	KL-20X-2UL	
Server room in head custodian office	Evap 2	KMS1272	0075281
Server room in head custodian office	Condensate Pump for evap 2	KL-20X-2UL	
Penthouse Mechanical room	GW Bohn Aluminum & Brass Corp. Multi Zone Air Handler Unit #7	HM21411A	13BA7181
Penthouse Mechanical room	Barry Blower Div. Return Fan Unit #7	(Size & type 7445 AF SW)	76-3917
Penthouse Mechanical room	Barry Blower Div. Toilet EF #8		50932
Penthouse Mechanical room	Barry Blower Div. Kiln Exhaust Fan #9	N/A	N/A
Penthouse Mechanical room	Wilo Hot Water Pump #8	Type: Stratos 1.5x3-40	
Penthouse Mechanical room	Wilo Hot Water Pump #9	Type: Stratos 2x3-35	N/A
Penthouse Mechanical room	Modine Unit Heater	S 280	11290976
Roof	Mitsubishi 4 zone Ductless Condensing Unit	MXZ-4B36NA-1	22908522
Roof	Ductless Condensing Unit	SUZ-KA18NA	2XP00841
Roof	Sanyo Ductless Condensing Unt	CL1251	0014121
Near kitchen & custodian office in hallway	ITT Nesbitt Fan coil	N/A	N/A
Kitchen			
Kitchen Custodial Closet	Nesbitt ITT Unit Heater	N/A	N/A
Kitchen Custodial Closet	ILG Industries Exhaust Fan	PV103?	
Near loading dock	ITT Nesbitt Fan coil	N/A	N/A
Near loading dock	ITT Nesbitt Fan coil	N/A	N/A
Boiler Room			
Boiler Room	B&G Hot Water Pump #1 (PW4-101 volute)		

Boiler Room	Hot Water Pump #1 ABB VFD	ACH550-VCR-017A+F267	2120103205
Boiler Room	B&G Hot Water Pump #2 (PW4-101 volute)		
Boiler Room	B&G Hot Water Pump #3 (P42541 volute)		
Boiler Room	Rheem Domestic Hot Water Heater #1 (LP gas)	G100-200	A331903362
Boiler Room	Rheem Domestic Hot Water Heater #2 (LP gas)	G100-200	A341903352
Boiler Room	TACO Domestic Hot Water Pump #5	2400-405-3P	
Boiler Room	TACO Domestic Hot Water Pump #6	2400-405-3P	
Boiler Room	Cook Boiler #1 Supply Fan (SF-5)	1621 XP S 16xPS21D15	140SE28126-00/0000702
Boiler Room	Cook Boiler #2 Supply Fan (SF-3)	1621 XP S 16xPS21D15	140SE28126-00/0000701
Main Office Area			
Ceiling of nurse's office	Mitsubishi Ducted Air Handler	SEZ-KD18NA4	31M00398
Office Conference room	Sanyo Ductless Evap	KS1251	0177712
Assistant Principal's office	Mitsubishi Ductless Evap	SLZ-KA09NA	12M00054
Principal's office	Mitsubishi Ductless Evap	SLZ-KA09NA	12M00055
Main Office #2	Mitsubishi Ductless Evap	SLZ-KA15NA	26M00236
Main Office #1	Mitsubishi Ductless Evap	SLZ-KA15NA	25M00181
Main Entrance	ITT Nesbitt Fan Coil	N/A	N/A
Roof			
Roof	Greenheck EF #3	F2248B3696	E62788
Roof	Kitchen Exhaust	CUBE200-LMDG-QD	12330805
Roof	ILG Industries EF #9	5505.CRDA12E10	072007M260450
Roof	EF #10	CRF-122	
Roof	ILG Industries EF #8	17-23-000P	
Roof	ILG Industries EF #7	19-11-0865	
Roof	ILG Industries EF #12	CRF-165	
Roof	EF #5	N/A	
Roof	ILG Industries EF #4	19-11-066B	
Roof	EF #3	N/A	
Roof	EF #1	N/A	
Roof	EF #2	N/A	
Roof	Johnson Controls RTU-1	JA3ZJC00D2B2BCA1A1	N1A8479806
Roof	Johnson Controls RTU-2	J06ZJC00G2B2BCD1A1	N1A8479780
Roof	Johnson/York HRV-1 (GYM)	XTO-075X075-JJH117A	CEAMXT033
Roof	Johnson/York RTU-2 (CAFÉ/AUDITORIUM)	XTO-066X066-JJKG117A	CEAMXT0364
Roof	Johnson/York HRV-3 (A WING)	XTO-054X054-JJKJ117A	CEAMXT0258
Roof	Johnson/York HRV-5	XTO-048X063-JJJJ117A	CEAMXT0277
Roof	Johnson/York HRV-6 (B&C WING)	XTO-054X054-JJKJ117A	CEAMXT033

WEST ORCHARD SCHOOL
Refrigeration

<u>Location</u>	<u>Equip</u>	<u>Model</u>	<u>Serial</u>
Kitchen			
Kitchen	Heat Craft Walk-in Fridge Evap	LSC070AEWMC6K	T13G13314
Kitchen	Heat Craft Walk-in Fridge Condensor (above)	MOH008X62C	T12E12894
Kitchen	Heat Craft Walk-in Freezer Evap	LSF090BEWMC6K	T13G12977
Kitchen	Heat Craft Walk-in Freezer Condensor (above)	MOH025L63CF	T12611741
Kitchen	True Upright One Door Glass Reach-in	GDM-26	7523113
Kitchen	True Reach-in Milk Cooler	TMC-34-S-HC	9287123
Kitchen	Traulsen 8 Door Reach-in	RHT2-32-W-PUT	2507
Kitchen	Copeland Traulsen 8 Door Reach-in Condensing Unit	M2FA-A050-IAA-111	13GG1645U

Pole Barn

<u>Location</u>	<u>Equip</u>	<u>Model</u>	<u>Serial</u>
Serves Conference Room	Fujitsu Halcyon	AOU12RLFC	LNN 012658
Serves Conference Room	AHU	ARU12RLF	LNA021468
Serves Conference Room & Joe's AHU	Mitsubishi city multi	PUMY-P36NHMU	PUMY-P36NHMUR4
Serves Conference Room & Joe's AHU	Joe AHU, direct drive motor	PVIFY-P12E00B	R0224140253
Serves Conference Room & Joe's AHU	AH	PVIFY-P30E00B	R0129140315
Main Entrance	Mitsubishi Mr Slim	MUZ-GE15NA	1003437T
Main Entrance	AH	MSZ-GE15NA-8	10077719
Jimmy's Office	Fujitsu Halcyon	AOU9RL2	ECN 002254
Jimmy's Office	AH	ASU9RL2	EXA 003174
Break Room	Fujitsu Halcyon	AOU12RLS3	QTN 025848
Break Room	AH	ASUU12RLS3Y	QWA 033564

CHAPPAQUA CENTRAL SCHOOL DISTRICT
66 ROARING BROOK ROAD
P.O. BOX 21
CHAPPAQUA, NEW YORK 10514

**CCSD BID # B2021-23: HVAC SERVICES = PREVENTATIVE
MAINTENANCE AND TIME AND MATERIAL FOR REPAIRS**

SEALED BID CHECKLIST

**LIST OF REQUIRED ITEMS TO BE CHECKED OFF AND
INCLUDED IN SEALED BID SUBMISSION ENVELOPE OR
DIGITAL BID SUBMISSION**

- 1) ☐ COMPLETED BID PROPOSAL FORM
- 2) ☐ PROOF OF VISITATION FORM SIGNED BY BOTH VENDOR AND SCHOOL DISTRICT REPRESENTATIVE.
- 3) ☐ COMPLETED AS WELL AS SIGNED LIST OF SUBCONTRACTORS FORM. FAILURE TO PROVIDE AS WELL AS SIGN THIS FORM WILL RESULT IN DISQUALIFICATION FROM BID.
- 4) ☐ CERTIFICATES OF INSURANCE INCLUDING GENERAL LIABILITY, ENDORSEMENT INDICATING ADDITIONAL INSURED AND WORKERS COMPENSATION AS STATED IN THE MAIN SPECIFICATION UNDER THE HEADING OF "INSURANCE".
- 5) ☐ COMPLETED INSURANCE CERTIFICATION FORM
- 5) ☐ COMPLETED CONTRACTOR REFERENCE SHEET
- 6) ☐ COMPLETED PAGE 7 AND THE PAGES WHICH APPLY CLOSEST TO THE FIELD OF WORK FOR THE PREVAILING WAGE SCHEDULE PROVIDED BY NEW YORK STATE AS LISTED IN THE MAIN SPECIFICATION UNDER THE HEADING "PREVAILING WAGES". THE SCHEDULE IS AVAILABLE ON THE DEPARTMENT OF LABOR'S WEB SITE AT www.dol.ny.gov . PLEASE SPECIFICALLY LOOK UNDER PRC NUMBER **2021009961** FOR WESTCHESTER COUNTY.

- 7) ☐ COPY OF AN OLD CERTIFIED PAYROLL FORM AS LISTED IN THE MAIN SPECIFICATION UNDER THE HEADING “PROOF OF CERTIFIED PAYROLL.
- 8) ☐ COMPLETED, NOTARIZED & SIGNED PREVAILING RATE CERTIFICATION FORM AS LISTED IN THE MAIN SPECIFICATION UNDER THE HEADING “PREVAILING RATE CERTIFICATION”.
- 9) ☐ COMPLETED HOLD HARMLESS AGREEMENT
- 10) ☐ PROOF THAT FIRM OR AT LEAST ONE PRINCIPAL IN THE FIRM HAS BEEN PROVIDING THE NECESSARY SERVICES FOR A MINIMUM OF TEN (10) YEARS AS LISTED IN THE MAIN SPECIFICATION UNDER THE HEADING “ADDITIONAL QUALIFICATION”.
- 11) ☐ PROOF THAT EACH SERVICE TECHNICIAN HAS COMPLETED THE OSHA 10 HOUR TRAINING COURSE AS LISTED IN THE MAIN SPECIFICATION UNDER THE HEADING “SAFETY/OSHA REQUIREMENTS”.
- 12) ☐ PROOF FROM HONEYWELL THAT VENDOR IS AN ACTIVE HONEYWELL PARTNER AS LISTED IN THE MAIN SPECIFICATION UNDER THE HEADING “ADDITIONAL QUALIFICATIONS”.
- 13) ☐ PROOF THAT VENDOR IS AN AUTHORIZED BUILDING CONTROLS SPECIALIST (ABCS) OR FACTORY TRAINED ON THE JOHNSON CONTROLS LINE AS LISTED IN THE MAIN SPECIFICATION UNDER THE HEADING “ADDITIONAL QUALIFICATIONS”.
- 14) ☐ PROOF FROM JOHNSON CONTROLS THAT VENDORS IS AN ACTIVE JOHNSON CONTROLS PARTNER AS LISTED IN THE MAIN SPECIFICATION UNDER THE HEADING “ADDITIONAL QUALIFICATIONS”.
- 15) ☐ COMPLETED AND SIGNED BID PROPOSAL CERTIFICATION SHEET LOCATED ON THE SECOND TO LAST OF THE GENERAL BID DOCUMENT
- 16) ☐ COMPLETED, NOTARIZED & SIGNED BID FORM AND SPECIFICATIONS SHEET LOCATED ON THE LAST PAGE OF THE GENERAL BID DOCUMENT.
THIS PAGE MUST BE NOTORIZEED OR BID WILL NOT BE ACCEPTED

**ALL ITEMS ON THIS LIST MUST BE INCLUDED WITH BID
SUBMSSION BEFORE TIME OF BID OPENING OTHERWISE BID
CANNOT BID ACCEPTED.**

CHAPPAQUA CENTRAL SCHOOL DISTRICT
PROOF OF VISITATION
CCSD BID # B2021-23
HVAC SERVICES-PREVENTIVE MAINTENANCE AND TIME
AND MATERIAL REPAIRS

I, _____ of _____ certify that I have
visited the various sites of Chappaqua Central School District along with a
school district representative on _____.
Date

Signature of Vendor Representative

Printed name of Vendor Representative

Signature of Chappaqua Central School District Representative

Printed name of Chappaqua Central School District Representative

CCSD BID # B2021-23: BID PROPOSAL FORM

**Service, Repair and Maintenance of Temperature Controls /HVAC &
Refrigeration**

The contractor hereby agrees to perform all services as described in the specifications and further state that he/she meets or exceeds the mandatory qualifications as required in said bid.

I, (we) submit the following proposal to furnish all labor, material, equipment and transportation necessary and or required for the performance and completion in a workmanlike manner of all work in accordance with the specifications herein for a period of one (1) year.

PART I - LUMP SUM BID PROPOSAL

A. Preventive maintenance program covering all pneumatic and DDC Controls

B. Scheduled maintenance program covering all HVAC equipment, & temp controls

**Lump Sum Bid Proposal (A &B) \$ _____
Dollar Amount**

C. Scheduled maintenance program covering all Refrigeration equipment

**Lump Sum Bid Proposal (C) \$ _____
Dollar Amount**

PART II

HOURLY RATES

- | | | |
|------------------|------------------------------|---------------------------|
| 1. Straight Time | (8:00am to 4:30pm) | \$ _____ - _____ per hour |
| 2. Premium Time | (After 8 Hours or Saturdays) | \$ _____ - _____ per hour |
| 3. Premium Time | (Sundays/Holidays) | \$ _____ - _____ per hour |

Based on past years experience, and current conditions, the district estimates the range of service hours at 500 hours to 700 hours

INSERT DISCOUNT AMOUNT ON MATERIALS BELOW

Materials are to be billed at the prices specified in the current edition of the price list published by "Trade Service Publications" less a discount of _____. Excerpt copies from this price list may be requested at any time by the district, and must be provided before payment authorization will be made

Firm Name: _____

Date of Bid: _____

Signature of Bidder: _____

Printed Name of Bidder: _____

Title of Bidder _____

CHAPPAQUA CENTRAL SCHOOL DISTRICT

CCSD BID # B2021-23: HVAC SERVICES – PREVENTATIVE MAINTENANCE AND TIME AND MATERIAL FOR REPAIRS

LIST OF SUBCONTRACTORS FORM

If bidder will be utilizing the services of Subcontractors, General Municipal law requires bidders to provide a list of Subcontractors as part of bid submission.

The bidder understands that failure to submit the required Subcontractor information on this form will result in rejection of bid, and the Company agrees to employ the Subcontractors specified below. (Use additional Sheets as necessary).

Even if the project will be self-performed by the bidder, this form must still be signed by the bidder as well as be included with the bid submission.

Note: This list of Subcontractors shall not be modified after the bid opening without a showing of good cause and the written consent of Chappaqua Central School District.

IF PROJECT WILL BE SELF-PERFORMED BY BIDDER

The undersigned hereby certifies that their company/firm will be performing the work for the project exclusively without the utilization of any subcontractors.

By: _____
(Signature of Authorized Representative of Corporation)

Print Name & Title: _____

Company Name _____

Or

IF PROJECT WILL BE PERFORMED BY BIDDER ALONG WITH UTILIZATION OF SUBCONTRACTORS

Bidder will be utilizing the services of the following listed Subcontractors:

Type of Work	Corporate Name of Subcontractor	Subcontractor Primary Contact Person & Telephone Number	Subcontractor's License Number (if applicable)	Percentage of Work or Dollar Amount
Masonry Subcontractor				
HVAC Subcontractor				
Electrical Subcontractor				
Plumbing Subcontractor				
Other Trade Subcontractor				
Other Trade Subcontractor				
Other Trade Subcontractor				

The undersigned hereby certifies that their company/firm will be utilizing the above list of Subcontractors to perform the work for the project.

By: _____
(Signature of Authorized Representative of Corporation)

Print Name & Title: _____

Company Name _____

Insurance Certification

Bid or Project No. # _____ **Name of Project:** _____

Your insurance representative must completed the form below in order to be considered for the award of this bid or project, and it is important that you complete the Bidder's Acknowledgment section of this form. Please note that a certificate of insurance must accompany your bid submission in order for your bid to be considered.

Insurance Representative's Acknowledgment:

We have reviewed the insurance requirements set forth in the bid and are capable of providing such insurance to our insured in accordance with such requirements in the event the contract is awarded to our insured and provided our insured pays the appropriate premium.

Insurance Representative: _____

Address: _____

Are you an agent for the companies providing the coverage? Yes _____ No _____

Date: _____

Insurance Representative

Bidder's Acknowledgment:

I acknowledge that I have received the insurance requirements of this bid and have considered the costs, if any, of procuring the required insurance and will be able to supply the insurance required in accordance with the bid, if it is awarded. I understand that a certificate of insurance must be submitted with my bid; and if it is not, the Chappaqua CSD may reject my bid and award to the next lowest bidder. Firm Name:

Firm Name: _____

Address: _____

Date: _____

Bidder's Signature

WEEKLY PAYROLL

For Contractor's Optional Use. The use of this form meets payroll notification requirements; as stated on the Payroll Records Notification.

NAME OF CONTRACTOR ☐ SUBCONTRACTOR ☐						ADDRESS													
FEIN		FOR WEEK ENDING		PROJECT AND LOCATION								PROJECT OR CONTRACTOR NO.							
(1) NAME, ADDRESS, AND LAST 4 DIGITS OF SOCIAL SECURITY NUMBER OF EMPLOYEE	(2) NO. OF WITH- HOLDINGS	(3) WORK CLASSIFICATION	4) DAY AND DATE							(5) TOTAL HOURS	(6) RATE OF PAY	(7) GROSS AMOUNT EARNED	(8) DEDUCTIONS				(9) NET WAGES PAID FOR WEEK		
			ST										FICA	WMTH- HOLDING Tax	OTHER	TOTAL DEDUCTIONS			
			or																
			OT									HOURS WORKED EACH DAY							
	\$																\$0.00		
	O																\$0.00		
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	O																\$0.00		

THIS CERTIFICATION MUST BE COMPLETED ON EACH WEEKLY PAYROLL FORM USED BY THE CONTRACTOR OR SUBCONTRACTOR

Date _____
I _____ (Name of signatory party) _____ (Title)

do hereby state:

(1) That I pay or supervise the payment of the persons employed by _____
(Contractor or Subcontractor)

_____, that during the payroll period commencing on the _____
day of _____, 20____, and ending the _____ day of _____ 20____
all persons employed on said project have been paid the full weekly wages earned, that no
rebates have been or will be made either directly or indirectly to or on behalf of said

_____ from the full
(Contractor or Subcontractor)

weekly wages earned by any person and that no deductions have been made either directly or
indirectly from the full wages earned by any person, other than permissible deductions as
defined in Articles 8 and 9 and described below:

(2) That any payrolls submitted for the above period are correct and complete; that the
wage rates for laborers, workers, or mechanics contained therein are not less than the
applicable wage rates contained in any wage determination incorporated into the contract; that
the classifications set forth therein for each laborer, worker or mechanic conform with the work
he/she performed.

(3) That any apprentices employed in the above period are duly registered in a bona fide
apprenticeship program registered with a State apprenticeship agency recognized by the Bureau
of Apprenticeship and Training, United States Department of Labor, or if no such recognized
agency exists in a State, are registered with the Bureau of Apprenticeship and Training, United
States Department of Labor.

(4) That:

(a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS

☐ - In addition to the basic hourly wage rates paid to each laborer, worker or mechanic listed
in the above referenced payroll, payments of fringe benefits as listed in the
contract have been or will be made to appropriate programs for the
benefit of such employees, except as noted in Section 4(c).

(b) WHERE FRINGE BENEFITS ARE PAID IN CASH

☐ - Each laborer, worker, or mechanic listed in the above-referenced payroll has been
paid, as indicated on the payroll, an amount not less than the sum of the
applicable basic hourly wage rate plus the amount of the required fringe benefits
as listed in the contract, except as noted in Section 4(c) below.

(c) EXCEPTIONS

EXCEPTION (CRAFT)	EXPLANATION

REMARKS:

SIGNATURE

THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR
TO CIVIL OR CRIMINAL PROSECUTION. SEE ARTICLES 8 AND 9.

**CCSD BID # B2021-23-CONTRACTOR REFERENCE
SHEET**

Repair and Maintenance of
Pneumatic & DDC Controls, HVAC, and Refrigeration Equipment

It is the intention of the District to obtain sufficient information regarding current projects of all bidders. We therefore require that all bidders list below at least five (5) references for similar Service agreements/contracts currently in progress or recently completed.

1. Client: _____
Project Address: _ Approximate \$ Value _____
Date Started: _____ Completed: _____
Contact Name: _____ Telephone: _____

2. Client: _____
Project Address: _ Approximate \$ Value _____
Date Started: _____ Completed: _____
Contact Name: _____ Telephone: _____

3. Client: _____
Project Address: _ Approximate \$ Value _____
Date Started: _____ Completed: _____
Contact Name: _____ Telephone: _____

4. Client: _____
Project Address: _ Approximate \$ Value _____
Date Started: _____ Completed: _____
Contact Name: _____ Telephone: _____

5. Client: _____
Project Address: _ Approximate \$ Value _____
Date Started: _____ Completed: _____
Contact Name: _____ Telephone: _____

**CHAPPAQUA CENTRAL SCHOOL DISTRICT
66 ROARING BROOK ROAD
P.O. BOX 21
CHAPPAQUA, NEW YORK 10514**

**CCSD BID # B2021-23: HVAC SERVICES – PREVENTATIVE
MAINTENANCE AND TIME AND MATERIALS FOR REPAIRS**

PREVAILING WAGE RATE CERTIFICATION

The bidder agrees to verify all rates with the New York State Department of Labor prior to submitting a proposal and prior to doing any work for the District as well as to establish which of those workers involved in any part of a contract for the District are required by law to receive said rates.

The bidder certifies that all personnel working on any project or any part of any project under this contract will be paid the prevailing rate or above in accordance with the current New York State Labor Laws in effect during the course of the contract. This includes all owners, partners and other management and other employees as required.

Subscribed and sworn to before me

This _____ day of _____

Signature of Bidder

Notary Public

Type or Print name signed above

CHAPPAQUA CENTRAL SCHOOL DISTRICT

**CCSD BID # B2021-23: HVAC SERVICES – MAINTENANCE AND TIME & MATERIALS
REPAIRS**

HOLD HARMLESS AGREEMENT

The undersigned hereby agrees to defend, indemnify, and save harmless the Chappaqua Central School District from and against any and all liability, loss, damages, claims for bodily injury and/or property damages, cost and expense, including counsel fees, to the extent permissible by law, that may occur or that may be alleged to have occurred in the course of the performance of this agreement by the contractor, whether such claims shall be made by an employee of the contractor or by a third party. The contractor covenants and agrees that he/she will pay all costs and expenses arising there from and in connection therewith, and if any judgment shall be rendered against the Owner, in any such litigation, the Contractor shall at this own expense satisfy and discharge the same.

By: _____
(Signature of Authorized Representative of Corporation)

Print Name & Title: _____

Company Name: _____

**CHAPPAQUA CENTRAL SCHOOL DISTRICT
CCSD BID # B2021-23**

**HVAC SERVICES – PREVENTATIVE MAINTENANCE AND TIME AND
MATERIALS FOR REPAIRS**

GENERAL BID DOCUMENT

Bid documents must be submitted in a sealed envelope bearing the assigned Bid Number on the outside.

Sealed bid envelopes are to be sent to:
Chappaqua Central School District
66 Roaring Brook Road
P.O. Box 21
Chappaqua, New York 10514
Attention: Purchasing Office

Or

Digital bids are to be e-mailed to:
mitrnik@chappaquaschools.org

Any questions regarding this bid should be directed to the Purchasing Office at
(914) 238-7200, Ext. 1013 or mitrnik@chappaquaschools.org .

NOTE: If you intend mailing your submission in a sealed bid envelope, please note that our address is a Post Office Box, and mail is picked up once a day. It is therefore recommended that you mail your bids early or deliver them by hand to:

Chappaqua Central School District
Education Center
66 Roaring Brook Road
Chappaqua, New York 10514

Board of Education

Chappaqua Central School District
P.O. Box 21, Chappaqua, New York 10514

INSTRUCTIONS TO BIDDERS:

1. Sealed proposals for the furnishing and delivery, where called for, of the services and materials as required by the Board of Education of the Chappaqua Central School District, Chappaqua, New York, as set forth in the attached specifications prepared under the direction of said Board of Education, will be opened at the Purchasing Office, Education Center, 66 Roaring Brook Road, Chappaqua, New York on 10/06/2021 at 2:00 pm (CCSD Bid # B2021-23).
2. The person, firm or corporation making such proposal shall submit it in a sealed envelope at the place and on or before the hour and day stated above, and the envelope shall be endorsed on the face thereof with the name of the person, firm or corporation making such proposal, the date of its presentation and title of the services, materials, equipment or supplies for which such proposal is made.
3. The bidder shall insert the price per stated unit and the extension against each item in the schedule hereto annexed, which he proposes to furnish and deliver. In the event of a discrepancy between the unit price and total price, the unit price will govern. The price inserted must be net and must include delivery charges. Computation must be made of the total amount of the bid for all items bid upon and the total shall be stated in the space provided at the end of the schedule.
4. No charge will be allowed for cases, boxes, carboys, bottles, etc., nor for freight expenses, expressage or cartage. No empty packages, cases, boxes, carboys, bottles, etc., will be returned to the bidder or contractor and none will be paid for by the Board of Education. Such empty cases, boxes etc., may be removed by the bidder or contractor at his own expense.
5. No charge will be allowed for federal, state or municipal sales and excise taxes, in that the Board of Education is exempt there from. The price bid shall be net and shall not include the amount of any such tax; exemption certificates, if required, will be furnished on forms provided by the bidder.
6. When a catalog reference follows the description of an item, such catalog reference is intended as a means of more fully describing the item in the shortest possible space and is to be regarded as part of the description of the item. All catalogs to which reference is made shall be available at the business office. The use of such catalogs is not intended to limit competition.
7. Items delivered by successful bidder must be equal in all respects to those referred to by catalog numbers. Bidder must submit samples upon request if bidding on items other than those referred to.
8. Each bidder must state that no member of the Board of Education, Chappaqua Central School District, Chappaqua, New York, nor any officer or employee thereof, is directly or indirectly interested in the proposal.
9. The Board of Education reserves the right to accept this bid by items or as a whole, or, in its discretion to waive technical formalities, or reject all bids and re-advertise in the manner provided by Section 103, or the general municipal law.
10. The bid deposit of the successful bidder will be returned upon the satisfactory completion of the contract.

11. Delivery will be required to be made to the location indicated in the bid or to such place as indicated in the purchase order issued to the successful bidder. Unless otherwise noted in the main specification, deliveries shall be made between the hours of 9:00 AM and 4:00 Pm on weekdays other than Saturdays and holidays. All materials and supplies must be securely packed in uniform containers, adequately marked as to contents and delivered without damage or breakage in such units as are specified in the schedule.
12. These instructions are to be considered an integral part of all proposals.
13. Successful bidders shall furnish the Board of Education, prior to commencement of work, with certificate of Workers' Compensation and General Liability Insurance.

Board of Education
Chappaqua Central School District
P.O. Box 21
Chappaqua, New York 10514

Chappaqua Central School District
Chappaqua, NY 10514

GENERAL CONDITIONS

(For the purchase of materials, supplies, equipment to be sent and delivered to the district as well as services to be performed for the district)

All invitations to bid issued by the above-named school district will bind bidders and successful bidders to the conditions and requirements set forth in these general conditions, and such conditions shall form an integral part of each purchase contract awarded by the school district.

DEFINITIONS

- | | |
|---------------------|---|
| “School district” | • Shall be the legal designation of the district. |
| “Notice to bidders” | • A formal statement which, when issued by the school district, constitutes an invitation to bid on the materials, supplies, and equipment described by the specifications. |
| “Board” | • The Board of Education of the school district. |
| “Bid” | • An offer to furnish materials, supplies, and/or equipment in accordance with the invitation to bid, the general conditions, special instructions, and the specification. |
| “Bidder” | • The form on which the bidder submits his bid. |
| “Contract” | • A notice to the successful bidder by the issuance of a purchase order: also all documents relating to the transaction, including but not limited to, the bid offer of the successful bidder, notice to bidders, general information, general conditions, special instructions, specifications, notice of award, bid proposal certifications: also a formal document signed by the successful bidder and the school district representative. |
| “Successful bidder” | • Any bidder to whom an award is made by the school district. |
| “Contractor” | • Any bidder to whom a contract award is made by the Board of Education. |
| “Specification” | • Description of materials, supplies, and/or equipment and the conditions for its purchase. |

BIDS

1. The date, time, and place of bid opening will be given to the Notice of Bidders.
2. All bids must be submitted on bid offer forms and in accordance with instructions provided by the Board.
3. All bids received after the time stated in the Notice to Bidders may not be considered and will be returned unopened to the bidder. The bidder assumes the risk of any delay in the mail or in the handling of the mail by employees of the school district. Whether sent by mail or by means of personal delivery, the bidder assumes responsibility for having his bid deposited on time at the place specified.
4. All information required by Notice to Bidders, General Conditions, Specifications, and Bid Offer, in connection with each item against which a bid is submitted, must be given to constitute a regular bid.
5. The non-collusive bidding certification must be included with each bid as required by General Municipal Law, Section 103-d.
6. The submission of a bid will be construed to mean that the bidder is fully informed as to the extent and character of the supplies, materials, or equipment required and a representation that the bidder can furnish the supplies, materials, or equipment satisfactorily in complete compliance with the specifications.
7. No alteration, erasure, or addition is to be made in the typewritten or printed matter. Deviations from the specifications must be set forth in space provided in bid for this purpose.
8. Prices and information required should be typewritten for legibility. Illegible or vague bids may be rejected. All signatures must be written. Facsimile, printed, or typewritten signatures are not acceptable.
9. Sales to school district are not affected by any fair trade agreements. (General Business Law, Section 369-a, Sub.3).
10. No charge will be allowed for Federal, State, or municipal sales and excise taxes since the school district is exempt from such taxes. The price bid shall be net and shall not include the amount of any such tax.
11. In all specifications, the words, "or equal," are understood after each article giving manufacturer's name or catalog reference, or on any patented article. The decision of the school district as to whether an alternate or substitution is in fact "equal" shall be final. If bidding on items other than those specified, bidder must in every instance give the trade designation of the article, manufacturer's name, and detailed specifications of item he proposes to furnish. Otherwise, bid will be construed as submitted on the identical item as specified.
12. Bids on equipment must be on standard, new equipment, of latest model, and in current production, unless otherwise specified.
13. All regularly manufactured stock electrical items must bear the label of the Underwriters' Laboratories, Inc.
14. When bids are requested on a lump sum basis, bidder must bid on each item in the lump sum group. A bidder desiring to bid "no charge" on an item in a group must so indicate; otherwise bid for the group may be rejected.
15. All prices quoted must be "per unit" as specified; e.g., do not quote "per case" when "per dozen" is requested; otherwise bid may be rejected.

16. Bidder must insert the price per unit and the extensions against each item in his bid. In the event of a discrepancy between the unit price and the extension, the unit price will govern. Prices shall be extended in decimals, not fractions.
17. Prices shall be net, including transportation and delivery charges fully prepaid by the successful bidder to destination indicated in the instructions to bidders. If award is made on any other basis, transportation charges must be prepaid by the successful bidder and added to the invoice as a separate item. In any case, title shall not pass until items have been delivered and accepted.
18. All bids must be sealed. They must be submitted in envelopes furnished by the school district, if any. Otherwise, plain opaque envelopes may be used, clearly marked "BID." Also the date and time of the bid opening as indicated on the Notice to Bidders must appear on the envelope. Bids must not be attached to or enclosed in packages containing bid samples. Telegraphed bids may be considered at the discretion of the school district. Telephoned quotations or amendments will not be accepted at any time.
19. No interpretation of the meaning of the specifications or other contract document will be made to any bidder orally. Every request for such interpretation should be in writing, addressed to the school district, not later than five (5) days prior to the date fixed for the opening of bids. Notice of any and all such interpretations and any supplemental instructions will be sent to all bidders of record by the school district in the form of addenda to the specifications. All addenda so issued shall become a part of the contract documents.
20. If the supplies, materials, or equipment are to be delivered over an extended period of time, or if the specifications so state, then the successful bidder may be required to execute an agreement in relation to the performance of his contract, such agreement to be executed by the bidder within fifteen (15) days after notification to execute such contract. If the specifications so state, the successful bidder also may be required to furnish a performance bond equal to the full amount of the contract to guarantee the faithful performance of such contract. Such performance bond shall be maintained in full force and effect until the contract shall have been fully performed. The surety company furnishing such performance bond shall be authorized to do business in the State of New York and must be satisfactory to the school district. The performance bond shall be executed by the successful bidder at the time of the execution of the contract by the successful bidder and the Board.

SAMPLES

21. All specifications are minimum standards; and accepted bid samples do not supersede specification for quality unless bid sample is superior, in which case deliveries must be the same identity and quality as accepted bid sample.
22. The school district reserves the right to request a representative sample of the item quoted upon either prior to the award or before shipments are made. If the sample is not in accordance with the requirement of the specification, the school district may reject the bid; or, if award has been made, cancel the contract at the expense of the successful bidder.
23. Samples, when required, must be submitted strictly in accordance with instructions; otherwise, bid may not be considered. If samples are requested subsequent to bid opening, they shall be delivered as directed for bid to have consideration. Samples must be furnished free of charge and must be accompanied by descriptive memorandum invoices indicating if the bidder desires their return and specifying the address to which they are to be returned provided they have not been used or made useless by tests. Award samples may be held for

comparison with deliveries. The school district will not be responsible for any samples destroyed or mutilated by examination or testing. Samples shall be removed by the bidder at his expense. Samples not removed within fifteen (15) days after written notice to the bidder will be regarded as abandoned, and the school district shall have the right to dispose of them as its own property.

24. When a specification indicates that an item to be purchased is to be equal to a sample, such sample will be on display at a designated location in the school district. Failure on the part of the bidder to examine samples shall not entitle him to any relief from the conditions imposed in the proposal, specification, etc.

AWARD

25. Awards will be made to the lowest responsible bidder, as will best promote the public interest, taking into consideration the reliability of the bidder, the quality of the materials, equipment, or supplies to be furnished, their conformity with the specifications, the purposes for which required, and the terms of delivery.
26. The school district reserves the right to reject all bids. Also reserved is the right to reject, for cause, any bid in whole or in part; to waive technical defects; qualifications; irregularities; and omissions if in its judgment the best interests of the district will be served. Also reserved is the right to reject bids and to purchase items on state or county contracts if such items can be obtained on the same terms, conditions, specifications, and at a lower price.
27. The school district reserves the right to make awards within thirty (30) days after the date of the bid opening during which period bids may not be withdrawn unless the bidder distinctly states in his bid that acceptance thereof must be made within a shorter specified time.
28. Where a bidder is requested to submit a bid on individual items and also on a total sum or sums, the right is reserved to award contracts on individual items or on total sums, whichever is in the best interests of the school district.
29. If two or more bidders submit identical bids as to price, the decision of the Board to award a contract to one of such identical bidder shall be final. (General Municipal Law, Section 103, Sub.1).

CONTRACT

30. Each bid will be received with the understanding that the acceptance thereof in writing by the Board, to furnish any or all of the items described therein shall constitute a contract between the successful bidder and the school district. Contract shall bind the successful bidder on his part to furnish and deliver at the prices and in accordance with the conditions of his bid. Contract shall bind the school district on its part to order from such successful bidder and to pay for at the contract prices, all items ordered and delivered, within ten (10) percent over or under the award quantity, unless otherwise specified.
31. The placing in the mail of a notice of award or purchase order to a successful bidder, to the address given in his bid, will be considered sufficient notice of acceptance of contract.
32. If the successful bidder fails to deliver as ordered, or within the time specified, or within reasonable time as interpreted by the school district, or fails to make replacement of rejected articles, when so requested immediately or as directed by the school district, the school district may purchase from other sources to take the place of the item rejected or not delivered. The school district reserves the right to authorize immediate purchase from other sources against rejections on any contract when necessary. On all such purchases the

successful bidder agrees to reimburse the school district promptly for excess costs occasioned by such purchases. Should the cost be less, the successful bidder shall have no claim to the difference. Such purchases will be deducted from contract quantity.

33. A contract may be cancelled at the successful bidder's expense upon nonperformance of contract.
34. Cancellation of contract for any reason may result in removal of the successful bidder's name from mailing list for future proposals for an indeterminate period.
35. When materials, equipment, or supplies are rejected, they must be removed by the successful bidder from the premises of the school district within ten (10) days of notification. Rejected items left longer than ten (10) days will be regarded as abandoned, and the school district shall have the right to dispose of them as its own property.
36. No items are to be shipped or delivered until receipt of an official purchase order from the school district.
37. It is mutually understood and agreed that the successful bidder shall not assign, transfer, convey, sublet or otherwise dispose of the contract or his right, title, or interest therein, or his power to execute such contract, to any other person, company, or corporation, without the previous written consent of the school district.

INSTALLATION OF EQUIPMENT

38. The successful bidder shall clean up and remove all debris and rubbish resulting from his work from time to time as required or directed. Upon completion of the work the premises shall be left in a neat, unobstructed condition, and the buildings broom cleaned, and everything in perfect repair and order. Old materials are the property of the successful bidder unless otherwise specified.
39. Equipment, supplies, and materials shall be stored at the site only on the approval of the school district and at the successful bidder's risk. In general, such on-site storage should be avoided to prevent possible damage or loss of the materials.
40. Work shall be progressed so as to cause the least inconvenience to the school district and with proper consideration for the rights of other successful bidders or workmen. The successful bidder shall keep in touch with the entire operation and install his work promptly.
41. Bidders shall acquaint themselves with conditions to be found at the site and shall assume all responsibility for placing and installing the equipment in the locations required.
42. Equipment for trade-in shall be dismantled by the successful bidder and removed at his expense. The condition of the trade-in equipment at the time it is turned over to the successful bidder shall be the same as covered in the specifications, except as affected by normal wear and tear from use up to the time of trade-in. All equipment is represented simply "as is." Equipment is available for inspection at the delivery point listed for new equipment, unless otherwise specified.

GUARANTEES BY THE SUCCESSFUL BIDDER

43. The successful bidder guarantees:

- a) His products against defective material or workmanship and to repair of any damages or marring occasioned in transit.
- b) To furnish adequate protection from damage for all work and to repair damages of any kind for which he or his workmen are responsible, to the building or equipment, to his own work, or to the work of other successful bidders.
- c) To carry adequate insurance to protect the school district from loss in case of accident, fire, theft, etc.
- d) That all deliveries will be equal to the accepted bid sample.
- e) That the equipment delivered is standard, new, latest model of regular stock product or as required by the specifications; also that no attachment or part has been substituted or applied contrary to manufacturer's recommendations and standard practice. Every unit delivered must be guaranteed against faulty material and workmanship for a period of at least one year from date of delivery. If during this period such faults develop, the successful bidder agrees to replace the unit or the part affected without cost to the school district. Any merchandise provided under the contract which is or becomes defective during the guarantee period shall be replaced by the successful bidder free of charge with the specific understanding that all replacements shall carry the same guarantee as the original equipment. The successful bidder shall make any such replacement immediately upon receiving notice from the school district.

DELIVERY OF SUPPLIES, EQUIPMENT AND MATERIALS

- 44. Delivery must be made in accordance with the instructions to bidders and specifications. If delivery instructions do not appear on order, it will be interpreted to mean prompt delivery. The decision of the school district as to reasonable compliance with delivery terms shall be final.
- 45. The school district will not accept any deliveries on Saturdays, Sundays, or legal holidays, except commodities required for daily consumption or where the delivery is for an emergency.
- 46. Items shall be securely and properly packed for shipment, storage, and stocking in shipping containers and according to accepted commercial practice, without extra charge for packing cases, baling, or sacks.
- 47. The successful bidder shall be responsible for delivery of items in good condition at point of destination. He shall file with the carrier all claims for breakage, imperfections, and other losses, which will be deducted from invoices. The receiving school district will note for the benefit of successful bidder when packages are not received in good condition.
- 48. Unless otherwise stated in the specifications, all items must be delivered into and placed at a point within the building as directed by the shipping instructions or the agent for the school district. The successful bidder will be required to furnish proof of delivery in every instance.

49. Unloading and placing of the equipment and furniture is the responsibility of the successful bidder, and the school district accepts no responsibility for unloading and placing of equipment. Any costs incurred due to the failure of the successful bidder to comply with this requirement will be charged to him. No help for unloading will be provided by the school district, and suppliers should notify their truckers accordingly.
50. All deliveries shall be accompanied by delivery tickets of packing slips. Ticket shall contain the following information for each item delivered:

Contract Number and/or Purchase Order Number

Name of Article

Item Number (if applicable)

Quantity

Name of the Successful Bidder

Carton shall be labeled with purchase order or contract number, successful bidder's name and general statement of contents. Failure to comply with this condition shall be considered sufficient reason for refusal to accept the goods

PERFORMANCE OF SERVICES RENDERED

51. Successful bidder to provide skilled, experienced, prompt service as requested
52. Proof of proper licensure and certification pursuant to this conflict shall be furnished to the School District.
53. The successful bidder shall comply with all laws, rules, ordinances and regulations and the regulations of the School District and all directives issued by the School District.
54. No smoking, consumption of alcoholic beverages, or use of illegal drugs will be permitted anywhere on School Grounds.
55. The successful bidder shall not have any contact or communication with any student.
56. Under this contract, sub contracting shall not be permitted without prior written approval by the School District.
57. Successful bidder shall have tools and equipment/materials necessary to perform the required work.
58. Each bidder must demonstrate that it is a responsible organization possessing adequate financial resources to accomplish the various services as described herein and that it has a satisfactory record of performance and integrity.
59. No travel time will be paid.
60. No vehicle use will be paid in the normal course of transporting approved materials to the job site.

61. The successful bidder is to comply with all Federal, State and Local regulations relating to certification and licensure, labor, including but not limited to minimum hour wage, working conditions, insurance and safety factors and child labor laws.

PAYMENTS

62. Payment for the used portion of an inferior delivery will be made by the school district on an adjusted price basis.
63. Payment will be made only after correct presentation of claim forms or invoices as may be required.
64. Payments of any claim shall not preclude the school district from making claim for adjustment on any item found not to have been in accordance with the contract specifications.

SAVING CLAUSE

65. The successful bidder shall not be held responsible for any losses resulting if the fulfillment of the terms of the contract shall be delayed or prevented by wars, acts of public enemies, strikes, fires, floods, acts of God, or for any other acts not within the control of the successful bidder and which by the exercise of reasonable diligence he is unable to prevent.

IRAN DIVESTMENT ACT

66. By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to paragraph (b) of subdivision 3 of section 165-a of the state finance law.

NOTE: NONCOLLUSIVE BIDDING CERTIFICATION MUST BE SUBMITTED WITH EACH BID. THE ENCLOSED FORM, "BID PROPOSAL CERTIFICATION/NON COLLUSION," MEETS THIS REQUIREMENT.

CCSD BID # B2021-23: HVAC SERVICES – PREVENTATIVE MAINTENANCE AND TIME AND MATERIALS FOR REPAIRS

FIRM NAME _____

BUSINESS ADDRESS _____

TELEPHONE NUMBER _____ DATE OF BID _____

I. General Bid Certification – The bidder certifies that he/she will furnish, at the prices herein quoted, the material, equipment, and/or services as proposed on this bid.

II. Non-Collusive Bidding Certification

By submission of this bid proposal, the bidder certifies that he/she is complying with Section 103-d of the General Municipal Law as follows:

1. Statement of non-collusion in bids and proposals to political subdivision of the state. Every bid or proposal hereafter made to a political subdivision of the state or any public department, agency or official thereof where competitive bidding is required by statute, rule, regulation, or local law, for work or services performed or to be performed or goods sold or to be sold, shall contain the following statement subscribed by the bidder and affirmed by such bidder as true under the penalties of perjury:
Non-collusive bidding certification.

“(a) By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:

- (1) The prices in this bid have been arrived at independently without collusion, consultation, communication or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor; and
- (2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly discussed by the bidder and will not knowingly be disclosed by the bidder prior to opening directly or indirectly, to any other bidder or to any competitor;
- (3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.”

“(b) A bid shall not be considered for award nor shall award be made where (a) (1), (2) and (3) above have not been complied with; provided, however, that if in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefore. Where (a) (1), (2), and (3) above have not been complied with, the bid shall not be considered for award nor shall any award be made unless the head of the purchasing unit of the political subdivision, public department, agency or official thereof to which bid is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.

The fact that a bidder (a) has published price lists, rates, or tariffs covering items being procured, (b) has informed prospective customers of proposed or pending publication of new or revised price lists for such items, or (c) has sold the same items to other customers at the same prices being bid, does not constitute, without more, a disclosure within the meaning of subparagraph one (a).

2. Any bid hereafter made to any political subdivision of the state of any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, or local law, and where such bid contains the certification referred to in subdivision one of this section, shall be deemed to have been authorized by the board of directors of the bidder, and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of the certificate as to non-collusion as the act and deed of the corporation.”

Authorized Signature _____

Title _____

BOARD OF EDUCATION
CHAPPAQUA CENTRAL SCHOOL DISTRICT
P.O. Box 21, Chappaqua, New York, 10514

CCSD BID # B2021-13: HVAC SERVICES – PREVENTATIVE MAINTENANCE AND TIME AND MATERIALS

NAME OF BIDDER _____

BUSINESS ADDRESS _____

TELEPHONE NUMBER _____

The bidder above mentioned declares and certifies:

- | | |
|--------|---|
| First | That the said bidder is of lawful age and the only one interested in this bid and that no one other than said bidder has any interest herein. |
| Second | That this bid is made without any previous understanding, agreement or connection with any other person, firm or corporation making a bid for the same purpose, and is in all respects fair and |
| Third | That no member of the Board of Education of Chappaqua Central School District, Chappaqua, New York, nor any officer or employee or person whose salary is payable in whole or in part from the treasury of said Board of Education is directly or indirectly interested in this bid or in the supplies, materials, equipment, work or services to which it relates, or in any portion of the profits thereof. |
| Fourth | That said bidder has carefully examined the instructions to bidders, schedules and specifications prepared under the direction of the Board of Education, and will, if successful in this bid, furnish and deliver at the prices bid, and within the time stated, all the materials, supplies, apparatus, goods, wares, merchandise, service or labor for which this bid is made. |
| Fifth | That the prices quoted herein are net and exclusive of all federal, state and municipal sales and excise taxes. |
| Sixth | That the total number of items for which prices are quoted is as listed in the enclosed attachments and the total cost thereof is also listed in those same attachments. |

In the event of the failure of the undersigned bidder to perform within the time stated in the schedule or purchase order, as the case may be, the bid deposit made with this bid, or such much thereof as shall be applicable to the unfilled amount of the award made to the undersigned, shall be retained by the Board of Education and the undersigned shall also be liable for and agrees to pay the Board, on demand, the difference between the prices or prices bid and the price or prices for which such items shall be subsequently purchased, less the amount available to the undersigned bidder and no bid may be withdrawn before the expiration of 45 days.

Subscribed and sworn to before me

This _____ day of _____

Signature of Bidder

Notary Public

Type or Print name signed above