

St. Johns River State College

ITB No: ITB-SJR-08-2021

ITB Name: Major HVAC Equipment Services



ST. JOHNS RIVER
S T A T E C O L L E G E

Invitation to Bid

ITB No: ITB-SJR-08-2021

ITB Name: **Major HVAC Equipment Services**

**Bids Due August 17, 2021 no later than 2:00pm, Business
Office, Palatka Campus**

St. Johns River State College

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1.0 INTRODUCTION

1.1. St. Johns River State College (SJR State) serves students in Putnam, St. Johns and Clay counties. SJR State is soliciting sealed bids for the purpose of providing **Major HVAC Equipment Services**.

1.2. SJR State is a political subdivision of the State of Florida and is exempt from payment of federal excise tax and Florida state sales tax. The applicable numbers are: Florida Sales Tax Exemption Certificate Number 85-8013170533C-4; Federal Identification Number 59-1033399.

1.3. Interpretation of the wording of, and responses to, questions concerning this ITB shall be the responsibility of the College and will be communicated via the Director of Purchasing and Auxiliary Services, and shall be final. Questions and requests for clarifications should be directed in writing to Keith Martin via email at keithmartin@sjrstate.edu, and will be accepted until the deadline listed in paragraph 4.0 of this ITB. Replies will be issued by return email to the originator, and included as addenda to this document.

1.4. In accordance with Florida Statute 287.133, a person, entity or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for Category Two, for a period of 36 months from the date of being placed on the convicted vendor list. By submission, the bidder certifies compliance with FS 287.133.

2.0 GENERAL TERMS AND CONDITIONS

2.1. All Bidders submitting a response to this ITB understand and agree that the affirmative act of submitting a response constitutes acceptance of and agreement to the General Terms and Conditions. Bidders are responsible for adhering to the General Terms and Conditions. Lack of knowledge by the Bidder will in no way be cause for relief from responsibility. The basis for award, if awarded, is to the lowest or best bid which meets the conditions and specifications. The College is not necessarily bound to accept the lowest bid if it is not in the best interests of the College.

2.2. ITB DATE AND TIME: **All Bids must be delivered to the SJR State Purchasing Department, Palatka Campus Business Office, before 2:00pm on August 17, 2021.** All bids must be in a **SEALED** package. Indicate your company name and the ITB number on the outside of your **SEALED** bid envelope to assist the College in

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identifying your bid. Bids received after due date/time will not be accepted. Bids cannot be faxed or emailed. The College will not be responsible for Postal or other delivery service delays that may cause a bid to be late. The College is not responsible for any expense, including expedited delivery, incurred by the Bidder in responding to this ITB. To be considered responsive your bid shall be signed by an authorized employee/officer with the authority to bind a contract. Bid packages must include one (1) original copy and five (5) duplicate copies. Original document must be marked "ORIGINAL" and must have original signatures.

ADDRESS FOR BIDS

Bids may be mailed or hand delivered to:

St. Johns River State College

c/o Director of Purchasing & Auxiliary Services

Office of Business Affairs, Building "A"

5001 St. Johns Ave

Palatka, Florida 32177

2.3. PUBLIC BID OPENING: St. Johns River State College will conduct a Public Bid opening as noted in Paragraph 4.0. Sealed bids, or replies received by the College pursuant to this solicitation will remain confidential and are exempt from Florida's Public Records Act (Ch. 119, Florida Statutes) until such time as the College provides notice of an intended decision or until 30 days after opening the bids, or final replies, whichever is earlier. By submitting a response to this solicitation, the bidder acknowledges that all documents and information submitted to the College, including pricing information, is considered a public record under Florida's Public Records Act and may be disclosed to third parties upon request, notwithstanding any confidentiality clauses or labels contained in such documents.

2.4. POSTING OF RECOMMENDATION OF AWARD: The College's recommendation of award will be posted to www.sjrstate.edu/purchasingdept.html

2.5. IDENTICAL OR TIED BIDS: The decision for the award of tied bids shall be made after a careful review of the circumstances surrounding the tie, with preference being given to State of Florida Bidders. If still tied, pursuant to FS 287.08 the College will break a tie/award to a business that has implemented a drug-free workplace program. If still tied, pursuant to HB 687 and FS 287.057(12) the College shall give consideration to Service Disabled Veteran Owned businesses certified by the State Department of Management Services to break a tie bid, and award to a certified Service Disabled Veterans owned businesses when all other things are equal.

2.6. PROTESTS: Protests shall be served to Dr. Lynn Powers, Vice President for Finance and Administration/Chief Financial Officer, and Keith Martin, Director of Purchasing and Auxiliary Services, 5001 St. Johns Avenue, Palatka, Florida, 32177, via certified mail. Protests may be preliminarily filed, if followed by a certified mail original, via facsimile transmittal to Dr. Lynn Powers and Keith Martin at 386-312-4167. Bid protests must be accompanied by a cost deposit of five thousand dollars (\$5,000.00) or one percent of the total contract price, whichever is greater. Failure to file a notice of protest, failure to file a formal written protest, or failure to post the bond or other security shall constitute a waiver of proceeding. The formal written protest shall state with particularity the facts and law upon which the protest is based. Protests must be filed within 72 hours of the documents being posted to the SJRS website.

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2.7. ADVERTISING: In submitting a bid, Bidder agrees not to use the results as a part of any commercial advertising unless permission in writing is granted by the College.

2.8. APPLICABLE LAW: The bidder shall comply with all applicable federal, state, county and local laws, rules, ordinances and regulations. This ITB, and the contract to be executed in connection with the award of this ITB, must be in accordance with any statutory requirement of the State of Florida. Lack of knowledge by the Bidder will in no way be cause for relief from responsibility. The contract, when entered into, shall be constructed in accordance with the laws of the State of Florida and enforced in the courts of the State of Florida. College and Contractor hereby agree that venue shall be in Putnam County, FL.

2.9. ASSIGNMENT: If awarded, neither the resulting contract nor any of the Contractor's rights, duties, or obligations under the contract may be assigned or subcontracted by the Contractor without the written consent of SJR State.

2.10. BOND: A bond may be required to guarantee the payment of any losses by theft, burglary, pilfering or vandalism as a result of carelessness, negligence or willful acts of the Contractor, its agents, employees or assigns.

2.11. CONFLICT OF INTEREST: Award of this ITB is subject to Chapter 112 Florida Statutes concerning conflict of interest. **All Bidders must disclose** the name of any officer, director, or agent who is also an employee of St. Johns River State College. All Bidders must disclose the name of any College employee or Trustee who owns, directly or indirectly, an interest of 5% or more in the Bidder's firm or any of its branches or dealerships.

2.12. PERSONNEL: Contractor agrees each of its employees will be properly qualified and will use reasonable care in the performance of services. If the College, in the College's sole opinion, determines for any reason, that the qualifications, actions, or conduct of any particular Contractor employee has violated the Agreement by performing unsatisfactory services, interfering with operation of property, bothering or annoying any occupants, other contractors or subcontractors on the campus, or that such actions or conduct is otherwise detrimental to the College, then upon the College's written notice, Contractor shall immediately provide a qualified replacement. Contractor's employees are expected to adhere to all college policies and procedures including but not limited to maintaining a tobacco free campus.

2.13. E-VERIFY: In accordance with Executive Order 11-116, Contractor shall utilize the U.S. Agency of Homeland Security's E-Verify system to verify employment eligibility of all employees hired during the term of the Agreement. Contractor shall also require all subcontractors performing work under this Agreement to utilize the E-Verify system for any employees they may hire during the term of this Agreement.

2.14. PUBLIC RECORDS: To the extent that CONTRACTOR meets the definition of "contractor" under Section 119.0701, Florida Statutes, in addition to other contract requirements provided by law, CONTRACTOR must comply with public records laws, including the following provisions of Section 119.0701, Florida Statutes:

2.14.1. Keep and maintain public records required by COLLEGE to perform the service.

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2.14.2. Upon request from COLLEGE's custodian of public records, provide COLLEGE with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in chapter 119, F.S., or as otherwise provided by law.

2.14.3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the CONTRACTOR does not transfer the records to COLLEGE.

2.14.4. Upon completion of the contract, transfer, at no cost, to COLLEGE all public records in possession of the CONTRACTOR or keep and maintain public records required by COLLEGE to perform the service. If the CONTRACTOR transfers all public records to COLLEGE upon completion of the contract, the CONTRACTOR shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the CONTRACTOR keeps and maintains public records upon completion of the contract, the CONTRACTOR shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to COLLEGE, upon request from COLLEGE's custodian of public records, in a format that is compatible with the information technology systems of COLLEGE.

2.14.5. IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

MELISSA MILLER (MELISSAMILLER@SJSTATE.EDU), (386)312-4106
5001 ST. JOHNS AVE
PALATKA, FL 32177

2.14.6. THE CONTRACTOR ACKNOWLEDGES THAT SJR STATE CANNOT AND WILL NOT PROVIDE LEGAL ADVICE OR BUSINESS ADVICE TO CONTRACTOR WITH RESPECT TO ITS OBLIGATIONS PURSUANT TO THIS SECTION RELATED TO PUBLIC RECORDS. THE CONTRACTOR FURTHER ACKNOWLEDGES THAT IT WILL NOT RELY ON SJR STATE OR ITS COUNSEL TO PROVIDE SUCH BUSINESS OR LEGAL ADVICE, AND THAT CONTRACTOR HAS BEEN ADVISED TO SEEK PROFESSIONAL ADVICE WITH REGARD TO PUBLIC RECORDS MATTERS ADDRESSED BY THIS AGREEMENT. THE CONTRACTOR ACKNOWLEDGES THAT ITS FAILURE TO COMPLY WITH FLORIDA LAW AND THIS AGREEMENT WITH RESPECT TO PUBLIC RECORDS SHALL CONSTITUTE A MATERIAL BREACH OF THIS AGREEMENT AND GROUNDS FOR TERMINATION.

2.15. RESPONSE MATERIALS: Any material submitted in response to this ITB becomes the property of the College upon delivery to the Office of the Director of Purchasing and Auxiliary Services and may be appended to any formal document which would further define or expand the contractual relationship between the College and the successful bidder. Additionally, any material or documentation submitted in response to this solicitation will be a public document pursuant to Section 119.07 Florida Statutes. This includes material which the responding bidder might consider to be confidential or a trade secret. Any claim of confidentiality is waived upon submission effective after public opening pursuant to FS 119.07.

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2.16 SAFETY REQUIREMENTS: The Contractor, by submitting a bid, agrees that it shall be solely responsible for supervising its employees, that it shall comply with all rules, regulations, orders, standards and interpretations promulgated pursuant to Occupational Safety and Health Act of 1970, including but not limited to training, recordkeeping, providing personal protective equipment, lockout/tag out procedures, Safety Data Sheets and labeling as required by the right to know standard, 29 CFR 1910.1200.

2.17. WITHDRAWAL OF BID: Bid may be withdrawn by written notice prior to solicitation public opening. Withdrawals received after the time set for opening of solicitation will not be considered.

2.18. COOPERATIVE PURCHASE AGREEMENT: The college has reviewed purchasing agreements and state term contracts available under Florida Statutes Section 287.056 as required in Section 1010.04, Florida Statutes. As provided in the Florida State Board of Education Administrative Rule 6A-14.0734(2)(c), and with the consent and agreement of the successful Respondent(s)/Bidder(s), purchases may be made under this ITB/Bid Solicitation by other State of Florida community/state colleges, state universities, district school boards, political subdivisions and any other state agencies within the State of Florida. Such purchases shall be governed by the same terms and conditions stated in the bid/bid solicitation document and resulting agreement, for the same price and for the same effective time period. If the period of time is not defined within the ITB/Bid solicitation document or resulting agreement, the prices and all terms and conditions shall be firm for one hundred and twenty (120) days from date of contract execution. Each State of Florida agency allowed by the successful Respondent(s)/Bidder(s) to use the resulting agreement shall do so independent of any other State of Florida agency. Each state agency shall be responsible for its own purchases and shall be liable only for goods or services ordered, received and accepted. No other state agency receives any liability by virtue of this ITB/Bid and subsequent agreement. This cooperative purchase agreement in no way restricts or interferes with the right of any State of Florida agency to re-bid any or all items or services.

2.19. INSURANCE: The awarded Contractor shall furnish a current Certificate of Insurance to the College's Director of Purchasing & Auxiliary Services prior to contract award / commencement of the work, as well as a copy of your GL policy endorsement (on the ISO Endorsement Schedule format attached) that ensures the College will be provided 30-day written notice if your policy lapses for any reason. This certificate must include the College Bid Number and be effective for the term of the contract and any extension thereof. All insurance companies named on the certificate shall be licensed to do business in the State of Florida and have a minimum A.M. Best rating of A-. All policies must be written on a primary basis, non-contributory with any other insurance coverages or self-insurance of the College. Contractor shall obtain and maintain the minimum insurance coverages set forth below. By requiring such minimum insurance, College shall not be deemed or construed to have assessed the risk that may be applicable to Contractor under this contract. Contractor shall assess its own risks and, if it deems appropriate and/or prudent, maintain higher limits and/or broader coverages. The Contractor is not relieved of any liability or other obligations assumed or pursuant to the Contract by reason of its failure to obtain or maintain insurance in sufficient amounts, duration, or types. The insurance coverages stated below do not replace any surety bonds as required by contract.

Minimum Insurance Requirements Schedule

Policy:	Workers Compensation
Coverage:	WC Statutory Limits

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Policy:	Automobile Liability	
Coverage:	\$1,000,000 Combined Single Limit Each Accident	
Policy:	Comprehensive General Liability Insurance:	
Coverage:	\$1,000,000	Each Occurrence
	\$ 100,000	Fire Damage (Any One Fire)
	\$ 5,000	Medical Payments (Any One Person)
	\$1,000,000	Personal and Adv Injury
	\$2,000,000	General Aggregate
	\$2,000,000	Products – Comp/OP Aggregate

2.20. CONTACT: All prospective bidders are hereby instructed not to contact any member of the District Board of Trustees or St. Johns River State College staff member, other than the contact person indicated in Paragraph 1.4. of this ITB, prior to contract award. Any such contact shall be cause for disqualification. Exceptions are during any pre-bid meeting and if oral presentations are required.

3.0 CONTRACT TERM

3.1. If awarded, the successful bidder will enter into a contract with the College based on the ITB specifications and their bid for a period of twelve (12) months. SJR State has the option and reserves the right to extend the contract beyond the initial twelve (12) month period for three (3) additional twelve (12) month periods by mutual consent of the parties. This option does not prohibit SJR State from declining to enact the option to renew for any subsequent period(s). Notice of intent concerning renewal is anticipated 60 days prior to the end of the current term.

4.0 SCHEDULE

4.1. The following schedule is a general guideline for issuance and recommendation of award of this ITB and contract. The College may change the dates of any events, and any changes to this schedule will be posted on the webpage dedicated to this ITB. The information can be found at: www.sjrstate.edu/purchasingdept.html. Also, if you intend to submit a bid, please keep in touch with Keith Martin, SJR State Director of Purchasing and Auxiliary Services, by email at keithmartin@sjrstate.edu. Our goal is to provide you as much information as possible to allow you to provide the best possible value to the College.

Issue ITB_____	Monday, July 19, 2021
Pre-Bid Meeting, MANDATORY , Palatka Campus, Valhalla Hall, 10:00 am_____	Wednesday, July 28, 2021
Written questions due No Later Than (NLT) 2:00pm_____	Tuesday, August 10, 2021
*submit via email keithmartin@sjrstate.edu	
Bids Due NLT 2:00pm, Palatka Campus, Business Office_____	Tuesday, August 17, 2021
Public Opening of Bids, Palatka Campus, Board Room, 2:30pm_____	Tuesday, August 17, 2021
Issue Intent to Award_____	Wednesday, August 18, 2021
Issue Bid Award - Assumes no protests_____	Monday, August 23, 2021

4.2. MANDATORY PRE-BID MEETING: The College will conduct a pre-bid meeting on Wednesday, July 28, 2021 at 10:00am. The meeting will be held on the Palatka Campus in room A-152, Valhalla Hall. **Attendance at the pre-bid meeting is a mandatory requirement to be considered a Responsive Bidder.**

4.2.1 AMERICANS WITH DISABILITIES ACT OF 1990: If special accommodations are required in order to attend any Public Meeting, Pre-Bid Meeting, Tour of Grounds, etc., contact the Director of Purchasing & Auxiliary Services via email at keithmartin@sjrstate.edu or phone at 386-312-4156.

4.3. PUBLIC BID OPENING: The College will conduct a Public bid opening at 2:30pm on August 17, 2021. The meeting will be held on the Palatka Campus in the Board Room, Room A-154. The meeting is open to the public. Bidders are welcome to attend but will not have the opportunity to speak.

5.0 SPECIFICATIONS/SCOPE OF WORK

5.1. ERRORS AND OMISSIONS: Bidders are expected to comply with the true intent of these bid specifications taken as a whole and shall not avail themselves of any errors or omissions to the detriment of the services. Should any bidder suspect any error, omission, or discrepancy in the specifications or instructions, the bidder shall immediately notify the Purchasing Director in writing who will issue written instructions to be followed. Bidders are responsible for the contents of their bid and for satisfying the requirements set forth in the bid specifications.

5.2. EQUIPMENT/MATERIALS/LABOR: IT WILL BE THE RESPONSIBILITY OF THE SUCCESSFUL BIDDER TO SUPPLY ALL MATERIALS, TOOLS, NECESSARY LABOR, ETC. FOR THE WORK TO BE PERFORMED AS SPECIFIED.

5.3. Section Definitions: For the purpose of this technical specifications document, when the terms highlighted in this section are encountered, the definitions below shall be assumed. The contractor shall request clarification of any term he considers unclear or ambiguous.

5.3.1. Furnish: create, purchase, or otherwise legally acquire a new item – or, with College’s permission, a refurbished item – and deliver it to the appropriate location in good working order and appearance.

5.3.2. Provide: furnish all parts and install or, in the case of services, perform, using technicians trained to accomplish such tasks. It is expected that all warranties on newly furnished and existing equipment shall remain intact following the provision of any item.

5.3.3. Verify: assure equipment or component’s proper operation, full functionality, and/or working condition including the provision of all maintenance tasks, repairs, or replacement as necessary.

5.3.4. Justify: furnish for College’s consideration and, where appropriate, approval written documentation describing an action, assessment, decision, etc.

5.4. Equipment Identification: Equipment considered to be within the scope of this contract is identified in **Appendix 1 – Equipment Lists**, at the end of this document. Every reasonable effort has been made to assure

the completeness of these lists. Additions to or deletions from these lists – for example, those discovered during the initial inspection and reporting period described below, or new equipment that comes on line during the contract period – shall be made by mutual agreement between the College and the contractor. Rates shall be adjusted accordingly.

Appendix 1, Schedule A – Palatka Campus Equipment Lists,
Appendix 1, Schedule B – Orange Park Campus Equipment Lists, and
Appendix 1, Schedule C – St. Augustine Campus Equipment Lists.

5.5. General Requirements:

5.5.1. Contractor shall check in with the Security Office upon arrival to and departure from the campus where any service or duties are to be performed. The Security Office may assign Contractor keys for access to HVAC equipment for the performance of duties upon check in. All keys signed out by Contractor must be returned, and signed in, to the Security Office prior to Contractor departing campus. UNDER NO CIRCUMSTANCES, INCLUDING SHORT TRIPS OFF CAMPUS, SHALL ASSIGNED SJR STATE KEYS LEAVE CAMPUS GROUNDS.

5.5.2. All work shall be performed during regular college business hours. Regular business hours for all campuses occur Monday through Friday between 8 a.m. to 5 p.m. during the fall, winter, and spring sessions, and Monday through Thursday between 8:00 a.m. to 5:30 p.m. during summer 1,2 and 3 sessions. (Current session schedules are available on the College web page at <http://www.SJR State.edu>.)

5.5.3. Significant shut downs of major equipment shall be conducted only when the college is closed and shall require prior approval of the SJR State Facilities Director. The college is closed for two weeks during the winter holiday, for one week during the spring holiday, and for shorter periods at other times including extended weekends during summer terms.

5.5.4. Off season access to heating or cooling equipment during normal business hours *may* be permitted at the College's discretion. All such work must be coordinated in advance with the SJR State Facilities Director.

5.5.5. Safety requirements mandate that certain tasks be performed with equipment de-energized. Standard lock-out/tag-out procedures shall be enacted during any and all maintenance work inside of units or near open electrical wiring including heating elements, in proximity to normally rotating or oscillating parts such as fans, and inside of units containing ultraviolet or electrostatic filters.

5.5.6. Proper management of the refrigerants present in some of the equipment listed below is an absolute requirement of the contract. If, during an annual leak test or at any other time, it becomes necessary to add refrigerant to replenish a unit's charge or to transfer refrigerant in the process of affecting repairs to the equipment, it is the contractor's responsibility to maintain and account for refrigerant charge during refrigerant handling. The contractor shall furnish the College with documentation of the refrigerant handling event. Documentation shall include at minimum an accounting of the refrigerant type and quantity of charge lost, amount replenished as well as a description of the measures required to assure the future integrity of the system.

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5.5.7. The contractor shall furnish the College (in this case, the Facilities Department at each campus) with SDS documentation for all products and chemicals utilized in the performance of the contract.

5.5.8. Contractors shall comply with 1013.49 F.S., Toxic substances in construction, repair, or maintenance of educational facilities, and shall submit written notification to the Director of Facilities as indicated in the statute.

5.5.9. It is the responsibility of the contractor to coordinate service of equipment that may be under warranty with a representative of the Facilities Department and to perform any work in such a way as to preserve existing warranties.

5.5.10. Initial Refrigerant Unit Charge Assessment: During the initial preventative maintenance visit for water cooled and air cooled equipment, the contractor shall assess the existing refrigerant charge level for all units within scope that contain refrigerant. If the refrigerant charge on any unit is determined to be below full operating level (as identified on the equipment data plate), the contractor shall note the deficit and justify the amount of refrigerant needed and provide the College a written proposal to replenish the equipment's refrigerant charge to proper operating levels. The College will then, in a timely manner, furnish the contractor with replacement refrigerant to be used exclusively for replenishment of the depleted charge. After confirming the suitability of the refrigerant provided, the contractor shall recharge each unit to its full level using that material and shall justify refrigerant usage for the College's records.

5.5.11. Water Treatment Services. Ownership of water treatment equipment: The College currently maintains ownership, and will for the duration of any contract resulting from award of ITB-SJR-08-2021, continue to maintain ownership of all water treatment equipment on all campuses. Under the maintenance contract, in addition to maintaining chemical treatment for HVAC hydronic systems, the HVAC Contractor shall be responsible for providing qualified third-party HVAC hydronic water treatment services for the duration of the contract period. The water treatment service shall be performed monthly on all three campuses, at a minimum of 12 scheduled visits per year. Water treatment service shall include all necessary chemicals needed to maintain the College hydronic systems in proper operating condition. HVAC hydronic system services shall be performed on all chill water, condenser water, and heating water systems associated with HVAC equipment listed in appendix 1.

5.5.11.1. The water treatment service provider shall verify and maintain operation of all equipment associated with water treatment including replacement of devices that are malfunctioning or can no longer be calibrated. Such equipment includes, but is not limited to, chemical pumps, water sensors, timers, flow

metering stations, and other monitoring equipment. Should the contract between SJR State and the HVAC Maintenance Service Provider be terminated for any reason, all water treatment equipment shall remain the property of SJR State. Following each monthly inspection, the water treatment service provider shall provide the College a detailed written or electronic report of each hydronic system to include any deficiencies noted during their inspection.

5.6. Service Categories: The responsibilities for maintenance of equipment have been broken into four (4) general categories. The four categories are:

- A. Initial Inspection, Reporting; (Section 5.7.)
- B. Periodic Preventative Maintenance; (Section 5.8.)
- C. Annual Maintenance; (Section 5.9.)
- D. Call-out Maintenance and Repairs. (Section 5.10.)

5.7. Initial Inspection and Reporting: The intent of the inspection is to document a baseline condition for reference over the duration of the contract. The initial inspection shall occur as part of the first periodic maintenance cycle.

5.7.1. At the outset of the contract, an initial inspection and reporting period shall commence during which it is the contractor's responsibility to:

5.7.2. Assess the existing condition of all equipment specified in Appendix 1 – Equipment Lists (attached);

5.7.3. Document the addition or deletion of equipment relative to that which is listed in Appendix 1 – Equipment Lists;

5.7.4. Perform maintenance on the equipment identified in lines A and B above in order to bring that equipment into good working order.

5.7.5. Following each maintenance equipment inspection, provide customer a written report of equipment operating performance.

5.7.6. Following each inspection site visit, provide customer a written report of equipment deficiencies and repair recommendations to bring equipment into good working order.

5.8. Periodic Preventative Maintenance: The equipment identified below in sections 5.8.1. *Periodic Maintenance – Waterside Equipment* shall be addressed as part of every periodic maintenance cycle. The contractor's responsibility for each item includes inspection, assessment, adjustment as needed to maintain equipment in good working order. Justify deficiencies and the steps taken to correct them. Periodic inspection and maintenance as below shall be performed a minimum of six (6) times a year (in August, October, December, February, April, and June). The December periodic maintenance visit shall coincide with the December annual maintenance visit.

5.8.1. Periodic Preventative Maintenance – Waterside Equipment (chillers, cooling towers, boilers, pumps, and ancillary equipment)

5.8.1.1. The specific periodic maintenance tasks enumerated below pertain to waterside equipment. In general, the contractor is responsible to inspect for the proper operation of the entire unit from the load side of the disconnect to the discharge of the unit, and from the associated strainers to the fluid discharge point

(excluding controls and controlled specialties, such as control valves, that are not considered part of the equipment package).

5.8.2.2. The contractor is expected to perform exactly those tasks applicable to each unit. For example, while all chillers require the contractor to verify refrigerant level, not all chillers require checks on oil level.

5.8.2.3. For all waterside equipment covered by this contract, the following periodic maintenance tasks shall be performed:

- i. Verify the general condition and function of each unit;
- ii. Air cooled and water-cooled chillers:
 - Verify general condition and function;
 - Verify control panel function including all ancillary functions (such as logging, diagnostics, etc.) as applicable;
 - Verify proper operation of all safety and protection mechanisms;
 - Verify proper operation of flow switch;
 - Adjust operating controls as necessary;
 - Disassemble and thoroughly clean associated strainers as needed; Repair or replaced insulation against condensation and/or excessive energy loss;
 - Verify that all monitors are functional and calibrated;
 - Verify that all gages, readouts, and other state indicators are fully functional and calibrated;
 - Verify proper refrigerant level;
 - Verify proper oil level, condition, and operating temperature;
 - Verify that oil filters are clean and free from obstruction;
 - Verify proper operation of the lubrication system;
 - Verify proper operation of the crankcase heater and thermostat calibration;
 - Verify proper operation of the motor, motor starter, and all associated devices including relays and controls;
 - Document motor voltage and current at full load;
 - Verify proper operation of condenser fans;
 - Verify that the condenser fan air path is clean and clear of debris.
 - Furnish College with an operating log as well as documentation of chiller and chiller motor condition, deficiencies, and recommended actions required to correct deficiencies.
- iii. Cooling towers:
 - Verify general condition and function;
 - Verify sump integrity and freedom from leaks;
 - Verify the integrity of the supporting structure;
 - Verify motor's proper operation. Furnish the College with complete nameplate information, running volts, amps, and motor rpm's with unit at full operating speed.
 - Verify that fans are free from mechanical defects and debris;
 - Verify the function and working condition of associated shafts and bearings;
 - Verify grease line connections and maintain a periodic lubrication schedule;

- Inform the College of excessive fan vibration;
- Verify the integrity of all sheaves. Sheaves with physical defects that may affect performance (including cracks, nicks, wear, and glazing) shall be documented and reported to the College.
- Verify alignment of sheaves to assure that belt runs are straight and true;
- Report damaged, worn, or broken belts, and verify proper tension;
- If changes other than belt replacement have been affected, verify fan operating speed before and after repairs. Furnish documentation to College for future reference.
- Verify proper operation of automatic level control system;
- Clean the sump of all detritus and debris;
- Verify sump drains are clear of debris and are functioning properly;
- Inspect spray nozzles, fill material, and air inlet diffusers verifying that all are free from scale or other blockages;
- Note and report to College all deficiencies in associated piping, fittings insulation, and specialties.
- Furnish College with documentation of cooling tower condition, deficiencies, and recommendations to correct deficiencies.

iv. Boilers:

- Verify general condition and function;
- Verify the integrity of all fuel lines, fuel line couplings, seals, and pumps;
- Verify control panel function including all ancillary functions (such as logging, diagnostics, etc.) as applicable;
- Verify proper operation of all safety and protection mechanisms (e.g., flame detection, low water shut off, etc.);
- Verify that all monitors are functional and calibrated;
- Verify that all gages, readouts, and other state indicators are functional and calibrated;
- Verify proper operation of the any motor, motor starter, and all associated devices including relays and controls;
- Inspect burners for signs of incomplete combustion and blocked or damaged ports. Take corrective action as necessary;
- Inspect and clean fuel filters. Provide replacement filters as needed;
- Verify proper operation of relief and blowdown valves;
- Disassemble and thoroughly clean associated strainers as needed. Repair or replaced insulation against excessive energy loss.
- Document entering and leaving water temperatures under full load conditions;
- Furnish College with documentation of boiler condition, deficiencies, and recommendations to correct deficiencies.

v. Pumps:

- Verify general condition and function;
- Verify integrity of all connections and seals;
- Verify that all pump specialties (e.g., backflow preventers, strainers, etc.) are functioning properly;
- Disassemble and thoroughly clean associated strainers as needed;

- Report missing or damaged insulation;
- Verify proper alignment and functioning of shaft, bearings, and coupling;
- Verify that equipment isolators have sufficient range of motion in all planes, are secured properly, and have no visible defects;
- Verify that motor and pump mounts are properly secured;
- Report areas of damaged or missing insulation.

vi. Water treatment equipment:

- Provide water treatment service to all chilled water, condenser water, and hot water systems in order to maintain proper heat transfer surfaced conditions;
- Monitor and adjust chemical levels;
- Furnish the College with a condition report;

5.9. Annual Maintenance: The equipment identified below in section 5.9.1. *Annual Maintenance – Waterside Equipment* shall be addressed as part of every annual maintenance cycle. Justify deficiencies and the steps taken to correct them. Annual inspection, maintenance, and repair as below shall occur according to the following schedule:

5.9.1. All waterside equipment (chillers, cooling towers, boilers, pumps, and ancillary equipment) shall be serviced once a year during SJR STATE's scheduled winter closure in December.

5.9.2. The annual maintenance visit and shutdown shall coincide with the December periodic maintenance visit. Annual responsibilities shall be performed *in addition* to the periodic maintenance responsibilities normally occurring in December. Off season access to heating or cooling equipment during normal business hours *may* be permitted at the College's discretion. All such work must be coordinated in advance with an SJR STATE Maintenance representative. Work involving significant shut downs of major equipment shall be conducted only when the college is closed, and shall require prior approval of an SJR STATE Maintenance representative.

* Note contractor shall provide all required material to properly perform an annual inspection e.g., refrigerant oil, oil filters, oil filter gaskets, starter coolants, water box gaskets if required and refrigerant filter driers.

5.9.3. Annual Maintenance – Waterside Equipment: For the waterside equipment covered by this contract, the following annual maintenance tasks shall be performed:

i. Verify the general condition and function of each unit;

ii. Chillers:

- Document entering and leaving fluid flow rates;
- Document condenser and chilled water heat transfer;
- Verify the condition of sight glasses;
- Report damaged or missing insulation.

iii. Refrigerant leak test:

- Perform a refrigerant leak test;
- Inspect equipment and associated piping for potential points of weakness or failure;

- Furnish College with documentation of test results including, if applicable, an accounting of the type and quantity of charge lost as well as a description of the measures taken to assure the future integrity of the system.

iv. Oil system:

- * Change low pressure refrigerant compressor oil and furnish College with documentation of oil lab analysis;
- * Change high pressure refrigerant compressor oil only as required by equipment manufacturer frequency or rate schedule or sooner if oil sample report dictates;
- * Replace filter and dryer with new;
- Verify the proper operation of the oil pump including motor function and seal integrity;
- Verify the proper operation of ancillary devices to the oil system including the cooler, strainer, and/or solenoid valve, as applicable;
- Verify that the dirt leg is clean and clear.

v. Motor:

- Document motor winding resistance;
- For open motors:
 - verify the integrity of coupling and seals,
 - lubricate motor,
 - verify the proper functioning of drive package including sheave condition and alignment, as applicable,
 - Clean or replace contactors as required, retighten power wiring, and verify contactor operation,
 - Furnish College with documentation of motor condition, deficiencies, and actions taken to correct deficiencies.

vi. Motor starter:

- Inspect contacts for signs of wear or heat associated defects;
- Verify linkage function;
- Change solid state starter fluid;
- Tighten all power connections;
- Replace air filter, as applicable;
- Verify starter operation;

vii. Control Panel:

- Run diagnostic check of panel;
- Verify safety shut down sequence;
- Tighten all controls and power wiring terminals;
- Verify that all sensors and displays are functional and calibrated;
- Verify the proper operation of all relays, internal controls, interlocks, and internal safeties, including repair, replacement, and/or recalibration, as applicable;

viii. Purge unit:

- Verify the proper operation of the purge system including all its subsidiary components;
- * Change the filter dryer;
- Verify that the liquid feed line is clean and clear of debris;
- Clean solenoid valves and verify their proper operation;

- Verify the proper operation of the float valve;
- Document pressure control set point;

ix. Condenser:

- Prior to any mechanical or chemical cleaning, inspect tube sheets and heat transfer tubes for signs of dirt, scale, or debris. A water treatment service technician shall be present at this inspection and shall furnish the College with a written report of tube condition;
- Verify proper operation of the flow switch;
- Disassemble condenser head and inspect end sheets;
- Brush clean condenser water tubes using nylon bristle brushes only;
- Inspect head gaskets and replace as needed;

x. Cooler:

- Verify flow and flow switch operation;
- Document refrigerant level;
- Furnish College with documentation of chiller condition, critical performance values, deficiencies, and actions taken to correct deficiencies.

xi. Cooling towers:

- Drain down unit;
- Clean water sump;
- Clean hot deck;

xii. Boilers:

- The contractor shall be responsible for cleaning all heat transfer surfaces that become fouled from dirt, scale, or debris which restrict water flow or normal heat transfer as specified by the equipment manufacturer.
- *Prior to any mechanical or chemical cleaning*, inspect tube sheets and heat transfer tubes for signs of dirt, scale, or debris. A water treatment service technician shall be present at this inspection and shall furnish the College with a written report of tube condition;
- Inspect the fireside surfaces of the equipment and report on conditions including, at minimum, any corrosion, blisters, pitting, erosion, surface irregularities, misalignment, and weld deterioration;
- Brush clean all fireside surfaces including water wall tubing, shell material, and drum surfaces within the firebox area;
- Brush clean the interior of each water tube;
- Document all damage to refractory surfaces;
- Document all corrosion, blisters, pitting, erosion, surface irregularities or excessive scale build up within water tubes;
- Document all leakage. Remove and replace insulation as needed to assure a thorough examination.
- Document all warping, misalignment, or signs of overheating along the boiler casing;
- Verify the strength and alignment of the supporting structure;
- Clean and/or replace oil nozzles and filter.
- Verify that all linkages are moving freely.
- Furnish College with documentation of boiler condition, deficiencies, and actions taken to correct deficiencies.

xiii. Pumps:

- Furnish the College with complete nameplate information, running volts, amps, and motor rpm's with unit at full operating speed.
- Blow down strainer. Examine strainer screen for damage and replace as necessary.
- Furnish College with flow data at full working load.

5.10. Call-out Maintenance and Repairs: The contractor shall provide timely, round-the-clock, 365 days a year availability for emergency service of equipment covered under this contract. The contractor's response time for any emergency call out shall be no greater than four (4) hours from the initial request for service.

6.0 REQUIRED FORMS

6.1. BID CHECKLIST: This form is provided for the convenience of the bidder. Not required to be submitted.

6.2. BID COVER SHEET: Bidder must complete all information requested on the BID COVER SHEET provided in Section 7.0 Forms. The Bid Cover Sheet is to be the first page of the bidder's response.

6.3. COMPREHENSIVE BID/PLAN: Ensure you give the College enough information to adequately evaluate your complete bid.

6.4. VENDOR BUSINESS PROFILE

6.5. IRS W-9

6.6. NON-DISCRIMINATION IN EMPLOYMENT FORM: St. Johns River State College does not discriminate against any person in its programs, activities, policies or procedures on the basis of race, ethnicity, color, national origin, marital status, religion, age, gender, sex, pregnancy, sexual orientation, gender identity, genetic information, disability, or veteran status.

6.7. PUBLIC ENTITY CRIMES FORM: Vendors convicted of a public entity crime may not submit a bid to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold, as per State of Florida Statute 287.133 (2) (a). The bidder must acknowledge compliance with this statute and its intent.

6.8. DRUG-FREE WORKPLACE CERTIFICATION: Whenever two or more bids which are equal with respect to price, quality, and service are received for the procurement of commodities or contractual services, pursuant to Section 287.087, Florida Statutes, a bid received from a business that certifies that it has implemented a Drug-Free Work Place Program shall be given preference in the award process.

6.9. INDEMNIFICATION AGREEMENT: The vendor agrees to indemnify, defend and hold harmless SJR State College, its District Board of Trustees, its officers, employees, agents and other representatives, individually and collectively from and against any and all claims, losses, etc. arising from injury to persons or damage to property as a result of an act or omission of the vendor. For our purposes, claims/liabilities shall mean, but are not limited to, any losses, damages (including loss of use), expenses, demands, claims, suits, proceedings, liabilities, judgments, deficiencies, assessments, actions, investigations, penalties, interest or obligations (including court costs, costs of preparation and investigation, reasonable attorneys', accountants' and other

professional advisors' fees and associated expenses), whether suit is instituted or not and, if instituted, at all tribunal levels, incurred or suffered by the College. Indemnities or any of them arising directly or indirectly from, in connection with, or as a result of (a) any false or inaccurate representation or warranty made by or on behalf of the Contractor in or pursuant to this ITB and the Agreement; (b) any disputes, actions, or other Liabilities arising with respect to, or in connection with, compliance by the College with any Public Records laws (as hereinafter defined) with respect to the Contractor's documents and materials; (c) any dispute, actions, or other liabilities arising in connection with the Contractor, the Contractor's subcontractors, or their respective agents or employees or representatives otherwise sustained or incurred on or about the premises; (d) any act or omission of, or default or breach in the performance of any of the covenants or agreements made by the Contractor in or pursuant to this ITB or the Contract executed in connection with this ITB; and (e) any services provided by the Contractor, its employees, agents, or authorized representatives in connection with the performance of the Contract executed for this ITB. This indemnification shall survive termination of the ITB and the contract executed in connection with the ITB. The Contractor must acknowledge acceptance of the entire Indemnification Agreement.

6.10. REFERENCES: Provide a list of clients, preferably public or governmental organizations, for which you have provided a similar service. List should include reference name, address, telephone number, contact person, and a description of the service provided. In addition, the College reserves the right to contact current or former clients of the bidder not provided as part of the bid. Please provide a minimum of three references and a maximum of five.

6.11. LEGAL ISSUES:

The Bidder must indicate if there are any:

- A. Suits or proceedings pending, or to the knowledge of the Bidder, threatened in any court or before any regulatory commission or other administrative governmental agency against or affecting the Bidder or the employees to be used in providing the services, which, if adversely determined, will have a material
- B. Adverse effect on the ability of the bidder or any of its employees to perform their obligations as stated in their response.
- C. The Bidder is not in default under any instrument or agreement to which it is a party or by which it or any of its properties or assets may be bound, or in violation of any applicable laws, which default or violation may reasonably be expected to have a material adverse effect on the financial

St. Johns River State College

ITB No: ITB-SJR-08-2021

ITB Name: Major HVAC Equipment Services

condition of the Bidder. If there are no issues in these areas, please respond that there are no pending or threatened suits or defaults.

6.12. COPY OF LICENSE TO DO BUSINESS IN THE STATE OF FLORIDA.

6.13. ADDITIONAL INFORMATION, if needed. In addition to the required information, the Bidder may include any additional information which may be helpful to the College in analyzing the Bidder's ability to provide the desired service, as noted in this ITB.

Bid Forms to Follow

6.1. BID CHECKLIST

THIS CHECKLIST IS FOR THE CONVENIENCE OF THE COMPANY SUBMITTING A BID AND MAY BE USED TO ENSURE THAT SECTIONS OF THE ITB/BID ARE PROPERLY COMPLETED AND RETURNED. THIS FORM (BIDDER'S CHECKLIST) IS FOR YOUR USE AND IS NOT REQUIRED.

Required; one (1) original hard copy, five (5) duplicate copies of each of the following:

- _____ Bid Cover Sheet
- _____ Proposed Plan
- _____ Vendor Business Profile
- _____ IRS Form W-9
- _____ Non-Discrimination in Employment Form
- _____ Public Entity Crimes Form
- _____ Drug-Free Work Place Certification
- _____ Hold Harmless and Indemnification Agreement
- _____ References
- _____ Legal Issues
- _____ Copy of License to do business in the State of Florida
- _____ *Proof of Minority / Women Business Enterprise Number (M/WBE) – if applicable
- _____ *Additional Information – if applicable

6.2. BID COVER SHEET

ANTI-COLLUSION STATEMENT: The Bidder by signing and submitting a bid has not divulged to, discussed or compared his/her bid with any other Bidders and has not colluded with any other Bidders or parties to a bid whatsoever. (NOTE: Including there have been No premiums, rebates or gratuities paid or permitted either with, prior to, or after any delivery or personal contact. Any such violation will result in the cancellation of award of any resulting contract from this bid and the Bidder being debarred for not less than three (3) years of doing business with the College.)

Failure to sign this form may result in your bid being deemed as Non Responsive.

LEGAL NAME OF BIDDER: _____

TAX ID NUMBER: _____

MINORITY BUSINESS ENTERPRISE
TYPE & NUMBER: (if applicable): _____

MAILING ADDRESS: _____

CITY, STATE, ZIP CODE: _____

TELEPHONE NUMBER: _____

BY: SIGNATURE (Print): _____

BY: SIGNATURE (Sign): _____

TITLE: _____

PHONE NO: _____

FAX NO.: _____

E-MAIL ADDRESS: (if available) _____

6.3. Bid Pricing Form – Major HVAC Equipment Services.

Please complete the form below identifying the cost at which, for a single annual term of the contract, SJR State will be billed for work as described in the specifications of this Invitation to Bid.

CONTRACTOR NAME	BASE BID	REPAIRS - CALL OUT RATES	
		Category	Rate
		Standard Rate/Hour	\$
		Standard Overtime Rate/Hour	\$
		Holiday Rate/Hour	\$
		One-Time Trip Charge	\$
		Material Mark Up Over Cost	\$

Contractor Name: _____

Authorized Signature: _____

Vendor Business Profile

Vendor should complete all requested information as indicated by the 'grey' boxes

Identification Information:			
Vendor Name (Legal Name & d/b/a):			
Corporate Address:		Phone Number:	
City, State & Zip Code:		Fax Number:	
Remit to Address:		Email Address:	
City, State & Zip Code:		Web Address:	

Contact Information:			
Name:		Phone Number:	
Title:		Email Address:	

Vendor Information:			
1. Describe the type of business or service provided:			
2. Is the vendor a 1099 recipient?			
3. List the Appropriate Federal Tax Classification (Sole Proprietor, C-Corp, S-Corp, Partnership, LLC, Other)			
4. Is the vendor at least 51% owned, controlled and actively managed by a minority person?			
If yes to #4, submit the State of Florida MBE/WBE Certification Number			
If yes to #4, list the appropriate minority classification: (African American, Hispanic, Asian American, Native American, American Woman, Service Disabled Veteran)			
5. Conflicts of Interest: List any state employee who owns, directly or indirectly, an interest of five percent or greater in the firm or any of its branches			
6. List the officers of the corporation, partners or principal members of the firm and their titles	Name/Title		
	Name/Title		
	Name/Title		
	Name/Title		
<p>It is the sole responsibility of the vendor to promptly notify SJR State College with any and all changes to this application.</p> <p>Certification: I certify that the information supplied herein (including all attachments) is correct to the best of my knowledge. I further certify that in doing business with the State of Florida, my firm is in compliance with Chapter 112, Florida Statutes, conflicts of interest and that I have disclosed the name of any state employee who owns, directly or indirectly, an interest of five percent or greater in the above firm or any of its branches.</p> <p>All vendors are required to complete this form in its entirety. The vendor is required to submit a valid tax form (W-9) along with the completed Vendor Business Profile Form to the purchasing department.</p>			
Name of Person Completing Form:		Date:	

IRS W-9

INSTRUCTIONS FOR W-9 FORM:

Contractors can obtain the W-9 Form and Instructions by visiting: <http://www.irs.gov/pub/irs-pdf/fw9.pdf>
The W-9 form is requested to be completed and returned with your bid submittal:

Form W-9 (Rev. December 2014) Department of the Treasury Internal Revenue Service		Request for Taxpayer Identification Number and Certification		Give Form to the requester. Do not send to the IRS.
Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.			
	2 Business name/disregarded entity name, if different from above			
	3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) <input type="text"/> Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) <input type="text"/>			4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) <input type="text"/> Exemption from FATCA reporting code (if any) <input type="text"/> (Applies to accounts maintained outside the U.S.)
	5 Address (number, street, and apt. or suite no.)		Requester's name and address (optional)	
	6 City, state, and ZIP code			
	7 List account number(s) here (optional)			
	Part I Taxpayer Identification Number (TIN) Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> on page 3. Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.			
Part II Certification Under penalties of perjury, I certify that: 1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and 2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and 3. I am a U.S. citizen or other U.S. person (defined below); and 4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct. Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.				
Sign Here Signature of U.S. person <input type="text"/>		Date <input type="text"/>		
General Instructions Section references are to the Internal Revenue Code unless otherwise noted. Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9 . Purpose of Form An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following: <ul style="list-style-type: none">Form 1099-INT (interest earned or paid)Form 1099-DIV (dividends, including those from stocks or mutual funds)Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)Form 1099-S (proceeds from real estate transactions)Form 1099-K (merchant card and third party network transactions) <ul style="list-style-type: none">Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)Form 1099-C (canceled debt)Form 1099-A (acquisition or abandonment of secured property) Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN. <i>If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.</i> By signing the filled-out form, you: 1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued), 2. Certify that you are not subject to backup withholding, or 3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and 4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See <i>What is FATCA reporting?</i> on page 2 for further information.				

6.6. NON-DISCRIMINATION IN EMPLOYMENT POLICY

(Section 301, Executive Order 10925, March 6, 1961, 26 FR 1977 as amended by Executive Order 11114, June 22, 1963, 28 FR 6485)

"During the performance of this contract the contractor agrees as follows:

"(1) The contractor will not discriminate against any employee or applicant for employment because of race, creed, color, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, creed, color, or national origin. Such action shall include, but not be limited, to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this non-discrimination clause.

"(2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor; state that all qualified applicants will receive consideration for employment without regard to race, creed, color or national origin.

"(3) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the said labor union or workers' representative of the contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

"(4) The contractor will comply with all provisions of Executive Order No. 10925 of March 6, 1961, as amended, and of the rules, regulations, and relevant orders of the President's Committee on Equal Employment Opportunity created thereby.

"(5) The contractor will furnish all information and reports required by Executive Order No. 10925 of March 6, 1961, as amended, and by the rules, regulations, and orders of the said Committee, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Committee for purposes of investigation to ascertain compliance with such rules, regulations and orders.

"(6) In the event of the contractor's noncompliance with the non-discrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be cancelled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Governments contracts in accordance with procedures authorized in Executive Order No. 10925 of March 6, 1961, as amended, and such other sanctions may be imposed and remedies invoked as provided in the said Executive Order or by rule, regulation, or order of the President's Committee on Equal Employment Opportunity, or as otherwise provided by law.

"(7) The contractor will include the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the President's Committee on Equal Employment Opportunity issued pursuant to section 303 of Executive Order No. 10925 of March 6, 1961, as amended, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the contracting agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provide, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the contracting agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States."

By: _____ By: _____
Legal Name of Bidder/Company Signatory's Name & Title

By: _____ Date: _____
Signature

6.7. Public Entity Crimes

SWORN STATEMENT UNDER SECTION 287.133(3)(a), FLORIDA STATUTES ON PUBLIC ENTITY CRIMES. THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with Bid. This sworn statement is submitted to SJR STATE College.
2. This sworn statement is submitted by _____ whose business address is _____ and (if applicable) its Federal Employer Identification Number (FEIN) is _____.
3. My name is _____ and my relationship to the entity named above is _____.
4. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
5. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
6. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 - a.) A predecessor or successor of a person convicted of a public entity crime; or
 - b.) An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (36) months shall be considered an affiliate.
7. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
8. Based on information and belief, the statement that I have marked below is true in relation to the entity submitting this sworn statement. **(Please indicate which statement applies.)**
____ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
____ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND **(Please indicate which additional statement applies.)**
____ There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order.)
____ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearing. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order.)
____ The person or affiliate has not been placed on the convicted vendor list. (Please describe any action taken by or pending with the Department of General Services.)

Signature: _____

Date: _____

State of _____ County of _____

Personally Appeared before Me, The undersigned authority, _____ who, after being first duly sworn by me affixed his/her signature in the space provided above on this _____ day of _____ 20____.

Notary Public Signature

Notary Seal

6.8. DRUG-FREE WORK PLACE CERTIFICATE

Whenever two or more bids which are equal with respect to price, quality, and service are received for the procurement of commodities or contractual services, pursuant to Section 287.087, Florida Statutes, a bid received from a business that certifies that it has implemented a Drug-Free Work Place Program shall be given preference in the award process. If all or none of the tied bidders/vendors have a Drug-Free Work Place Program, the award of an identical tie bid shall be decided on the flip of a coin.

In order to have a Drug-Free Work Place Program, a business shall:

- 1.) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the work place and specifying the actions that will be taken against employees for violations of such prohibition.
- 2.) Inform employees about the dangers of drug abuse in the work place, the business's policy of maintaining a Drug-Free Work Place, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
- 3.) Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
- 4.) In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the work place no later than five (5) days after such conviction.
- 5.) Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
- 6.) Make a good faith effort to continue to maintain a drug-free work place through implementation of this section.

AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM COMPLIES FULLY WITH THE ABOVE REQUIREMENTS.

Signature

Title

Printed Name

Date

St. Johns River State College

ITB No: ITB-SJR-08-2021

ITB Name: Major HVAC Equipment Services

6.9. Hold Harmless and Indemnification Agreement

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This agreement is submitted with Bid, and is submitted to St. Johns River State College.
2. This sworn statement is submitted by _____ (entity name) whose business address is _____ and (if applicable its Federal Employer Identification Number - FEIN) is _____.
3. My name is _____ and my relationship to the entity named above is _____.

The indemnitor assumes an unqualified obligation to hold SJR State College harmless for all liability associated with the subject matter of the agreement, regardless of which party was actually at fault (even if the damage, injury, or claim is due to the sole negligence of SJR State College).

To the fullest extent permitted by law, Consultant, contractor, lessee, or vendor will indemnify and hold SJR State College harmless from all claims arising from or in connection with (i) the conduct or management of the Premises or of any business therein, or any work or thing whatsoever done, or any condition created in or about the Premises during the Term; (ii) any act, omission, or negligence of consultant, contractor, lessee, or vendor or any of consultant's, contractor's, lessee's, or vendor's subtenants or licensees or the partners, directors, officers, agents, employees, invitees, or contractors; (iii) any accident, injury, or damage whatsoever occurring in or at the Premises. Consultant, contractor, lessee, or vendor hereby expressly indemnifies SJR State College for the consequences of any negligent act or omission of SJR State College and its Board of Trustees, officers, employees, agents, and volunteers, unless such act or omission constitutes gross negligence or intentional misconduct.

Signature: _____

Date: _____

State of _____ County of _____

Personally appeared before me, the undersigned authority, _____ who after being first duly sworn by me affixed his/her signature in the space provided above on this _____ day of _____ 20____.

Notary Public Signature

Notary Public Seal

6.10. References

Reference 1:

Name of Business or Public Entity: _____

Address: _____

City, State, Zip: _____

Contact Person's Name: _____

Contact Person's Phone Number & e-mail: _____

Date of Services performed: _____

Reference 2:

Name of Business or Public Entity: _____

Address: _____

City, State, Zip: _____

Contact Person's Name: _____

Contact Person's Phone Number & e-mail: _____

Date of Services performed: _____

Reference 3:

Name of Business or Public Entity: _____

Address: _____

City, State, Zip: _____

Contact Person's Name: _____

Contact Person's Phone Number & e-mail: _____

Date of Services performed: _____

6.11. Legal Issues

The bidder must indicate if there are any:

- A. Suits or proceedings pending, or to the knowledge of the bidder, threatened in any court or before any regulatory commission or other administrative governmental agency against or affecting the bidder or the instructors to be used in providing the Services, which, if adversely determined, will have a material adverse effect on the ability of the bidder or any of its instructors to perform their obligations as stated in their response.

If there are no issues in these areas, please respond that there are no pending or threatened suits or defaults.
Pending Litigation: (please attach additional documentation if needed)

- B. The bidder is not in default under any instrument or agreement to which it is a party or by which it or any of its properties or assets may be bound, or in violation of any applicable laws, which default or violation may reasonably be expected to have a material adverse effect on the financial condition of the bidder.

If there are no issues in these areas, please respond that there are no pending or threatened suits or defaults.

Signature

Title

Printed Name

Date

ITB Name: Major HVAC Equipment Services

Palatka - F Building													
Tag	Location	Description	Maker	Model	Serial	HP	FLA	Volts	Ph	Belt	Filters	Heating	Notes
Tower	Tower Room	Cooling Tower	Tower Tech	EF 84-319	1294-09-01-02	5 x 2		208	3	N/A	N/A	N/A	2
CH-1	Chiller Room	Chiller	York	YCW01181HE17KACSDT	11531D53682264	N/A	78.4 / 61.2	208	3	N/A	N/A	N/A	
CP-1	Chiller Rm	Cond. Pump	Bell & Gossett	80 BF 8.5 4X 9.5	1AF0161FB51	10	28.0	208	3	N/A	N/A	N/A	3
CP-2	Chiller Rm	Cond. Pump	Bell & Gossett	80 BF 8.5 4X 9.5	1AF0161FL41	10	28.0	208	3	N/A	N/A	N/A	3
CHP-1	Chiller Rm	CHW Pump	Aurora	[Note 4]	[Note 4]	10	23.9	230	3	N/A	N/A	N/A	
CHP-2	Chiller Rm	CHW Pump	Aurora	[Note 4]	[Note 4]	10	23.9	230	3	N/A	N/A	N/A	
Boiler	Chiller Rm	Boiler	Weil McLane	LGB-7	CP 4331909	N/A	N/A	N/A	N/A	N/A	N/A	N/A	5
HP-1	Chiller Rm	Heating Pump	B&G	1510 BF 8.25 1.5BC	16FG53	5	14.4	208	3	N/A	N/A	N/A	6
Notes: <div> 2 Cooling tower is two cell type. Motor information was not available at the time of the survey. 3 212gpm @ 50ft. head 4 Data is unavailable. Pump and associated piping is covered by sealed insulation. 5 Boiler input BTUH is 780,000. 6 Heating Hot Water Pump - 100gpm@70ft head. </div>													

Appendix 1 – Schedule A, Palatka Campus Equipment List (2 of 6)

Palatka - LRC Building															
Tag	Location	Description	Maker	Model	Serial	Motor			Belt		Filters		Heating		Notes
						HP	FLA	Volts	Ph	Quan.	Size	Quan	Size	Coils	
Chiller 1	Outdoors	Chiller	York	YLA00101HE17XFBSDTX	11531C53570935	N/A	57.7 /106.2	208	3	N/A	N/A	N/A	N/A	N/A	N/A
P 1&2	1st Fir Mech	CHW Pumps	B&G	1510 BF 7.75 2.58B	1BFO70 B80	7 1/2	26.4	208	3	N/A	N/A	N/A	N/A	N/A	8
Boiler	1st Fir Mech	Boiler	Weil-McLain	LGB9W Series 2	BP3936565	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
HW Pump	1st Fir Mech	HW Pump	Aurora	00-220840	[Note 3]	2	6.7	208	3	N/A	N/A	N/A	N/A	N/A	7
P-1	L0124	CHW Pump	Aurora	FE1507	[Note 3]	7-1/2	19.4	208	3	N/A	N/A	N/A	N/A	N/A	
P-2	L0124	CHW Pump	Aurora	FE1507	[Note 3]	7-1/2	19.4	208	3	N/A	N/A	N/A	N/A	N/A	
Notes:															
7 HW Pump Data:			M otor Data:												
Type: 382A BF			HP: 2												
Size: 2x2x9A			FLA:												
GPM: 60			Volts: 200												
Head: 50			Hz: 60												
			Ph: 3												
			Rpm: 1735												
			Frame: 145J												
8 CHW Pump Data:			M otor Data:												
Type: 1BFO70 B80			HP: 7.5												
			FLA:												
			Volts: 208												
			Hz: 60												
			Ph: 3												
			Rpm: 1760												
			Frame: 213T												

Palatka - V Building																		
Tag	Location	Description	Maker	Model	Serial	HP	FLA	Volts	Ph	Quan.	Size	Filters	Quan	Size	Heating	Coils	kW	Notes
Tower	Outdoors	Cooling Tower	Evapco	ICT 4-76	8-335221	2	7.6	200	3	1	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
CW-1	Outdoors	CW Pump	B&G	1510 BF 7 2.5AB	1BF019 E80	5	14.4	208	3	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	4
HW-1	1st Flr Mech	HW Pump	B&G	35xTJ00	105089	1/2	1.9	208	3	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	5
CHW1&2	1st Flr Mech	CHW Pump	B&G	1510 BF 7 1.5AC	1BF180 E80	3	8.8	208	3	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	6
Boiler	1st Flr Mech	Boiler	Weil-McLain	LGB	CP4331907	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Chiller	1st Flr Mech	Chiller	York	YCWLO0565E17XAASDT2	FTB0001007	3	136.8	208	3	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
4	HW Pump Data:																	
	Type:	M Motor Data:																
	Size:	HP: 5																
	GPM:	FLA:																
	Head:	Volts: 208-230/460																
		Hz: 60																
		Ph: 3																
		rpm: 1750																
		Frame: 184T																
5	HW Pump Data:																	
	Type:	M Motor Data:																
	Size:	HP: 1/2																
	GPM:	FLA:																
	Head:	Volts: 208																
		Hz: 60																
		Ph: 3																
		rpm: 1750																
		Frame:																
6	CHW Pump Data:																	
	Type:	M Motor Data:																
	Size:	HP: 3																
	GPM:	FLA:																
	Head:	Volts: 208																
		Hz: 60																
		Ph:																
		rpm: 1760																
		Frame: 183T																

ITB Name: Major HVAC Equipment Services

Palatka - Chiller Plant																
Tag	Location	Description	Maker	Model	Serial	Motor			Belt		Filters		Heating		Notes	
						HP	FLA	Volts	Ph	Quan.	Size	Quan	Size	Coils	kW	
CH-1	CHW Plant	Chiller	York	CGAM080	2EWM006381	N/A	307.8	208	3	NA	N/A	N/A	N/A	N/A	N/A	
CH-2	CHW Plant	Chiller	York	CGAM080	2EWM006382	N/A	307.8	208	3	NA	N/A	N/A	N/A	N/A	N/A	
CHWP-1	CHW Plant	CHW Pump	B&G	3G	[Note 1]	15	39.8	208	3	NA	N/A	N/A	N/A	N/A	N/A	1
CHWP-2	CHW Plant	CHW Pump	B&G	3G	[Note 1]	15	39.8	208	3	NA	N/A	N/A	N/A	N/A	N/A	1
Notes:																
1 Pump encased in insulation.																

ITB Name: Major HVAC Equipment Services

Appendix 1 – Schedule A, Palatka Campus Equipment List (5 of 6)

Palatka - G Building																
Tag	Location	Description	Maker	Model	Serial	Motor			Belt		Filters		Heating		Notes	
						HP	FLA	Volts	Ph	Quan.	Size	Quan	Size	Colls	kW	
B-1	Locker/Boiler Rm	Boiler	Weil-McClane	LGB Series 2	CP4331908	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
P-1	Locker/Boiler Rm	Pump	Aurora	344A-BF	97-11614	2	7.2	200	3	N/A	N/A	N/A	N/A	N/A	N/A	N/A

ITB Name: Major HVAC Equipment Services

Palatka - Boiler Plant																
Tag	Location	Description	Maker	Model	Serial	Motor			Belt		Filters		Heating		Notes	
						HP	FLA	Volts	Ph	Quan.	Size	Quan	Size	Coils		kW
B-1	S0116	HW Boiler	Well-McLain	LGB-7	CP4331910	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1
B-2	S0116	HW Boiler	Well-McLain	LGB-7	CP4264210	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1
HHWP-1	S0116	HW Pump	B&G	1510 BF	83079P-01-E01	7 1/2	20.6	208	3	N/A	N/A	N/A	N/A	N/A	N/A	2
HHWP-2	S0116	HW Pump	B&G	1510 BF	83079P-01-E01	7 1/2	20.6	208	3	N/A	N/A	N/A	N/A	N/A	N/A	2
Notes:																
1 Natural gas boiler. 780,000 input BTU. 135.5 gpm.																
2 New heating hot water pump. 135.5 gpm @ 85ft head. 9.125" impellor.																

ITB Name: Major HVAC Equipment Services

Orange Park - E Building															
Tag	Location	Description	Maker	Model	Serial	Motor			Belt		Filters		Heating		Notes
						HP	FLA	Volts	Ph	Quan.	Size	Quan	Size	Colls	
Chiller-1	Mech Rm	Chiller	York	YKGGLP9-CTF	KOR-028	503	565.0	460	3	N/A	N/A	N/A	N/A	N/A	1
Chiller-2	Mech Rm	Chiller	York	YTG1A2C3-CKJ	DLR-027	351	380	460	3	N/A	N/A	N/A	N/A	N/A	2
CT-1	Outdoors	Cooling Tower	BAC	15385	U070051702	20	29.8	480	3	1	3R-B115	N/A	N/A	N/A	
CT-2	Outdoors	Cooling Tower	Evapco	AT 9-B11	T030835	30	34.0	460	3	1	48-154	N/A	N/A	N/A	
RDM-800	Chiller Rm	Refrig. Monitor	Bacharach	RDM-800											
Notes: 1 R-134A refrigerant. 2 R-123 refrigerant.															

Orange Park - M Building													
Taq	Location	Description	Maker	Model	Serial	Meter		Belt		Filterz	Heating	Notes	
						HP	FLA	Volts	Ph	Ques	Size		
	SCHWP-1 Pump Rm	CHWP Pump	B&G	VSC 6x8x13.5_RHR	C041196-01F70	125	140.0	46.0	3	N/A	N/A	N/A	1
	SCHWP-2 Pump Rm	CHWP Pump	B&G	VSC 6x8x13.5_RHR	C041196-02F70	125	140.0	46.0	3	N/A	N/A	N/A	2
	CHWP-3 Pump Rm	CWP Pump	B&G	1510 BFE 12.25 SG-S	C041193-01F70	40	50.0	46.0	3	N/A	N/A	N/A	3
	CHWP-4 Pump Rm	CWP Pump	B&G	1510 BFE 12.25 SG-S	C041193-02F70	40	50.0	46.0	3	N/A	N/A	N/A	4
	CHWP-5 Pump Rm	CWP Pump	TACO	F15004E2HAJ/L/O/A	272422734	15	20.3	46.0	3	N/A	N/A	N/A	5
	CHWP-6 Pump Rm	CWP Pump	TACO	F15004E2HAJ/L/O/A	272422734	15	20.3	46.0	3	N/A	N/A	N/A	6
	CHWP-7 Pump Rm	CHWP Pump	B&G	1510 BF 8.375 G30	C04119501E70	30	35.4	46.0	3	N/A	N/A	N/A	7
	CHWP-8 Pump Rm	CHWP Pump	B&G	1510 BF 7.75 SEC	C04119401E70	30	35.4	46.0	3	N/A	N/A	N/A	8
	CHWP-9 Pump Rm	CHWP Pump	B&G	1510 BF	C152249305G21	15	18.5	46.0	3	N/A	N/A	N/A	9
	CHWP-10 Pump Rm	CHWP Pump	B&G	1510 BF	C152249305G21	15	18.5	46.0	3	N/A	N/A	N/A	10
Meter:													
1	SCHWP-1 Pump Data:		Meter Data:										
	Type:		HP: 125		3 CHLR-1CWP-1Pump Data Meter Data:								
	Size:		FLA: 140		Type:								
	GPM:		Volts: 46.0		Size: 1510 BFE 12.25 SG-S								
	Head:		Ph: 3		FLA: 50								
			Rpm: 1780		Volts: 46.0								
			Frame: 405TS		Hsz: 60								
	2 SCHWP-2 Pump Data:		Meter Data:		Ph: 3								
	Type:		HP: 125		Rpm: 1185								
	Size:		FLA: 140		Frame: 364T								
GPM:		Volts: 46.0		4 CHLR-1CWP-1Pump Data Meter Data:									
Head:		Hsz: 60		Type:									
		Ph: 3		FLA: 50									
		Rpm: 1780		Volts: 46.0									
		Frame: 405TS		Hsz: 60									
				Ph: 3									
5 CHLR-2 CWP-1Pump Data:		Meter Data:		Rpm: 1185									
Type:		HP: 15		Frame: 364T									
Size:		FLA: 20.3		6 CHLR-2 CWP-2 Pump Data: Meter Data:									
GPM:		Volts: 46.0		Type:									
Head:		Hsz: 60		HP: 15									
		Ph: 3		FLA: 20.3									
		Rpm: 1760		Volts: 46.0									
		Frame: 254T		Hsz: 60									
7 CHLR-1CHWP-1Pump Data:		Meter Data:		Ph: 3									
Type:		HP: 40		Rpm: 1760									
Size:		FLA: 50		Frame: 254T									
GPM:		Volts: 46.0		8 CHLR-2CHWP-2 Pump Data: Meter Data:									
Head:		Hsz: 60		Type:									
		Ph: 3		HP: 15									
		Rpm: 1185		FLA: 50									
		Frame: 364T		Volts: 46.0									
				Hsz: 60									
				Ph: 3									
				Rpm: 1185									
				Frame: 364T									
9	CHLR-2 CHWP-2A Pump Data:		Meter Data:										
	Type:		HP: 15										
	Size:		FLA: 18.5										
	GPM:		Volts: 46.0										
	Head:		Hsz: 60										
			Ph: 3										
			Rpm: 1760										
			Frame: 364T										

St. Augustine - Maintenance Building																
Tag	Location	Description	Maker	Model	Serial	Motor			Belt		Filters		Heating		Notes	
						HP	FLA	Volts	Ph	Quan.	Size	Quan	Size	Coils		Volts
Chiller 1	Old Plant	Chiller	Dunham Bush	WCHX12AR	4435901A95E	N/A	125.0	480	3	N/A	N/A	N/A	N/A	N/A	N/A	1,2
Chiller 2	Old Plant	Chiller	Dunham Bush	WCHX12AR	4435901B95E	N/A	125.0	480	3	N/A	N/A	N/A	N/A	N/A	N/A	1,2
CH-3	Chiller Rm	Chiller	Smardt	SWA 125-3HG5-22N	FF0010P07800570	N/A	311.0	460	3	N/A	N/A	N/A	N/A	N/A	N/A	3,4
Pump 1	Old Plant	CHW Pump	Armstrong	KGEXNA	R337-X12-M	5	6.3	480	3	N/A	N/A	N/A	N/A	N/A	N/A	
Pump 2	Old Plant	CHW Pump	Armstrong	5RS184AC205B	300252-027	5	6.7	480	3	N/A	N/A	N/A	N/A	N/A	N/A	
P-P3	Chiller Rm	Primary CHW	TACO	C14011E2LAA30060	EC73871	10	15.5	460	3	N/A	N/A	N/A	N/A	N/A	N/A	
P-P4	Chiller Rm	Primary CHW	TACO	C14011E2LAA30060	N/A	10	15.5	460	3	N/A	N/A	N/A	N/A	N/A	N/A	
P-P1	Chiller Rm	Secondary CHW	TACO	C15011	Z1002030036	25	30.5	460	3	N/A	N/A	N/A	N/A	N/A	N/A	
P-P2	Chiller Rm	Secondary CHW	TACO	C15011	Z1002030031	25	30.5	460	3	N/A	N/A	N/A	N/A	N/A	N/A	
P-C1	Old Plant	CW Pump	Armstrong	4x3x8-4030	39588	7	12	10.0	480	3	N/A	N/A	N/A	N/A	N/A	
P-C2	Old Plant	CW Pump	Armstrong	4x3x8-4030	493519	7	12	9.5	480	3	N/A	N/A	N/A	N/A	N/A	
P-C3	Chiller Rm	CW Pump	TACO	C15095E2LAAB7239	2090303 1956	15	17.7	460	3	N/A	N/A	N/A	N/A	N/A	N/A	
P-C4	Chiller Rm	CW Pump	TACO	C15095E2LAAB7230	2090303 1971	15	17.7	460	3	N/A	N/A	N/A	N/A	N/A	N/A	
Tower	Outdoors	Cooling Tower	Tower Tech	TTMT-108-219	1055-9-05-01-01	3 @ 5	3.0	480	3	N/A	N/A	N/A	N/A	N/A	N/A	
Tower	Outdoors	Cooling Tower	Evapco	USS-19-914	9-371818	30	36.0	460	3	1	B173	N/A	N/A	N/A	N/A	5
Notes:																
1 R22 Refrigerant																
2 Chiller compressor - HP12 12NHFW4K																
3 R134A Refrigerant																
4 Chiller contains 3 TT-400 'Turbocon' magnetic bearing compressors at 110 amps each. Compressor are identified as:																
093415060 093415080 100485090																
5 17x4400 multi-sheave belt																