

**HVAC CONTROLS**



**&**

**Blaine County Annex Building**

**Hailey, Idaho**

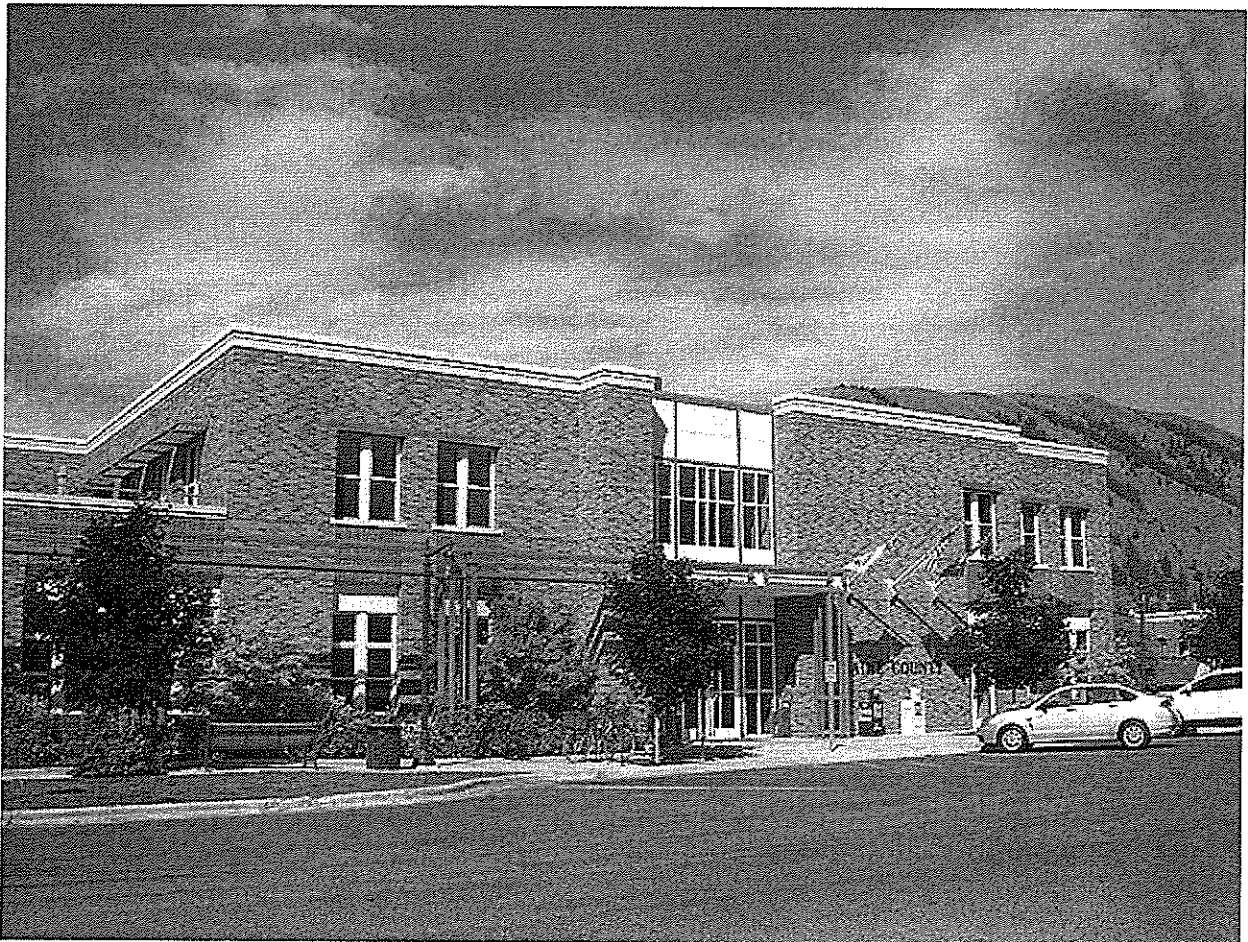
**Service Agreement**

**For**

**Automation Services**

**At Blaine County Annex Building**

**Fiscal Year 2020-2021**



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## **Executive Summary**

HVAC Controls & Specialties appreciates the opportunity to partner with Blaine County to provide superior service for the life of the Blaine County Annex Building in downtown Hailey, Idaho. HVAC Controls & Specialties contains the support tools and personnel to accommodate the needs of Southern and Central Idaho. HVAC Controls & Specialties will also be a valuable resource for helping your facility with cost effective building solutions that will be delivered on-time and on-budget. You will be ensured of customized solution, personal attention, and fast response times of a local operation.

This proposal offers the services that are necessary to ensure that the building automation system and controlled devices at the Blaine County Annex Building is operating at peak efficiency to ensure maximum energy savings and occupant comfort. This Service Agreement features the following services:

- Semi Annual Automation Visits to Verify Equipment is Working Properly. During Fall and Spring.
- Semi Annual Remote Access for System Optimization. During Winter and Summer.
- Complete Local Support

A key ingredient in controlling future costs is to maintain the equipment so that it is running at peak efficiency. HVAC Controls Service Agreement program will benefit the Blaine County Annex Building in the following areas:

- Optimized Comfort Conditions
- Operator Efficiency
- Extended Equipment life
- Optimized Energy Savings

HVAC Controls & Specialties is dedicated to total customer satisfaction. Our commitment to total quality encompasses two ideals: quality is customer driven and improvement is continuous. Every employee is chartered with the task of contributing to customer satisfaction through understanding customer requirements and consistently meeting or exceeding those requirements. We will focus on identifying and improving processes that affect the Blaine County Annex Building. This level of commitment and partnering is necessary to foster an atmosphere that strives toward the goal of superior building performance in the HVAC system. HVAC Controls & Specialties is dedicated to helping Blaine County meet their goals for the facilities automation controls.

## **Program Implementation**

### **Automation System Maintenance**

**Quarterly Service.** We will perform two (2) onsite visits and two (2) remote visits per fiscal year. Scope of work as follows.

- System optimization -  
Control system optimization includes but is not limited to the following;  
Running trends to make sure set point values are being met according to design specifications. Identifying and documenting any control and or mechanical system that are discovered to be out of design variance. List of design variance from trending logs will be used for system loop tuning.
- Control Loop Tuning
- Software and Firmware analysis
- Onsite Database Backups
- Alarms  
Go through Alarm Log and investigate why alarm was recorded  
Verify each alarm works properly and have been logged
- Verify Wire Terminals Are Tight On Control Panels
- Check Reports For Bus Communication Problems
- Sensor Calibration
- Verification Of Damper And Valve operation
- Implement Energy Saving Ideas.
- 40% savings on parts compared to non-contract customers.

**Corrective Maintenance and Component Replacement; Labor and Material Costs.** This contract does not include parts. We will report to Blaine County any need for repair or replacement of failed or worn components. This will help to minimize obsolescence and to maintain your system in peak operating condition. Components that are suspected of being faulty will be reported and recommended by HVAC Controls & Specialties that they be repaired or replaced in advance to prevent system failure.

### **Documentation and Quality Assurance**

**Documentation of All Service Provided.** We will document each on-line and on-site service call and furnish you with a copy showing time, date, and a brief description of activity. Work orders for on-site system preventive maintenance will list the inspection date, individual to report to, equipment identification, equipment location, work to be performed, and any special instructions.

## **Terms and Conditions**

The following pages comprise the Terms and Conditions section which further defines the scope of this Service Agreement.

### **General Terms & Conditions**

This proposal is only for the work stated. If any other deficiencies are found during this work or after start up, that is not a part of this quotation, they will be brought to your attention for action and approval, prior to any additional work being performed.

Our quotation is based on the prevailing cost of labor and materials, and is subject to revision sixty (60) days from this date unless it is bonded by a purchase order or signed agreement.

Any controversy or claim arising out of or relating to this Agreement shall be resolved by binding arbitration by a single arbitrator under the rules of the American Arbitration Association. In the event that a dispute arises with respect to this Agreement which results in arbitration or litigation, the prevailing party shall be entitled to an award of reasonable attorney's fees, expert fees, and costs.

In no event shall HVAC Controls & Specialties be liable to customer or any other person or entity for the cost of substitute goods, or any special, consequential, incidental, indirect, exemplary or punitive damages, however caused, whether for breach of contract, tort, negligence, strict product liability or otherwise (including, without limitation, damages based on loss of profits, data or business opportunity), and whether or not customer has been advised of the possibility of such damages. This limitation shall apply notwithstanding any failure of essential purpose of any limited remedy provided herein.

HVAC Controls & Specialties' maximum aggregate liability for damages and losses arising out of or relating to this agreement shall be limited to [the total payments made by customer to HVAC Controls & Specialties hereunder during the twelve (12) month period immediately preceding the imposing of such liability.

INITIAL \_\_\_\_\_

**HVAC Controls & Specialties**  
Service Agreement Proposal

By and Between:  
Blaine County  
HVAC Controls & Specialties

Services shall be provided at the following location:

**JOB ADDRESS: Blaine County Annex Building 219 1<sup>st</sup> Ave. South Hailey, Idaho 83333**

HVAC Controls & Specialties, will provide the services as outlined in the attached proposal dated 08/24/2020.

**Duration:** This agreement shall remain in effect for a term of **12 months** beginning **10/01/2020** and ending on **9/30/2021**.

**Annual Sum: \$ 4,508.00**

**The annual sum shall be invoiced quarterly in four equal portions of \$1,127.00**

**Notes:**

1. Prices quoted in this proposal are firm for 90 days.

**Proposal accepted by:**  
Jacob Greenberg

Blaine County Commissioner-Chairman

\_\_\_\_\_  
Signature Date

**Proposal submitted by:**  
Terry Watkins

HVAC Controls & Specialties Representative

\_\_\_\_\_  
Signature Date

**Approved for HVAC Controls & Specialties by:**  
Todd Petersen, Owner

\_\_\_\_\_  
Signature Date

## Service Agreement

### List of Maintained Equipment

QTY	EQUIPMENT	MANUF.	MODEL	LOCATION
1	Niagara N4 Jace 8000	Honeywell		Garage
20	Micronet VAV Controllers	Schnieder Electric		1 <sup>st</sup> Floor
2	PUB6438S Controller	Honeywell		Mech. Room and Roof
16	PUB4024S Controllers	Honeywell		1 <sup>st</sup> Floor, Mech Room, Roof