



**4201 N. DALE MABRY HIGHWAY
TAMPA, FLORIDA 33607**

BID #16-15

**MECHANICAL SERVICES, HVAC,
RAYMOND JAMES STADIUM**

MANDATORY PRE-BID CONFERENCE:

TUESDAY, MAY 16, 2017 @ 10:00AM

BID DUE DATE:

WEDNESDAY, MAY 31, 2017 NOT LATER THAN 10:00 AM

**DELTECIA JONES
PROCUREMENT DEPARTMENT**

APRIL 19, 2017

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INVITATION TO BID

BID #16-15

SPECIFICATION FOR: Mechanical Services, HVAC, Raymond James Stadium

MANDATORY PRE-BID
CONFERENCE: Tuesday, May 16th, 2017 at 10:00am

BID DUE DATE: Wednesday, May 31st, 2017 at 10:00am

PLACE OF BID OPENING: Tampa Sports Authority Office

GENERAL TERMS AND PROVISIONS:

1. BIDS:

Prices must be quoted on the sheet furnished by this department, no other will be accepted. All prices quoted F.O.B. Tampa, Florida.

The responsibility for getting the bid to the Authority on or before the stated time and date will be solely and strictly the responsibility of the bidder. The Authority will in no way be responsible for delays caused by the United States Postal Service or a delay caused by any other occurrence.

The bidder shall be responsible for reading and completely understanding the requirements and specifications of the item(s) being bid. Bid time will be and must be scrupulously observed. Under no circumstances will bids delivered after the time specified be considered. Such bids shall be returned to the vendor unopened with the notation, "THIS BID WAS RECEIVED AFTER THE TIME DESIGNATED FOR THE RECEIPT AND OPENING OF BIDS".

2. EXCEPTIONS TO BID:

The bidder will list on a separate sheet of paper any exceptions to the conditions of this bid. This sheet will be labeled "EXCEPTIONS TO BID CONDITIONS," and will be attached to the bid proposal. If no exceptions are stated, it will be understood that all general and specific conditions will be complied with, without exception.

3. MODIFICATION OR WITHDRAWAL OF BID:

Bidders may request withdrawal of a posted sealed proposal prior to the scheduled bid opening time provided the request withdrawal is submitted to the Purchasing Department, in writing.

Withdrawn bids may be resubmitted up to the time designated for the receipt of bids provided that they are then fully in conformance with the Information/Instruction for Bidders.

Bid security, if any is required, shall be in an amount sufficient for the bid as modified or resubmitted.

4. RIGHT TO REJECT BIDS:

The Tampa Sports Authority reserves the right to reject any and all bids, to waive any informalities or minor irregularities in the bids received, and to accept that bid which in its judgment, best serves the interest of the Authority. The Authority hereby fully retains full discretion to determine the responsiveness of the bid and Bidder's responsibility, character, fitness and experience to perform the Work.

Bidders may be disqualified and rejection of proposals may be recommended to the Authority for any of but not limited to the following causes:

- (A) Failure to use the proposal form furnished by the Authority;
- (B) Lack of signature by an authorized representative on the proposal form;
- (C) Failure to properly complete proposal;
- (D) Evidence of collusion among proposers. Any evidence of agreement or collusion among bidders and prospective bidders acting to illegally restrain freedom of competition by agreement to bid a fixed price, or otherwise, will render the bids of such bidders void;
- (E) Advance disclosures of any information to any particular bidder which gives that particular bidder any advantage over any other interested bidder, in advance of the opening of bids, whether in response to advertising or an informal request for bids, made or permitted by a member of the governing body of an employee or representative thereof, will operate to void all proposals of that particular bid solicitation or request;
- (F) Omission of proposal guarantee;
- (G) Unauthorized alteration of bid form. Authority reserves the right to waive any minor informality or irregularity;
- (H) Failure to sign and return any addenda;
- (I) Faxed, e-mailed and/or unsealed bids will be rejected.

5. INCONSISTENCIES ON CONDITIONS:

In the event there are inconsistencies between the General Provisions and other bid terms or conditions contained herein, the former will take precedence.

6. QUESTIONS, ADDENDA AND INTERPRETATIONS:

- A. If it becomes necessary to revise any part of this bid, a written addendum will be provided to all bidders. The Authority is not bound by any oral representations, clarifications, or changes made in the written specifications by Authority's employees, unless such clarification or change is provided to bidders in written addendum form from the Purchasing Manager.

Bidders shall promptly notify the Authority, prior to submission of their Bid Proposal, of any ambiguity, inconsistency or error they may discover upon examination of the Bidding and Contract Documents or of the site and local conditions.

- B. No interpretation of the meaning of drawings, specifications or other contract documents will be made to any Bidder orally, nor may the Bidder rely on any such pre-bid statements in completing his/her bid.
- C. All questions concerning the project shall be submitted on or before **1:00 p.m., Monday, May 22, 2017**, in writing with date, company name and contact via e-mail, fax, or mail to:

Tampa Sports Authority, 4201 North Dale Mabry Highway, Tampa, Florida 33607;
Fax: (813) 350-6611 OR;
Email: djones@tampasportsauthority.com
- D. Any and all such interpretations and any supplemental instructions will be in the form of written addenda to the Bid documents which, if issued, will be mailed and/or emailed to all prospective Bidders (at the respective addresses furnished for such purposes or as listed on the Mandatory Pre-Bid Conference Sign-in Sheets (if applicable) prior to the date or time fixed for the opening of bids. The Authority will not be responsible for any other explanations or interpretations of the proposal documents. Failure of any Bidder to receive any such addendum or interpretation shall not relieve any bidder from any obligation under his bid as submitted. All addenda so issued shall become a part of the Contract Documents.
- E. Each Bidder shall ascertain prior to submitting his/her bid that he/she has received all Addenda issued, and he/she shall acknowledge receipt and inclusion in his/her proposal of all Addenda.

7. **AWARD OF CONTRACT:**

The Contract will be awarded to the lowest responsible and responsive Bidder, and whose bid is considered to be in the best interest of the Authority. The determination of the lowest responsive and responsible bidder may involve all or some of the following factors: price, conformity to specifications, financial ability to meet the contract, previous performance, facilities and equipment, availability of repair parts, experience, delivery promise, terms of payments, compatibility as required, other costs and other objectives and accountable factors which are reasonable. This determination will be in the sole discretion of the Authority and based upon the character, fitness, experience, history and financial status of the Bidder.

- A. The Lowest Bidder is determined by the aggregate amount of the prices set forth in the form of bid or the aggregate amount of the Base Bid, plus any Alternates selected by the Authority.
- B. A Responsive Bidder shall mean a Bidder who has submitted a bid which conforms, in all material respects, to the Bidding Documents.
- C. A Responsible Bidder shall mean a Bidder who has the capability, in all respects, to perform fully the contract requirements and the moral and business integrity and reliability

which will assure good faith performance. In determining responsibility, the following criteria will be considered:

1. The ability, capacity and skill of the Bidder to perform the contract or provide the service required;
2. Whether the Bidder can perform the contract or provide the service promptly, or within the time specified, without delay or interference;
3. The character, integrity, reputation, judgment, experience and efficiency of the Bidder;
4. The quality of performance of previous contracts or services. For example, the following information will be considered:
 - a. The administrative and consultant cost overruns incurred by Authority on previous contracts with Bidder,
 - b. The Bidder's compliance record with contract general conditions on other projects,
 - c. The submittal by the Bidder of excessive and/or unsubstantiated extra cost proposals and claims on other projects,
 - d. The Bidder's record for completion of the work within the Contract Time or within Contract Milestones and Bidder's compliance with scheduling and coordination requirements on other projects,
 - e. The Bidder's demonstrated cooperation with the Authority and/or other contractors on previous contracts,
 - f. Whether the work performed and materials furnished on previous contracts were in accordance with the Contract Documents.
5. The previous and existing compliance by the Bidder with the laws and ordinances relating to contracts or services;
6. The sufficiency of the financial resources and ability of the Bidder to perform the contract or provide the service;
7. The quality, availability and adaptability of the goods or services to the particular use required;
8. The ability of the Bidder to provide future maintenance and service for the warranty period of the contract;
9. Whether the Bidder is in arrears to any Owner on debt or contract, or is a defaulter on surety to any Owner;

10. Such other information as may be security by the Authority having bearing on the decision to award the contract, to include, but not limited to:

- a. The ability, experience and commitment of the Bidder to properly and reasonably plan, schedule, coordinate and execute the Work,
- b. Whether the Bidder has ever been debarred from bidding by any other public or private owner or found ineligible for bidding on any other projects,
- c. Bidder's litigation history and reputation with owners for whom Bidder has previously worked,
- d. Whether Bidder's contract on other projects has ever been terminated.

D. The purpose of the above is to enable the Authority to select the bid which is in the best interest of the Authority. The ability of the low Bidder to provide the required bonds (if applicable) will not of itself demonstrate responsibility of the Bidder.

E. The Authority reserves the right to defer award of this contract for a period of forty-five (45) days after the due date of bids. During this period of time, the Bidder shall guarantee the prices quoted in his/her bid.

8. BRAND NAMES "OR EQUAL":

Whenever in this Invitation, any particular materials, process and/or equipment are indicated or specified by patent, proprietary or brand name, or by name of manufacturer, such wording will be deemed to be followed by the words "or equal". Proof satisfactory to Authority must be provided by bidder to show that the alternative product is, in fact, equal to the product required in the specifications.

9. DISCOUNTS:

Discounts for prompt payment offered may be taken into consideration during bid evaluation. Terms of payment offered will be reflected in the space provided on the Bid Proposal forms.

10. TAXES:

The Authority is tax exempt, therefore all applicable Federal, State and Local Taxes, unless otherwise instructed by the Authority shall be excluded in the Bidder's Proposal. Authority reserves the right to direct purchase materials at Contractor's negotiated prices with material providers and thereby generate a tax savings to itself. Authority may also provide Contractor with Tax Exempt Certification number so that Contractor may purchase Authority Designated items tax free.

11. COLLUSION CLAUSE:

Any evidence of agreement or collusion among bidders and prospective Bidders acting to illegally restrain freedom of competition by agreement to bid a fixed price, or otherwise, will render the bids of such bidders void.

Advance disclosures of any information to any particular bidder which gives that particular bidder any advantage over any other interested bidder, in advance of the opening of bids, whether in response to advertising or an informal request for bids, made or permitted by a member of the governing body of an employee or representative thereof, will operate to void all proposals of that particular bid solicitation or request.

12. EEOC/WMBE/DM/DWBE/SBE/S-DV:

The Authority is an equal employment opportunity employer and encourages the firms and contractors with whom it does business to likewise follow these principles. WMBE/DM/DWBE/SBE businesses will be afforded full opportunity to submit bids in response to this Bid and will not be discriminated against on the grounds of race, color, creed, sex or natural origin in consideration for an award.

13. ASSIGNMENT OF CONTRACTUAL RIGHTS:

It is agreed that the successful bidder will not assign, transfer, convey or otherwise dispose of the contract or its right, title or interest in or to the same, or any part thereof, without previous written consent of the Authority and any sureties.

14. TIMELY DELIVERY:

Time will be of the essence for any orders placed as a result of this bid. The Authority reserves the right to cancel such orders, or any part thereof, without obligation, if delivery is not made within the time(s) specified on the proposal form.

15. DEFAULT OF CONTRACT:

In case of default by the bidder or contractor, the Authority may procure the items or services from other sources and hold the bidder or contractor responsible for any excess costs occasioned or incurred thereby.

16. ACCEPTANCE OF MATERIAL:

The material delivered under this proposal shall remain the property of the seller until a physical inspection and actual usage of this material and/or service is made, and thereafter is accepted to the satisfaction of the Authority. It must comply with the terms herein, and be fully in accord with specifications and of the highest quality. In the event the material and/or services supplied to the Authority is found to be defective or does not conform to specifications, the Authority reserves the right to cancel the order upon written notice to the bidder and return product to bidder at the bidder's expense.

17. IDENTICAL TIE BID:

Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quality and services are received by the Authority for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given

preference in the award process. In order to have a drug-free workplace program, a business shall abide by the policies outlined below:

- A. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- B. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation and employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
- C. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in Subsection 1.
- D. 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 any controlled substance law of the United States or any state for a violation occurring in the workplace no later than five (5) days after such conviction.
- E. 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.
- F. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

18. DAMAGE:

In the event any materials, equipment or other property of the Authority shall be damaged or destroyed by personnel furnished by Contractor, Contractor shall, at its own expense, promptly repair or replace same to the complete satisfaction of Authority.

19. FEES, LICENSES AND PERMITS:

In the performance of these services, Contractor will fully comply with all the laws and regulations of all Federal, State, County, City and of other governmental authorities or agencies as required by reason of these services or duties to be performed hereunder. Contractor will hold Authority harmless from any liability which may be imposed upon Authority by reason of any alleged violation of the law by contractor, or for failure to pay taxes or secure necessary licenses or permits.

20. EMPLOYEE CONFLICT:

The Tampa Sports Authority will not contract with persons, firms or corporations where an Authority officer or employee's spouse or child is an officer, partner, director, or proprietor or in

which such officer or employee or the officer's or employee's spouse or child, or any combination of them, has a material interest.

21. CONVICTED VENDOR LIST:

In accordance with s.287.133(3)(a), Florida Statutes, prospective Bidders are hereby advised as follows:

- A. A person 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 and 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 amount provided in s. 287.017 for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.
- B. A public entity may not accept any bid, proposal, or reply from, award any contract to, or transact any business in excess of the threshold amount provided in s.287.017 for CATEGORY TWO with any person or affiliate on the convicted vendor list for a period of 36 months following the date that person or affiliate was placed on the convicted vendor list unless that person or affiliate has been removed from the list pursuant to paragraph (3)(f). A public entity that was transacting business with a person at the time of the commission of public entity crime resulting in that person being placed on the convicted vendor list may not accept any bid, proposal, or reply from, award any contract to, or transact any business with any other person who is under the same, or substantially the same, control as the person whose name appears on the convicted vendor list so long as that person's name appears on the convicted vendor list.

22. PARTIAL BID:

Bidders may submit partial bids for one or more items. Tampa Sports Authority reserves the right to award to multiple vendors.

23. OTHER AGENCIES:

All Bidders awarded contracts from this Proposal may, upon mutual agreement, permit any municipality or other governmental agency to participate in the contract under the same prices, terms and conditions, if agreed to by both parties.

It is understood that at no time will any city, county, municipality or other agency be obligated for placing an order for any other city, county, municipality or agency; nor will any city, county municipality or agency be obligated for any bills incurred by any other city, county, municipality or agency. Further, it is understood that each agency will issue its own purchase order to the awarded Bidder(s).

24. BID SECURITY (If Applicable):

A. Each bid must be made by the Bidder, made payable to the Authority, and provided herein. For the purposes of this Bid, the Bidder's bond shall be issued by the approved Underwriter as per the Guide and which

B. Said bid security shall be returned to the Bidder if the Bidder is not awarded the work. If the Bidder is awarded the work, the bid security shall be retained by the Authority but the three lowest bidders' bid security will be returned to them. If the Bidder has not executed the contract, the Bidder may be notified of the Authority's rejection of the Bid within the specified 45 day period. Bid prices are final upon opening.

N/A

bidder's or Certified Check of the Bidder's bond on the Bid Bond Form shall be in the amount of not less than 5% of his/her bid. For the Base Bid. The bidders bond shall be issued by a surety business in Florida, which is on the list of approved sureties as set forth in the Guide by the latest Best Insurance

The Bidder will enter into a contract if he is awarded the work. If he does not enter into said contract, the bid security shall be returned to all bidders at the time of the opening of bids and the remaining bid security and the successful Bidder's bid security shall be returned to the Bidder if he has not been awarded the work or the Bidder has not been notified of the Authority's rejection of his bid within the specified (45) days of the bid opening, he shall forfeit his bid security. If, at the time of the bid opening, the Bidder maintains his/her bid beyond the specified time, the Bidder hereby agrees that all bid security will be accepted up to 45 days from Bid opening.

25. LIQUIDATED DAMAGES:

The Successful Bidder, shall execute the Contract within Seven (7) days after he has received the bid security deposited with the Authority.

Failure to execute the Contract within Seven (7) days after he has received the bid security deposited with the Authority shall forfeit to the Authority the bid security as a liquidated damage or refusal.

26. SECURITY FOR FAITHFUL PERFORMANCE:

The Successful bidder shall execute the Contract within Seven (7) days after he has received the bid security deposited with the Authority. The Successful bidder shall execute the Contract within Seven (7) days after he has received the bid security deposited with the Authority. The Successful bidder shall execute the Contract within Seven (7) days after he has received the bid security deposited with the Authority. The Successful bidder shall execute the Contract within Seven (7) days after he has received the bid security deposited with the Authority.

N/A

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27. CONTRACT TERMINATION:

The contract may be terminated at any time by the Authority giving written notice to the Contractor sixty (60) days prior to the desired termination date.

28. DUE DILIGENCE:

Due care and diligence has been used in preparing these specifications and related information. However, no warranties are made as to the accuracy and completeness of the required information. It is the responsibility of the Proposer to ensure that they have all the information necessary to affect their proposal. The Authority will not be responsible for the failure on the part of the Proposer to determine the full extent of the risk exposure and Scope of Work required to effectively perform under Contract. Proposers are expected to examine the conditions, Score of Work, Special Conditions, Technical Specifications, and all instructions pertaining to services involved. Failure to do so will be at the Proposer's risk.

29. PUBLIC RECORDS LAW:

Proposer shall treat all documents concerning its contractual obligations under the Agreement as public records and abide by the Florida Laws governing public records (i.e. Sunshine Law). All Public records requests must be directed to: **JANICE HOSEY, EXECUTIVE ASSISTANT TO THE CEO/PRESIDENT, TAMPA SPORTS AUTHORITY, 4201 N. DALE MABRY HWY., TAMPA, FL 33607; EMAIL: JHOSEY@TAMPASPORTSAUTHORITY.COM; PHONE (813) 350-6515 OR FAX (813) 350-6615.**

30. ATTORNEY'S FEES:

In the event of a dispute arising under this Agreement, whether or not a lawsuit or other proceeding is filed the prevailing party shall be entitled to recover its reasonable attorneys' fees and costs, including attorneys' fees and costs incurred in litigation entitlement to attorneys' fees and costs, as well as in determining or quantifying the amount of recoverable attorneys' fees and costs. The reasonable costs to which the prevailing party is entitled shall include any costs that are taxable under any applicable statute, rule or guideline, as well as any non-taxable costs reasonably incurred in connection with the dispute, including, but not limited to, costs of investigation, copying, electronic discovery, information technology charges, telephone and mailing costs, consultant and expert witness fees, travel expenses, court reporter fees and transcript charges, and mediator fees, regardless of whether such costs would be otherwise taxable.

31. FORCE MAJEURE:

In the event that either party hereto shall be delayed or hindered in or prevented from the performance required hereunder by reason of strikes, lockouts, labor troubles, failure of power, riots, insurrection, war, acts of God, or other reason of like nature not the fault of the party delayed in performing work or doing acts ("Permitted Delay"), such party shall be excused for the period of time equivalent to the delay caused by such Permitted Delay. Notwithstanding the foregoing, any extension of time for a Permitted Delay shall be conditioned upon the party seeking an extension of time delivering written notice of such Permitted Delay to the other party within ten (10) days of the event causing the Permitted Delay.

32. INCURRED COSTS:

Tampa Sports Authority is not responsible for expenses incurred in attending any Pre-Proposal Conferences, preparation of proposal documents and submitting a proposal; therefore such costs shall not be included in submitted proposals.

33. EX PARTE COMMUNICATION:

In order to ensure fair evaluation of proposals/bids, ex parte communication initiated by offerors is prohibited from the time the responses are opened until the final decision has been made. No offeror may initiate communication with any City Council Member, County Commissioner or any Tampa Sports Authority director, board member, official, staff, consultant, or employee who is participating in the evaluation process. Any and all communication initiated by an offeror after the responses are opened must be in writing to:

Purchasing Department
4201 N. Dale Mabry Highway
Tampa, FL 33607
813-350-6611 (Fax)

The Evaluation Committee/Staff member may, however, initiate communication with any offeror in order to obtain additional information or clarification necessary for fair evaluation of their bid proposal. Ex parte communication initiated by an offeror may disqualify that offeror from consideration for this or future Invitations to Bid.

34. PUBLIC DISCLOSURE (Pursuant to Florida's Public Records Act, Chapter 119 F.S.):

- a) Sealed bids or replies to competitive solicitations (RFB, RFP, ITB, etc. are NOT subject to public disclosure until the Authority either 1) issues notice of its intended decision or 2) thirty (30) days have passed after opening of the bids or replies; whichever is earlier;
- b) If the Authority rejects all bids and issues notice of an intent to rebid or reissue the competitive solicitation, the bids, replies, etc. submitted to the first (rejected) solicitation are NOT subject to public disclosure until the matter is rebid and TSA issues notice of its intended decision on the reissued bid or until the reissued bid or solicitation is also withdrawn by the Authority. However, this exemption from public disclosure can last no longer in any event more than 12 months from date of the initial rejection of all bids.

35. SUNSHINE MEETING LAW EXEMPTIONS (Pursuant to section 286.113, F.S.):

The following meetings are closed to the public; however the Authority will make recordings of these meetings available to the public 30 days after opening of bids or replies, whichever occurs first;

- a) Meetings where vendors make oral presentations or answer questions as part of a competitive solicitation;
- b) Meetings of a TSA evaluation, grading or negotiating team to discuss negotiation strategy;

c) Negotiation sessions with vendors.

36. AUTHORIZATION TO DO BUSINESS IN STATE OF FLORIDA:

The Authority requires all companies who are awarded a bid/proposal to provide proof of "active/current" registration with the Florida Department of State; Division of Corporations prior to any start of work or providing of any commodity/good to the Authority.

37. CHANGE ORDERS/ADJUSTMENTS:

The Authority may, at any time, by written order designated or indicated to be a Change Order, make any change or modification in the Work or add to the Work within the general scope of the Contract specifications in order to complete the said work.

38. NON-EXCLUSIVE CONTRACT:

This is a non-exclusive Contract. The Authority reserves the option to purchase any service(s), materials or equipment from an alternate source.

39. CONTRACT TERMS:

The term of this contract shall be a 3-year period from the effective date of the Authority's Notice To Proceed. At the sole option of the Authority, this contract may be renewed for two additional one-year periods, at the same terms and conditions, except for any adjustment in hourly rates.

A. Prices must be valid and remain the same for the initial term and any extensions requested by the Authority.

B. **ADJUSTMENT TO HOURLY RATES:** In the event the Authority elects to renew the during the extended term shall be increased by an amount equal to the Agreements' fixed cost and hourly rates during the initial term multiplied by a fraction, the numerator of which shall be the level of the CPI for the month ending six (6) months prior to the effective date of the renewal term and the denominator of which shall be the level of the CPI for the month ending eighteen (18) months prior to the effective date of the renewal term. In the event the CPI has decreased during such period; the Agreements' fixed price and hourly rates shall be decreased by the percentage of such decrease. As used herein, "CPI" shall mean the Consumer Price Index for the South Urban Region, All Items - All Urban Wage Earners and Clerical Workers published by the United States Department of Labor, Department of Labor Statistics. Notwithstanding the foregoing, in no event shall the increase or decrease in hourly wages exceed six (6) percent.

C. Unless otherwise amended in writing and endorsed by both parties prior to the beginning of each respective renewal period all covenants and agreements of the contract shall remain in full force and effect with the only change being in the contract term.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Bidder/Proposer's Signature

INFORMATION/INSTRUCTION TO BIDDERS

1. PRE-BID CONFERENCE/SUBMISSION OF BIDS/BID OPENING:

- A. The final day for asking questions regarding this Bid is **Monday, May 22, 2017 not later than 1:00 p.m.** All questions must be submitted in writing and via email to djones@tampasportsauthority.com or via fax to 813-350-6611.
- B. Bids will be received by the Tampa Sports Authority and will be opened and read aloud on **Wednesday, May 31, 2017 at 10:00 a.m.** at the Tampa Sports Authority offices. Bidders, or their representatives, and other interested persons may be present at the opening of proposals.
- C. Bidders shall present a sealed opaque envelope, identified with the project name, Bid number and contractor's name. Bids must be delivered to the TSA office, as listed within this bid document, on or before the due date and time specified and must be addressed to:

**Tampa Sports Authority
Raymond James Stadium
Attn: Deltecia Jones, Purchasing Dept.
4201 N. Dale Mabry Highway
Tampa, FL 33607**

- D. Bids shall be signed in ink by an official of the firm submitting the bid. The bid submitted by a partnership shall list the name of all partners and shall be signed in the partnership name by one of the members of the partnership.
- E. Prices must be quoted on the sheet furnished by the Authority. No other will be accepted. All prices shall be quoted F.O.B. Tampa, Florida.
- F. Bids which have been submitted may not be modified or withdrawn after submission. Negligence on the part of the bidder in the preparation of his bid shall not be grounds for the modification or withdrawal of a bid after the time set for bid opening.
- G. The Bidders shall assume full responsibility for timely delivery at the location designated for receipt of Bids. The responsibility for getting the bid to the Authority on or before the stated time and date will be solely and strictly the responsibility of the Bidder. The Authority will in no way be responsible for delays caused by any express or standard delivery company, courier service and/or the United States Postal Service or a delay caused by any other occurrence or circumstance.
- H. The Bidder shall be responsible for reading and completely understanding the requirements and specifications of the item(s) being bid. Bid time will be and must be scrupulously observed. Under no circumstances will bids delivered after the time specified be considered. Such bids shall be returned to the vendor unopened with the notation, "THIS BID WAS RECEIVED AFTER THE TIME DESIGNATED FOR THE RECEIPT AND OPENING OF BIDS".

2. DEFINITIONS:

A. THE BID:

A Bid is a complete and properly signed proposal to do the work or designated portion thereof for the sums stipulated therein, submitted in accordance with the Bidding Documents.

B. BASE BID:

The Base Bid is the sum stated in the Bid for which the Bidder offers to perform the Work described in the Bidding Documents as the base, to which work may be added or from which work may be deleted for sums stated in Alternate Bids, if any.

C. ALTERNATES:

An Alternate Bid (or Alternate) is an amount stated in the Bid to be added to or deducted from the amount of the Base Bid if the corresponding change in the Work, as described in the Bidding Documents, is accepted. Alternates and associated prices are to be considered as independent of each other and may be selected by the Authority in any combination or not at all.

3. PREPARATION AND SUBMITTAL OF BID FORM(S):

A. Bids shall be submitted utilizing the Bid Form as bound herein, or otherwise provided with the Contract Documents, and shall be complete in every respect. The total bid amount shall be entered in words and figures (if required) in the space provided. Where applicable, the unit price or lump sum items, and their extensions, shall be entered in figures in the respective columns provided for each bid item. All entries shall be typewritten or printed in ink. The signatures of all persons shall be in longhand. Any entry of amount that appears on the face of the bid to have involved an erasure, deletion, white-out and/or substitution or other such change or alteration, shall show by them the initials of the person signing the bid and the date of the change or alteration. Failure to comply with this requirement may be cause for disqualification or rejection of the bid.

B. For Unit Price bids, in the event of any discrepancies between the unit prices and the extensions thereof or the total bid amount, the unit prices shall govern. For Lump Sum bids, in the event of a discrepancy between the bid amount in writing (if applicable) and that in figures, the written value shall govern.

C. Bids shall not contain any conditions, restatement or qualifications of work to be done, and alternate bids will not be considered unless called for. No oral bids or modifications will be considered.

4. INDEMNIFICATION:

- A. Contractor shall defend at its expense, pay on behalf of, hold harmless and indemnify the Authority, its officers, employees, agents, elected and appointed officials and volunteers (collectively, "Indemnified Parties") from and against any and all claims, demands, liens, liabilities, penalties, fines, fees, judgments, losses and damages, whether or not a lawsuit is filed, including, but not limited to, costs, expenses and attorneys and experts fees at trial and on appeal (collectively, "Claims") for damage to property or bodily or personal injuries, including death at any time resulting therefrom, sustained by any persons or entities, which damage or injuries are alleged or claimed to have arisen out of or in connection with, in whole or in part, directly or indirectly:
- 1) The performance of this Agreement (including any amendments thereto) by Contractor, its employees, agents, representatives or subcontractors; or
 - 2) The failure of Contractor, its employees, agents, representatives or subcontractors to comply and conform with applicable Laws, as hereinafter defined; or
 - 3) Any negligent act or omission of the Contractor, its employees, agents, representatives, or subcontractors, whether or not such negligence is claimed to be either solely that of the Contractor, its employees, agents, representatives or subcontractors, or to be in conjunction with the claimed negligence of others, including that of any of the Indemnified Parties; or
 - 4) Any reckless or intentional wrongful act or omission of the Contractor, its employees, agents, representatives, or subcontractors.
- B. The provisions of this paragraph are independent of, and will not be limited by, any insurance required to be obtained by Contractor pursuant to this Agreement or otherwise obtained by Contractor, and shall survive the expiration or earlier termination of this Agreement with respect to any claims or liability arising in connection with any event occurring prior to such expiration or termination.

INSURANCE REQUIREMENTS

During the life of this Agreement, the Licensee shall provide, pay for, and maintain with companies satisfactory to the Authority, the types of insurance described herein. All insurance shall be from responsible insurance companies eligible to do business in the State of Florida. **All Liability Policies shall provide that the Authority, the City of Tampa, and Hillsborough County are additional insureds** but solely in accordance with and subject to the indemnification provisions set forth in paragraph 4 above as to the operations of the Licensee under this Agreement and shall also provide the Severability of Interest Provision. The insurance coverage and limits required must be evidenced by properly executed Certificates of Insurance on forms which are to be approved by Licensor and furnished by the Authorized Representative of the insurance company shown in the Certificate with proof that he/she is an authorized representative thereof. In addition, certified, true and exact copies of all insurance policies required shall be provided the Authority if requested on a timely basis.

Thirty (30) days prior written notice by registered or certified mail shall be given the Authority of any cancellation or reduction in the policies' coverage except in the application of the Aggregate Limits Provisions. In the event of a reduction in any Aggregate Limit, the Licensee shall take immediate steps to have it reinstated. If at any time the Authority requests a written statement from the insurance company as to any impairment(s) to the Aggregate Limit, the Licensee shall promptly authorize and have delivered such statement to the Authority. Licensee shall make up any impairment when known to it. The Licensee authorizes the Authority and its Insurance Consultant to confirm all information furnished the Authority, as to its compliance with its insurance carriers. As to the operations of the Licensee, all insurance coverage of the Licensee shall be primary to any insurance of self-insurance program carried by the Authority.

The acceptance of delivery to the Authority of any Certificate of Insurance evidencing the insurance coverage and limits required in the Agreement does not constitute approval or agreement by the Authority that the insurance requirements in the Agreement have been met or that the insurance policies shown in the Certificate of Insurance are in compliance with the Agreement requirements.

No operations under this Agreement shall commence at the site until the required Certificate of Insurance is received and has been approved by the Authority. Evidence of such insurance approval will be provided to Licensee by the Authority in a Notice to Proceed.

If any General Liability Insurance required herein is to be issued or renewed on a "claims made" form as opposed to the "occurrence" form, the retroactive date for coverage shall be no later than the commencement date of this Agreement and shall provide that in the event of cancellation or non-renewal the discovery period for insurance claims (Tail Coverage) shall be unlimited.

All of the required insurance coverage shall be issued as required by law and shall be endorsed, where necessary, to comply with the minimum requirements contained herein. Thirty (30) days prior written notice by certified or registered mail shall also be given to:

**Ms. Janice Hosey, Executive Administrative Assistant
Tampa Sports Authority
4201 N. Dale Mabry Hwy.
Tampa, Florida 33607**

as to cancellation of any policy and any change that will reduce the insurance coverage required in this Agreement except for the application of the Aggregate Limits Provisions.

Should at any time the Licensee not, in the opinion of the Authority, provide or maintain the insurance coverage required in this Agreement, the Authority may terminate or suspend this Agreement.

The amounts and types of insurance shall conform to the following minimum requirements with the use of Insurance Service Office (ISO) policies, forms, and endorsements or broader where applicable. Notwithstanding the foregoing, the wording of all policies, forms, and endorsements must be acceptable to the Authority.

INSURANCE COVERAGE AND LIMITS

- A. **Workers' Compensation and Employers' Liability Insurance** shall be maintained in force during the term of this agreement for all employees of Licensee engaged in this Work under this Agreement, in accordance with the laws of the State of Florida. The amount of the Employers' Liability Insurance shall not be less than:

Workers' Compensation	Florida Statutory Requirements
Employers' Liability:	\$100,000 Limit Each Accident
	\$500,000 Limit Disease Aggregate
	\$100,000 Limit Disease Each Employee

- B. **Commercial General Liability Insurance** shall be maintained by the Licensee. Coverage shall include, but not be limited to, Premises and Operations, Personal Injury, Contractual for the Agreement, Independent Contractors, Broad Form Property Damage including Completed Operations, and Products & Completed Operations Coverage and shall not exclude coverage for the "X" (explosion), "C" (collapse) and "U" (underground) Property Damage Liability exposures.

Limits of Coverage shall not be less than:

Bodily Injury, Personal Injury, & Property Damage Liability:

\$1,000,000 **Combined Single Limit Each Occurrence and Aggregate**

\$1,000,000 **Each occurrence and Aggregate for Liability under this Specific Agreement. The Aggregate limits shall be separately applicable to this specific event.**

Should the Licensee's General Liability Insurance be written or renewed on the Comprehensive General Liability Form, then the limits of coverage required shall not be less than:

Bodily Injury, Personal Injury & Property Damage Liability:

\$1,000,000 **Combined Single Limit Each Occurrence**

- C. **Automobile Liability Insurance** shall be maintained by the Licensee as to the Ownership, maintenance, and use of all owned, non-owned, leased or hired vehicles to be used for the event with limits of not less than:

Bodily Injury & Property Damage Liability:

\$1,000,000 Combined Single Limit Each Occurrence

SPECIFICATIONS / SCOPE OF SERVICES

I. Purpose:

- A. The purpose of this specification is to describe the requirements of the Tampa Sports Authority and Raymond James Stadium for mechanical services related to Heating, Ventilation, Air-Conditioning, Refrigeration, event support and other mechanical services.

II. CONTRACTOR'S MINIMUM QUALIFICATIONS:

Companies interested in submitting a proposal shall meet the following and provide the required documentation as requested:

- A. **Major Facility Experience:** Company, management level staff and technicians must be able to demonstrate that they have provided mechanical service and operations for a Major Facility or Large Public Venue such as stadiums, arenas, large government buildings or large hospitals. Major Facility or Large Public Venue would be identified as a continuous building or campus 250,000 square feet and above; and a large hospital would be identified as a continuous medical facility or campus of 350 beds or higher. Provide supporting documentation as it relates to the facilities serviced, scope of services provided, role of management staff and assigned technicians as it relates to the execution and performance of this agreement.
- B. Contractor must have a staffed 24/7/365 telephone service to receive emergency calls and return calls within thirty minutes by the responding service technician to the designated Authority representative.
- C. Contractor must directly employ HVAC/R technicians, Apprentices, and Helpers; subcontracted HVAC/R technicians, Apprentices and Helpers are not acceptable.
- D. Journeyman Technicians and Apprentices must have an EPA universal certification.
- E. Journeyman Technicians working on HVAC/R must have at least 5 years of journeyman level experience as well as a minimum of 2 years HVAC/R experience and or schooling from a technical training program in the maintenance, troubleshooting and repairs on Water Cooled equipment, Air-handlers, Fan Coil Units, Split Systems, Computer room equipment, Mini splits, Motors, Blowers, Exhaust Fans, Ice Machines, Refrigerators, Walk-in Coolers, Compressors (Refrigerant and Air), Pumps, Heaters (electric and water), water lines (chilled, condenser, hot, drain, PVC), Relays, Starters, Thermostats, Dampers, Actuators, Equipment Safety Switches and Devices. Journeyman technicians must have a working knowledge of 480 volts (single and 3 phase), 208/240 Volts (single and 3 phase), 120 Volts and low voltage electrical.
- F. Contractor shall assign a primary and secondary Journeyman technician who will be performing the scheduled maintenance and repairs on the equipment listed in **Schedule 1 "Equipment List"** and who will be performing requested maintenance and repair services.
- G. Apprentice (3 to 5 year) must have the ability to perform maintenance and repairs on

equipment 15 tons or less (Refrigeration and Chilled Water systems) and 15 H.P or less (Refrigeration, Chilled Water, Fan powered systems) as it relates to Water Cooled equipment, Air-handlers, Fan Coil Units, Split Systems, Mini splits, Exhaust Fans, Ice Machines, Blowers, Refrigerators, Walk-in Coolers, Compressors (Refrigerant and Air), Pumps, Heaters (electric and water), Must have a minimum of 3 years HVAC/R experience as well as 1 year HVAC/R experience and or schooling from a technical training program.

- H. Helper must have a minimum 2 years HVAC/R work experience and demonstrate the ability to independently perform coil cleaning, filter changes, belt changes, motor lubrication, fan bearing lubrication and general housekeeping measures as it pertains to HVAC/R equipment.
- I. Subcontracted filter changes are acceptable by a company who has performed filter changes with a minimum of 5 years' experience at a Major Facility or Large Public Venue as defined by the Authority. Contractor shall have a representative on-site if work is being performed by a sub-contracted filter company unless otherwise approved by the Authority.
- J. Provide a Stadium Team organizational chart (including all hourly positions listed on the **Bid Form**) to execute this agreement. Provide a resume and job description for each member of your proposed Stadium Team including their qualifications, education, training, certifications, and the role each team member will be performing.

III. **Pre-Existing Conditions:**

- A. The Contactor shall complete a comprehensive survey and inspect of all equipment covered under this Agreement within 14 calendar days of approval of the Agreement and provide the Director of Facilities a Pre-Existing Deficiency List. This pre-existing condition survey shall list all equipment identified as having non-operating components (deficiencies) identified at the time of the survey and identify the nature of the deficiencies for each piece of equipment along with a price to bring the equipment into adequate operating condition. The price shall be in accordance with the rates defined in the Agreement. The Authority shall have the right to either repair the non-operational components by Authority personnel; hire this Contractor to repair such deficiencies; or, hire an independent Contractor to bring the non-operational equipment up to adequate operating conditions. Any equipment not listed on the Pre- Existing Deficiency List shall be deemed to be sufficiently operational at the time of the survey and will become the service responsibility of the Contractor under the terms of this Full-Service Agreement.

IV. **Scope of Services:**

- A. Contractor shall provide 100% full coverage 24 / 7 labor when necessary and material including replacement parts, equipment, tools, supervision, transportation including travel expenses, emergency services and diagnostic services to keep the equipment listed in **Schedule 1 "Equipment List"** in proper and continuous operation through preventative maintenance and repair services at a Fixed Quarterly Price ("Price").
- B. Replacement parts must be Original Equipment Manufacturer (OEM), new and not

refurbished and as per manufacturer recommendation or specification. Substitute parts (non-OEM) shall not be used without prior written authorization from the Tampa Sports Authority.

- C. Perform preventative maintenance in accordance with the attached **Schedule 2 “Maintenance Schedule”** and **Schedule 4 “Tasking”** developed by the Tampa Sports Authority. Preventative maintenance responsibilities shall include component replacement as required to minimize malfunction, breakdown, deterioration of equipment; and the identification and performance of any repairs required to bring the equipment up to the manufacturer's operating standards”.
- D. Contractor will furnish and install all filters on equipment in accordance with the attached **Schedule 3 “Filter Schedule”** developed by the Tampa Sports Authority.
- E. Contractor shall provide electronic service tickets upon completion of services detailing all work performed, parts replaced, services recommended, and deficiencies found with the equipment.
- F. Contractor shall provide to the Authority’s the preventative maintenance and filter change schedule 30 days in advance showing the dates that the equipment preventative maintenance and filter changes will be performed. Schedule will require approval from the Authority’s designated representative.
- G. Filters delivered directly to the site will require a minimum 5 business day notice of delivery and filters must be changed within 5 business days of delivery date. Onsite filter disposal will be permitted at a location within the facility designated by the Authority’s representative.
- H. Contractor must be on-site to make repairs within two hours from the initial call for emergency service requests. Responding technician is to respond to the designated Authority’s representative within 30 minutes of the initial call.
- I. Contractor shall be on-site to make repairs within four normal working hours for non-emergency services if deemed necessary by the Authority’s representative.
- J. A dedicated account manager shall be assigned as part of this agreement who will meet monthly with the Director of Facilities and shall be available during normal business hours.
- K. Maintenance and repairs on the CRAC units and Mini Splits will be performed by the assigned primary and or secondary journeyman technicians only unless otherwise approved by the Authority.
- L. The contractor shall include furnishing all materials, equipment, vehicles and labor necessary to perform HVAC/R maintenance and repairs on other equipment located within the facility when requested.
- M. Respond to customer service requests as follows:

1. Compliance with codes and regulations.
 2. Compliance with safety and security programs.
 3. Critical PM work orders completed as planned.
 4. Non-critical PM work orders completed as planned.
 5. Service requests addressed consistent with service response goals.
 6. Work completed consistent with scope.
- N. Contractor must have the ability as requested by the Authority to provide other mechanical HVAC/R services and event support listed on the **Bid Form**.
- O. In the event the scope and specifications hereof are materially changed by the Authority at any time, the parties will mutually agree upon an equitable adjustment to the compensation schedule.

V. Qualifications of key personnel:

- A. Individuals whose qualifications are presented will be committed to the project for its duration unless otherwise accepted by the Authority. Authority has the right to remove contractor's personnel with reasonable cause.

VI. Exclusions for Full Coverage:

- A. Service calls due to failures resulting from acts of God, electrical power fluctuations, abuse or misuse of equipment.
- B. The repair or replacement of structural supports, hydronic and pneumatic piping, insulation, and piping not normally replaced or maintained on a scheduled basis.
- C. Service calls resulting from the effects of erosion or corrosion.
- D. All Building Automation Controls.

VII. Hours of Service

- A. The Contractor will be prepared to provide 24 hour / 7-day support to Authority which will primarily be provided by the Stadium Team as needed. Primary shift coverage is 8:00 a.m. – 5:00 p.m. local time Monday through Friday except observed Authority Holidays.

VIII. Other Materials

- A. Other materials may be authorized by the owner when such materials are deemed necessary to perform work outside the scope of this agreement. Materials purchased by the Authority outside the scope of this agreement shall be provided by the Contractor at

the actual cost of the material plus 10%. This factor is firm and shall not be changed by the Bidder. An estimated amount, not to exceed ten thousand dollars (\$10,000.00) is projected for this cost, per incident and/or project.

GUARANTEE OF BID PROPOSAL

Name of Firm: _____

Street Address: _____

City State Zip
Mailing Address: _____

Phone #: _____ Fax #: _____

E-Mail Address: _____

Business is licensed (unless exempt by applicable law), permitted and certified to do business in the State of Florida: Yes No If yes, License #: _____

State of Florida Corporation ID # (From Secretary of State): _____

Federal Employer Identification Number (FEIN): _____

IN WITNESS WHEREOF, this Bid Proposal is hereby signed and sealed as of the date indicated.

Witness

(Authorized Signature in Ink)

Witness

(Printed Name of Above Signer)

Corporate Seal (Where appropriate)

(Printed Title of Above Signer)

(Date Signed)

By signing above, I attest that all the information listed herein is correct, to the best of my knowledge, and agree to be bound by the terms, conditions and my company's submitted pricing with regards to this bid agreement.

ACKNOWLEDGMENT OF ADDENDA (If applicable)

I, _____, on this _____, day of _____, 20__ hereby
acknowledge receipt of any and all Addenda Notices hereby issued in regards to this Bid #16-15 for
Mechanical Services, HVAC, Raymond James Stadium.

Addenda Numbers Received:

AUTHORIZED SIGNATURE: _____

PRINTED NAME OF ABOVE: _____

TITLE OF ABOVE: _____

COMPANY NAME: _____

(ACKNOWLEDGMENT OF BIDDER, IF A CORPORATION)

STATE OF _____)

SS

COUNTY OF _____)

On this _____ day of _____, 20____, before me, the undersigned authority, personally appeared _____, to me known to be the individual described in and who executed the foregoing instrument as _____ of _____, a _____ corporation, and who severally and duly acknowledged the execution of such instrument as such an officer aforesaid, for and on behalf of and as the act and deed of said corporation, pursuant to the powers conferred upon said officer by the corporation's Board of Directors or other appropriate authority of said corporation, and who, having knowledge of the several matters in said foregoing instrument, certified the same to be true in all respects.

WITNESS my hand and official seal the date aforesaid.

_____(Signature of Notary Public)

_____(Print, Type, or Stamp Commissioned Name of Notary Public)

Personally known _____ or product identification

Type of identification produced _____

(NOTARY'S SEAL)

(ACKNOWLEDGMENT OF BIDDER, IF A PARTNERSHIP OR INDIVIDUAL)

STATE OF _____)

SS

COUNTY OF _____)

On this _____ day of _____, 20____, before me, the undersigned authority, personally appeared _____, to me known to be the individual described in and who executed the foregoing instrument as a member of the firm of _____ (if applicable) and acknowledged the execution of same, for and on behalf of and as the act and deed of said firm, for the uses and purposes therein expressed.

WITNESS my hand and official seal the date aforesaid.

_____(Signature of Notary Public)

_____(Print, Type, or Stamp Commissioned Name of Notary Public)

Personally known _____ or product identification

Type of identification produced _____

(NOTARY'S SEAL)

ACKNOWLEDGMENT OF PRINCIPAL, IF CORPORATION

(STATE OF FLORIDA)

(COUNTY OF _____)

(CITY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____, 20____,

by _____ of _____
(Name and Title of Officer) (Name of Principal)

_____ corporation, on behalf of said corporation. He/She is
(State of Corporation)

personally known to me or has produced _____ as identification.
(Type of Identification)

He/She warrants that he/she is authorized by the Board of Directors of said corporation to execute the foregoing instrument.

NOTARY PUBLIC:

Sign: _____

Print/Type: _____

SEAL

LEGAL STATUS OF BIDDER

This Proposal is submitted in the name of:

(Print) _____

The undersigned hereby designated below his business address to which all notices, directions or other communications may be served or mailed:

Street _____

City _____ State _____ Zip Code _____

The undersigned hereby declares that he/she has legal status checked below:

- INDIVIDUAL
- INDIVIDUAL DOING BUSINESS UNDER AN ASSUMED NAME
- CO-PARTNERSHIP

The Assumed Name of the Co-Partnership is registered in the County of _____, Florida

- CORPORATION INCORPORATED UNDER THE LAW OF THE STATE OF _____ The Corporation is:
- LICENSED TO DO BUSINESS IN FLORIDA
- NOT NOW LICENSED TO DO BUSINESS IN FLORIDA

The name, titles, and home address of all persons who are officers or Partners in the organization are as follows:

NAME AND TITLE	HOME ADDRESS
_____	_____
_____	_____
_____	_____
_____	_____

Signed and Sealed this _____ day of _____, 20

By: _____

Printed Name: _____

Title: _____

BIDDER REFERENCE/QUALIFICATION FORM

The bidder shall submit the following minimum information as reference for three (3) similar construction projects that have been completed successfully by the bidder in the Southeastern United States within the last five (5) years. Three projects are required to qualify the firm to bid.

References will be contacted; projects will be reviewed for quality of workmanship. Information supplied will be considered in the award of this contract.

REFERENCES

BIDDER NAME: _____

1. PROJECT: _____ **DATE:** _____

LOCATION: _____

OWNER REPRESENTATIVE: **Name:** _____
Title: _____
Phone: _____

2. PROJECT: _____ **DATE:** _____

LOCATION: _____

OWNER REPRESENTATIVE: **Name:** _____
Title: _____
Phone: _____

3. PROJECT: _____ **DATE:** _____

LOCATION: _____

OWNER REPRESENTATIVE: **Name:** _____
Title: _____
Phone: _____

STATEMENT OF NO BID
TAMPA SPORTS AUTHORITY – PROCUREMENT DEPARTMENT
4201 North Dale Mabry, Tampa, FL 33607

Bid Number: 16-15
Title: Mechanical Services, HVAC, RJS

IMPORTANT NOTICE TO VENDORS: If you do not intend to submit a bid/proposal and wish to continue to receive notice of Tampa Sports Authority procurements, please return this "Statement of No Bid" via fax, email or U.S. Mail on the day of or prior to the bid opening.

If you elect not to submit a bid/proposal, please indicate the reason below and either
Email this form to: djones@tampasportsauthority.com OR
Fax this form to: 813-350-6611 OR
Mail this for to the address above.

- We do not offer this product/service or an equivalent
- Our schedule would not permit us to perform
- Insufficient time to respond to solicitation
- Unable to meet specifications
- Specifications not clear
- Unable to meet bond and/or insurance requirements
- Specifications "too tight"/restrictive (i.e. geared to a specific brand or manufacturer)
- Sub-Contractor (submitted bid to General Contractor)
- Other (please explain below):

REMARKS: _____

We understand that if the "No Bid" letter is not executed and returned, our name may be deleted from the list of qualified bidders for the Tampa Sports Authority.

SIGNATURE: _____ DATE: _____
NAME (PRINTED): _____
COMPANY: _____
ADDRESS: _____
FEDERAL TAX ID#: _____
PHONE NUMBER: _____ EMAIL: _____

BID CHECKLIST

Please use this Bid Checklist form to mark off all forms within this bid package as signed and/or acknowledged.

- General Terms and Provisions Acknowledgment “Proposer’s Signature” – Page 15
- Bid Proposal – Attachment Pages (Equipment, Billable Rates, Filters)
- Guarantee of Bid Proposal – Page 27
- Acknowledgment of Addenda (If applicable) – Page 28
- Acknowledgment of Bidder (If a Corporation, Partnership or Individual) – Page 29
- Acknowledgment of Principal, If Corporation – Page 30
- Legal Status of Bidder – Page 31
- Bidder Reference/Qualification Form – Page 32
- Statement of No Bid (Complete this form only if not submitting a bid) – Page 33
- Bid Checklist (Not a mandatory form) – Page 34

*I acknowledge by my signature above that all the above forms
(if applicable) have been included in my bid to the Authority.*

Date

BID PROPOSAL – BID #16-15 (MECHANICAL SERVICES, HVAC, RJS)

By signing this bid, the bidder agrees that this bid is made without any understanding, agreement or connection with any other person, firm or corporation making a bid for the same purpose and that this bid is in all respects fair and without collusion or fraud. Unsigned bids will be considered incomplete and subject to rejection.

It is agreed by the undersigned bidder that the signing and delivery of the bid represents the bidder's acceptance of the terms and conditions of the foregoing specifications and provisions, and if awarded the bid by Authority, will represent the agreement between the parties.

Base Bid items are to include all completed work as described in the specifications/scope of work.

The undersigned has attended the mandatory pre-bid conference, if applicable to this bid, examined all documents within this bid for the above titled project and agrees to furnish all materials and services required under the specifications/requirements of this bid.

The Proposer, in submitting this bid, guarantees the following pricing for forty-five (45) days unless an extension of time agreement is reached between the Proposer and the Authority:

The following are submitted by the bidder for the purpose of:

1. Arriving at an estimated total bid price.
2. Establishing price factors to be utilized in adjusting the estimated total price resulting from modification.

COMPANY NAME: _____

Attached Bid Forms (10 total pages)

- Bid Forms (Equipment)
- Bid Form (Billable Labor Rates)
- Bid Forms (Filters)

Bid Form 1 of 3 (Equipment)

I	II	III	IV	V	VI	VII
ITEM	DESCRIPTION	UNIT OF MEASURE	YEAR 1	YEAR 2	YEAR 3	EXTENDED ANNUAL COST (Add cost for years 1 through 3)
1	Schedule 1 "Equipment List" 1 through 3 (Full Coverage)	PER YEAR				
2	Schedule 1 "Equipment List" 4 through 8 (Full Coverage)	PER YEAR				
3	ALTERNATE Schedule 1 "Equipment List" 9 through 17 (Full Coverage)	PER YEAR				
4	ALTERNATE Schedule 1 "Equipment List" 18 through 22 (Full Coverage)	PER YEAR				

Bid Form 2 of 3 (Billable Labor Rates)

Hours of Service:

The Contractor will be prepared to provide 24 hour / 7-day support to Authority which will primarily be provided by the Stadium Team as needed. Primary shift coverage is 8:00 a.m. – 5:00 p.m. local time Monday through Friday except observed Authority Holidays.

I	II	III	IV	V	VI	VII
ITEM	DESCRIPTION	UNIT OF MEASURE	HOURLY RATE	3 YEAR ESTIMATED QUANTITY		EXTENDED RATE (Multiply Hourly Rate(Xs) Estimated Quantity)
5	General Labor Rate Journeyman HVAC/R Technician Monday-Friday (8 am - 5 pm)	Hourly		700	N/A	
6	General Labor Rate Journeyman HVAC/R Technician (After hours)	Hourly		120	N/A	
7	Event Day Labor Rate Journeyman HVAC/R Technician EVENT COVERAGE	Hourly		30	N/A	
8	General Labor Rate 3 to 5 year Apprentice Monday-Friday (8 am - 5 pm)	Hourly		400	N/A	
9	General Labor Rate 3 to 5 year Apprentice (After hours)	Hourly		120	N/A	
10	General Labor Rate Helper Monday-Friday (8 am - 5 pm)	Hourly		240	N/A	
11	General Labor Rate Helper (After hours)	Hourly		24	N/A	

Bid Form 3 of 3 (Filters) page 1 of 7

I	II	III	IV	V	VI	VII
Unit #	Location	Unit of Measure	Cost (to include labor and filters)	1 Year Estimated Quantity (number of changers per year)	EXTENDED RATE (Multiply Cost (Xs) Estimated Quantity)	EXTENDED ANNUAL COST (Multiply Extended Rate (Xs) 3 years)
AHU-1NW1	A QUAD MECH RM	Each		4		
AHU-1NW2	A QUAD MECH RM	Each		4		
AHU-1NW4	A QUAD MECH RM	Each		4		
AHU-1NWA	A QUAD MECH RM	Each		4		
FCU-1NW2	A QUAD MECH RM	Each		3		
AHU-1NE1	B QUAD MECH RM	Each		4		
AHU-1NE2	B QUAD MECH RM	Each		4		
AHU-1NEA	B QUAD MECH RM	Each		4		
FCU-1NE1	B QUAD MECH RM	Each		3		
AHU-1SE1	C QUAD MECH RM	Each		4		
AHU-1SE2	C QUAD MECH RM	Each		4		
AHU-1SE3	C QUAD MECH RM	Each		4		
AHU-1SEA	C QUAD MECH RM	Each		4		
FCU-1SE1	C QUAD MECH RM	Each		3		
AHU-1SW1	D QUAD MECH RM	Each		4		
AHU-1SW2	D QUAD MECH RM	Each		4		
FCU-1SW1	D QUAD MECH RM	Each		3		
CR-1SE1	MUTINY OFFICE	Each		3		
CR-1NE1	24 HR COMMAND	Each		4		
CR-1NW1	RADIO ROOM	Each		4		
CR-1SW1	SOUND ROOM	Each		3		
CR-1SW1	SOUND ROOM	Each		3		
CR-1SW2	PHONE ROOM	Each		4		
CR-6NW1	SCOREBOARD RACK RM	Each		3		
CR-6NW2	SCOREBOARD CNTRL RM	Each		3		
CR-6NW3	SCRBRD CNTRL RM (STNDBY)	Each		2		
CR-6NE1	QUAD "B" VIDEO AMP ROOM	Each		3		
CR-6SE1	QUAD "C" VIDEO AMP ROOM	Each		3		
CR-5SW1	QUAD "D" VIDEO AMP RM	Each		3		
VSTR-LKR	VISITORS LOCKER RM	Each		2		
HOME-LKR	HOME LOCKER ROOM	Each		2		
FCU-1SE3	ELEVATOR LOBBY	Each		2		
FCU-1NE2	COAT CHECK EAST	Each		1		
FCU-1NW4	CATERING OFFICE	Each		4		
FCU-1SW4	TICKET STORAGE	Each		3		

Bid Form 3 of 3 (Filters) page 2 of 7

I	II	III	IV	V	VI	VII
Unit #	Location	Unit of Measure	Cost (to include labor and filters)	1 Year Estimated Quantity (number of changers per year)	EXTENDED RATE (Multiply Cost (Xs) Estimated Quantity)	EXTENDED ANNUAL COST (Multiply Extended Rate (Xs) 3 years)
FCU-1SW6	CLUB LOBBY WEST	Each		2		
FCU-1SW7	OWNERS LOBBY	Each		1		
FCU_FH	FINE HOST OFFICE	Each		4		
FCU-2NE1	"B" FIRST AID	Each		1		
FCU-2NE3	M.C. ATM "B" QUAD	Each		4		
FCU-2SE2	EAST ELEV LOBBY	Each		1		
FCU-2NW2	WEST ELEV LOBBY	Each		1		
FCU-2SW1	"D" FIRST AID	Each		1		
FCU-2SW3	M.C. ATM "D" QUAD	Each		4		
FCU-4NE1	CLUB ATM B QUAD	Each		4		
FCU-4SW1	CLUB ATM D QUAD	Each		4		
WACCON	WAITER SERVICES#203	Each		2		
WACVP	"A" PANTRY SEATING	Each		2		
WACRR	CLUB "A" RESTROOM	Each		2		
WACRR	CLUB A CENTER REST	Each		2		
WDCCON	WAITER SERVICES#218	Each		2		
WDCVP	"D" PANTRY SEATING	Each		2		
WDCRR	CLUB "D" RESTROOM	Each		2		
WDCCRR	CLUB D CENTER REST	Each		2		
ECCCON	WAITER SERVICES#228	Each		2		
ECCVP	"C" PANTRY SEATING	Each		2		
ECCRR	CLUB "C" RESTROOM	Each		2		
ECCRR	CLUB C CENTER REST	Each		2		
EBCCON	WAITER SERVICES#243	Each		2		
EBCVP	"B" PANTRY SEATING	Each		2		
EBCRR	CLUB "B" RESTROOM	Each		2		
EBCCRR	CLUB B CENTER REST	Each		2		
LSA-1	LOWER SUITE 1	Each		1		
LSA-2	LOWER SUITE 2	Each		1		
LSA-3	LOWER SUITE 3	Each		1		
LSA-4	LOWER SUITE 4	Each		1		
LSA-5	LOWER SUITE 5	Each		1		
LSA-6	LOWER SUITE 6	Each		1		
LSA-7A	LOWER SUITE 7A	Each		1		
LSA-7B	LOWER SUITE 7B	Each		1		

Bid Form 3 of 3 (Filters) page 3 of 7

I Unit #	II Location	III Unit of Measure	IV Cost (to include labor and filters)	V 1 Year Estimated Quantity (number of changers per year)	VI EXTENDED RATE (Multiply Cost (Xs) Estimated Quantity)	VII EXTENDED ANNUAL COST (Multiply Extended Rate (Xs) 3 years)
LSA-9	LOWER SUITE 9	Each		1		
LSA-10	LOWER SUITE 10	Each		1		
LSA-11	LOWER SUITE 11	Each		1		
LSA-12	LOWER SUITE 12	Each		1		
LSA-13	LOWER SUITE 13	Each		1		
LSA-14A	LOWER SUITE 14A	Each		1		
LSA-14B	LOWER SUITE 14B	Each		1		
LSA-16	LOWER SUITE 16	Each		1		
LSA-17	LOWER SUITE 17	Each		1		
LSA-18	LOWER SUITE 18	Each		1		
LSA-19	LOWER SUITE 19	Each		1		
LSA-20	LOWER SUITE 20	Each		1		
LSA-21	LOWER SUITE 21	Each		1		
LSA-22	LOWER SUITE 22	Each		1		
LSA-23	LOWER SUITE 23	Each		1		
LSD-25	LOWER SUITE 25	Each		1		
LSD-26	LOWER SUITE 26	Each		1		
NDXAC	OWNERS SUITE HEAT PUMP NORTH	Each		1		
SDXAC	OWNERS SUITE HEAT PUMP SOUTH	Each		1		
LSD-27	LOWER SUITE 27	Each		1		
LSD-28	LOWER SUITE 28	Each		1		
LSD-29	LOWER SUITE 29	Each		1		
LSD-30	LOWER SUITE 30	Each		1		
LSD-31	LOWER SUITE 31	Each		1		
LSD-32	LOWER SUITE 32	Each		1		
LSD-33	LOWER SUITE 33	Each		1		
LSD-34	LOWER SUITE 34	Each		1		
LSD-35A	LOWER SUITE 35A	Each		1		
LSD-35B	LOWER SUITE 35B	Each		1		
LSD-37	LOWER SUITE 37	Each		1		
LSD-38A	LOWER SUITE 38A	Each		1		
LSD-38B	LOWER SUITE 38B	Each		1		
LSD-39A	LOWER SUITE 39A	Each		1		
LSD-39B	LOWER SUITE 39B	Each		1		
LSD-41A	LOWER SUITE 41A	Each		1		

Bid Form 3 of 3 (Filters) page 4 of 7

I	II	III	IV	V	VI	VII
Unit #	Location	Unit of Measure	Cost (to include labor and filters)	1 Year Estimated Quantity (number of changers per year)	EXTENDED RATE (Multiply Cost (Xs) Estimated Quantity)	EXTENDED ANNUAL COST (Multiply Extended Rate (Xs) 3 years)
LSD-41C	LOWER SUITE 41C	Each		1		
LSD-41E	LOWER SUITE 41E	Each		1		
LSD-44A	LOWER SUITE 44A	Each		1		
LSD-44C	LOWER SUITE 44C	Each		1		
LSD-44E	LOWER SUITE 44E	Each		1		
USA-47	UPPER SUITE 47	Each		1		
USA-48	UPPER SUITE 48	Each		1		
USA-49	UPPER SUITE 49	Each		1		
USA-50	UPPER SUITE 50	Each		1		
USA-51	UPPER SUITE 51	Each		1		
USA-52	UPPER SUITE 52	Each		1		
USA-53	UPPER SUITE 53	Each		1		
USA-54	UPPER SUITE 54	Each		1		
USA-55	UPPER SUITE 55	Each		1		
USA-56	UPPER SUITE 56	Each		1		
USA-57	UPPER SUITE 57	Each		1		
USA-58	UPPER SUITE 58	Each		1		
USA-59	UPPER SUITE 59	Each		1		
USD-60A	UPPER SUITE 60A	Each		1		
USD-60B	UPPER SUITE 60B	Each		1		
USD-62	UPPER SUITE 62	Each		1		
USD-63	UPPER SUITE 63	Each		1		
USD-64	UPPER SUITE 64	Each		1		
USD-65	UPPER SUITE 65	Each		1		
USD-66	UPPER SUITE 66	Each		1		
USD-67	UPPER SUITE 67	Each		1		
USD-68	UPPER SUITE 68	Each		1		
PR-6SW1	BOOTH 10 - 14	Each		2		
PR-6SW2	BOOTH 6B, 7 - 9	Each		2		
PR-6SW2	BOOTH 6B, 7 - 9	Each		2		
PR-6SW3	BOOTH 6A, 4 + 5	Each		2		
PR-6SW4	NATL BROADCAST	Each		2		
PR-6SW5	RM 6.44.4 PRESS	Each		2		
PR-6SW7	PRESS LOBBY	Each		3		
LSC-70A	LOWER SUITE 70A	Each		1		

LSB-104	LOWER SUITE 104	Each	1			
LSB-105	LOWER SUITE 105	Each	1			
LSB-106	LOWER SUITE 106	Each	1			
LSB-107	LOWER SUITE 107	Each	1			
LSB-108	LOWER SUITE 108	Each	1			
LSB-109	LOWER SUITE 109	Each	1			
LSB-110	LOWER SUITE 110	Each	1			
LSB-111	LOWER SUITE 111	Each	1			
LSB-112	LOWER SUITE 112	Each	1			
LSB-113	LOWER SUITE 113	Each	1			
LSB-114	LOWER SUITE 114	Each	1			
LSB-115	LOWER SUITE 115	Each	1			
LSB-116	LOWER SUITE 116	Each	1			
LSB-117	LOWER SUITE 117	Each	1			
USC-120A	UPPER SUITE - 120A	Each	1			
USC-120B	UPPER SUITE - 120B	Each	1			
USC-120C	UPPER SUITE - 120C	Each	1			
USC-120D	UPPER SUITE - 120D	Each	1			
USC-120E	UPPER SUITE - 120E	Each	1			
USC-123A+B	UPPER SUITES - A+B	Each	1			
USC-123-N	UPPER SUITE - 123-N	Each	1			
USC-123-S	UPPER SUITE - 123-S	Each	1			
USC-123E	UPPER SUITE - 123E	Each	1			
SS-7NE1	SOUTH SUPER SUITE FCU 9-1	Each	2			
SS-7NE1	SOUTH SUPER SUITE FCU 9-1	Each	2			
SS-7NE2	SOUTH SUPER SUITE FCU 9-2	Each	2			
SS-7NE2	SOUTH SUPER SUITE FCU 9-2	Each	2			
SS-7NE3	SOUTH SUPER SUITE FCU 9-3	Each	2			
SS-7NE3	SOUTH SUPER SUITE FCU 9-3	Each	2			
SS-7NE4	SOUTH SUPER SUITE FCU 9-4	Each	2			
SS-7NE4	SOUTH SUPER SUITE FCU 9-4	Each	2			
SS-7NE5	SOUTH SUPER SUITE FCU 9-5	Each	2			
SS-7NE5	SOUTH SUPER SUITE FCU 9-5	Each	2			
USC-139	UPPER SUITE - 139	Each	1			
USC-140	UPPER SUITE - 140	Each	1			
USC-141	UPPER SUITE - 141	Each	1			

Bid Form 3 of 3 (Filters) page 5 of 7

I Unit #	II Location	III Unit of Measure	IV Cost (to include labor and filters)	V 1 Year Estimated Quantity (number of changers per year)	VI EXTENDED RATE (Multiply Cost (Xs) Estimated Quantity)	VII EXTENDED ANNUAL COST (Multiply Extended Rate (Xs) 3 years)
LSC-70B	LOWER SUITE 70B	Each		1		
LSC-70C	LOWER SUITE 70C	Each		1		
LSC-70D	LOWER SUITE 70D	Each		1		
LSC-70E	LOWER SUITE 70E	Each		1		
LSC-71A	LOWER SUITE 71A	Each		1		
LSC-71B	LOWER SUITE 71B	Each		1		
LSC-71C	LOWER SUITE 71C	Each		1		
LSC-71D	LOWER SUITE 71D	Each		1		
LSC-71E	LOWER SUITE 71E	Each		1		
LSC-76A	LOWER SUITE 76A	Each		1		
LSC-76B	LOWER SUITE 76B	Each		1		
LSC-77	LOWER SUITE 77	Each		1		
LSC-77	LOWER SUITE 77	Each		1		
LSC-78	LOWER SUITE 78	Each		1		
LSC-79	LOWER SUITE 79	Each		1		
LSC-80	LOWER SUITE 80	Each		1		
LSC-81A	LOWER SUITE 81A	Each		1		
LSC-81B	LOWER SUITE 81B	Each		1		
LSC-83	LOWER SUITE 83	Each		1		
LSC-84	LOWER SUITE 84	Each		1		
LSC-85	LOWER SUITE 85	Each		1		
LSC-86	LOWER SUITE 86	Each		1		
LSC-87	LOWER SUITE 87	Each		1		
LSC-88	LOWER SUITE 88	Each		1		
LSC-89	LOWER SUITE 89	Each		1		
LSC-90	LOWER SUITE 90	Each		1		
LSB-91	LOWER SUITE 91	Each		1		
LSB-92	LOWER SUITE 92	Each		1		
LSB-93	LOWER SUITE 93	Each		1		
LSB-94	LOWER SUITE 94	Each		1		
LSB-95	LOWER SUITE 95	Each		1		
LSB-96	LOWER SUITE 96	Each		1		
LSB-97	LOWER SUITE 97	Each		1		
LSB-98	LOWER SUITE 98	Each		1		
LSB-99	LOWER SUITE 99	Each		1		
LSB-100	LOWER SUITE 100	Each		1		
LSB-101	LOWER SUITE 101	Each		1		
LSB-102	LOWER SUITE 102	Each		1		
LSB-103	LOWER SUITE 103	Each		1		

Bid Form 3 of 3 (Filters) page 6 of 7

I Unit #	II Location	III Unit of Measure	IV Cost (to include labor and filters)	V 1 Year Estimated Quantity (number of changers per year)	VI EXTENDED RATE (Multiply Cost (Xs) Estimated Quantity)	VII EXTENDED ANNUAL COST (Multiply Extended Rate (Xs) 3 years)
USC-142	UPPER SUITE - 142	Each		1		
USB-143	UPPER SUITE - 143	Each		1		
USB-144A	UPPER SUITE - 144A	Each		1		
USB-144B	UPPER SUITE - 144B	Each		1		
SS-7SE1	NORTH SUPER SUITE FCU 9-6	Each		2		
SS-7SE1	NORTH SUPER SUITE FCU 9-6	Each		2		
SS-7SE2	NORTH SUPER SUITE FCU 9-7	Each		2		
SS-7SE2	NORTH SUPER SUITE FCU 9-7	Each		2		
SS-7SE3	NORTH SUPER SUITE FCU 9-8	Each		2		
SS-7SE3	NORTH SUPER SUITE FCU 9-8	Each		2		
SS-7SE4	NORTH SUPER SUITE FCU 9-9	Each		2		
SS-7SE4	NORTH SUPER SUITE FCU 9-9	Each		2		
SS-7SE5	NORTH SUPER SUITE FCU 9-10	Each		2		
SS-7SE5	NORTH SUPER SUITE FCU 9-10	Each		2		
RTN-WALL-A	GRILLE RETURN A - 5	Each		4		
RTN-WALL-A	GRILLE RETURN A - 6	Each		4		
RTN-WALL-B	GRILLE RETURN B - 1	Each		4		
RTN-WALL-B	GRILLE RETURN B - 5	Each		4		
RTN-WALL-C	GRILLE RETURN C - 5	Each		4		
RTN-WALL-D	GRILLE RETURN D - 1	Each		4		
RTN-WALL-D	GRILLE RETURN D - 5	Each		4		
RTN-WALL-D	GRILLE RETURN D - 6	Each		4		
CSA-167N	CLUB SUITE 167-N	PLEAT		1		
CSA-167S	CLUB SUITE 167-S	PLEAT		1		
CSA-169	CLUB SUITE 169	PLEAT		1		
CSA-170	CLUB SUITE 170	PLEAT		1		
CSA-171	CLUB SUITE 171	PLEAT		1		
CSA-172	CLUB SUITE 172	PLEAT		1		
CSD-173	CLUB SUITE 173	PLEAT		1		
CSD-174	CLUB SUITE 174	PLEAT		1		
CSD-175	CLUB SUITE 175	PLEAT		1		
CSD-176	CLUB SUITE 176	PLEAT		1		
CSD-177N	CLUB SUITE 177-N	PLEAT		1		
CSD-177S	CLUB SUITE 177-S	PLEAT		1		

Bid Form 3 of 3 (Filters) page 7 of 7

I	II	III	IV	V	VI	VII
Unit #	Location	Unit of Measure	Cost (to include labor and filters)	1 Year Estimated Quantity (number of changers per year)	EXTENDED RATE (Multiply Cost (Xs) Estimated Quantity)	EXTENDED ANNUAL COST (Multiply Extended Rate (Xs) 3 years)
CSC-179	CLUB SUITE 179	PLEAT		1		
CSC-180	CLUB SUITE 180	PLEAT		1		
CSC-181	CLUB SUITE 181	PLEAT		1		
CSC-182	CLUB SUITE 182	PLEAT		1		
CSC-183	CLUB SUITE 183	PLEAT		1		
CSC-184	CLUB SUITE 184	PLEAT		1		
CSC-185	CLUB SUITE 185	PLEAT		1		
CSC-186	CLUB SUITE 186	PLEAT		1		
CSB-187	CLUB SUITE 187	PLEAT		1		
CSB-188	CLUB SUITE 188	PLEAT		1		
CSB-189	CLUB SUITE 189	PLEAT		1		
CSB-190	CLUB SUITE 190	PLEAT		1		
CSB-191	CLUB SUITE 191	PLEAT		1		
CSB-192	CLUB SUITE 192	PLEAT		1		
CSB-193	CLUB SUITE 193	PLEAT		1		
CSB-194	CLUB SUITE 194	PLEAT		1		
CSB-195	CLUB SUITE 195	PLEAT		1		
CSB-196	CLUB SUITE 196	PLEAT		1		
FCU -7NW2	"A"ELEVATOR LOBBY	Each		1		
FCU -7NW4	50-YRD LINE ELV. RM	Each		4		
FCU -7SW1	QUAD "D" FIRST AID	Each		1		
FCU -7SE2	"C"ELEVATOR LOBBY	Each		1		
FCU -7SE4	50-YRD LINE ELV. RM	Each		4		
FCU -7NE1	QUAD "C" FIRST AID	Each		1		
FCU -8NW1	QUAD "A" ELEV. RM	Each		4		
FCU -8NW1	QUAD "A" ELEV. RM	Each		4		
FCU -8NW2	50-YRD LINE ELV. RM	Each		4		
FCU -8SW1	QUAD "D" ELEV. RM	Each		4		
FCU -8SW1	QUAD "D" ELEV. RM	Each		4		
FCU -8SE1	QUAD "C" ELEV. RM	Each		4		
FCU -8SE1	QUAD "C" ELEV. RM	Each		4		
FCU -8NE1	QUAD "B" ELEV. RM	Each		4		
FCU -8NE1	QUAD "B" ELEV. RM	Each		4		

Grand Contract Total	\$
Bid Form #1 (Add column VII Items 1 and 2). Bid Form #2 (Add column VII Items 5 through 11). Bid Form #3 (Add column VII Pages 1 through 7).	

Schedule 1 - Equipment List

TAMPA SPORTS AUTHORITY EQUIPMENT LIST

Number	Area	Manufacturer	Special Notes
1	CRAC UNIT #6NW2 Control Rm / 12 Tons	Data Aire / Model #GFAU-02834	Installed 8/24/17 with 1 year full maintenance / 1 yr Parts / 5 yr Comp & Coil Warranty
2	CRAC UNIT #6NW3 Control Rm Standby / 5 Tons	Data Aire / Model #GTAU-01834	Installed 8/24/17 with 1 year full maintenance / 1 yr Parts / 5 yr Comp & Coil Warranty
3	MINI SPLIT Traffic Control (Cassette) / 2 Tons	Daikin	Installed 9/1/15, 5 yr Comp Warranty

4	CRAC UNIT 6NW1 Rack Rm / 8 Tons	Data Aire / Model #GFAU-04634	Installed 8/24/17 with 1 year full maintenance / 1 yr Parts / 5 yr Comp & Coil Warranty
5	CRAC UNIT 6NE1 "B" Amp Rm / 8 Tons	Data Aire / Model #GFAU-05634	Installed 8/24/17 with 1 year full maintenance / 1 yr Parts / 5 yr Comp & Coil Warranty
6	CRAC UNIT 6SE1 "C" Amp Rm / 8 Tons	Data Aire / Model #GFAU-05634	Installed 8/24/17 with 1 year full maintenance / 1 yr Parts / 5 yr Comp & Coil Warranty
7	CRAC UNIT 5SW1 "D" Amp Rm / 8 Tons	Data Aire / Model #GFAU-05634	Installed 8/24/17 with 1 year full maintenance / 1 yr Parts / 5 yr Comp & Coil Warranty
8	CRAC #1SE1 Bucs Sales Office / 2 Ton	Liebert Miri Mate	Installed 2004

9	MINI SPLIT SYSTEM 24hr COMMAND #1	Daikin	Installed 7/3/12, 5 yr Comp & Coil Warranty
10	MINI SPLIT SYSTEM 24hr COMMAND #2	Daikin	Installed 7/3/12, 5 yr Comp & Coil Warranty
11	MINI SPLIT SYSTEM PRESS BOX #1 / 1.5 Tons	Thermal Zone	Installed 5/15/08
12	MINI SPLIT SYSTEM PRESS BOX #2 / 1.5 Tons	Thermal Zone	Installed 4/6/10
13	MINI SPLIT SYSTEM TSA SERVER ROOM / 2 Tons	Thermal Zone	Installed 4/28/10
14	MINI SPLIT SYSTEM MERCHANDISE / 1.5 Tons	Thermal Zone	Installed 5/15/08
15	MINI SPLIT Traffic Control (Cassette) / 1.5 Tons	Daikin	Installed 8/31/15, 5 yr Comp & Coil Warranty
16	MINI SPLIT SYSTEM PRINT SHOP / 2 Tons	Daikin	Installed 10/3/13, 5 yr Comp & Coil Warranty
17	MINI SPLIT SYSTEM MAINT BREAKROOM / 2 Tons	Daikin	Installed 1/18/16, 5 yr Comp & Coil Warranty

18	MINI SPLIT #5NW1 / 2 Tons	Daikin	Installed 8/24/17, 1 yr Parts / 5 yr Comp & Coil Warranty
19	MINI SPLIT #5NE1 / 2 Tons	Daikin	Installed 8/24/17, 1 yr Parts / 5 yr Comp & Coil Warranty
20	MINI SPLIT #5SW1 / 2 Tons	Daikin	Installed 8/24/17, 1 yr Parts / 5 yr Comp & Coil Warranty
21	MINI SPLIT #5SE1 / 2 Tons	Daikin	Installed 8/24/17, 1 yr Parts / 5 yr Comp & Coil Warranty
22	MINI SPLIT #3NE1 / 2 Tons	Daikin	Installed 8/24/17, 1 yr Parts / 5 yr Comp & Coil Warranty

Schedule 2 - Maintenance Schedule

AREA	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	JAN
CRAC UNIT #6NW2 Control Rm / 12 Tons	O			A			O			O		
CRAC UNIT #6NW3 Control Rm Standby / 5 Tons	O			A			O			O		
CRAC UNIT 6NW1 Rack Rm / 8 Tons	O			A			O			O		
CRAC UNIT 6NE1 "B" Amp Rm / 8 Tons	O			A			O			O		
CRAC UNIT 6SE1 "C" Amp Rm / 8 Tons	O			A			O			O		
CRAC UNIT 5SW1 "D" Amp Rm / 8 Tons	O			A			O			O		
CRAC #1SE1 Bucs Sales Office / 2 Ton	O			A			O			O		

The below listed schedule will apply if alternate option is selected												
AREA	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	JAN
MINI SPLIT Traffic Control (Cassette) / 2 Tons		O			O			A				O
MINI SPLIT SYSTEM 24hr COMMAND #1		O			O			A				O
MINI SPLIT SYSTEM 24hr COMMAND #2		O			O			A				O
MINI SPLIT SYSTEM PRESS BOX #1 / 1.5 Tons		O			O			A				O
MINI SPLIT SYSTEM PRESS BOX #2 / 1.5 Tons		O			O			A				O
MINI SPLIT SYSTEM TSA SERVER ROOM / 2 Tons		O			O			A				O
MINI SPLIT SYSTEM MERCHANDISE / 1.5 Tons		O			O			A				O
MINI SPLIT Traffic Control (Cassette) / 1.5 Tons		O			O			A				O
MINI SPLIT SYSTEM PRINT SHOP / 2 Tons		O			O			A				O
MINI SPLIT SYSTEM MAINT BREAKROOM / 2 Tons		O			O			A				O
MINI SPLIT #5NW1 / 2 Tons		O			O			A				O
MINI SPLIT #5NE1 / 2 Tons		O			O			A				O
MINI SPLIT #5SW1 / 2 Tons		O			O			A				O
MINI SPLIT #5SE1 / 2 Tons		O			O			A				O
MINI SPLIT #3NE1 / 2 Tons		O			O			A				O

Note: "A" represents Annual Maintenance. Annual Maintenance shall be performed as per manufacturer's recommendations and industry standards.

Note: "O" represents Operational Inspection. Operational Inspection shall be performed as per manufacturer's recommendations and industry standards.

Schedule 3 -- Filter List

FILTER LIST (1 OF 7)

UNIT #	LOCATION	TYPE	QUANTITY	FREQ	February	May	August	November	FILTER SIZE	FRAME SIZE
AHU-1NW1	A QUAD MECH RM	PAD	6	2		Change		Change	20.0 X 20.0 X 2.0	20.0 X 20.0 X 2.0
AHU-1NW1	A QUAD MECH RM	PAD	2	2		Change		Change	20.0 X 24.4 X 2.0	20.0 X 23.6 X 2.0
AHU-1NW2	A QUAD MECH RM	PAD	16	4	Change		Change	Change	20.0 X 24.4 X 2.0	20.0 X 24.0 X 2.0
AHU-1NW4	A QUAD MECH RM	PAD	4	3		Change		Change	12.4 X 24.4 X 2.0	12.0 X 24.0 X 2.0
AHU-1NW4	A QUAD MECH RM	PAD	4	3		Change		Change	15.4 X 24.4 X 2.0	15.0 X 24.0 X 2.0
AHU-1NW4	A QUAD MECH RM	PAD	16	3		Change		Change	24.4 X 24.4 X 2.0	24.0 X 24.0 X 2.0
AHU-1NWA	A QUAD MECH RM	PAD	20	4	Change		Change	Change	24.4 X 24.4 X 2.0	24.0 X 24.0 X 2.0
FCU-1NW2	A QUAD MECH RM	PAD	1	3		Change		Change	18.4 X 21.4 X 2.0	17.7 X 22.0 X 2.0
AHU-1NE1	B QUAD MECH RM	PAD	6	4	Change		Change	Change	15.4 X 20.0 X 2.0	16.0 X 20.0 X 2.0
AHU-1NE1	B QUAD MECH RM	PAD	2	4	Change		Change	Change	20.0 X 20.0 X 2.0	19.6 X 20.0 X 2.0
AHU-1NE2	B QUAD MECH RM	PAD	4	4	Change		Change	Change	20.0 X 24.4 X 2.0	20.0 X 25.0 X 2.0
AHU-1NEA	B QUAD MECH RM	PAD	38	4	Change		Change	Change	20.0 X 20.0 X 2.0	20.0 X 20.0 X 2.0
AHU-1NEA	B QUAD MECH RM	PAD	20	4	Change		Change	Change	20.0 X 17.0 X 2.0	20.0 X 17.0 X 2.0
FCU-1NE1	B QUAD MECH RM	PAD	1	3		Change		Change	18.4 X 21.4 X 2.0	17.7 X 22.0 X 2.0
AHU-1SE1	C QUAD MECH RM	PAD	12	4	Change		Change	Change	20.0 X 24.4 X 2.0	20.0 X 25.0 X 2.0
AHU-1SE1	C QUAD MECH RM	PAD	4	4	Change		Change	Change	20.0 X 24.4 X 2.0	20.0 X 26.0 X 2.0
AHU-1SE2	C QUAD MECH RM	PAD	2	4	Change		Change	Change	12.0 X 24.0 X 2.0	12.0 X 24.0 X 2.0
AHU-1SE2	C QUAD MECH RM	PAD	3	4	Change		Change	Change	20.0 X 20.0 X 2.0	20.0 X 20.0 X 2.0
AHU-1SE3	C QUAD MECH RM	PAD	4	3		Change		Change	13.4 X 24.4 X 2.0	13.0 X 24.0 X 2.0
AHU-1SE3	C QUAD MECH RM	PAD	4	3		Change		Change	15.4 X 24.4 X 2.0	15.0 X 24.0 X 2.0
AHU-1SE3	C QUAD MECH RM	PAD	16	3		Change		Change	24.4 X 24.4 X 2.0	24.0 X 24.0 X 2.0
AHU-1SEA	C QUAD MECH RM	PAD	16	4	Change		Change	Change	15.4 X 20.0 X 2.0	16.0 X 20.0 X 2.0
AHU-1SEA	C QUAD MECH RM	PAD	4	4	Change		Change	Change	15.4 X 21.4 X 2.0	16.0 X 20.0 X 2.0
FCU-1SE1	C QUAD MECH RM	PAD	1	3		Change		Change	18.4 X 21.4 X 2.0	17.7 X 22.0 X 2.0
AHU-1SW1	D QUAD MECH RM	PAD	6	2	Change		Change		20.0 X 20.0 X 2.0	20.0 X 20.0 X 2.0
AHU-1SW2	D QUAD MECH RM	PAD	2	2	Change		Change		24.0 X 24.4 X 2.0	24.0 X 24.0 X 2.0
AHU-1SWA	D QUAD MECH RM	PAD	49	4	Change		Change	Change	20.0 X 20.0 X 2.0	20.0 X 20.0 X 2.0
AHU-1SWA	D QUAD MECH RM	PAD	7	4	Change		Change	Change	20.0 X 23.0 X 2.0	17.0 X 20.0 X 2.0
FCU-1SW1	D QUAD MECH RM	PAD	1	3		Change		Change	18.4 X 21.4 X 1.0	17.7 X 22.0 X 1.0
CR-1SE1	MUTINY OFFICE	PLEAT	1	3		Change		Change	16.0 X 25.0 X 4.0	
CR-1NE1	24 HR COMMAND	PAD	2	4		Decommissioned			21.4 X 23.0 X 1.0	21.7 X 22.2 X 1.0
CR-1NW1	RADIO ROOM	PLEAT	1	4	Change		Change	Change	16.0 X 25.0 X 4.0	
CR-1SW1	SOUND ROOM	PLEAT	3	3		Change		Change	16.0 X 20.0 X 4.0	
CR-1SW1	SOUND ROOM	PLEAT	1	3		Change		Change	20.0 X 25.0 X 4.0	
CR-1SW2	PHONE ROOM	PLEAT	1	4	Change		Change	Change	29.5 X 28.5 X 2.0	

FILTER LIST (2 OF 7)

UNIT #	LOCATION	TYPE	QUANTITY	FREQ	February	May	August	November	FILTER SIZE	FRAME SIZE
CR-6NW1	SCOREBOARD RACK RM	PLEAT	2	3		Change	Change	Change	16 X 25 X 4	
CR-6NW1	SCOREBOARD RACK RM	PLEAT	2	3		Change	Change	Change	20 X 25 X 4	
CR-6NW2	SCOREBOARD CNTRL RM	PLEAT	2	3		Change	Change	Change	20 X 25 X 4	
CR-6NW3	SCRBRD CNTRL RM (STNDBY)	PLEAT	2	2		Change		Change	20 X 20 X 4	
CR-6NE1	QUAD "B" VIDEO AMP ROOM	PLEAT	2	3		Change	Change	Change	16 X 25 X 4	
CR-6NE1	QUAD "B" VIDEO AMP ROOM	PLEAT	2	3		Change	Change	Change	20 X 25 X 4	
CR-6SE1	QUAD "C" VIDEO AMP ROOM	PLEAT	2	3		Change	Change	Change	16 X 25 X 4	
CR-6SE1	QUAD "C" VIDEO AMP ROOM	PLEAT	2	3		Change	Change	Change	20 X 25 X 4	
CR-5SW1	QUAD "D" VIDEO AMP RM	PLEAT	2	3		Change	Change	Change	20 X 25 X 4	
VSTR-LKR	VISITORS LOCKER RM	PAD	1	2		Change		Change	20.25 X 35.5 X 1	
HOME-LKR	HOME LOCKER ROOM	PAD	1	2		Change		Change	20.25 X 35.5 X 2	
FCU-1SE3	ELEVATOR LOBBY	PAD	1	2		Change		Change	18.4 X 21.4 X 2.0	17.7 X 22.0 X 2.0
FCU-1NE2	COAT CHECK EAST	PAD	1	1			Change	Change	18.0 X 29.0 X 1.0	17.7 X 28.7 X 1.0
FCU-1NW4	CATERING OFFICE	PAD	1	4		Change		Change	18.0 X 29.0 X 1.0	17.7 X 28.7 X 1.0
FCU-1SW4	TICKET STORAGE	PAD	1	3		Change		Change	23.0 X 23.0 X 1.0	
FCU-1SW6	CLUB LOBBY WEST	PAD	1	2			Change	Change	18.0 X 29.0 X 1.0	17.7 X 28.7 X 1.0
FCU-1SW7	OWNERS LOBBY	PAD	1	1			Change	Change	18.0 X 22.0 X 1.0	17.6 X 21.5 X 1.0
FCU FH	FINE HOST OFFICE	PLEAT	6	4		Change		Change	20.0 X 20.0 X 1.0	
FCU-2NE1	"B" FIRST AID	PAD	1	1			Change	Change	18.4 X 21.4 X 2.0	17.7 X 22.0 X 2.0
FCU-2NE3	M.C. ATM "B" QUAD	PLEAT	1	4		Change		Change	18x22x2	
FCU-2SE1	TRASH ROOM EAST	PAD	1	0		Decommissioned			18.4 X 21.4 X 2.0	17.7 X 22.0 X 2.0
FCU-2SE2	EAST ELEV LOBBY	PAD	1	1			Change	Change	18.4 X 21.4 X 2.0	17.7 X 22.0 X 2.0
FCU-2NW1	TRASH ROOM WEST	PAD	1	0		Decommissioned			18.4 X 21.4 X 2.0	17.7 X 22.0 X 2.0
FCU-2NW2	WEST ELEV LOBBY	PAD	1	1			Change	Change	18.4 X 21.4 X 2.0	17.7 X 22.0 X 2.0
FCU-2SW1	"D" FIRST AID	PAD	1	1				Change	18.4 X 21.4 X 2.0	17.7 X 22.0 X 2.0
FCU-2SW3	M.C. ATM "D" QUAD	PLEAT	1	4		Change		Change	18x22x2	
FCU-4NE1	CLUB ATM B QUAD	PLEAT	1	4		Change		Change	20x20x1	
FCU-4SW1	CLUB ATM D QUAD	PLEAT	1	4		Change		Change	20x20x2	
WACCON	WAITER SERVICES#203	PAD	1	2		Change		Change	21.4 X 21.4 X 1.0	21.4 X 22.0 X 1.0
WACVP	"A" PANTRY SEATING	PAD	1	2		Change		Change	21.4 X 21.4 X 1.0	21.4 X 22.0 X 1.0
WACRR	CLUB "A" RESTROOM	PLEAT	1	2		Change		Change	24x24x2	
WACRR	CLUB A CENTER REST	PAD	1	2		Change		Change	23.0 X 23.0 X 1.0	
WDCCON	WAITER SERVICES#218	PAD	1	2		Change		Change	21.4 X 21.4 X 1.0	21.4 X 22.0 X 1.0
WDCVP	"D" PANTRY SEATING	PAD	1	2		Change		Change	21.4 X 21.4 X 1.0	21.4 X 22.0 X 1.0
WDCRR	CLUB "D" RESTROOM	PAD	1	2		Change		Change	24x24x2	
WDCRR	CLUB D CENTER REST	PAD	1	2		Change		Change	23.0 X 23.0 X 1.0	
ECCCON	WAITER SERVICES#228	PAD	1	2		Change		Change	21.4 X 21.4 X 1.0	21.4 X 22.0 X 1.0
ECCVP	"C" PANTRY SEATING	PAD	1	2		Change		Change	21.4 X 21.4 X 1.0	21.4 X 22.0 X 1.0
ECCRR	CLUB "C" RESTROOM	PAD	1	2		Change		Change	24x24x2	
ECCRR	CLUB C CENTER REST	PAD	1	2		Change		Change	23.0 X 23.0 X 1.0	
EBCCON	WAITER SERVICES#243	PAD	1	2		Change		Change	21.4 X 21.4 X 1.0	21.4 X 22.0 X 1.0
EBCVP	"B" PANTRY SEATING	PAD	1	2		Change		Change	21.4 X 21.4 X 1.0	21.4 X 22.0 X 1.0
EBCRR	CLUB "B" RESTROOM	PAD	1	2		Change		Change	24X24X2	
EBCRR	CLUB B CENTER REST	PAD	1	2		Change		Change	23.0 X 23.0 X 1.0	

FILTER LIST (3 OF 7)

UNIT #	LOCATION	TYPE	QUANTITY	FREQ	February	May	August	November	FILTER SIZE	FRAME SIZE
LSA-1	LOWER SUITE 1	PAD	2	1			Change		18.4 X 23.0 X 1.0	18.0 X 23.3 X 1.0
LSA-2	LOWER SUITE 2	PAD	2	1			Change		18.4 X 23.0 X 1.0	18.0 X 23.3 X 1.0
LSA-3	LOWER SUITE 3	PAD	2	1			Change		18.4 X 23.0 X 1.0	18.0 X 23.3 X 1.0
LSA-4	LOWER SUITE 4	PAD	2	1			Change		18.4 X 23.0 X 1.0	18.0 X 23.3 X 1.0
LSA-5	LOWER SUITE 5	PAD	4	1			Change		11X18X1	
LSA-6	LOWER SUITE 6	PAD	2	1			Change		18.4 X 23.0 X 1.0	18.0 X 23.3 X 1.0
LSA-7A	LOWER SUITE 7A	PAD	2	1			Change		18.4 X 23.0 X 1.0	18.0 X 23.3 X 1.0
LSA-7B	LOWER SUITE 7B	PAD	2	1			Change		18.4 X 23.0 X 1.0	18.0 X 23.3 X 1.0
LSA-9	LOWER SUITE 9	PAD	2	1			Change		18.4 X 23.0 X 1.0	18.0 X 23.3 X 1.0
LSA-10	LOWER SUITE 10	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSA-11	LOWER SUITE 11	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSA-12	LOWER SUITE 12	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSA-13	LOWER SUITE 13	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSA-14A	LOWER SUITE 14A	PAD	2	1			Change		18.4 X 23.0 X 1.0	18.0 X 23.3 X 1.0
LSA-14B	LOWER SUITE 14B	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSA-16	LOWER SUITE 16	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSA-17	LOWER SUITE 17	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSA-18	LOWER SUITE 18	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSA-19	LOWER SUITE 19	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSA-20	LOWER SUITE 20	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSA-21	LOWER SUITE 21	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSA-22	LOWER SUITE 22	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSA-23	LOWER SUITE 23	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSD-25	LOWER SUITE 25	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSD-26	LOWER SUITE 26	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
NDXAC	OWNERS SUITE HEAT PUMP NORTH	PLEAT	2	2			Change		20 X 20 X 1	
SDXAC	OWNERS SUITE HEAT PUMP SOUTH	PLEAT	2	2			Change		20 X 20 X 1	
LSD-27	LOWER SUITE 27	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSD-28	LOWER SUITE 28	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSD-29	LOWER SUITE 29	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSD-30	LOWER SUITE 30	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSD-31	LOWER SUITE 31	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSD-32	LOWER SUITE 32	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSD-33	LOWER SUITE 33	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSD-34	LOWER SUITE 34	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSD-35A	LOWER SUITE 35A	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSD-35B	LOWER SUITE 35B	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSD-37	LOWER SUITE 37	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSD-38A	LOWER SUITE 38A	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSD-38B	LOWER SUITE 38B	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSD-39A	LOWER SUITE 39A	PLEAT	1	1			Change		20 X 20 X 1	
LSD-39B	LOWER SUITE 39B	PLEAT	1	1			Change		20 X 20 X 1	
LSD-41A	LOWER SUITE 41A	PAD	2	1			Change		18.4 X 23.0 X 1.0	18.0 X 23.3 X 1.0
LSD-41C	LOWER SUITE 41C	PAD	2	1			Change		18.4 X 23.0 X 1.0	18.0 X 23.3 X 1.0
LSD-41E	LOWER SUITE 41E	PAD	1	1			Change		18.4 X 21.4 X 1.0	17.7 X 22.0 X 1.0
LSD-44A	LOWER SUITE 44A	PAD	2	1			Change		18.4 X 23.0 X 1.0	18.0 X 23.3 X 1.0
LSD-44C	LOWER SUITE 44C	PAD	2	1			Change		18.4 X 23.0 X 1.0	18.0 X 23.3 X 1.0
LSD-44E	LOWER SUITE 44E	PAD	1	1			Change		18.4 X 21.4 X 1.0	17.7 X 22.0 X 1.0

FILTER LIST (4 OF 7)

UNIT #	LOCATION	TYPE	QUANTITY	FREQ	February	May	August	November	FILTER SIZE	FRAME SIZE
USA-47	UPPER SUITE 47	PAD	2	1			Change		18.4 X 23.0 X 1.0	18.0 X 23.3 X 1.0
USA-48	UPPER SUITE 48	PAD	3	1			Change		18.4 X 23.0 X 1.0	18.0 X 23.3 X 1.0
USA-49	UPPER SUITE 49	PAD	3	1			Change		18.4 X 23.0 X 1.0	11.0 X 18.0 X 1.0
USA-50	UPPER SUITE 50	PAD	2	1			Change		18.4 X 23.0 X 1.0	18.0 X 23.3 X 1.0
USA-51	UPPER SUITE 51	BAG	1	1			Change		18.4 X 45.4 X 1.0	18.0 X 45.4 X 1.0
USA-52	UPPER SUITE 52	PAD	2	1			Change		18.4 X 23.0 X 1.0	18.0 X 23.3 X 1.0
USA-53	UPPER SUITE 53	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
USA-54	UPPER SUITE 54	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
USA-55	UPPER SUITE 55	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
USA-56	UPPER SUITE 56	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
USA-57	UPPER SUITE 57	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
USA-58	UPPER SUITE 58	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
USA-59	UPPER SUITE 59	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
USD-60A	UPPER SUITE 60A	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
USD-60B	UPPER SUITE 60B	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
USD-62	UPPER SUITE 62	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
USD-63	UPPER SUITE 63	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
USD-64	UPPER SUITE 64	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
USD-65	UPPER SUITE 65	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
USD-66	UPPER SUITE 66	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
USD-67	UPPER SUITE 67	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
USD-68	UPPER SUITE 68	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
PR-6SW1	BOOTHS 10 - 14	PAD	2	2		Change		Change	20.0 X 24.4 X 2.0	20.0 X 25.0 X 2.0
PR-6SW2	BOOTHS 6B, 7 - 9	PAD	2	2		Change		Change	18.0 X 20.0 X 2.0	
PR-6SW2	BOOTHS 6B, 7 - 9	PAD	1	2		Change		Change	16.0 X 20.0 X 2.0	
PR-6SW3	BOOTHS 6A, 4 + 5	PAD	4	2		Change		Change	13.0 X 20.0 X 2.0	
PR-6SW4	NATL BROADCAST	PAD	2	2		Change		Change	18.4 X 23.0 X 1.0	18.0 X 23.0 X 1.0
PR-6SW5	RM 6.44.4 PRESS	PAD	3	2		Change		Change	18.4 X 10.0 X 2.0	10.2 X 17.7 X X 2.0
PR-6SW6	HALL NATL-BROADCAST	PAD	1	0		Decommissioned			18.4 X 21.4 X 2.0	18.0 X 22.0 X 2.0
PR-6SW7	PRESS LOBBY	PAD	1	3		Change		Change	9.2 X 60.0 X 1.0	9.2 X 60 X 1.0
LSC-70A	LOWER SUITE 70A	PAD	1	1			Change		12X18X1	
LSC-70B	LOWER SUITE 70B	PAD	1	1			Change		18.4 X 21.4 X 1.0	18.0 X 22.0 X 1.0
LSC-70C	LOWER SUITE 70C	PAD	1	1			Change		18.4 X 21.4 X 1.0	18.0 X 22.0 X 1.0
LSC-70D	LOWER SUITE 70D	PAD	1	1			Change		18.4 X 21.4 X 1.0	18.0 X 22.0 X 1.0
LSC-70E	LOWER SUITE 70E	PAD	1	1			Change		18.4 X 21.4 X 1.0	18.0 X 22.0 X 1.0
LSC-71A	LOWER SUITE 71A	PAD	1	1			Change		18.4 X 21.4 X 1.0	18.0 X 22.0 X 1.0
LSC-71B	LOWER SUITE 71B	PAD	1	1			Change		18.4 X 21.4 X 1.0	18.0 X 22.0 X 1.0
LSC-71C	LOWER SUITE 71C	PAD	2	1			Change		12X18X1	
LSC-71D	LOWER SUITE 71D	PAD	1	1			Change		18.4 X 21.4 X 1.0	18.0 X 22.0 X 1.0
LSC-71E	LOWER SUITE 71E	PAD	2	1			Change		18.4 X 21.4 X 1.0	18.0 X 22.0 X 1.0
LSC-76A	LOWER SUITE 76A	PLEAT	2	1			Change		22X22X1	
LSC-76B	LOWER SUITE 76B	PLEAT	2	1			Change		22X22X1	

FILTER LIST (5 OF 7)

UNIT #	LOCATION	TYPE	QUANTITY	FREQ	February	May	August	November	FILTER SIZE	FRAME SIZE
LSC-77	LOWER SUITE 77	PAD	3	1			Change		14X18X1	
LSC-77	LOWER SUITE 77	PAD	1	1			Change		6 X 18 X 1	
LSC-78	LOWER SUITE 78	PAD	2	1			Change		18.4 X 23.0 X 1.0	18.0 X 23.3 X 1.0
LSC-79	LOWER SUITE 79	PAD	2	1			Change		18.4 X 23.0 X 1.0	18.0 X 23.3 X 1.0
LSC-80	LOWER SUITE 80	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSC-81A	LOWER SUITE 81A	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSC-81B	LOWER SUITE 81B	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSC-83	LOWER SUITE 83	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSC-84	LOWER SUITE 84	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSC-85	LOWER SUITE 85	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSC-86	LOWER SUITE 86	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSC-87	LOWER SUITE 87	PLEAT	2	1			Change		20X20X1	
LSC-88	LOWER SUITE 88	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSC-89	LOWER SUITE 89	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSC-90	LOWER SUITE 90	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSB-91	LOWER SUITE 91	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSB-92	LOWER SUITE 92	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSB-93	LOWER SUITE 93	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSB-94	LOWER SUITE 94	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSB-95	LOWER SUITE 95	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSB-96	LOWER SUITE 96	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSB-97	LOWER SUITE 97	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSB-98	LOWER SUITE 98	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSB-99	LOWER SUITE 99	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSB-100	LOWER SUITE 100	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSB-101	LOWER SUITE 101	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSB-102	LOWER SUITE 102	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSB-103	LOWER SUITE 103	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSB-104	LOWER SUITE 104	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSB-105	LOWER SUITE 105	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSB-106	LOWER SUITE 106	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSB-107	LOWER SUITE 107	PAD	2	1			Change		18.4 X 23.0 X 1.0	18.0 X 23.3 X 1.0
LSB-108	LOWER SUITE 108	PAD	3	1			Change		16X18X1	
LSB-109	LOWER SUITE 109	PAD	3	1			Change		16X18X1	
LSB-110	LOWER SUITE 110	PAD	2	1			Change		18.4 X 23.0 X 1.0	18.0 X 23.3 X 1.0
LSB-111	LOWER SUITE 111	PAD	2	1			Change		18.4 X 23.0 X 1.0	18.0 X 23.3 X 1.0
LSB-112	LOWER SUITE 112	PAD	6	1			Change		8X18X1	
LSB-113	LOWER SUITE 113	PAD	4	1			Change		12X18X1	
LSB-114	LOWER SUITE 114	PAD	2	1			Change		10X46X1	
LSB-115	LOWER SUITE 115	PAD	2	1			Change		10X46X1	
LSB-116	LOWER SUITE 116	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
LSB-117	LOWER SUITE 117	PAD	2	1			Change		18.4 X 23.0 X 1.0	18.0 X 23.3 X 1.0

FILTER LIST (6 OF 7)

UNIT #	LOCATION	TYPE	QUANTITY	FREQ	February	May	August	November	FILTER SIZE	FRAME SIZE
USC-120A	UPPER SUITE - 120A	PAD	1	1			Change		18.4 X 21.4 X 1.0	18.0 X 22.0 X 1.0
USC-120B	UPPER SUITE - 120B	PAD	1	1			Change		11X18X1	
USC-120C	UPPER SUITE - 120C	PAD	1	1			Change		9X22X1	
USC-120D	UPPER SUITE - 120D	PAD	1	1			Change		18.4 X 21.4 X 1.0	18.0 X 22.0 X 1.0
USC-120E	UPPER SUITE - 120E	PAD	1	1			Change		18.4 X 21.4 X 1.0	18.0 X 22.0 X 1.0
USC-123A+B	UPPER SUITES - A+B	PAD	1	1			Change		18.4 X 21.4 X 1.0	18.0 X 22.0 X 1.0
USC-123-N	UPPER SUITE - 123-N	PAD	2	1			Change		18.4 X 23.0 X 1.0	18.0 X 23.0 X 1.0
USC-123-S	UPPER SUITE - 123-S	PAD	2	1			Change		18.4 X 23.0 X 1.0	18.0 X 23.0 X 1.0
USC-123E	UPPER SUITE - 123E	PAD	1	1			Change		18.4 X 21.4 X 1.0	18.0 X 22.0 X 1.0
SS-7NE1	SOUTH SUPER SUITE FCU 9-1	PLEAT	2	2	Change		Change		16 X 25 X 2	
SS-7NE1	SOUTH SUPER SUITE FCU 9-1	PLEAT	1	2	Change		Change		20 X 25 X 2	
SS-7NE2	SOUTH SUPER SUITE FCU 9-2	PLEAT	2	2	Change		Change		16 X 25 X 2	
SS-7NE2	SOUTH SUPER SUITE FCU 9-2	PLEAT	1	2	Change		Change		20 X 25 X 2	
SS-7NE3	SOUTH SUPER SUITE FCU 9-3	PLEAT	2	2	Change		Change		16 X 25 X 2	
SS-7NE3	SOUTH SUPER SUITE FCU 9-3	PLEAT	1	2	Change		Change		20 X 25 X 2	
SS-7NE4	SOUTH SUPER SUITE FCU 9-4	PLEAT	2	2	Change		Change		16 X 25 X 2	
SS-7NE4	SOUTH SUPER SUITE FCU 9-4	PLEAT	1	2	Change		Change		20 X 25 X 2	
SS-7NE5	SOUTH SUPER SUITE FCU 9-5	PLEAT	2	2	Change		Change		16 X 25 X 2	
SS-7NE5	SOUTH SUPER SUITE FCU 9-5	PLEAT	1	2	Change		Change		20 X 25 X 2	
USC-139	UPPER SUITE - 139	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
USC-140	UPPER SUITE - 140	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
USC-141	UPPER SUITE - 141	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
USC-142	UPPER SUITE - 142	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
USB-143	UPPER SUITE - 143	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
USB-144A	UPPER SUITE - 144A	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
USB-144B	UPPER SUITE - 144B	PAD	2	1			Change		18.4 X 23.0 X 2.0	18.0 X 23.3 X 2.0
SS-7SE1	NORTH SUPER SUITE FCU 9-6	PLEAT	2	2	Change		Change		16 X 25 X 2	
SS-7SE1	NORTH SUPER SUITE FCU 9-6	PLEAT	1	2	Change		Change		20 X 25 X 2	
SS-7SE2	NORTH SUPER SUITE FCU 9-7	PLEAT	2	2	Change		Change		16 X 25 X 2	
SS-7SE2	NORTH SUPER SUITE FCU 9-7	PLEAT	1	2	Change		Change		20 X 25 X 2	
SS-7SE3	NORTH SUPER SUITE FCU 9-8	PLEAT	2	2	Change		Change		16 X 25 X 2	
SS-7SE3	NORTH SUPER SUITE FCU 9-8	PLEAT	1	2	Change		Change		20 X 25 X 2	
SS-7SE4	NORTH SUPER SUITE FCU 9-9	PLEAT	2	2	Change		Change		16 X 25 X 2	
SS-7SE4	NORTH SUPER SUITE FCU 9-9	PLEAT	1	2	Change		Change		20 X 25 X 2	
SS-7SE5	NORTH SUPER SUITE FCU 9-10	PLEAT	2	2	Change		Change		16 X 25 X 2	
SS-7SE5	NORTH SUPER SUITE FCU 9-10	PLEAT	1	2	Change		Change		20 X 25 X 2	
CSA-167N	CLUB SUITE 167-N	PLEAT	1	1			Change		22 X 22 X 1	
CSA-167S	CLUB SUITE 167-S	PLEAT	1	1			Change		22 X 22 X 1	
CSA-169	CLUB SUITE 169	PLEAT	1	1			Change		22 X 22 X 1	
CSA-170	CLUB SUITE 170	PLEAT	1	1			Change		22 X 22 X 1	
CSA-171	CLUB SUITE 171	PLEAT	1	1			Change		22 X 22 X 1	
CSA-172	CLUB SUITE 172	PLEAT	1	1			Change		22 X 22 X 1	
CSD-173	CLUB SUITE 173	PLEAT	1	1			Change		22 X 22 X 1	
CSD-174	CLUB SUITE 174	PLEAT	1	1			Change		22 X 22 X 1	
CSD-175	CLUB SUITE 175	PLEAT	1	1			Change		22 X 22 X 1	
CSD-176	CLUB SUITE 176	PLEAT	1	1			Change		22 X 22 X 1	
CSD-177N	CLUB SUITE 177-N	PLEAT	1	1			Change		22 X 22 X 1	
CSD-177S	CLUB SUITE 177-S	PLEAT	1	1			Change		22 X 22 X 1	

FILTER LIST (7 OF 7)

UNIT #	LOCATION	TYPE	QUANTITY	FREQ	February	May	August	November	FILTER SIZE	FRAME SIZE
CSC-179	CLUB SUITE 179	PLEAT	1	1			Change		22 X 22 X 1	
CSC-180	CLUB SUITE 180	PLEAT	1	1			Change		22 X 22 X 1	
CSC-181	CLUB SUITE 181	PLEAT	1	1			Change		22 X 22 X 1	
CSC-182	CLUB SUITE 182	PAD	1	1			Change		11 X 12.4 X 1	11.4 X 12 X 1
CSC-183	CLUB SUITE 183	PAD	1	1			Change		11 X 12.4 X 1	11.4 X 12 X 1
CSC-184	CLUB SUITE 184	PAD	1	1			Change		11 X 12.4 X 1	11.4 X 12 X 1
CSC-185	CLUB SUITE 185	PAD	1	1			Change		11 X 12.4 X 1	11.4 X 12 X 1
CSC-186	CLUB SUITE 186	PAD	1	1			Change		11 X 12.4 X 1	11.4 X 12 X 1
CSC-187	CLUB SUITE 187	PAD	1	1			Change		11 X 12.4 X 1	11.4 X 12 X 1
CSC-188	CLUB SUITE 188	PAD	1	1			Change		11 X 12.4 X 1	11.4 X 12 X 1
CSC-189	CLUB SUITE 189	PAD	1	1			Change		11 X 12.4 X 1	11.4 X 12 X 1
CSC-190	CLUB SUITE 190	PAD	1	1			Change		11 X 12.4 X 1	11.4 X 12 X 1
CSC-191	CLUB SUITE 191	PAD	1	1			Change		11 X 12.4 X 1	11.4 X 12 X 1
CSC-192	CLUB SUITE 192	PAD	1	1			Change		11 X 12.4 X 1	11.4 X 12 X 1
CSC-193	CLUB SUITE 193	PAD	1	1			Change		11 X 12.4 X 1	11.4 X 12 X 1
CSC-194	CLUB SUITE 194	PAD	1	1			Change		11 X 12.4 X 1	11.4 X 12 X 1
CSC-195	CLUB SUITE 195	PAD	1	1			Change		11 X 12.4 X 1	11.4 X 12 X 1
CSC-196	CLUB SUITE 196	PAD	1	1			Change		11 X 12.4 X 1	11.4 X 12 X 1
RTN-WALL-A	GRILLE RETURN A - 5	PAD	4	4	Change		Change		20.0 X 20.0 X 2.0	20.0 X 20.0 X 2.0
RTN-WALL-A	GRILLE RETURN A - 6	PAD	4	4	Change		Change		20.0 X 20.0 X 2.0	20.0 X 20.0 X 2.0
RTN-WALL-B	GRILLE RETURN B - 1	PLEAT	28	4	Change		Change		24.0 X 24.0 X 2.0	
RTN-WALL-B	GRILLE RETURN B - 5	PAD	4	4	Change		Change		20.0 X 20.0 X 2.0	20.0 X 20.0 X 2.0
RTN-WALL-C	GRILLE RETURN C - 5	PAD	9	4	Change		Change		20.0 X 20.0 X 2.0	20.0 X 20.0 X 2.0
RTN-WALL-D	GRILLE RETURN D - 1	PLEAT	28	4	Change		Change		24.0 X 24.0 X 2.0	
RTN-WALL-D	GRILLE RETURN D - 5	PAD	4	4	Change		Change		20.0 X 20.0 X 2.0	20.0 X 20.0 X 2.0
RTN-WALL-D	GRILLE RETURN D - 6	PAD	4	4	Change		Change		24.4 X 24.4 X 2.0	24.0 X 24.0 X 2.0
FCU -7NW1	QUAD "A" TRASH RM	PAD	1	0	Decommissioned		Decommissioned		18.4 X 21.4 X 2.0	17.7 X 22.0 X 2.0
FCU -7NW2	"A" ELEVATOR LOBBY	PAD	1	1			Change		18.4 X 21.4 X 2.0	17.7 X 22.0 X 2.0
FCU -7NW4	50-YRD LINE ELV. RM	PAD	4	4	Change		Change		20.0 X 24.4 X 2.0	20.0 X 25.0 X 2.0
FCU -7SW1	QUAD "D" FIRST AID	PAD	1	1			Change		18.4 X 29.0 X 2.0	17.7 X 29.0 X 2.0
FCU -7SE1	QUAD "C" TRASH RM	PAD	1	0	Decommissioned		Decommissioned		18.4 X 21.4 X 2.0	17.7 X 22.0 X 2.0
FCU -7SE2	"C" ELEVATOR LOBBY	PAD	1	1			Change		18.4 X 21.4 X 2.0	17.7 X 22.0 X 2.0
FCU -7SE4	50-YRD LINE ELV. RM	PAD	4	4	Change		Change		20.0 X 24.4 X 2.0	20.0 X 25.0 X 2.0
FCU -7NE1	QUAD "C" FIRST AID	PAD	1	1			Change		18.4 X 29.0 X 2.0	17.7 X 29.0 X 2.0
FCU -8NW1	QUAD "A" ELEV. RM	PAD	2	4	Change		Change		15.4 X 24.4 X 2.0	16.0 X 25.0 X 2.0
FCU -8NW1	QUAD "A" ELEV. RM	PAD	1	4	Change		Change		20.0 X 24.4 X 2.0	20.0 X 25.0 X 2.0
FCU -8NW2	50-YRD LINE ELV. RM	PAD	4	4	Change		Change		1-18X30X2	
FCU -8SW1	QUAD "D" ELEV. RM	PAD	1	4	Change		Change		18.4 X 23.0 X 2.0	18.0 X 23.0 X 2.0
FCU -8SW1	QUAD "D" ELEV. RM	PAD	1	4	Change		Change		18.4 X 24.4 X 2.0	18.0 X 23.3 X 2.0
FCU -8SE1	QUAD "C" ELEV. RM	PAD	1	4	Change		Change		18.4 X 23.0 X 2.0	18.0 X 23.0 X 2.0
FCU -8SE1	QUAD "C" ELEV. RM	PAD	1	4	Change		Change		18.4 X 24.4 X 2.0	18.0 X 25.3 X 2.0
FCU -8NE1	QUAD "B" ELEV. RM	PAD	1	4	Change		Change		20.0 X 24.4 X 2.0	20.0 X 25.0 X 2.0
FCU -8NE1	QUAD "B" ELEV. RM	PAD	1	4	Change		Change		20.0 X 26.0 X 2.0	20.0 X 25.6 X 2.0

Maintenance Inspection Mini-Split Unit

Date:	Technician:
Indoor Unit Model #:	Indoor Unit Serial #:
Outdoor Unit Model #	Outdoor Unit Serial #:
Unit Location:	Temp./Humidity Set at:

Quarterly:

- Report in with Customer Representative.
- Record, report, and document all abnormal conditions, measurements taken, etc.
- Test for secureness of guards, doors and panels.
- Inspect flexible connections and exposed duct work for damage and leak.
- Clean Filters.
- Inspect surrounding area and equipment for any unsafe conditions (*if present list in Comments below*).

Compressor(s) and Vessels

- Inspect vibration eliminators for secureness and damage.
- Tighten and inspect terminal connections
- Compressor Noise or Vibration?
- Check for leaks and report results (*Annual Only*).
- Leak present (*if present list in Comments below*)
- If yes, Leak location: (*List Location in Comments below*)
- Take Compressor Readings Quarterly and record below

Controls

- Verify operation of thermostat and calibrated if needed.
- Verify operation of bypass valve. *
- Verify operation of fan speed control. *

Electrical

- Inspect wire insulation for signs of overheating, burns, etc.
- Tighten and inspect terminal connections.
- Clean enclosure.

- Check fuses*.
- Check contactor operation

Condenser / Evaporator Fan Motor(s)

- Inspect motor windings for cleanliness.
- Inspect fans for vibrations, tightness, and unusual noises.
- Inspect wiring and connections for signs of wear, overheating, burns, etc.
- Lubricate fan shaft bearings. *
- Inspect fan wheel for free rotation, cracks and alignment.
- Lubricate motor bearings. *
- Inspect condenser coils. (Clean___, Dirty___)
- Inspect evaporator coils. (Clean___, Dirty___)
- Inspect drain pan for cleanliness, clean if needed.
- Inspect drain pan, drain line for leaks or restrictions.
- Inspect Condensate pump operation, clean and add pan tablet. *
- Add pan tablets to drain pan.
- Inspect all structural elements for corrosion and damage.
- Is condenser secure

****where applicable***

Equipment Runtimes

Suction Pressure Comp.	Superheat Comp.
Discharge Pressure Comp.	Sub-cooling Comp.
Comp. #1 Amp draw: L1 L2 L3 *	Condenser Voltage.

Annually:

Clean Condenser and Evaporator coils

Record comments, concerns, recommendations below:

Comments:

Maintenance Inspection CRAC Unit

Date:	Technician:
Indoor Unit Model #:	Indoor Unit Serial #:
Outdoor Unit Model #	Outdoor Unit Serial #:
Unit Location:	Temp./Humidity Set at:

Quarterly:

- Report in with Customer Representative.
- Record, report, and document all abnormal conditions, measurements taken, etc.
- Test for secureness of guards, doors and panels.
- Inspect flexible connections and exposed duct work for damage and leak.
- Change Filters.
- Inspect surrounding area and equipment for any unsafe conditions *(if present list in Comments below)*.

Compressor(s) and Vessels

- Inspect vibration eliminators for secureness and damage.
- Tighten and inspect terminal connections
- Check Oil level
- Compressor Noise or Vibration?
- Check for leaks and report results.
- Leak present *(if present list in Comments below)*
- If yes, Leak location: *(List Location In Comments below)*
- Take Compressor Readings **Quarterly** and record below

Controls

- Inspect control center; tighten connections; inspect components.
- Verify operation of thermostat and calibrated if needed.
- Verify operation of bypass valve. *
- Verify operation of fan speed control. *
- Verify operation of fan cycling controller. *

Electric Reheat*

- Inspect coil for damage to element. *
- Inspect isolators for damage or cracks. *
- Brush coil. Remove dust and debri. *
- Torque heating elements. *
- Verify operation of control. *
- Verify staging of heating elements. *

Humidifier*

- Verify operation of humidity probes. *

- Check steam orifice and clean, if necessary. *
- Inspect humidifier pan and clean, if necessary. *

Electrical

- Inspect wire insulation for signs of overheating, burns, etc.
- Tighten and inspect terminal connections.
- Clean enclosure.
- Check fuses
- Check contactor operation

Condenser / Evaporator Fan Motor(s)

- Inspect motor windings for cleanliness.
- Inspect fans for vibrations, tightness, and unusual noises.
- Inspect wiring and connections for signs of wear, overheating, burns, etc.
- Inspect belt(s) and check for proper tension. *
- Lubricate fan shaft bearings. *
- Inspect fan wheel for free rotation, cracks and alignment.
- Lubricate motor bearings. *
- Inspect condenser coils. (Clean___, Dirty___)
- Inspect evaporator coils. (Clean___, Dirty___)
- Inspect drain pan for cleanliness, clean if needed.
- Inspect drain pan, drain line for leaks or restrictions.
- Inspect Condensate pump operation, clean and add pan tablet. *
- Add pan tablets to drain pan.
- Inspect all structural elements for corrosion and damage.
- Is condenser secure

Operational Test

- Verify Energy Saver System Changeover (CW to DX)
- Verify DX to CW changeover

****where applicable***

Equipment Runtimes

Blower Hrs:	Compressor #1 Hrs:
Compressor #2 Hrs:	Condenser Hrs:
Reheat #1 (if equipped) Hrs:	Reheat #2 (if equipped) Hrs:
Reheat #3 (if equipped) Hrs:	Humidifier (if equipped) Hrs:
Dehumidification Hrs:	Energy Saver (if equipped) Hrs:
Suction Pressure Comp. #1:	Suction Pressure Comp. #2:
Discharge Pressure Comp. #1:	Discharge Pressure Comp. #2:
Superheat Comp. #1	Superheat Comp. #2:
Sub-cooling Comp. #1:	Sub-cooling Comp. #2:
Comp. #1 Amp draw: L1 L2 L3	Comp. #2 Amp draw: L1 L2 L3
Reheat Amp draw: #1 #2 #3	Condenser Outdoor Unit Amp draw:

Annually:

Clean Condenser and Evaporator coils

Record comments, concerns, recommendations below:

Comments: