

**Florida Department of Transportation
West Palm Beach Operations Center
Air Conditioning System Renovation**

EXHIBIT A - SCOPE OF SERVICES

1.0 PURPOSE

The Department of Transportation requires the services of a VENDOR to perform Air Conditioner renovations to one of the buildings at the Florida Department of Transportation West Palm Beach Operations Center, located at 7900 West Forest Hill Boulevard, West Palm Beach, FL, 33413. Vendor must be licensed, bondable and insured.

2.0 DEFINITIONS

2.1 Department: The Florida Department of Transportation, District 4.

2.2 Vendor: The firm retained by the Department to perform Air Conditioning renovations described in this Scope of Services.

2.3 Project Manager: The Department's representative responsible for enforcing that the Vendor performs in accordance with the contract terms and conditions and serving as the liaison between the Department and Vendor.

3.0 SITE CONDITIONS

3.1 There is a required pre-bid site visit for this project. A mandatory pre-bid meeting and a site visit will be held at the West Palm Beach Operations Center, 7900 West Forest Hill Boulevard, West Palm Beach, FL, 33413.

4.0 SCOPE OF RENOVATIONS

4.1 Disconnect, remove and properly dispose of (2) existing units (RTU's 2,4)- Due to compatibility, no alternatives. Only Trane Equipment and Honeywell Controls are to be used.

- Provide and install new **Trane** RTU-2 (12.5ton)
- Unit to be high efficiency w/ microprocessor controls & LON (local online network) communications
- Configuration will be Down Flow with 36 KW heat, (1 set) Merv8 Filters and Motorized OA (open air) Damper
- Standard factory warranty
- Remove and dispose of existing failed Bypass Dampers on RTU-2
- Provide and install new Honeywell MARD Dampers with Honeywell Spyder Controller for Bypass RTU-2
- Remove and dispose of existing Failed Trane CCP Panel for RTU- 2
- Provide and install Honeywell Stryker Controllers including TR-23 Wall Sensors for Zone Dampers on RTU-2

4.2 Provide and install new **Trane** RTU-4, (12.5ton). Due to compatibility, no alternatives. Only Trane Equipment and Honeywell Controls are to be used.

- Unit to be high efficiency w/ microprocessor controls & LON communications
- Configuration will be Down Flow with 9 KW heat, (1 set) Merv8 Filters and Motorized OA Damper
- Standard factory warranty
- Provide and install Honeywell Stryker Controllers including TR-23 Wall Sensors for Zone Dampers on RTU-4
- Provide and install necessary JACE (java application control engine) Expansion Licenses for new additional controllers
- Run necessary communications wires from JACE to RTU, Spyder Controller & Stryker's W/Terminators
- Program Spyder Controller and bring points into the JACE Supervisory Controller
- Program local database of Existing JACE
- Create Start/Stop Schedules of equipment as per Customer supplied requirements
- Program Trending and Alarming of Space/Return Temperatures for RTU's
- Provide Programming, Installation and Project Management Labor
- Test installation to verify that system is functioning properly

4.3 Existing RTU and VAV (variable air volume) end devices shall be **replaced with new**, including but not limited to dampers, actuators, transformers, relays, current CT's (control terminal), VFD's, (variable frequency drive) sensors, enclosures, static pressure DP's (data points), and fan/filter DP switches.

4.4 Utilities: Connection to utilities including Electrical, gas and condensation lines will be included in the unit price, including thermostats/humidistat.

4.5 Coordinate with the roofing contractor, Advanced roofing, as needed in the removal and installation of the 2 AC units.

5.0 PERMITTING

5.1 The Vendor shall acquire the permit and be responsible for all fees required for permits, testing, and inspections, and make available any inspection certificates during the progress of work.

5.2 Payment shall be made after final inspection and approval for the permitted work.

6.0 SERVICES TO BE PROVIDED BY THE VENDOR

6.1 The Supplier will deliver all materials to the building site and store at the location determined by the Project Manager.

6.2 The Vendor shall execute the required work in a safe, orderly, timely, and efficient manner by qualified workers in strict conformity with this Scope of Services and all applicable codes, standards, and regulations.

6.3 The Vendor shall provide all, equipment, tools, materials, supplies, transportation, and incidentals necessary to perform all services as defined throughout this Scope of Services.

6.4 The Vendor shall dispose of the old units according to code and DEP requirements.

7.0 WORK AREA CLEANUP

7.1 At the end of each work day, the Vendor shall clear all debris from the project site.

7.2 The use of the Departments dumpsters will not be allowed.

7.3 To help eliminate flat tires, all metal, screws/ nails will be kept off the driveways at all times.

8.0 SUBCONTRACTOR SERVICES

The Vendor shall not subcontract any portion of work under this Scope of Services without prior, written consent from the Project Manager.

9.0 DEPARTMENT RESPONSIBILITIES

9.1. The Department shall have a Project Manager for administering the terms and conditions of this contract. The Department's Project Manager will be located at, District 4 Headquarters, 3400 West Commercial Boulevard, Fort Lauderdale, Florida 33309.

9.2 The Department shall provide to the Vendor full access to the site during normal working hours, assigned storage areas, that are necessary for the Vendor to successfully perform the work required by this Scope of Services.

10.0 MISCELLANEOUS

10.1 Payments shall be made upon receipt and approval of an invoice submitted in accordance with the terms of this Agreement. All work shall be completed prior to the submittal of invoice. The Project Manager shall render approval or disapproval of the services within five (5) working days of the receipt of an invoice.

10.2 The services described herein shall be performed by the Vendor for a price per unit for the purchase and installation/renovation of the new AC unit(s) and the removal of the old units. The unit bid amount shall be the total compensation of the Vendor and shall include overhead, general and administrative, incidental expenses, operating margin, transportation, and insurance.

10.3 The Vendor must have been actively engaged in the type of business being requested for a minimum of three (3) years prior to bid submission.