

EXHIBIT “A” SCOPE OF WORK

THE FLORIDA DEPARTMENT OF TRANSPORTATION, DISTRICT 4 HEADQUARTERS BUILDING ROOF TOP AIR CONDITIONING CONDENSER COIL REPLACEMENTS

TABLE OF CONTENTS

- 1.0 Purpose**
- 2.0 Definitions**
- 3.0 Contractors Qualifications/Certifications and Compliances**
- 4.0 Scope of Work**
- 5.0 Condenser Coil Specification**
- 6.0 Project Summary**
- 7.0 Working Hours/Schedule**
- 8.0 Site Conditions**
- 9.0 Existing Trane Package Industrial Roof top Air Conditioning Units**
- 10.0 Work Requirements**
- 11.0 Department Responsibilities**
- 12.0 Loss and Damages**
- 13.0 Warranties**
- 14.0 Financial Consequences**

1.0 Purpose:

1.1 The Florida Department of Transportation requires the services of a licensed, and insured certified HVAC Commercial Air conditioning / Mechanical contractor to provide labor, materials, and equipment required for the replacement of four (4) Condenser Coils on existing roof top mounted Trane DX HVAC unit RTU#2 and two (2) condenser coil on Trane DX HVAC Unit, RTU #4 located at the FDOT, District 4 Headquarters Main Building, 3400 W. Commercial Boulevard, Fort Lauderdale, Florida 33309-3421.

2.0 Definitions:

2.1 FDOT: The Florida Department of Transportation, hereafter known as the Department.

2.2 Contractor: (Also known in this Agreement as Vendor) The firm retained by the Department to provide all equipment, labor, installation and services as described within this Scope of Services.

2.3 Contractor's Project Manager: The Contractor's assigned representative to coordinate all activities associated with this Scope of Services.

2.4 Department Project Manager: The Departments representative responsible for enforcing the Contractors performs in accordance with the contract terms and conditions and serving as liaison between the Department and Contractor.

3.0 Contractors Qualifications / Certifications and Compliances:

Only qualified Commercial Air Conditioning Contractors who meet the following minimum qualifications will be considered for this project (all certifications must be submitted with the Contractors bid package). The Contractor shall adhere to all State and Local Codes and Air conditioning industry standards.

3.1 The Contractor must be licensed, insured, and shall have ten (10) years providing similar type services and installation of the same products.

3.2 The Contractor shall only use qualified, Trane certified and experienced installing technicians for the same type equipment, systems, and installation as being requested for this project.

- 3.3 Installation technicians shall be factory trained on all proposed equipment and installation methods with a minimum of five (5) years' experience in the installation of all proposed equipment.
- 3.4 The installing Contractor and Technician must be Trane Certified.
- 3.5 The Contractor shall adhere to and be appropriately licensed by all Local and State Codes such as but not limited to:
 - 3.5.1 Suggested manufactures installation recommendations
 - 3.5.2 Must have been in HVAC Mechanical Contractor field for at least 10 years.
 - 3.5.3 Must have worked on Trane Roof Top DX Package Unit, similar projects of similar project size or larger (The Contractor shall provide a list of projects and contact information of similar project locations)
 - 3.5.4 Must have appropriate HVAC license, TRANE Certification and registrations, to inspect, install, service and warranty Trane HVAC equipment.
- 3.6 **Note:** Whenever a conflict arises in codes and/or standards the Contractor shall apply the most stringent code and/or standard as applicable to the type of systems application/installation. Whenever such a conflict exists the Contractor shall notify the Department in writing of the conflict and the contractor's proposed resolution prior to finalizing any decisions.

4.0 **Scope of Work**

- 4.1 The Contractors bid shall be based on providing, replacing and installing six (6) brand new **TRANE OEM Condenser Coil, Coated with BlyGold corrosion coating** as specified on Item 5.0, Condenser Coil Specification on this Exhibit "A" Scope of Services. No substitution of equipment shall be considered.
- 4.2 The Contractor shall provide all labor, Trane Certified Technician, materials and equipment including miscellaneous supplies to remove and install, as authorized by the Department's Project Manager, four(4) condenser coils for the 130 ton unit Trane DX Package Unit, RTU #1, and two (2) condenser coils for the 65 ton unit RTU#4, as authorized by the Department. These services include, but are not limited to, the following:
 - 4.2.1 Shutdown electrical power to the roof top package unit and lockout.

- 4.2.2 Recover refrigerant R22 from fop package unit in accordance with EPA regulation.
- 4.2.3 Remove and re-install all access panels.
- 4.2.4 Support or remove condenser fan section of roof top package unit.
- 4.2.5 Un-braze air cooled coil refrigeration piping and liquid line filter drier.
- 4.2.6 Removed existing condenser coils from roof top package unit and install new Blygold coated Trane OEM air cooled condenser coils.
- 4.2.7 Braze in refrigerant piping to new air cooled condenser coils.
- 4.2.8 Provide and install new filter drier.
- 4.2.9 Pressurize unit with dry nitrogen and trace gas, and leak check brazing joints.
- 4.2.10 Evacuate the unit to 2 mm Hg and put on hold test to check for refrigerant circuit integrity.
- 4.2.11 Start roof top package unit by a Trane Certified Journeyman to check and log operating conditions of the unit.
- 4.2.12 Return roof top package unit to normal operating condition.
- 4.2.13 Provide Crane and labor services for hoisting and rigging.
- 4.2.14 Prior to start, provide roof protection using a minimum of ½ inch plywood on the entire work and landing area.
- 4.2.15 Contractor is responsible to repair any roof damage caused by the contractor technician/Staff.
- 4.2.16 Legal and proper disposal of the old condenser coils. .
- 4.2.17 Certify that the new condenser coil is leak free.
- 4.2.18 Re-install all access panels.

5.0 **CONDENSER COIL SPECIFICATION**

All Condenser coils shall include at a minimum the following standard features, options and quality standard specifications requirements:

- 5.1 Must be United Laboratory (UL) approved equipment.

- 5.2 Use only Trane OEM Condenser Coils.
- 5.3 The new Condenser coil shall be coated with Blygold PoluAl XT anti-corrosion treatment consisting of a conversion layer followed by a polyurethane top coat.

5.3.1 CONDENSER COIL COATING REQUIREMENTS:

- 5.3.1.1 Polyurethane coating impregnated with aluminum pigment to prevent loss of heat conductivity.
- 5.3.1.2 Coil fins must have protective coating applied after construction of the coil to achieve a total coverage.
- 5.3.1.3 The coating must not block the possible fin perforation.
- 5.3.1.4 Coating must be repairable and maintainable on site.
- 5.3.1.5 Coating must be UV resist, flexible, and heat conductive
- 5.3.1.6 Blygold PoluAl XT Five Year Warranty.
- 5.3.1.7 Legible identification tag

6.0 Project Summary:

- 6.1 The overall intent of this project is to replace the four (4) existing condenser coil on Roof Top Unit #2 and two (2) air cool condenser coil in Roof Top Unit #4. The Department may elect to do all or portion of this project depending upon budget availability.

7.0 Working Hours/Schedule:

- 7.1 All work shall be performed **outside the Department's normal working hours** of Monday through Friday from 7:00 a.m. to 5:00 PM; this includes weekends and excludes State Holidays, unless otherwise approved in advance and in writing by the Department.
- 7.2 Upon awarding of this contract, the Contractor shall provide to the Department's Project Manager a project work schedule for each LOA which shall include the following information:
 - 7.2.1 A complete list of all proposed employees who are expected to work on this project along with their work experience and other related qualifications and project responsibility.
 - 7.2.2 All work schedules shall include project start and end dates & identify all tasks and time frames, assignments and personnel responsible for carrying out all work.

8.0 SITE CONDITIONS

- 8.1 There is a Mandatory site visit required for all the Vendors. Vendor who did not attend the mandatory site visit are not allowed to submit bid.
- 8.2 It shall be the responsibility of the Contractor to field verify the scope of work, existing site conditions, all required equipment and efforts necessary to provide all services as required herein.
- 8.3 The Contractor shall provide all equipment, labor, materials, parts, services, warranties, training, and any and all incidentals necessary to meet all requirements of this Scope of Services.
- 8.4 The failure or neglect of the Contractor to familiarize themselves with this project, the existing equipment, infrastructure and operating conditions shall in no way relieve the Contractor from any obligations with respect to completing all work as outlined within this Scope of Services and as Authorized by each LOA.

9.0 Existing Trane Package Industrial Roof top Air Conditioning Units:

- 9.1 The following is a brief description of existing Trane Roof Top Air Conditioning Units and controls. While believed to be substantially correct, this information is subject to verification of quantities, descriptions, locations, specifications, site layout and conditions. It shall be the Contractors responsibility to field verify any and all information necessary to accurately identify the full and total extent of work, all equipment and efforts necessary to complete all work as identified within this Scope of Services.

9.1.1 RTU #1, 130 Ton Trane Commercial Single Zone Roof Top DX Air Conditioning Unit with VAV Controls. Located on the east half of the roof and services the first and second floors on the east side of the main building. This HVAC unit and its related VAV's are currently controlled by the Trane Tracer Summit Building Automation System.

9.1.2 RTU #4, 65 Ton Trane Commercial Single Zone Roof Top DX Air Conditioning Unit with VAV Controls. Located on the west side of the roof and services the west side of the third floor of the main building. This HVAC unit and its related VAV's are currently controlled by the Trane Tracer Summit Building Automation System.

9.2 Trane Tracer Summit Building Automation System:

- 9.2.1 This existing automation system unit is located in the Facilities Services office on the first floor of the main building. It is currently

tied into the controls for the existing 130 ton RTU #1, which services the first and second floors on the east side of the main building, as well as the VAV's for both RTU#1 and RTU#4. When this project is completed, it will need to be fully operational, tied into and servicing RTU #1, RTU#2, RTU#3 & RTU #4, including all related VAV's etc.

10.0 WORK REQUIREMENTS:

- 10.1 The Contractor shall complete each project within 90 days upon issuance of each Letter of Authorization (LOA) by the Department Project Manager,** unless otherwise authorized in writing by the Department.
- 10.2** Staging area and parking shall not create any safety hazards / issues or impede automobile traffic to/from and/or around the facility.
- 10.3** The Contractor and assigned workers to this project shall only be permitted to work in areas identified as work areas, anyone outside of these areas shall be asked to leave the property, and this shall be strictly enforced throughout the term of this contract. The contractor and all assigned workers must sign in/out with the security personnel each day.
- 10.4** The Contractor and all workers shall wear appropriate attire and Personal Protective Equipment as required for the work being performed at the time.
- 10.5** All materials entering into the building must come through the delivery entrance only.
- 10.6** The Contractor shall use Masonite board (1/2" plywood) and drop cloths to protect all floor finishes, roofing membrane and safety cones to block off all areas being worked in.
- 10.7** All commissioning of equipment to be conducted by a certified Trane factory trained Journeyman Technician to perform system check of all components, and verifying system operation.

11.0 DEPARTMENT RESPONSIBILITIES

- 11.1** The Department shall appoint a Project Manager for administering the terms and conditions of this contract. The Department's Project Manager shall be the Building Superintendent. In event of his absence, it will be the Facilities Services Manager.

- 11.2 The Department shall provide to the Contractor full access to the project site as well as other areas that are necessary for the Contractor to successfully perform all services as required by the terms and conditions of this contract.
- 11.3 The Department shall make available to the Contractor the any available necessary information to perform all work as outlined within the Scope of Services i.e. floor plans, electrical plans and other specifications as needed.

12.0 LOSS AND DAMAGES:

- 12.1 The contractor shall be responsible for all repairs and/or replacement of damaged roof, walls, etc. that are a result of this project, and shall carefully inspect and clean the entire roof surface to ensure that debris is not left that will damage the roof.
- 12.2 The Contractor shall notify the Department's Project Manager or the Department's Security Officer at the time of any incident, accident or damage to persons, vehicles, or property incurred prior to or during the Contractor performing services.
- 12.3 The Contractor shall provide a written narrative report describing what, when, where and how any of the above occurred, and what actions were taken immediately afterwards. A copy of this report shall be given to the Department's Project Manager, the Department shall proceed with all appropriate actions with regards to insurance & procedures.
- 12.4 The Contractor shall be responsible for all repairs or replacement of any damaged areas or items caused by the Contractor their employees utilized to perform any portion(s) of this Contract.
- 12.5 All repairs or replacements shall be accomplished utilizing qualified craftsmen with experience within the trade(s) necessary to complete the type of work required. All repairs shall be subject to the Departments inspection and approval.
- 12.6 The Contractor shall be responsible for the security of all tools and material supplied and used on this project at all times.
- 12.7 The Contractor shall bear sole responsibility as to the result of any accidents involving State or privately owned property including but not limited to all office equipment and structure of the facility while providing services.
- 12.8 The Department shall not be held responsible for any loss or stolen equipment or materials provided by the Contractor, to perform services as described within the Scope of Services.

12.9 The Contractor shall replace and/or repair, as required by the Department, any item(s), damaged, or destroyed while providing services as a result of an accident, neglect or willfulness act.

12.10 The Department shall make the determination whether an item is repairable or must be replaced. All repairs shall be approved by the Department's Project Manager. The Department reserves the right to reject any proposed vendor that the Contractor recommends to perform repairs or replacements.

13.0 WARRANTIES:

13.1 Upon project completion, the Contractor shall provide, to the Department, the Project Closed out document indicating and certifying, in writing, the unit is properly charge with refrigerant, copy of inspection report and the condenser coil Blygold identification tag and Blygold Five year warranty package.

13.2 The Vendor shall provide a full one (1) year written warranty to include all parts and labor effective from the date of final Department acceptance of the New Condenser coils, respectively.

13.3 The warranty shall include service response for all service calls by phone and on-site service provided by Certified Trane Journeyman Technicians with full experience servicing these specific models of equipment.

14.0 Financial Consequences:

14.1 Failure to complete services authorized in a LOA within 90 days of issuance by the Department shall result in a reduction in the amount of \$300 per day for each day exceeding the 90 day requirement.