

EXHIBIT A SPECIFICATIONS

DEFINITIONS:

As used in the foregoing description and throughout this document, the following terms shall have the following meanings:

“**Maintenance**” shall mean the routine, customary or regular course of procedure related to the care or upkeep of an existing Department facility or system, which may also include inspection services provided as part of a routine maintenance program.

“**Repair services**” shall mean those services necessary to partially restore, renew or strengthen an existing Department facility or system, following damage caused by use or normal wear and tear.

“**Modifications**” shall mean those changes, alterations or extensions to existing Department facilities or systems that neither exceed estimated available funding under the purchase order to be issued to the selected vendor nor rise to the level of new construction or construction related modifications to be completed under the Facilities ITQ #354I02.

“**Systems**” shall include all electric, heating, ventilation, air conditioning, plumbing and other related systems installed in Department facilities.

CODE APPROVALS:

The Uniform Construction Code (UCC) shall be followed. The contractor shall obtain approvals from the L& I Building Review Section where applicable. Copies of the code inspection certificates shall be provided to the Customer at final inspection of the project. Hard copy and electronic copy (Microstation or AutoCAD) As-Built drawings will also need to be submitted to the Customer.

CONTRACT PERIOD:

1. An approved purchase order will be issued to the selected vendor for a period of 1-year with two (2) two-year options to renew, for a total of five years.
2. If PennDOT chooses to renew, there will be a 5% increase on the total amount commencing with the second year.
3. The selected vendor may not begin before receipt of the fully executed purchase order.

PARTS & LABOR:

1. Labor

- A. Regular hours shall be Monday through Friday 6:00 AM – 6:00 PM, local time
- B. Premium hours shall be;
 - 1) Monday through Friday 6:00 PM – 6:00 AM, local time
 - 2) State Holidays
 - 3) Saturdays
 - 4) Sundays
- C. All work perform during Premium hours must have approval by a facility manager prior to the work starting.
- D. Premium hour rates are per hour, per Technician.

2. Parts

- A. All authorized parts will be paid at cost with a markup of 0-10%.
- B. No invoices will be paid without an executed OS-501 form.
- C. PennDot is tax exempt and invoices shall not include Pennsylvania State Sales Tax.

INVOICING:

Invoices shall be sent to the Comptroller's office as indicated on the purchase order.

WORK STATEMENT:

The Selected Offeror must perform HVAC maintenance, repairs, modifications and warranty on Delta Controls System and Carrier Chiller compressors only, routine services, as required, at the New Material Testing Lab Building located at 81 Lab Lane (mailing address) and 82 Dogwood Ave (delivery address) Harrisburg, PA 17110 on a Time and Material Basis as follows.

SERVICES:

1. The Selected Offeror will respond to all calls within two (2) hours, emergency and normal service.
2. The Selected Offeror will provide all maintenance, repairs and modifications necessary to maintain all HVAC equipment.
3. Those items listed under the SCHEDULE OF MAINTENANCE, Exhibit B, attached, shall be performed within the time periods specified which is the maintenance necessary

to keep the Delta Control Systems and Carrier Chiller compressors only manufacturer's warranty on the equipment in effect.

4. Costs of items under warranty are not reimbursable under this Contract.
5. A report must be provided after each visit that reflects current status and comments.
6. If additional work is required above and beyond the scheduled maintenance agreement, the contractor will prepare a detailed cost estimate. No work will begin without written approval by PennDOT Designee. Work shall be completed on a time and material basis.
7. Modifications to the HVAC system may be required from time to time. Such modifications will be put into a written statement of work. The Selected Offeror will prepare a detailed cost estimate. No work will begin without written approval by PennDOT Designee.
8. BAC Cooling Tower – Service will include four (4) service visits (Spring, Fall, Winter, and Summer) and belts.
9. Chillers – Due to the Extended Warranty Agreement on the Chillers, on Exhibit B, SCHEDULE OF MAINTENANCE, attached.
10. Boiler – The Customer shall operate the equipment in accordance with manufacturers' recommended instructions, promptly notify the contractor of any unusual operating conditions and provided access to the equipment included removal, replacement, or refinishing of the building structure, if necessary. Services and materials not specifically included on Exhibit B, SCHEDULE OF MAINTENANCE will not begin without written approval by PennDOT Designee. Work shall be completed on a time and material basis.

ADDITIONAL REQUIREMENTS:

1. Contractor shall maintain the necessary training requirements, certifications, etc. to repair, maintain, or make modifications to the HVAC Controls and Systems without jeopardizing any manufacture specifications.