

Deweyville ISD HVAC Scope of Work 2024-2025

The Deweyville ISD seeks to establish qualified contractors to provide "as needed" HVAC Services including but not limited to maintenance, repair, troubleshooting, remodeling, service upgrades, new installations and emergency repairs for all heating, ventilation, air conditioning HVAC and related mechanical systems owned and/or leased and operated by the District. Maintenance and Facilities department will request a quote prior to work to be performed and present a purchase order. The equipment and parts are only purchased as part of the turn key quote process.

This RFP is NOT FOR PARTS ONLY

The District's goal is to engage the services of one or more vendor(s) that will maintain the equipment and systems in a manner that, according to the manufacturer's recommended performance standards, provides the highest level of efficiency and occupant comfort, minimizes unscheduled downtime and extends equipment life. Vendors shall provide the necessary management, administration, supervision, labor, maintenance and repairs according to manufacturer specifications and corrective maintenance (repairs and service calls) as requested by the Deweyville ISD Maintenance Service Department. Tasks to be performed on this contract include but are not limited to performing all inspections, testing, cleaning, charging, evacuating, calibrating, preventative maintenance, repairs, replacement of equipment and servicing of the District's HVAC units and systems

Elementary Campus

Annual Inspection of Air Conditioning Units (Quantity – 1)

- Clean coils
- Check refrigerant charge
- Inspect all electrical connections
- Check belts and adjust
- Clean drain pan and drain; add slime tab
- Reseal cabinet

Annual Cost:

Quarterly Inspections of Air Conditioning Units (Quantity – 3)

- Check refrigerant charge
- Check drains; add slime tab
- Verify proper operation
- Reseal cabinet

Cost per Inspection:

High School: Chiller

Annual Inspection (Quantity – 1)

- Clean coils
- Check refrigerant charge
- Inspect all electrical connections
- Inspect contactor
- Do performance test

Annual Cost:

Quarterly Inspections (Quantity – 3)

- Check refrigerant
- Verify fan operation
- Verify proper operation

Cost per Inspection:

High School: Air Handlers

Annual Inspection (Quantity – 1)

- Clean coils
- Inspect all electrical connections
- Inspect contactor
- Replace belts and grease bearings (where applicable)
- Verify control valve operation
- Do performance test

Annual Cost:

Quarterly Inspections (Quantity – 3)

- Check belts
- Grease bearings
- Verify proper operation

Cost per Inspection:

Administration

Annual Inspection of Air Conditioning Units (Quantity – 1)

- Clean coils

- Check refrigerant charge
- Inspect all electrical connections
- Check belts and adjust
- Clean drain pan and drain; add slime tab
- Reseal cabinet

Annual Cost:

Quarterly Inspections of Air Conditioning Units (Quantity – 3)

- Check refrigerant charge
- Check drains; add slime tab
- Verify proper operation
- Reseal cabinet

Cost per Inspection: