



INVITATION TO BID NO: 10-X-2216238

STATE OF ALABAMA
DEPARTMENT OF FINANCE
DIVISION OF PURCHASING

REQ. AGENCY : 015001
MILITARY DEPARTMENT
AGENCY REQ. NO. : 10-CR-0115
T-NUMBER : TA691
DATE ISSUED : 02/04/10
VENDOR NO. :
VENDOR PHONE NO. :
SNAP REQ. NO. : 1433959
BUYER NAME : RAY BRESSLER

INVITATION TO BID

FOR: HEATING & A/C SVC W/ CONTROLS
MILITARY DEPT/ MANDATORY SITE VISIT(S)

BUYER PHONE NO. : (334) 242-4670-
PURCHASING PHONE NO: (334) 242-7250

BID MUST BE RECEIVED BEFORE:
DATE: 02/25/10 TIME: 5:00 PM

BIDS WILL BE PUBLICLY OPENED:
DATE: 02/26/10 TIME: 10:00 AM

TO BE COMPLETED BY VENDOR

INFORMATION IN THIS SECTION SHOULD BE PROVIDED, AS APPROPRIATE. BID RESPONSE
MUST BE IN INK OR TYPED WITH ORIGINAL SIGNATURE AND NOTARIZATION.

1. DELIVERY: CAN BE MADE _____ DAYS OR _____ WEEKS AFTER RECEIPT OF ORDER
2. TERMS: _____(DISCOUNTS ARE TAKEN WITHOUT REGARD TO DATE OF PAYMENT.)
3. PRICE VALID FOR ACCEPTANCE WITHIN _____ DAYS.
4. VENDOR QUOTATION REFERENCE NUMBER, IF ANY: _____
(THIS NUMBER WILL APPEAR ON THE PURCHASE ORDER.)
5. E-MAIL ADDRESS: _____
INTERNET WEBSITE: _____
6. GENERAL CONTRACTOR'S LICENSE NO: _____
TYPE OF G.C. LICENSE: _____

***** IMPORTANT NOTE: *****

BIDDERS MUST COMPLY WITH ALL "BID RESPONSE INSTRUCTIONS" ON PAGE 2, TO INCLUDE
ITEM 7 - COPY REQUIREMENT.

RETURN INVITATION TO BID:

US MAIL

COURIER

STATE OF ALABAMA
DEPARTMENT OF FINANCE
DIVISION OF PURCHASING
P O BOX 302620
MONTGOMERY, AL 36130-2620

STATE OF ALABAMA
DIVISION OF PURCHASING
RSA UNION BUILDING
100 N. UNION ST., SUITE 192
MONTGOMERY, AL 36104

SIGNATURE AND NOTARIZATION REQUIRED

I HAVE READ THE ENTIRE BID AND AGREE TO FURNISH EACH ITEM OFFERED AT THE PRICE QUOTED.
I HERBY AFFIRM I HAVE NOT BEEN IN ANY AGREEMENT OR COLLUSION AMONG BIDDERS IN
RESTRAINT OF FREEDOM OF COMPETITION BY AGREEMENT TO BID AT A FIXED PRICE OR TO
REFRAIN FROM BIDDING.

SWORN TO AND

FEIN OR SSN

AUTHORIZED SIGNATURE (INK)

SUBSCRIBED BEFORE ME THIS

COMPANY NAME

TYPE/PRINT AUTHORIZED NAME

DAY OF

MAIL ADDRESS

TITLE

NOTARY PUBLIC

CITY, STATE, ZIP

TOLL FREE NUMBER

TERM EXP:

PHONE INCLUDING AREA CODE

FAX NUMBER

STANDARD TERMS & CONDITIONS

VENDOR NAME :

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INVITATION TO BID

AUTHORITY:

THE DEPARTMENT OF FINANCE CODE OF ADMINISTRATIVE PROCEDURE, CHAPTER 355-4-1 EFFECTIVE DECEMBER 20, 2001 IS INCORPORATED BY REFERENCE AND MADE A PART OF THIS DOCUMENT. TO RECEIVE A COPY CALL (334)242-7250, OR OUR WEBSITE WWW.PURCHASING.ALABAMA.GOV .

INFORMATION AND ASSISTANCE TO MINORITY AND WOMEN-OWNED BUSINESSES IN ACQUIRING M/WBE CERTIFICATION MAY BE OBTAINED FROM THE OFFICE OF MINORITY BUSINESS ENTERPRISE, 1-800-447-4191.

BID (ITB) RESPONSE INSTRUCTIONS REV: 01/14/10

1. TO SUBMIT A RESPONSIVE BID, READ THESE INSTRUCTIONS, ALL TERMS, CONDITIONS AND SPECIFICATIONS.
2. BID ENVELOPES/PACKAGES/BOXES MUST BE IDENTIFIED ON FRONT, PREFERABLY LOWER LEFT CORNER AND BE VISIBLE WITH THE BID NUMBER AND OPENING DATE. EACH INDIVIDUAL BID (IDENTIFIED BY A UNIQUE BID NUMBER) MUST BE SUBMITTED IN A SEPARATE ENVELOPE. RESPONSES TO MULTIPLE BID NUMBERS SUBMITTED IN THE SAME ENVELOPE/COURIER PACKAGE, THAT ARE NOT IN SEPARATE ENVELOPES PROPERLY IDENTIFIED, WILL BE REJECTED. THE DIVISION OF PURCHASING DOES NOT ASSUME RESPONSIBILITY FOR LATE BIDS FOR ANY REASON INCLUDING THOSE DUE TO POSTAL, OR COURIER SERVICE. BID RESPONSES MUST BE IN THE DIVISION OF PURCHASING OFFICE PRIOR TO THE "RECEIVE DATE AND TIME" INDICATED ON THE BID.
3. BID RESPONSES (PAGE 1, PRICE SHEET AND ADDENDUMS (WHEN SIGNATURE IS REQUIRED)) MUST BE IN INK OR TYPED ON THIS DOCUMENT. OR EXACT FORMAT WITH SIGNATURES BEING HANDWRITTEN ORIGINALS IN INK (PERSON SIGNING BID, NOTARY, AND NOTARY EXPIRATION), OR THE BID WILL BE REJECTED. UNLESS INDICATED IN THE BID, ALL PRICE PAGES MUST BE COMPLETED AND RETURNED. IF AN ITEM IS NOT BEING BID, IDENTIFY IT AS NB (NO-BID). PAGES SHOULD BE SECURED. THE DIVISION OF PURCHASING DOES NOT ASSUME RESPONSIBILITY FOR MISSING PAGES. FAXED BID RESPONSES WILL NOT BE ACCEPTED.
4. THE UNIT PRICE ALWAYS GOVERNS REGARDLESS OF THE EXTENDED AMOUNT. A UNIT PRICE CHANGE ON A LINE MUST BE INITIALED BY THE PERSON SIGNING THE BID, OR THAT LINE WILL BE REJECTED. THIS INCLUDES A CROSS-OUT, STRIKE-OVER, INK-OVER, WHITE-OUT, ERASURE, OR ANY OTHER METHOD CHANGING THE PRICE.
5. A "NO BID" MUST BE RETURNED TO REMAIN ON A CLASS/SUBCLASS. RETURN PAGE 1 OR NOTIFICATION PAGE MARKED "NO-BID". IDENTIFY IT ON THE ENVELOPE AS A "NO-BID". FAILING TO RESPOND TO 3 ITB'S WITHIN THE SAME CLASS/SUBCLASS WILL AUTOMATICALLY PURGE THE VENDOR FROM THAT CLASS/SUBCLASS. RESPONDING WITH 6 "NO-BIDS" WITHIN THE SAME CLASS/SUBCLASS WILL AUTOMATICALLY PURGE THE VENDOR FROM THAT CLASS/SUBCLASS. A "NO-BID" RECEIVED LATE IS CONSIDERED A NO RESPONSE.
6. THE DIVISION OF PURCHASING IS NOT RESPONSIBLE FOR MISINTERPRETATION OF DATA FAXED FROM THIS OFFICE.
7. THE DIVISION OF PURCHASING REQUIRES AN ORIGINAL AND A MINIMUM OF ONE COMPLETE EXACT COPY (TO INCLUDE SIGNATURE AND NOTARY) OF THE INVITATION-TO-BID RESPONSE. THE ORIGINAL AND THE COPY SHOULD BE SUBMITTED TOGETHER AS A BID PACKAGE. FAILURE TO MARK RESPONSES AS "ORIGINAL" AND/OR "COPY" COULD RESULT IN THE ENTIRE BID RESPONSE BEING REJECTED.
8. AN IMPROPERLY SUBMITTED BID, LATE BID, OR BID THAT IS CANCELLED ON OR BEFORE THE OPENING DATE WILL BE HELD FOR 90 DAYS AND THEN DESTROYED. THE BID MUST BE RETRIEVED DURING REGULAR WORK HOURS, MONDAY - FRIDAY, EXCEPT STATE HOLIDAYS. AFTER THE BID IS DESTROYED, THE DIVISION OF PURCHASING ASSUMES NO RESPONSIBILITY FOR THE DOCUMENT.

DISQUALIFIED/CANCELLED BID

BIDS THAT ARE IMPROPERLY SUBMITTED OR RECEIVED LATE WILL BE A RESPONSE FOR RECORD, BUT WILL NOT BE RETURNED OR A NOTIFICATION MAILED.

THE FOLLOWING IS A PARTIAL LIST WHEREBY A BID RESPONSE WILL BE DISQUALIFIED:

- BID NUMBER NOT ON FACE OF ENVELOPE/COURIER PACKAGE/BOX
- RESPONSES TO MULTIPLE BID NUMBERS IN SAME ENVELOPE NOT PROPERLY IDENTIFIED
- BID RECEIVED LATE
- BID NOT SIGNED/NOT ORIGINAL SIGNATURE
- BID NOT NOTARIZED/NOT ORIGINAL SIGNATURE OF NOTARY AND/OR NO NOTARY EXPIRATION
- NOTARIZED OWN SIGNATURE
- REQUIRED INFORMATION NOT SUBMITTED WITH BID
- FAILURE TO SUBMIT THE ORIGINAL BID AND A COMPLETE EXACT COPY

CERTIFICATION PURSUANT TO ACT NO. 2006-557

ALABAMA LAW (SECTION 41-4-116, CODE OF ALABAMA 1975) PROVIDES THAT EVERY BID SUBMITTED AND CONTRACT EXECUTED SHALL CONTAIN A CERTIFICATION THAT THE VENDOR, CONTRACTOR, AND ALL OF ITS AFFILIATES THAT MAKE SALES FOR DELIVERY INTO ALABAMA OR LEASES FOR USE IN ALABAMA ARE REGISTERED, COLLECTING, AND REMITTING ALABAMA STATE AND LOCAL SALES, USE, AND/OR LEASE TAX ON ALL TAXABLE SALES AND LEASES INTO ALABAMA. BY SUBMITTING THIS BID, THE BIDDER IS HEARBY CERTIFYING THAT THEY ARE IN FULL COMPLIANCE WITH ACT NO. 2006-557, THEY ARE NOT BARRED FROM BIDDING OR ENTERING INTO A CONTRACT PURSUANT TO 41-4-116, AND ACKNOWLEDGES THAT THE AWARDING AUTHORITY MAY DECLARE THE CONTRACT VOID IF THE CERTIFICATION IS FALSE.

SPECIAL TERMS & CONDITIONS

VENDOR NAME :

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INVITATION TO BID

INTENT TO AWARD

EFFECTIVE MAY 1, 2008, THE STATE OF ALABAMA - DIVISION OF PURCHASING WILL ISSUE AN 'INTENT TO AWARD' BEFORE A FINAL AWARD IS MADE. THE 'INTENT TO AWARD' WILL CONTINUE FOR A PERIOD OF FIVE (5) CALENDAR DAYS, AFTER WHICH A PURCHASE ORDER WILL BE PRODUCED. UPON FINAL AWARD, ALL RIGHTS TO PROTEST ARE FORFEITED. A DETAILED EXPLANATION OF THIS PROCESS MAY BE REVIEWED IN THE ALABAMA ADMINISTRATIVE CODE - CHAPTER 355-4-1(14).

ALTERNATE BID RESPONSE

UNLESS STATED ELSEWHERE IN THIS INVITATION-TO-BID (ITB) THE STATE OF ALABAMA WILL ACCEPT AND EVALUATE ALTERNATE BID SUBMITTALS ON ANY ITB'S. ALTERNATE BID RESPONSES WILL BE EVALUATED ACCORDING TO THE REQUIREMENTS AS ALL OTHER RESPONSES TO THIS ITB.

INTERNET WEBSITE LINK'S

INTERNET AND/OR WEBSITE LINKS WILL NOT BE ACCEPTED IN BID RESPONSES AS A MEANS TO SUPPLY ANY REQUIREMENTS STATED IN THIS ITB (INVITATION-TO-BID).

PRODUCT DELIVERY, RECEIVING AND ACCEPTANCE

IN ACCORDANCE WITH THE UNIVERSAL COMMERCE CODE (CODE OF ALABAMA, TITLE 7), AFTER DELIVERY, THE STATE OF ALABAMA HAS THE RIGHT TO INSPECT ALL PRODUCTS BEFORE ACCEPTING. THE STATE WILL INSPECT PRODUCTS IN A REASONABLE TIMEFRAME. SIGNATURE ON A DELIVERY DOCUMENT DOES NOT CONSTITUTE ACCEPTANCE BY THE STATE. THE STATE WILL ACCEPT PRODUCTS ONLY AFTER SATISFACTORY INSPECTION.

SALES TAX EXEMPTION

PURSUANT TO THE CODE OF ALABAMA, 1975, TITLE 40-23-4 (A) (11), THE STATE OF ALABAMA IS EXEMPT FROM PAYING SALES TAX. AN EXEMPTION LETTER WILL BE FURNISHED UPON REQUEST.

INVOICES

INQUIRIES CONCERNING PAYMENT AFTER INVOICES HAVE BEEN SUBMITTED ARE TO BE DIRECTED TO THE RECEIVING AGENCY, NOT THE DIVISION OF PURCHASING

BID RESPONSES AND BID RESULTS

UNEVALUATED BID RESPONSES (NOT BID RESULTS) ARE AVAILABLE ON OUR WEB SITE AT WWW.PURCHASING.ALABAMA.GOV. BID RESULTS WILL BE MADE AVAILABLE FOR REVIEW IN THE DIVISION OF PURCHASING OFFICE, BUT ONLY AFTER THE BID HAS BEEN AWARDED. WE DO NOT FAX OR MAIL COPIES OF BID RESULTS. IF A VENDOR WISHES TO REVIEW BID RESULTS IN OUR OFFICE, THEY SHOULD FAX THEIR REQUEST TO REVIEW THE BID TWO DAYS IN ADVANCE TO THE "BID REVIEW CLERK" AT (334) 242-4419. BE SURE TO REFERENCE THE BID NUMBER.

FOREIGN CORPORATION - CERTIFICATE OF AUTHORITY

ALABAMA LAW PROVIDES THAT A FOREIGN CORPORATION (AN OUT-OF-STATE COMPANY/FIRM) MAY NOT TRANSACT BUSINESS IN THE STATE OF ALABAMA UNTIL IT OBTAINS A CERTIFICATE OF AUTHORITY FROM THE SECRETARY OF STATE. SECTION 10-2B-15.01, CODE OF ALABAMA 1975. TO OBTAIN FORMS FOR A CERTIFICATE OF AUTHORITY, CONTACT THE SECRETARY OF STATE, CORPORATIONS DIVISION, (334) 242-5324. THE CERTIFICATE OF AUTHORITY DOES NOT KEEP THE VENDOR FROM SUBMITTING A BID.

BID IDENTIFICATION

REFERENCE PAGE 2, ITEM 2. DUE TO THE POSTAL SERVICE PUTTING BAR CODE LABELS ON ENVELOPES, IT CONCEALS THE BID NUMBER AND DATE IF THE VENDOR HAS WRITTEN THEM OTHER THAN THE LOWER LEFT CORNER, THEREFORE THE BID WOULD BE REJECTED FOR NOT BEING PROPERLY IDENTIFIED.

SPECIAL TERMS & CONDITIONS

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INVITATION TO BID

AWARD:

AWARD WILL BE BY INDIVIDUAL ITEM, OR GROUPS OF ITEMS (IF INDICATED) TO THE LOWEST RESPONSIBLE BIDDER MEETING ALL SPECIFICATIONS.

ASSIGNMENT OF CONTRACT:

TO ASSIGN, SUBLET OR TRANSFER ANY CONTRACT RESULTING FROM THIS SOLICITATION, THE VENDOR'S WRITTEN REQUEST MUST BE APPROVED BY THE STATE PURCHASING DIRECTOR.

CONTRACT PERIOD:

ESTABLISH A 12 MONTH CONTRACT WITH AN OPTION TO EXTEND FOR A SECOND, THIRD, FOURTH, AND FIFTH 12 MONTH PERIOD WITH THE SAME PRICING, TERMS AND CONDITIONS. THE SECOND, THIRD, FOURTH, OR FIFTH 12 MONTH PERIOD, IF AGREED BY BOTH PARTIES, WOULD BEGIN THE DAY AFTER THE FIRST, SECOND, THIRD, OR FOURTH 12 MONTH PERIOD EXPIRES. ANY SUCCESSIVE EXTENSION MUST HAVE WRITTEN APPROVAL OF BOTH THE STATE AND VENDOR NO LATER THAN 30 DAYS PRIOR TO EXPIRATION OF THE PREVIOUS 12 MONTH PERIOD.

NON-APPROPRIATION OF FUNDS:

CONTINUATION OF ANY AGREEMENT BETWEEN THE STATE AND A BIDDER BEYOND A FISCAL YEAR IS CONTINGENT UPON CONTINUED LEGISLATIVE APPROPRIATION OF FUNDS FOR THE PURPOSE OF THIS BID AND ANY RESULTING AGREEMENT. NON-AVAILABILITY OF FUNDS AT ANY TIME SHALL CAUSE ANY AGREEMENT TO BECOME VOID AND UNENFORCEABLE AND NO LIQUIDATED DAMAGES SHALL ACCRUE TO THE STATE AS A RESULT. THE STATE WILL NOT INCUR LIABILITY BEYOND THE PAYMENT OF ACCRUED AGREEMENT PAYMENT.

PRORATION:

ANY PROVISION OF A CONTRACT RESULTING FROM THIS BID TO THE CONTRARY NOTWITHSTANDING, IN THE EVENT OF FAILURE OF THE STATE TO MAKE PAYMENT HEREUNDER AS A RESULT OF PARTIAL UNAVAILABILITY, AT THE TIME SUCH PAYMENT IS DUE, OF SUCH SUFFICIENT REVENUES OF THE STATE TO MAKE SUCH PAYMENT (PRORATION OF APPROPRIATED FUNDS FOR THE STATE HAVING BEEN DECLARED BY THE GOVERNOR PURSUANT TO SECTION 41-4-90 OF THE CODE OF ALABAMA 1975), THE CONTRACTOR SHALL HAVE THE OPTION, IN ADDITION TO THE OTHER REMEDIES OF THE CONTRACT, OF RENEGOTIATING THE CONTRACT (EXTENDING OR CHANGING PAYMENT TERMS OR AMOUNTS) OR TERMINATING THE CONTRACT.

QUALITY OF MATERIALS AND LABOR:

MATERIALS USED THAT ARE NOT OTHERWISE SPECIFIED SHALL BE THE KIND AND QUALITY CONSISTENT WITH THE TRADE PRACTICE FOR SUCH WORK AND SHALL COMPLY WITH ALL LOCAL CODES. ALL LABOR SHALL BE WELL EXPERIENCED IN THIS TYPE WORK AND IT SHALL BE COMPLETED IN A PROFESSIONAL MANNER.

REQUESTED INFORMATION:

ANY ADDITIONAL INFORMATION REQUESTED FROM A VENDOR MUST BE FURNISHED WITHIN TEN (10) DAYS FROM RECEIPT OF REQUEST.

PRICE SHEET

VENDOR NAME :

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INVITATION TO BID

LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
UNLESS SPECIFIED OTHERWISE BELOW:					
SHIP TO: 015001 / 015M01					
MILITARY DEPARTMENT					
STATE HQ BLDG ANNEX					
STATE HQ BLDG ANNEX					
1720-A CONG. DICKINSON DR					
MONTGOMERY AL 36109					
----- --- BEGIN GROUPING LINES: 00001 -----					
00001	COMMODITY CODE: 910-36-064654 MAINTENANCE, REPAIR & SERVICE FOR AIR CONDITIONING/HEATING UNITS FOR THE ATTACHED FACILITIES AS NEEDED.	1	MO		
SHIP TO: 015001 / 015G28					
MILITARY DEPARTMENT					
GOODWATER NGA					
GOODWATER NG ARMORY					
AL HIGHWAY 9					
GOODWATER AL 35072					
00002	COMMODITY CODE: 910-99-064649 LABOR, ALL TYPES NORMAL HOURS	1	HR		
SHIP TO: 015001 / 015G28					
MILITARY DEPARTMENT					
GOODWATER NGA					
GOODWATER NG ARMORY					
AL HIGHWAY 9					
GOODWATER AL 35072					
00003	COMMODITY CODE: 910-99-065082 PARTS & MATERIALS, REPLACEMENT	1	LT		
DEALER COST PLUS %					
SHIP TO: 015001 / 015G28					
MILITARY DEPARTMENT					
GOODWATER NGA					
GOODWATER NG ARMORY					
AL HIGHWAY 9					
GOODWATER AL 35072					
00004	COMMODITY CODE: 910-99-064650 LABOR, ALL TYPES OVERTIME	1	HR		
SHIP TO: 015001 / 015G28					
MILITARY DEPARTMENT					
GOODWATER NGA					
GOODWATER NG ARMORY					
AL HIGHWAY 9					
GOODWATER AL 35072					
----- ---END GROUPING LINES: 00001 - 00004 -----					
				GRP TOTAL	
----- --- BEGIN GROUPING LINES: 00005 -----					
00005	COMMODITY CODE: 910-99-065082 PARTS & MATERIALS, REPLACEMENT	1	LT		
DEALER COST PLUS %					
PAGE TOTAL					

PRICE SHEET

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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
	SHIP TO: 015001 / 015M35 MILITARY DEPARTMENT ALABAMA ARMY NATIONAL GUARD 1625 POCOTA DRIVE ONEONTA AL 35121-2772				
00006	COMMODITY CODE: 910-99-064650 LABOR, ALL TYPES OVERTIME	1	HR		
	SHIP TO: 015001 / 015M35 MILITARY DEPARTMENT ALABAMA ARMY NATIONAL GUARD 1625 POCOTA DRIVE ONEONTA AL 35121-2772				
00007	COMMODITY CODE: 910-36-064654 MAINTENANCE, REPAIR & SERVICE FOR AIR CONDITIONING/HEATING UNITS FOR THE ATTACHED FACILITIES AS NEEDED.	1	MO		
	SHIP TO: 015001 / 015M35 MILITARY DEPARTMENT ALABAMA ARMY NATIONAL GUARD 1625 POCOTA DRIVE ONEONTA AL 35121-2772				
00008	COMMODITY CODE: 910-99-064649 LABOR, ALL TYPES NORMAL HOURS	1	HR		
	SHIP TO: 015001 / 015M35 MILITARY DEPARTMENT ALABAMA ARMY NATIONAL GUARD 1625 POCOTA DRIVE ONEONTA AL 35121-2772				
-----	---END GROUPING LINES: 00005 - 00008 -----			----- GRP TOTAL	-----
-----	--- BEGIN GROUPING LINES: 00009 -----			-----	-----
00009	COMMODITY CODE: 910-36-064654 MAINTENANCE, REPAIR & SERVICE FOR AIR CONDITIONING/HEATING UNITS FOR THE ATTACHED FACILITIES AS NEEDED.	1	MO		
	SHIP TO: 015001 / 015G29 MILITARY DEPARTMENT FT. MCCLELLAN AFRC FT. MCCLELLAN AFRC 424 GOODE ROAD FT. MCCLELLAN AL 36205				
00010	COMMODITY CODE: 910-99-064649 LABOR, ALL TYPES NORMAL HOURS	1	HR		
	SHIP TO: 015001 / 015G29 MILITARY DEPARTMENT FT. MCCLELLAN AFRC FT. MCCLELLAN AFRC 424 GOODE ROAD FT. MCCLELLAN AL 36205				
00011	COMMODITY CODE: 910-99-065082	1	LT		
	PAGE TOTAL				

PRICE SHEET

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INVITATION TO BID

LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
PARTS & MATERIALS, REPLACEMENT					
DEALER COST PLUS %					
SHIP TO: 015001 / 015G29					
MILITARY DEPARTMENT					
FT. MCCLELLAN AFRC					
FT. MCCLELLAN AFRC					
424 GOODE ROAD					
FT. MCCLELLAN AL 36205					
00012	COMMODITY CODE: 910-99-064650 LABOR, ALL TYPES OVERTIME	1	HR		
THESE FACILITIES HAVE HVAC UNITS THAT ARE CONTROLLED FROM THE MONTGOMERY LOCATION. *****					
NOTE: EACH BIDDER MUST VISIT EACH SITE LOCATION (SEE LINE ITEMS GROUPINGS ABOVE) THAT A BID IS MADE. THE AGENCY CONTACT FOR EACH LOCATION WITH ADDRESS AND PHONE NUMBER IS ATTACHED TO THIS SOLICITATION. THE BIDDER MUST OBTAIN THE SIGNATURE OF CONTACT DURING THE SITE VISIT ON THE LOCATION/ CONTACT LISTING WHICH IS ATTACHED TO THIS SOLICITATION OR YOUR BID FOR LOCATION(S) WILL BE WILL BE REJECTED.					
REMEMBER: RETURN ORIGINAL BID AND ONE COMPLETE EXACT COPY OF ORIGINAL BID TO PURCHASING OR YOUR BID WILL BE REJECTED.					
SHIP TO: 015001 / 015G29					
MILITARY DEPARTMENT					
FT. MCCLELLAN AFRC					
FT. MCCLELLAN AFRC					
424 GOODE ROAD					
FT. MCCLELLAN AL 36205					
----- ---END GROUPING LINES: 00009 - 00012 -----					GRP TOTAL

PAGE TOTAL _____
BID TOTAL _____

**ALABAMA STATE MILITARY DEPARTMENT
SPECIFICATIONS AND CONDITIONS FOR INSPECTION,
REPAIR AND ADJUSTMENT
HEATING AND AIR CONDITIONING SYSTEM AT
ALABAMA ARMY NATIONAL GUARD INSTALLATIONS**

SPECIFICATIONS:

The following inspections and services will be performed once each month. Requirements and Specifications are as follows:

1. Condenser coil will be inspected for heat transfer loss.
2. Blower wheels and fans will be inspected to assure proper air delivery.
3. Refrigerant will be checked for proper charge and to assure system is leak free.
4. Exposed ductwork will be checked for leaks and proper insulation.
5. Belts and pulleys will be inspected and adjusted as required.
6. Thermostats will be checked and calibrated as required.
7. Motors and bearings will be lubricated as required.
8. Controls and safeties will be tested.
9. Condensate drain will be checked.
10. Crankcase heater will be checked for proper operation.
11. Relays and contactors will be inspected.
12. Unit wiring and electrical disconnect will be inspected.
13. Economizer operation will be checked, where applicable.
14. Temperatures and pressures will be recorded.
15. Evaporator coil will be inspected.
16. Air filters will be replaced as needed.
17. Check Energy Management Controls System (EMCS) operations and control settings
18. Furnish written report with all data of pressures, temps, electrical readings, etc.

Any services, repairs or alterations not listed above will be done only on prior approval of the State Military Department, Montgomery, AL. Department must be furnished with a complete copy of each service report.

CONDITIONS AND BID REQUIREMENTS:

1. Bidders must have / be:
 - A. Certified by the Alabama Board of Heating and Air Conditioning Contractors.
 - B. Licensed by the City in which facilities are located.
 - C. State of Alabama Business License.
 - D. State of Alabama General Contractor License.
 - E. All contractor employees will be required to wear a company photo ID badge. These badges must have the company's name, address and phone number, General Contractors license number and the State of Alabama HVAC certification number along with the employee picture, name and ID number for security purposes. .

F. A Honeywell Automation and Controls Specialist (ACS) with a WEBS contractor agreement and WEBS certification.

G. Contractor must carry the following minimum insurance requirements:

\$1,000,000.00 ~ Workers Compensation and Employers Liability

\$1,000,000.00 ~ Automobile Liability

\$1,000,000.00 ~ General Liability

\$3,000,000.00 ~ Excess / Umbrella Liability

H. Copies of all of the above must be attached to the bids.

2. Bidders must hold a current U.S. Department of Labor OSHA 10 – hour safety training course card, a State of Alabama Master Gas Fitter card and a State of Alabama Master Plumber card. Copies of cards must be attached to the bids.
3. Bidders must have Certificate of CFC Qualifications as required by 40 CFR Part 82, Subpart F. Type II or Universal Classification, as per: EPA-608 Technician Certification Program (Approved 9-30-93). Copies must be attached to the bids.
4. Each prospective bidder is required to make an on-site visit to each facility on which bids are to be submitted. Bids must be accompanied by signed statement from the facility supervisor that the required inspection of equipment to be maintained was made. Copies must be attached to the bids.
5. The successful bidder may be required to furnish within ten (10) State working days, after notification of award, a Performance Guarantee for \$5,000.00 for each facility for which Purchase Order is issued, as guarantee to provide goods or services as specified in Bid. The guarantee shall consist of Cashier's Check; other type bank Certified Check (personal or company check are not acceptable), Money Order or Surety Bond, issued by a company authorized to do business within the State of Alabama. The Director of the Department of Finance, or his designed, shall be the custodian of the Performance Guarantee. Performance Guarantee must reference this bid and be payable to the State of Alabama.
6. Within 90 days of awarding of contract provide a preventive maintenance document providing the following.
A computer generated manual shall be provided for each site. Each site shall be visited and a specific preventive maintenance document developed. This document shall include each specific piece of HVAC equipment located at the site. The list of equipment shall include unit capacities, types of energy used, model numbers, serial numbers, voltages, etc. Chilled/hot water systems shall also include specific recommendations related to water treatment, cooling tower treatment, etc. The document shall include typical manufacturer's recommendations for preventive maintenance of the equipment. This shall include all recommendations such as

checking of belts, pulleys, lubrication, fans, compressors, coils, filters. Checklists shall be developed for use by maintenance personnel performing the maintenance tasks. Filter lists complete with sizes, quantity, etc. shall be included for each site.

The document shall also address indoor air quality capabilities as well as related maintenance items.

The document will generally describe the type of control system as well as typical sequence of operations.

