

# ***Commercial, Marine & Industrial Heating & Air Conditioning, Inc.***

***P.O. Box 3374  
Paducah, KY 42002-3374***

***Phone: (270) 575-3263  
Fax: (270) 575-3296***

## **A PLANNED COMPREHENSIVE MAINTENANCE AGREEMENT**

### **FOR THE MECHANICAL HVAC SYSTEMS**

**FOR**

### **MARSHALL COUNTY JUDICIAL BUILDING**

**February 16, 2018**

## **THE PREVENTATIVE MAINTENANCE AGREEMENT**

Our maintenance agreements are designed to provide the customer with an ongoing maintenance program. The program will be initiated, scheduled, administered, monitored, and updated by our company, CMI Heating & Air Conditioning, Inc. The service activities will be directed and scheduled, on a regular basis, by our automated maintenance scheduling system. The customer is informed of the program's progress and results on a continuing basis via a detailed service report, presented after each service call for the customer's review, approval signature and record.

### **PLANNED PREVENTATIVE MAINTENANCE:**

This agreement will provide your equipment all the necessary labor need to fully extend equipment life, minimize breakdowns and keep equipment operating at its peak efficiency. Our company will adjust, align, calibrate, clean, lubricate, and tighten the equipment. This will include:

#### **Water Source Heat Pumps Maintenance:**

- Clean drains & drain pans one (1) time a year;
- Replace filters two (2) times a year, filters to be supplied by owner;
- Replace belts one (1) time a year;
- Check refrigerant charge on units and check each unit for leaks one (1) time a year;
- Check all electrical controls and wiring for wear and proper operation two (2) times a year;
- Check water strainers on all heat pumps one (1) time a year;

**Pump Maintenance: (2) Times Yearly**

- Grease pump bearings and motor;
- Check coupler and pump alignment;
- Clean & check pump strainers;
- Check pump starter and electrical connections.

**Cooling Tower Maintenance: (1) Time Yearly**

- Clean all strainers on cooling tower and sump;
- Check all water piping and water feed controls for proper operation ;
- Check control valve on cooling tower return dump for proper operation;
- Check belts and replace once a year;
- Check all controls and electrical connections;
- Check and grease all motor bearings and cooling tower fan bearings;
- Rod and clean heat exchanger on heat pump loop;
- Clean nozzles and sump on cooling tower;

**Boilers: (1) Time Yearly**

- Check and clean burners;
- Check water feed valve and expansion tank;
- Check operation of all safety and operational controls;
- Check gas pressure and gas train for leaks;
- Check boiler for proper operation.

**Control Valves: (1) Time Yearly**

- Check actuators and valve operations;
- Check all packing's and stem for wear;
- Check valves for leaks;

**Please note:** All maintenance material, belts and labor are covered by this contract, any repairs, repair parts, our repair labor (is not) covered by this contract and will be billed extra. Any repairs that are discovered during maintenance will be reported to customer and work to be done at with customers approval.

**TOTAL PRICE for this coverage per year** **\$ 5,280.00**

**Billing –Monthly** **\$ 440.00**

**This contract is good for 1year.**

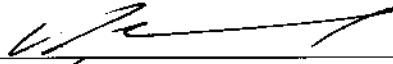
We appreciate this opportunity to offer our services. If you have any questions or need further information, please do not hesitate to call me.

Respectfully submitted,

Roger D. Jett

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To accept this Contract, please sign one copy and return it to our office.

Authorized Signature  Date 8-10-18  
Print Name KEVIN NEAL Title County Scribe Ex