



Mobile County PUBLIC SCHOOLS

1 Magnum Pass | Mobile, Alabama 36618 | 251-221-4000 | www.mcpss.com

BOARD OF SCHOOL COMMISSIONERS
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SUPERINTENDENT Chresal D. Threadgill

Purchasing Department
Phone (251)221-4473
Fax (251)221-4472
purchasing.mcpss.com

RFP No. 22-109
BUYER: MELODY ROH

December 14, 2022

INVITATION TO BID
CHILLER MAINTENANCE SERVICE
VARIOUS SCHOOLS

Sealed proposals will be received by the Board of School Commissioners of Mobile County, Alabama at its Purchasing Department, 1 Magnum Pass, Mobile, Alabama 36618, until **Wednesday January 11, 2023 @ 2:00 PM** at which time they will be publicly opened and read aloud.

1. The submission of the bid by the vendor, acceptance and award of the bid by the School Board of Mobile County, Alabama, and subsequent purchase orders issued against said award shall constitute a binding, enforceable contract. Unless stipulated in the bid documents, no other contract documents shall be issued.
2. The undersigned, as bidder, hereby declares that I have examined the Instructions, General Terms, Conditions and Specifications, and affirm that I have not been in any agreement or collusion among bidders, employees of the Mobile County Public School System, or prospective bidders in restraint of freedom of competition. Furthermore, I understand that fraudulent and collusive bidding is a crime and can result in fines and prison sentences.
3. Bidder has become fully familiar with the general terms, conditions and specifications of this bid request and agrees to abide by all conditions stated herein:
4. **Bidder agrees to VISA® Virtual Credit Card Program through AOC/Regions Bank for invoice payments in place of a check to pay for purchases from this solicitation. See payment terms for more information.**

PLEASE PRINT OR TYPE BELOW

Legal Name of Vendor: _____

Mailing Address: _____

City, State, Zip Code: _____

(List Toll Free Number if Applicable)

Telephone Number: _____ Fax _____

Authorized Signature of Bidder

Authorized Name(Typed or Printed)

Director of Purchasing
Mobile County Public Schools

Name(Typed or Printed)

THIS COMPLETED FORM MUST APPEAR AS THE TOP SHEET FOR ALL BIDS SUBMITTED

LEARNING TODAY. LEADING TOMORROW.



VENDOR BID REGISTRATION

Vendors:

Our records indicate you are registered to receive “Invitation to Bids” from Mobile County Public School System. The Mobile County School System is changing the way vendors are notified for Invitation to Bids. Currently, we are sending post card notifications by US Mail to all vendors who are registered.

The NEW NOTIFICATION PROCESS will begin and consist of the vendor receiving an email notification of Invitation to Bids. A web site has been established for vendors to register and select the bid categories from which they want to receive bid invitations. These are the steps you need to take:

1. Go to <https://bidreg.mcpss.com/ezregistration.html>
2. Select “New Applicant” and you will create a user name and password, and then follow the prompts.
3. Please note the email bid notifications will be sent from bidnotify@mcpss.com save this in your address directory to prevent email being sent to SPAM.

Even though vendors are currently registered to receive bids, all vendors MUST register in the new database in order to receive an ITB “Invitation to Bid” . If you do not register, you will not receive an ITB. Also, all vendors are responsible for maintaining their vendor profile in the database for such things as address, contact info, email, bid categories, etc..... This information needs to stay current to assure you receive ITB’s. I would strongly encourage vendors to visit MCPSS.com once a week to be knowledgeable of all bid activity.

Thank you for your cooperation as this will allow us to drastically reduce postage costs and work more efficiently. Please feel free to contact us if you have questions at 251-221-4473.

GENERAL TERMS AND CONDITIONS
MOBILE COUNTY PUBLIC SCHOOL'S PURCHASING DEPT.

1. ALABAMA IMMIGRATION LAW COMPLIANCE:

As a Contractor/Vendor as defined in the Act, to the Local Board of Education (Board), it is crucial to your relationship (future or continuing) with the Board that you comply with the Immigration Reform Act of 1986, as amended by the Immigration Act of 1990, and the Beason-Hammon Alabama Taxpayer and Citizen Protection Act. Accordingly please provide your Affidavit of Immigration Compliance. These documents can be found in the following bid package along with a compliance check list.

2.ADDITIONAL ORDERS: Unless it is specifically stated to the contrary in the bid response, the School District reserves the option to place additional orders against a contract awarded as a result of this solicitation at the same terms and conditions; to extend the renewal date until a new bid is in place, if it is mutually agreeable.

3. ADDENDA: If it becomes necessary to revise any part of this bid, a written addendum will be provided to all bidders that are **registered** with the Purchasing Department. The Board is not bound by any oral representations, clarifications, or changes made in the written specifications by the school's employees, unless such clarification or change is provided to bidders in written addendum form from Purchasing Department.

4. APPLICABLE LAW: This contract shall be construed and interpreted according to Alabama Law.

5. ASSURANCE OF NON-CONVICTION OF BRIBERY: The bidder hereby declares and affirms that, to its best knowledge, none of its officers, directors, or partners and none of its employees directly involved in obtaining contracts has been convicted of bribery, attempted bribery or conspiracy to bribe under the laws of any state or Federal government.

6. AWARD CONSIDERATION: The following factors will be considered in determining the lowest **responsible** bidder:

Overall quality, Conformity with specifications both general and specific, Purposes for which materials or services are required, Delivery dates and time required for delivery, Unit acquisition cost, financial ability to meet the contract, previous performance, facilities and equipment, availability of repair parts, experience, delivery promise, terms of payments, compatibility as required, other costs, and other objective and accountable factors which are reasonable.

7. BID AND PERFORMANCE SECURITY: If bid security is required, a bid bond or cashier's check in the amount indicated on the bid cover must accompany the

bid and be made payable to Board of School Commissioners of Mobile County. Corporate or certified checks are not acceptable. Bonds must be in a form satisfactory to the School District and underwritten by a company licensed to issue bonds in the State of Alabama. If bid security fails to accompany the bid, it shall be deemed unresponsive, unless the Purchasing Manager deems the failure to be nonsubstantial. All checks will be returned to the bidders within five (5) days after the contract has been Board approved. If a performance bond is required, the successful bidder will be notified after the awarding of the contract.

8.BRAND NAMES: The name of a certain brand, make, model number, manufacturer, or definite specification is to denote the quality standard of the article desired, but does not restrict the bidder to the particular brand, make, model number, manufacturer, or specification named. It is set forth to convey the general style, character, and quality of the item desired to the prospective bidder. Whenever the words "or approved equal" appear in the specifications, they shall be interpreted to mean an item of material or equipment similar to that named, which is approved by the Purchasing Department or their designated representatives. The burden of proof that alternate brands are in fact equal or better falls on the bidder, and proof must be to the Board's satisfaction.

9. CONFLICT OF INTEREST: Section 36-25-9 of the Code of Alabama states: "No member of any county or municipal agency, board, or commission shall vote or participate in any matter in which the member or family member of the member has any financial gain or interest" Employees may not use their offices or positions for personal gain and must adhere to applicable provisions of the Alabama Ethics Law and the MCPSS Board policy 6.10 concerning Ethics. Further information can be found on both the Alabama Ethics Commission's and MCPSS Website.

10.DELIVERY OF BIDS: Bids must be received in the Purchasing Office by the the date and time specified on the bid cover. All bids will be accepted until the time and date stated on the bid cover. No bids will be accepted that extend past the time and date on the bid cover. The time of receipt shall be determined by the time clock stamp in the Purchasing Department. Bids submitted by U.S. Mail must be addressed to the Board of School Commissioners, Purchasing Office, P.O. Box 180069, Mobile, AL 36618; when using other couriers, send to the Board of School Commissioners, Purchasing Office, 1 Magnum Pass, Mobile, AL 36618. The School District accepts no responsibility for premature opening

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of bid response not properly identified or late arrival of a bid response for whatever reason. No fax or emails will be accepted. The Board will not be responsible in the event the U.S. Postal Service or any other courier system fails to deliver the proposal to the Board of School Commissioners, Purchasing Department by the time stated in the bid request. All bids shall remain firm for acceptance by the Board for a period of 60 days from the date of bid opening.

If the School System is closed for any reason, including but not limited to: Acts of God, strikes, lockouts, riots, acts of war, epidemics, governmental regulations superimposed after the fact, fire, earthquakes, floods, or other natural disasters (the "Force Majeure Events") which closure prevents the opening of bids at the advertised date and time, all bids received shall either be publicly opened and read aloud on the next business day that the department opens at the advertised time or the bid opening will be extended by sending out an addendum that states the new date and time to all registered bidders.

11.ERRORS IN BIDS: Bidders are assumed to be informed regarding conditions, requirements, and specifications prior to submitting bids. Failure to do so will be at the bidder's risk. Bids already submitted may be withdrawn without penalty prior to bid opening. Errors discovered after the bid opening may not be corrected.

12. FEDERAL MONIES

Expenditure of federal monies require the bidder to comply with all applicable standards, orders, or regulations issued pursuant to the following:

Clean Air Act (42 U.S.C. 7401-7671q); Federal Water Pollution Control Act as amended (22 U.S.C. 1251-1387) Buy American provision (7 CFR §210.21); Equal Employment Opportunity (41 CFR §60); Davis-Bacon Act (40 U.S.C. 3141-3148) ;Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708); Rights to Inventions Made Under a Contract or Agreement (37 CFR §401.2); Debarment and Suspension (Executive Orders 12549 and 12689), Copeland "Anti-Kickback" act (18 U.S.C. 874 and 40 U.S.C. 276c) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) Procurement of Recovered Materials (See §200.322) National Defense Authorization Act (NDAA) Section 889

13.HAZARDOUS AND TOXIC SUBSTANCES:

Bidder must comply with all applicable Federal, State, County and City laws, ordinances and regulations relating to hazardous and toxic substances, including such laws, ordinances and regulations pertaining to

information hazardous and toxic substances, and as amended from time to time. Bidder shall provide the School District with a "Material Safety Data Sheet" if required.

14. INVOICING, DELIVERY, PACKAGING:

Invoices shall be prepared only after ordered materials have been delivered. Payment will be made in accordance with Terms of Payment in the Minimum Specifications. **District personnel may choose to use a VISA® Purchasing Card and E-Payables process for invoice payments in place of a check to pay for purchases from this solicitation. Unless exception is noted in the bid response, the bidder by submitting a bid, agrees to accept the VISA® purchasing card and E-Payables process, as an acceptable form of payment and may not add additional service fees/handling charges to purchases made with the VISA® purchasing card. Refusal to accept this condition may cause your bid to be declared non-responsive.**

All invoices must show the purchase order number. Vendors shall not ship any material without an authorized purchase order from the Board of School Commissioners of Mobile County or local school. All packages delivered must show the purchase order number. The successful bidder will be required to furnish all materials, equipment, and/or service called for at the bid price quoted. In the event the bidder fails to deliver within a reasonable period of time, as determined by the Board, the right is reserved to cancel the award and subsequent purchase order and purchase from the next lowest responsible bidder the items needed. The original bidder will be back charged the difference between the original contract price and the price the Board has to pay as a result of the failure to perform by the original contractor. All bids will remain firm for acceptance for 60 days from the date of bid opening. Prices shall be net F.O.B.; School Site, Mobile County, AL. The title and risk of loss of the goods will not pass to the Board, Departments, Schools until receipt and acceptance takes place at the F.O.B. point.

15. INSPECTION OF PREMISES: At reasonable times, the Board may inspect those areas of the contractor's place of business that are related to the performance of a contract. If the Board makes such an inspection, the contractor must provide reasonable assistance. The Board reserves the right on demand and without notice all the vendor's files associated with a subsequent contract where payments are based on contractor's record of time, salaries, materials, or actual

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expenses. This same clause will apply to any subcontractors assigned to the contract.

16. INSURANCE: If a contract results from this bid, the contractor shall maintain such insurance as will indemnify and hold harmless the School District from Workmen's Compensation and Public Liability claims for property damage and personal injury, including death, which may arise from the contractor's operations under this contract, or by anyone directly or indirectly employed by him/her.

A. LIMITATION TO DAMAGE: In no event shall the BOARD or any of its Commissioners, officers, employees, agents, or servants be liable to the Contractor or Vendor for any direct or indirect, special, consequential, or incidental damages or lost profits or punitive damages, arising out of or related to this bid document, or to the performance of or breach of any provision hereof.

17. INVITATION TO BID: Any provisions made in the Invitation for Bid supersedes any provisions outlined here in the General Terms and Conditions.

18. NON-DISCRIMINATION: The Board provides equal opportunities for all businesses and does not discriminate against any vendor regardless of race, color, creed, sex, national origin, or disability in consideration for an award.

19. PRODUCT TESTING: Vendor shall incur all cost involved in obtaining an Independent Laboratory Test if the Board deems necessary during the term of the contract or before the contract is awarded. The Board reserves the right to request a demonstration of any product or service before making the award at no additional cost to the school district. The time frame of the testing will be mutually agreed upon by both parties.

20. PATENTS: Bidders guarantees that the sale and/or use of goods will not infringe upon any U.S. or foreign patent. Bidder will at his/her own expense, indemnify, protect and save harmless the School District, employees on any claims arising out of the purchase of goods or services.

21. PROTESTS: Any protest to the Board's consideration of any bid must be submitted in writing and received by the Purchasing Director no later than five (5) calendar days after awarding date of the bid. If needed, The Chief Financial Officer will send a written reply to the protesting bidder. The Board of Education is the final authority on issues relating to this contract. The Purchasing Director is the Board's representative in the award and administration of this contract, and will issue and receive all documents, notices and correspondence.

The decision of the Board of Education is final, conclusive, and binding on all parties concerned.

22. PREPARATION OF BID: All bids shall be typewritten or in ink on the form(s) prepared by the Board. Bids prepared in pencil will not be accepted. All proposals must be signed by officials of the corporation or company duly authorized to sign bids. Any bid submitted without being signed will automatically be rejected. All corrections or erasures shall be initialed and dated by the person authorized to sign bids. If there are discrepancies between unit prices quoted and extensions, the unit price will prevail.

23 PRICING: Prices quoted shall be delivered prices and shall include any and all costs, charges, taxes, and fees i.e. the Board shall only pay the price and amount quoted and nothing more.

24. PURCHASES: Once the bid is board approved, a letter will be issued to the awarded vendor(s). This letter does not authorize to make purchases. Purchase orders will be issued as authorization for all purchases.

25. QUESTIONS/CONTACT: All questions must be directed to the buyer listed on the particular bid. Clarification will be made only by written addenda sent to all registered bidders. The Board will not be responsible for verbal answers regarding the intent or meaning of the specifications or for any verbal instructions given prior to the bid opening. Bidders shall not contact any member of the Mobile County School Board, Superintendent, or Staff regarding this bid prior to such bid has been Board approved. Any such contact shall be cause for rejection of your proposal.

26. REJECTION OF BIDS: Mobile County School District reserves the right to accept or reject any or all bids in whole or in part for any reason, to waive technicalities or informalities, or to advertise for new proposals, if, in the judgment of the awarding authority, the best interest of the School District will be promoted thereby. Bidders may be disqualified and rejection of proposals may be recommended to for any of (but not limited to) the following causes: Failure to use the bid forms furnished by the Board of School Commissioners, Lack of signature by an authorized representative on the bid form, Failure to properly complete the bid form and vendor compliance, Default on previous contracts, Evidence of collusion among bidders, Unauthorized alteration of the bid form. On the final board approved bid tabulation, a written justification of all bidders that were rejected will be presented and made public.

27. SAMPLES: Bidders will not be required to furnish samples at the time of bid opening, unless specifically

GENERAL TERMS AND CONDITIONS
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called for. The Board reserves the right to request samples after bid opening to assist in the evaluation of proposals submitted.

28. TABULATION: Bid results are posted on Purchasing's web site, and will remain for sixty (60) days after the posting date. The awarding bidders will be sent a written notification via mail.

29. TERMINATION BASED ON LACK OF FUNDING: Any contract awarded as a result of this solicitation will be subject to funding and continued appropriation of sufficient funds for the contract. For purposes of this solicitation, the appropriating authority is deemed to be the Board of School Commissioners of Mobile County. Insufficient funds shall be the grounds for immediate termination of this solicitation.

30. TERMINATION FOR THE CONVENIENCE OF THE BOARD: The performance of the work or services under a contract as a result of this solicitation may be terminated in whole or part, whenever the Purchasing Manager shall deem that termination is in the best interest of the School District. Such determination shall be in the sole discretion of the Purchasing Manager. In such event, the School District shall be liable only for payment in accordance with the payment provisions of the contract for work or services performed or furnished prior to the effective date of termination. Termination hereunder shall become effective by delivery to contractor of written notice of termination upon which date the termination shall become effective.

31. TERMINATION FOR DEFAULT: If an award results from this bid, and the contractor has not performed or has unsatisfactorily performed the contract, payment shall be withheld at the discretion of the School District. Failure on the part of the contractor to fulfill contractual obligations shall be considered just cause for the termination of the contract, and the contractor is not entitled to recover any costs incurred by the contractor up to the date of termination.

A. FORCE MAJEURE: The parties' under this agreement are subject to, and neither party shall be liable for delays, or failure to perform caused by or due to fire, flood, water, weather events, labor disputes, power outages, civil disturbances, or any other cause beyond the party's reasonable control

32. WARRANTY: The bidder expressly warrants that all articles, material and work offered shall conform to each and every specification, drawing, sample, or other description which is furnished to or adopted by the School District, and that it will be fit and sufficient for the purpose intended, merchantable, of good material and workmanship, and free from defect. The bidder

further warrants all items for a period of one year, unless otherwise stated, from the date of acceptance of the items delivered and installed or work completed. All repairs, replacements, or adjustments during the warranty period shall be at the bidder's sole expense.

33. VENDOR LIST: A bidder may be removed from the Qualified Vendor List if a vendor fails to respond to three (3) consecutive ITB's. A properly submitted "No Bid" is considered as a response and the vendor will receive credit for the response.

THE BOARD MAY REJECT ANY BID FOR FAILURE BY THE BIDDER TO COMPLY WITH ANY REQUIREMENTS STATED ABOVE IN THE BID PROPOSAL OR IN ATTACHMENTS THERETO WHICH BECOME PART OF THE BID.

**THE SCHOOL BOARD OF MOBILE COUNTY,
ALABAMA**

RUSSELL HUDSON
DIRECTOR OF PURCHASING

LET'S LOAD THE BASES!

Miracle League of West Mobile: Schmidt Family Park



Our community is coming together to build baseball fields and a playground for children with special needs. The Miracle League of West Mobile: Schmidt Family Park will be constructed on Johnson Road, about two miles southwest of the intersection of Airport Boulevard and Snow Road.

You have the opportunity to help us create a miracle in Mobile County! If you hit a Single, Double, Triple, Home Run, or Grand Slam, you, your family, your business or your organization will be recognized at the park.

Several community organizations have already stepped up to the plate, donating land, providing funds to pave the road, and more. The key players thus far are: the Alabama Pecan Development Company, Inc., Schmidt-Barton Family Fund, South Alabama Utilities, Mobile County Public Schools and the Mobile County Commission. The Alabama Pecan Development Company, Inc., has donated more than 24 acres to the project and South Alabama Utilities has donated more than 4 acres. The Schmidt-Barton Family Fund is donating up to \$1 million in matching funds toward the estimated \$5 million in total construction costs.

Donations are now being accepted at mcpss.com/miracleleague to cover the remaining costs associated with the park.

Why should you donate?

Currently, many Mobile County youths with mental and physical disabilities are unable to play baseball in existing parks due to the lack of facilities that meet their needs. The Miracle League of West Mobile: Schmidt Family Park will be open to children from the entire county and surrounding areas. Approximately 8,300 children with disabilities would be able to play here.

Single

\$1,000-\$9,999

Double

\$10,000-\$49,000

Triple

\$50,000-\$99,999

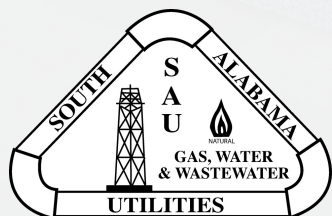
Home Run

\$100,000-\$249,999

Grand Slam

\$250,000 +

**ALABAMA PECAN
DEVELOPMENT
CO. INC**



**Mobile County
PUBLIC SCHOOLS**

MIRACLE LEAGUE OF WEST MOBILE: SCHMIDT FAMILY PARK

MCPSS.COM/MIRACLELEAGUE

We are working directly with The Miracle League, which is based in Georgia and has 240 fields across the United States and in Puerto Rico and Canada, on this project. Why? So our children with mental and physical disabilities can experience the joy of America's favorite pastime. It's more than just a game. The Miracle League is about making new friends, building self-esteem and being treated just like other athletes.

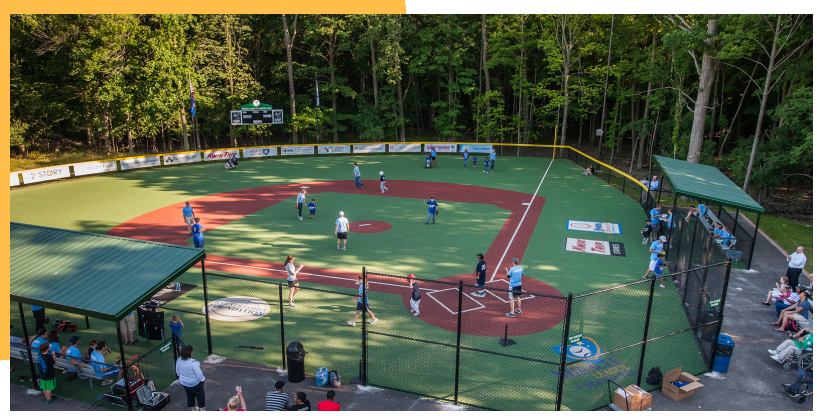
The Miracle League baseball field will feature a synthetic rubberized turf that accommodates wheelchairs and other assistive devices while helping to prevent injuries. The field will have double-wide lanes, allowing the players more space as they round the bases. The park will also include a regular baseball field for children who are middle-school-aged. The hope is to one day build a school on the site to serve special-needs and autistic students.

This will be the first Miracle League field in Mobile County. The project will progress in phases as funding becomes available, with the Miracle Field and Playground as the major components of the first phase.

The first phase of the plan will cost approximately \$2.3 million. We still need to raise \$1 million to fund all facets of Phase 1, which we hope to complete in the fall of 2022.

Mobile County Public Schools is overseeing the financing of the project. We are applying for various grants and accepting donations at: mcpss.com/miracleleague.

We appreciate your support as we make a miracle happen in west Mobile!



PLEASE READ CAREFULLY

ADDITIONAL INFORMATION

1. The service reports (Maintenance logs for the existing equipment) are available digitally on a thumb drive at the Mobile County Public Schools, Purchasing Department, 1 Magnum Pass, Mobile, Alabama 36618. All interested bidders may come by the purchasing office to pick up a copy of the service reports between the hours of 7:00AM – 4:30PM, Monday through Friday.

2. **Equipment Information**
 - A. Wilmer, Trane SN #UO5B0929800000 Circuit #1 is excluded from contract due to leaking coil, other chiller components are to be maintained according to contract (PM & Repairs)

CHILLER MAINTENANCE SERVICES VARIOUS SCHOOLS

PART 1 GENERAL

- 1.1 The Mobile County Public School System (MCPSS) is the largest school system in the state of Alabama serving all of Mobile County. MCPSS consists of over ninety separate facilities including offices, elementary schools, middle schools, high schools, magnet schools, special schools, and career technical schools. These facilities are located throughout the entire county. The main office can be found at:

One Magnum Pass
Mobile, Alabama 36618
(251) 221-4000
www.mcpss.com

- 1.2 It is the intent of this RFP to establish a contract between the MCPSS and the successful service company to provide comprehensive maintenance services for all chillers and cooling towers throughout the MCPSS. This contract shall be based on the provisions found in this RFP.

A complete list of all current chillers and cooling towers is attached at the end of this RFP.

The MCPSS will contract with the successful bidder for a period of one (1) year from award of the contract. The bid shall be renewed annually at the same terms and conditions for an additional two (2) years upon agreement of both parties.

The successful bidder shall be determined by the MCPSS in accordance with the provisions on this RFP.

- 1.3 Signed and dated proposals must be submitted to the Board of School Commissioners no later than Wednesday, January 11, 2023 at 2:00 pm to the following location:

Purchasing Office
One Magnum Pass
Mobile, Alabama 36618

- 1.4 There will be no pre-bid conference. Any questions or other requests for additional information shall be handled in accordance with paragraph 1.6 below. Maintenance logs for the existing equipment will be made available to those preparing proposal for this

RFP. This information will be available digitally on memory sticks that can be picked up at the Purchasing Office.

- 1.5 Site visits will be made available to those preparing proposals for this RFP. Requests for these visits shall be made to MCPSS. While not required, visits to each site is strongly recommended. Each bidder must sign in at the front desk of each school facility they visit.
- 1.6 Specific questions about the RFP will be accepted until December 30, 2022 @ 4:30 PM CST. After that time no additional inquiries will be entertained. All questions must be submitted in writing via email to the name and address below. The answers to specific questions shall be released by addenda in the form of Questions and Answers (Q&A) to be posted on the MCPSS website that becomes a part of the RFP. This site will be updated as questions are answered. It will be the bidder's responsibility to check the web site for updated Q&A, and to make sure your question has been answered. All questions must go to Melody Roh, mroh@mcpss.com and Russell Hudson, rudson@mcpss.com.

Any modification to the RFP after it becomes available shall be by written addenda only. All addenda will be posted to MCPSS web site www.mcpss.com. It is the responsibility of the company making the proposal to insure they have any and all addenda. Acknowledgement of all addenda must be on the bid form.

- 1.7 The Owner will evaluate the proposals and may award the contract without additional discussions with the participating bidders. Therefore, each bidder's submission should contain their best price along with a complete submission package with all necessary information.
- 1.8 The MCPSS reserves the right to conduct short list interviews with the participating bidders if they determine that to be necessary.
- 1.9 The MCPSS, at their discretion, may have one or more participating bidders give a brief presentation to assist in the evaluation process. If deemed necessary by the MCPSS, presentations would be scheduled at that time.
- 1.10 The evaluation process has no set time limit, but it is the desire of the MCPSS to have the evaluation process completed within an estimated two weeks from submission of proposals.
- 1.11 The contract will be awarded based on the "Best Value" for the MCPSS of each proposal. The determination of "Best Value" will be based on overall qualifications, past performance, and bid price. The MCPSS is the sole authority in determining the "Best Value" and will utilize the scoring system as outlined on the attached sheet. It is the intent of the MCPSS to have the "Best Value" represent the lowest responsible bidder with the capability to fulfill the contract as outlined in this RFP. The contract will be awarded in the best interest of MCPSS.

- 1.12 The MCPSS reserves the right to reject any or all proposals if such action is in the best interest of the public. The MCPSS may also waive informalities or minor irregularities in the proposals if it's in their best interest to do so.
- 1.13 As part of this proposal, each bidder shall assign an annual cost to each piece of equipment listed for each of the three (3) years as covered by this agreement. This annual cost for each of the three (3) years shall be listed in the "ANNUAL COST" columns on the equipment sheets. The sum total of these line item costs shall equal the bidder's yearly lump sum price submitted on the bid form. This equipment pricing list must be submitted with the bid package.

The bidders shall keep in mind that some equipment listed is still under warranty.

Full Warranty definition – Part, labors, and refrigerant for life of the warranty.

If a chiller has a "full parts & labor warranty," only a manufacturer Preventive Maintenance (P.M.) cost is needed.

Some equipment is listed as "end of useful life." On this equipment we want a cost for normal maintenance only. Any additional costs incurred to keep this equipment up and running shall be done by the successful bidder on a time and materials basis outside of this contract. (Please note the "Additional Information" page.)

Some equipment may have listed "dead circuits" or "flat circuits." This equipment will still require normal maintenance and servicing costs for the machine excluding the noted circuits.

Additional equipment may be added or removed during the life of this agreement. This successful bidder shall agree to incorporate the new equipment or remove the old equipment at prices that are comparable to those already under this agreement.

All new chillers will have extended warranties and only preventative maintenance will be required for this equipment while the warranties are in force. If new chillers are installed to replace old out of warranty chillers, then the MCPSS would expect to see a reduction in the overall price to reflect the warranty coverage.

In the event the chiller warranty expires during a given year within the three (3) year contract period listed, a "cost field" is listed beside such chillers so a "Preventive Maintenance" cost can be provided. The P.M. cost will be the prevailing charge until the full warranty expires which at such time the listed "Annual Maintenance Cost" will be the current charge at that time. This will be a prorated cost based on the annual cost provided.

- 1.14 Any agreement arising out of an award from this bid, and all extensions, and modifications thereto, and all questions relating to its validity and interpretation,

performance, and enforcement shall be governed and construed in conformance with the laws of the State of Alabama.

PART 2 PROPOSAL FORMAT

- 2.1 Each bidder's official RFP submittal shall include all of the information as required by all parts of this RFP. This information shall be used to evaluate the proposals to determine "Best Value" for the MCPSS.
- 2.2 In order for any bid proposal to be entitled for consideration, it must be made in accordance with the instructions of this RFP. Before submitting a proposal, bidders should carefully examine all documents relative to this work and be fully informed of all conditions and shall include in his proposal a sum to cover the cost of all items.
- 2.3 Proposals shall be submitted upon the forms provided; therefore, all blank spaces on the forms must be fully filled in. Numbers shall be stated both in writing and figures. In case of disagreement between words and figures, the words shall govern.
- 2.4 The signature shall be in long hand and in ink. The completed forms shall be without alterations or erasures. Anyone signing the proposal as the agent of a firm or corporation must present legal evidence of his authority to do so.
- 2.5 Each submittal shall include acknowledgement of any and all addenda. In addition, if any of the participating companies take exception to any part of this RFP, they must include these exceptions in writing with their submittal.
- 2.6 Each submittal shall include one (1) original and six (6) hard copies and one (1) electronic copy of all submittal data. The hard copy shall be on 8 ½ x 11 pages and shall be bound. The electronic copy shall be on a flash drive in PDF format. The complete submittal shall be contained in a single envelope or a single binder. If there are any conflicts between the hard copy data and the electronic copy data, the hard copy will take precedent.

PART 3 QUALIFICATIONS

- 3.1 Each bidder, as part of the proposal information that must be submitted, shall provide the following basic information regarding his company:
- A. Company name and physical address of the office that would be responsible for providing the services required by this RFP. This office must be located within a 60 mile radius of the MCPSS main office.
 - B. Phone number, fax number, email address, and website (if applicable) shall also be provided.
- 3.2 A brief history of the company shall be provided including number of years the company has been in business and how many years the company has been providing maintenance contracts for chillers. Also include total number of employees.
- 3.3 Financial information shall be provided in a separate envelope showing the financial stability of the company. Any financial statements required to show proof of financial stability shall be included. The vendor must show sufficient resources to be able to provide the required services for the duration of the contract.
- 3.4 Proof of all necessary licenses required shall also be submitted along with certificates of insurance and proof of workmans' compensation.
- A. As a minimum, the bidder shall provide, at the company's own expense, insurance as described below. **A copy of your current insurance document is to be submitted with your proposal.**

Successful bidder shall provide a copy of a Certificate of Insurance naming the MCPSS as an additional insured and must be sent to the Purchasing Department, Attention: Melody Roh. The policies of insurance shall be delivered upon request within seven (7) work days after notification of award. Minimums included shall be:

1. Workers' Compensation – per Alabama Statutes
 2. Comprehensive General Liability
 3. Bodily Injury (including death), Property Damage, and Personal Injury \$1,000,000 per person, \$3,000,000 per occurrence.
 4. Commercial Automobile Liability insurance of \$1,000,000 per person, \$3,000,000 per occurrence.
- B. All insurance policies shall contain a requirement that the MCPSS will be notified of cancellation forty-five (45) days prior to the cancellation of policies by return-

receipt, certified mail, and that no other form of notification will otherwise relieve the insurance company, its agents, or its representatives or responsibility.

- C. The Contractor hereby agrees to save and hold harmless, pay on behalf of, protect, defend, and indemnify the MCPSS, (including the Superintendent of Schools, the MCPSS, their offices, agents, and employees) from and against any demand, claim, suit, loss, expense, or damage which may be asserted against any of them in their official or individual capacities by reason of any alleged damage to property, or injury to, or death of any person arising out of, or in any way related to, any action or inaction of the Contractor (including its sub-contractors, officers, agents, and employees) in the performance or intended performance of this agreement, or the maintenance of any facility, obligations of any program, which is subject of, or related to the performance of this agreement. The obligations of the Contractor pursuant to this paragraph shall not be limited in any way by any limitation in the amount or type of proceeds, damages, compensation, or benefits payable under any policy of insurance or self-insurance maintained by or for the use and benefit of the Contractor.
- 3.5 Bidders shall provide an organizational chart of his company and how it relates to services required by this RFP. This chart shall list all key personnel, both in the office and in the field that would be involved in this maintenance contract.
- A. Those employees that will be dedicated specifically for servicing this contract shall be clearly identified on the organizational chart. It shall be clear which employees these are and what their functions are (i.e. management, supervision, on-site technicians, etc.).
 - B. All staff dedicated to this contract shall have their resumes provided. They must be fully trained and have the proper certifications for working on the equipment to be serviced. They shall have their training certificates on the latest equipment that may be installed on new school construction.
 - C. Any and all specific experience, training, or expertise on the specific equipment covered by this RFP shall be clearly outlined in the resumes.
 - D. It is critical that the successful vendor be able to provide enough dedicated qualified technicians to be able to perform the on-site maintenance and servicing required by this RFP. Availability over the telephone is not a substitution for qualified on-site servicing.
- 3.6 Each bidder should have a minimum of ten (10) years' experience providing the types of services outlined in this RFP. Provide five or more examples of similar maintenance contracts the company has previously fulfilled. Provide references to verify type and quality of services for these previous contracts including names and contact information.
- 3.7 Each bidder should also have experience with computerized maintenance management systems (CMMS). Specific experience with "School Dude" is preferred. Each bidder

shall provide a narrative outlining what specific experience your company has with CMMS and with “School Dude” specifically.

- 3.8 The successful company must be able to provide any and all services as called for in Part 4. Provide a brief narrative describing your company’s approach to providing these services address staffing, planning, quality control, safety, and resources. Planning for capital expenditures and contingency planning shall also be addressed. The service provider shall assist the MCPSS in planning for future capital expenditures to replace equipment based on the life and condition of the equipment being maintained. In addition, the service provider shall assist the MCPSS in developing contingency plans to manage the equipment with regards to any unexpected issues that may arise.
- 3.9 MCPSS or its representatives reserves the right to inspect and/or audit all the bidder’s documents and records as they pertain to the products and services delivered under this agreement. Such rights will be exercised with notice to the bidder to determine compliance with and performance of the terms, conditions, and specifications on all matters, rights and duties, and obligations established by this agreement. Documents/records in any form shall be open to the MCPSS’s representative and may include, but not limited to all correspondence, ordering, payment, inspections, and receiving records, contracts, or sub-contracts that directly or indirectly pertains to the transactions between the MCPSS and the bidder.

PART 4 SERVICES REQUIRED

- 4.1 The bidder shall provide professional maintenance services, labor, supervision, administration, and technical directions for managing the maintenance function, and shall administer maintenance/repair services. Such services shall include, at a minimum, implementation of a complete and comprehensive preventive/corrective maintenance program. The service provider will provide full time skilled HVAC technicians at any time as outlined in 4.3 and 4.4 below.

It is the responsibility of the bidders to outline the maintenance program they are proposing. OEM & industry standards are the minimum excepted, along with all the provisions of this RFP. All scheduled maintenance under this contract should be done with respect to the operation of each facility and no school should be without air conditioning during scheduled maintenance, while it is in session.

With respect to refrigerants, all work performed under this contract must be done in full compliance with the Clean Air Act. Specifically the Refrigerant Management Requirements under section 608. It shall be the responsibility of the service provider to ensure that all their service work and all the equipment maintained under their contract will comply with these regulations for the duration of this contract. Any loss of refrigerant is the responsibility of the service provider.

- 4.2 Work schedules must be managed to ensure sufficient technical staff coverage under normal operating conditions. All employees assigned to duties at MCPSS must be acceptable to the Owner. Technical skill requirements, reporting structure, organization plan showing position titles and reporting hierarchy shall be included in the proposal.

- 4.3 A manager must be available, as a minimum, by phone with the authority to act in matters relating to the contract at all times. The service provider must be able to respond to emergency calls at any MCPSS facility as follows:

- A. Normal Emergency Call: Response time to the site must be within two (2) hours of the original call.
- B. Critical Emergency Call: Response time to the site must be within one (1) hour of the original call.

The MCPSS will be responsible for determining the level of the emergency and will inform the service provider at the time of the call.

- 4.4 Chiller technicians shall have the technical education, practical experience, and licenses necessary to effectively operate and maintain equipment and systems covered by this RFP. Technicians must have a minimum of 10 years of actual work experience on the type of chillers identified in this RFP. Technicians must also have current technical education on the units identified in this RFP. HVAC technicians will be responsible for the following services:

- A. Operate and maintain HVAC equipment identified in this RFP.
- B. Possess refrigerant universal certification.
- C. Perform all preventive and corrective maintenance activities in accordance with OEM and industry standards. A breakdown by manufacturer for OEM requirements per machine shall be provided with the bid.
- D. Respond to emergency situations in accordance with this RFP. In the event of a chiller failure that cannot be repaired within 24 hours from the time of failure/initial inspection, provisions must be made for a rental machine to be put in place until the repairs are complete. This shall be at the service provider's expense. If the service provider cannot meet the requirements, MCPSS has the option to reach out to other agents with the service provider reimbursing MCPSS for all costs associated with the rental unit.
- E. Follow all safety and environmental regulations and work in a safe manner at all times.
- F. Interact cooperatively with the MCPSS maintenance personnel.
- G. Keep MCPSS management informed of those situations and conditions requiring their attention.
- H. An oil analysis program shall be put in place that covers all chillers. The sampling intervals shall be set by OEM standards based on chiller manufacturer type of equipment, operating frequency, operating environment, and previous analyses. This information shall be provided with the bid.
- I. A program of testing of all evaporating and condenser tubes on all centrifugal chillers shall be put in place outlining how often continued eddy current testing shall be done for each individual machine. The testing intervals shall be based on the previous test, the age of the machine, and OEM recommendations.
- J. All chemical treatment of chilled water and condenser water are performed under separate contract. Test results of the water treatment will be provided to the successful maintenance service contractor monthly.
- K. As part of the standard maintenance, all air cooled chiller condenser coils shall be regularly cleaned and washed with cleaning products specifically designed for that purpose. The coils shall be washed from the inside, out. In addition, all loose debris shall be removed from all chiller surfaces. Contractor shall provide before and after pictures of the coils posted on School Dude work order system and also sent to the mechanical lead in the zone where the cleaning was done.
- L. This Contractor shall not be responsible for replacement of any tubes or coils, nor for any damage due to acts of God under this contract. Repair or replacement of

chillers due to “end of useful life” as defined by ASHRAE and as listed on the equipment list shall also not be a part of this contract.

- M. The service provider, as part of this contract, shall take “before” and “after” photos of all repairs. These photos shall be posted with each work order on School Dude and also be sent to the mechanical lead in the zone where the work was done, once it has been completed.

- 4.5 The service provider shall be responsible for maintaining satisfactory standards of employee competency, conduct, appearance, and integrity and shall be responsible for taking such disciplinary action with respect to employees as necessary. The MCPSS reserves the right to deny access to the property for those employees that do not meet these standards.

The rules and regulations pertaining to safe driving on school grounds, particularly when students and children are present, must be adhered to. The Contractor’s drivers shall exercise extreme caution at all times. Drivers entering school premises when school is not in session shall lock any gate or door to which they have access both when entering and/or leaving the grounds.

Policy for vehicles on school grounds during the school day:

- A. Avoid driving in the school playground area at any time if it is practical to park on the street or in another area to make deliveries.
- B. Do not drive in playground areas in which children are playing.
- C. Do not, under any circumstances, back trucks during the school day across any school property where children might be present unless assisted by an adult flagman.

Be especially cautious at all times when driving anywhere near school buildings where students may suddenly and unexpectedly run out.

MCPSS may require the Contractor to immediately remove from any MCPSS site, any employee whom the MCPSS or on-site school personnel deem to be incompetent, careless, or otherwise objectionable.

The Contractor, including but not limited to its laborers and employees, shall not fraternize or otherwise communicate with students except in cases of safety and like necessities.

The Contractor shall not allow any laborer or employees to wear objectionable clothing or caps with other than company logo, objectionable clothing will be determined by the MCPSS’s on-site personnel, or use profanity in any manner while on MCPSS property.

The Contractor shall ensure that its laborers and employees fully comply with all MCPSS policies and regulations. Examples include:

- A. Each person representing a group of workers must report in at the school's main office upon arrival at the work site and sign in and will be issued a visitor's tag.
- B. Each person shall maintain professional workmanlike attire.
- C. No person shall use tobacco, or possess alcohol, or any illegal or dangerous substance, firearms, or deadly weapons on MCPSS property.
- D. No person shall possess any weapon of any kind as defined in MCPSS policy, including but not limited to a pocket knife that is not directly used as a tool for work in progress.

Removal of a specific person from MCPSS property as a result of any condition mentioned above will not relieve the Contractor from obligations for timely performance of the work and will not be considered grounds for a request for additional funds.

Personnel of the Contractor shall observe all regulations of the MCPSS. Failure to do so may be grounds for fair dismissal.

- 4.6 The service provider on-site technicians will be equipped with communication devices (smart phones) and all necessary hand tools.
- 4.7 Any subcontractors proposed to be used must meet the same requirements as outlined in this RFP. The MCPSS must approved any proposed subcontractors prior to the subcontractor performing any work on the MCPSS premises.
- 4.8 Service provider shall provide all in-house management and supervision required to ensure development and execution of a total maintenance program. The corporate resources of the service provider shall be applied to provide all required maintenance and facility management for the MCPSS equipment. Resources shall be made available on a continuing basis to conduct performance reviews to ensure contract compliance as well as identifying any potential improvement.

The service provider shall also assist the MCPSS with the implementation of computerized maintenance management software (CMMS) to help track and record maintenance services. The MCPSS has "School Dude" and this CMMS shall be used. The service provider shall be responsible for all necessary data entered or uploaded into the CMMS. This shall include all service tickets in PDF format.

- 4.9 Safety is a priority for the MCPSS. The service provider will ensure all appropriate safety training, personal protective equipment, and OSHA rated uniforms are provided for the on-site HVAC Technicians.

Additionally, the service provider will have a qualified safety manager on staff who will review on-site safety requirements and ensure the appropriate personal protective equipment is provided. The safety manager will also perform periodic safety reviews providing the MCPSS management a written report of all findings.

A safety training plan for all on-site HVAC Technicians will be developed and provided the MCPSS no later than thirty (30) days after notice of award of contract. All training will be documented and available to the MCPSS upon request for review.

- 4.10 Service provider shall establish a complete quality control program to ensure the requirements of the contract are provided as specified and program improvements identified. A copy of the quality control program shall be provided to the MCPSS management no later than sixty (60) days after notice of award of contract. The MCPSS will approve or disapprove service provider's program within ten (10) days of submittal. The program shall include, but not limited to the following: a monthly performance report which will provide such information to ensure quality control is being complied and to document completed service work during the past month. Additionally, Key Performance Indicators (KPIs) will be reviewed with the MCPSS for inclusion in the monthly report.

The monthly report shall include, but not be limited to, a comprehensive detailing of all service or maintenance work performed on each chiller over the month covered. It shall list the chiller by school, type, manufacturer, model number, serial number, and current operating/repair status. Report shall also include recommendations for chiller, coils, or insulation replacement if needed.

The monthly reports shall be furnished to each zone coordinator (a total of four zones) and to the head of maintenance. The monthly report shall be presented in a spreadsheet format.

Other quality program additions will be recommended by the service provider.

- 4.11 Service provider shall establish a comprehensive contingency plan to ensure maximum reliability of the equipment is achieved. A copy of the contingency plan shall be provided to the MCPSS management no later than ninety (90) days after notice of award of contract.
- 4.12 Service provider shall establish a comprehensive analysis program to determine when capital equipment should be scheduled for replacement. A copy of the Capital Expenditure Analysis program shall be provided to the MCPSS management no later than one-hundred eighty (180) days after notice of award of contract.
- 4.13 "Once awarded the contract, the Service Provider shall have 45 working days to assess the existing equipment to ensure that there are no outstanding issues due to the lack of proper maintenance during the previous contract. If the Service Provider finds any problems with the previous maintenance work they shall be well documented in writing and with pictures and provide to MCPSS.

All issues documented will be resolved by MCPSS and the previous contracted Service Provider.

Any problems due to maintenance issues discovered after the 45 working day window shall become the responsibility of the new Service Provider.”

BID FORM

This completed and signed bid form, along with the attached checklist and a copy of the RFP, shall be included as part of each proposal. Each bidder's proposal shall also include all items listed on the checklist and any additional items as required by the terms and conditions.

Company Name: _____

Physical Address: _____

Telephone Number: _____ Fax Number: _____

Email Address: _____

Website: _____

Person(s) who attended the mandatory pre-bid conference: _____

Acknowledgment of Addenda (*Include addenda number(s) and date(s)*):

Bid price for 1st year, the lump sum of _____

_____ Dollars (\$ _____)

Bid price for 2nd year, the lump sum of _____

_____ Dollars (\$ _____)

Bid price for 3rd year, the lump sum of _____

_____ Dollars (\$ _____)

Total bid price for 3-years, the lump sum of _____

_____ Dollars (\$ _____)

Authorized Signature: _____

Position: _____ Date: _____

CHECKLIST

Be sure to include the following required information as part of your submittal:

- _____ Comprehensive equipment list with assigned annual costs (see section 1.13).
- _____ Brief company history in the service industry (see section 3.2).
- _____ Provide company financial information (see section 3.3).
- _____ Current business license.
- _____ Insurance information (see section 3.4).
- _____ Organizational chart with resumes (see section 3.5).
- _____ Previous projects with references (see section 3.6).
- _____ Narrative outlining CMMS experience (see section 3.7).
- _____ Narrative describing service approach (see section 3.8).
- _____ Narrative describing safety program (see section 4.9).
- _____ Narrative describing quality control program (see section 4.10).
- _____ Narrative outlining comprehensive contingency plan (see section 4.11).
- _____ Narrative discussing comprehensive capital expenditure analysis program (see section 4.12).

SCORING SYSTEM OUTLINE

The proposals will be evaluated on a scoring system as outlined below. The maximum score possible is 36 points. The points will be awarded as follows:

- A. Completeness of the proposal (1 to 5 points)
- B. Organizational structure and manpower (1 to 5 points)
- C. Relevant experience and references (1 to 5 points)
- D. Management approach to service (1 to 5 points)
- E. Company financial strength (1 to 5 points)
- F. Overall price (0 to 10 points)*
- G. OEM bonus (0 to 1 point)**

*The low bidder is awarded the full 10 points. All other bidders will be awarded 10 points less 1 point for every 4% difference of their bid price above that of the low bidder. This will be rounded to the nearest tenth of a point.

**Due to the importance of parts availability, a bonus point will be awarded to any OEM company.

IMMIGRATION LAW COMPLIANCE

CONFIRMATION REQUEST: AFFIDAVIT OF ALABAMA IMMIGRATION COMPLIANCE

Vendor Information

Name: _____

Address: _____
Street Address *Suite/Unit #*

_____ *City* *State* *ZIP Code*

Phone: () _____ Alternate Phone: () _____

Please Read the attached Immigration Notice and Select one (1) of the Following:

The Alabama Immigration Law **DOES NOT** apply to the above named company. Please explain:

The Alabama Immigration Law **DOES** apply to the above named company and the documents are on file with Mobile County School System

The Alabama Immigration Law **DOES** apply to the above named company and the **AFFIDAVIT OF ALABAMA IMMIGRATION COMPLIANCE** DOCUMENTS are ATTACHED with the Bid Response

The documents are available at www.mcps.com/immigrataion and www.dhs.gov/e-verify

Employee Signature

Date

Mobile County School Board Accounts Payable Department

What is a Virtual Credit Card?

The District has adopted the use of a VISA Virtual Credit Card powered by AOC/Regions Bank. AOC receives invoice and purchase order details from Accounts Payable and assigns a one-time use credit card number.

The VISA Virtual Credit Card allows the District to pay vendors via a credit card and turn around a vendor payment in a shorter time frame than the current paper check you now receive.

How Does Virtual Credit Card Work?

- After goods are delivered and/or services rendered, vendors submit invoices to the Account Payable Department according to the current process.
- When Accounts Payable has authorization of a match (purchase order and invoice) and the invoice(s) are due for payment according to your current payment terms with the District the payment process begins.
- The vendor then receives an email notification of the payment from the District
- The vendor then logs into a secure site from the email received and puts in the assigned PIN number. Each payment notification will include the card number, expiration date, security code, payment amount and invoice and/or PO numbers.
- Once the vendor receives the email, the credit card has been authorized to be charged for the amount listed in the email. When the vendor charges the card as authorized in the email, the virtual card will no longer be available for charges. When the next payment is provided the vendor will receive a new card number, security code and expiration date with invoice amount and/or PO number.

What are the Benefits to using the VISA Virtual Card?

- Receive payments 7 -10 days sooner; resulting in a quicker cash flow for day to day operations or investments.
- Reduce the cost of paper processing and employee time spent on preparing and making bank deposits.
- Void the risk of lost or stolen checks
- Quickly reduce outstanding accounts receivable balances.

How do I Participate in the VISA Virtual Card Program?

Simply contact the Mobile County School Board Accounts Payable Department at (251)221-4437 and request to be enrolled in the VISA Virtual Card Program through AOC/Regions Bank.

AOC/Regions Bank

VISA Virtual Card Vendor Enrollment Data Elements

1. Vendor Number (Internal Use Only- MCPSS)
2. Vendor Name
3. Vendor Address
4. Accounts Receivable Contact Name
5. Accounts Receivable Contact Email
6. Accounts Receivable Contact Phone Number

Vendor please provide and complete below:

Vendor Name

Vendor Address

Vendor A/R Contact Name

Vendor A/R Email Address

Vendor A/R Phone Number

If you have any questions please contact Chuck Harben in Accounts Payable 251-221-4437 or email charben@mcpss.com.

CHECKLIST

This checklist is provided to assist Bidders in the preparation of their bid response. Included in this checklist are important requirements that are the responsibility of each Bidder to submit with their response in order to make their bid response fully compliant. This checklist is only a guideline; it is the responsibility of each Bidder to read and comply with the Invitation to Bid in its entirety.

_____ Mailing envelope has been addressed to:

Board of School Commissioners
Purchasing Office
P. O. Box 180069
Mobile, AL 36618

OR

Board of School Commissioners
Purchasing Office
1 Magnum Pass
Mobile, AL 36618

_____ Mailing envelope must be sealed and marked with:

- Bid Number
- Bid Title
- Bid Opening Date and Time

TO HELP REDUCE POSTAGE COSTS, AWARD NOTICES WILL ONLY BE MAILED TO SUCCESSFUL BIDDERS. THE BID RESPONSES CAN BE VIEWED ON THE WEBSITE; AFTER BOARD APPROVAL, THE OFFICIAL AWARD CAN BE VIEWED ON THE WEBSITE (ACTIVE CONTRACTS).

ALL COURIER DELIVERED BIDS MUST HAVE THE BID NUMBER AND TITLE ON THE OUTSIDE OF THE COURIER PACKET

Check Each Of The Following As The Necessary Action Is Completed.

- The **Invitation to Bid** sheet has been signed
- The minority questionnaire
- The variance sheet (if applicable)
- The debarment sheet
- No Bid Bond required
- Addendum (if any) has been included
- AOC Vendor Enrollment Data Sheet
- Read all bid requirements and specifications
- Alabama Immigration Law Compliance Documents
- Vendor Disclosure Statement

BOARD OF SCHOOL COMMISSIONERS
MOBILE COUNTY PUBLIC SCHOOLS

VENDOR MINORITY QUESTIONNAIRE

BID NO#: 22-109

Please complete this form and return it with your bid proposal. Should you choose not to bid at this time, please complete this form and forward back to our office as soon as possible. It is necessary that you check all categories that apply to your company. Failure to comply could result in rejection of your proposal and/or removal of your name from our bidder's list, as we are now required to provide this information to the State Department.

VENDOR NAME: _____

ADDRESS: _____

PHONE #: _____

FAX #: _____

IS THE COMPANY MINORITY OWNED?: ___ YES ___ NO

IS THE COMPANY OWNED BY: ___ MALE ___ FEMALE ___ BOTH

IS THE COMPANY INCORPORATED ___ YES ___ NO

ETHNICITY OF OWNERSHIP:

- ___ ASIAN AMERICAN
- ___ AMERICAN INDIAN
- ___ BLACK
- ___ DISABLED
- ___ HISPANIC
- ___ OTHER (PLEASE SPECIFY): _____

SIGNATURE: _____

PRINT NAME: _____

TITLE: _____

DATE: _____

**SPECIFICATION VARIANCE SHEET
BID ON: CHILLER MAINTENANCE SERVICE
BID NO: 22-109**

If bidding a substitute, bidder must identify in detail the differences on this sheet. Please include any other documents that will support your explanation. Failure to complete this document may result in rejection of bid.

ITEM #	EXPLANATION

**Certification Regarding Debarment, Suspension, and Other
Responsibility Matters - Primary Covered Transactions**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, Section 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989, Federal Register (pages 1722-1733). Copies of the regulations may be obtained by contacting the Department of Agriculture agency offering the proposed covered transaction.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

- (1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
- (a) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - (b) have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and
 - (d) have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Organization Name

PR/Award Number of Project Name

Name(s) and Title(s) of Authorized Representative(s)

Signature(s)

Date

INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this form, the prospective primary participant is providing the certification set out on the reverse side in accordance with these instructions.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out on this form. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to whom this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reasons of changed circumstances.
5. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction", "participant," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary participant further agrees by submitting this form that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

VENDOR DISCLOSURE STATEMENT

Information and Instructions

Act 2001-955 requires the disclosure statement to be completed and filed with all proposals, bids, contracts, or grant proposals to the State of Alabama in excess of \$5,000. The disclosure statement is not required for contracts for gas, water, and electric services where no competition exists, or where rates are fixed by law or ordinance. In circumstances where a contract is awarded by competitive bid, the disclosure statement shall be required only from the person receiving the contract and shall be submitted within ten (10) days of the award.

A copy of the disclosure statement shall be filed with the awarding entity and the Department of Examiners of Public Accounts and if it pertains to a state contract, a copy shall be submitted to the Contract Review Permanent Legislative Oversight Committee. The address for the Department of Examiners of Public Accounts is as follows: 50 N. Ripley Street, Room 3201, Montgomery, Alabama 36130-2101. If the disclosure statement is filed with a contract, the awarding entity should include a copy with the contract when it is presented to the Contract Review Permanent Legislative Oversight Committee.

The State of Alabama shall not enter into any contract or appropriate any public funds with any person who refuses to provide information required by Act 2001-955.

Pursuant to Act 2001-955, any person who knowingly provides misleading or incorrect information on the disclosure statement shall be subject to a civil penalty of ten percent (10%) of the amount of the transaction, not to exceed \$10,000.00. Also, the contract or grant shall be voidable by the awarding entity.

Definitions as Provided in Act 2001-955

Family Member of a Public Employee - The spouse or a dependent of the public employee.

Family Member of a Public Official - The spouse, a dependent, an adult child and his or her spouse, a parent, a spouse's parents, a sibling and his or her spouse, of the public official.

Family Relationship - A person has a family relationship with a public official or public employee if the person is a family member of the public official or public employee.

Person - An individual, firm, partnership, association, joint venture, cooperative, or corporation, or any other group or combination acting in concert.

Public Official and Public Employee - These terms shall have the same meanings ascribed to them in Sections 36-25-1(23) and 36-25-1(24), Code of Alabama 1975, (see below) except for the purposes of the disclosure requirements of this act, the terms shall only include persons in a position to influence the awarding of a grant or contract who are affiliated with the awarding entity. Notwithstanding the foregoing, these terms shall also include the Governor, Lieutenant Governor, members of the cabinet of the Governor, and members of the Legislature.

Section 36-25-1(23), Code of Alabama 1975, defines a public employee as any person employed at the state, county or municipal level of government or their instrumentalities, including governmental corporations and authorities, but excluding employees of hospitals or other health care corporations including contract employees of those hospitals or other health care corporations, who is paid in whole or in part from state, county, or municipal funds. For purposes of this chapter, a public employee does not include a person employed on a part-time basis whose employment is limited to providing professional services other than lobbying, the compensation for which constitutes less than 50 percent of the part-time employee's income.

Section 36-25-1(24), Code of Alabama 1975, defines a public official as any person elected to public office, whether or not that person has taken office, by the vote of the people at state, county, or municipal level of government or their instrumentalities, including governmental corporations, and any person appointed to a position at the state, county, or municipal level of government or their instrumentalities, including governmental corporations. For purposes of this chapter, a public official includes the chairs and vice-chairs or the equivalent offices of each state political party as defined in Section 17-16-2, Code of Alabama 1975.

Instructions

Complete all lines as indicated. If an item does not apply, denote N/A (not applicable). If you cannot include required information in the space provided, attach additional sheets as necessary.

The form must be signed, dated, and notarized prior to submission.



State of Alabama Disclosure Statement

(Required by Act 2001-955)

ENTITY COMPLETING FORM

ADDRESS

CITY, STATE, ZIP

TELEPHONE NUMBER

()

STATE AGENCY/DEPARTMENT THAT WILL RECEIVE GOODS, SERVICES, OR IS RESPONSIBLE FOR GRANT AWARD

ADDRESS

CITY, STATE, ZIP

TELEPHONE NUMBER

()

This form is provided with:

- Contract
 Proposal
 Request for Proposal
 Invitation to Bid
 Grant Proposal

Have you or any of your partners, divisions, or any related business units previously performed work or provided goods to any State Agency/Department in the current or last fiscal year?

- Yes
 No

If yes, identify below the State Agency/Department that received the goods or services, the type(s) of goods or services previously provided, and the amount received for the provision of such goods or services.

STATE AGENCY/DEPARTMENT	TYPE OF GOODS/SERVICES	AMOUNT RECEIVED
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Have you or any of your partners, divisions, or any related business units previously applied and received any grants from any State Agency/Department in the current or last fiscal year?

- Yes
 No

If yes, identify the State Agency/Department that awarded the grant, the date such grant was awarded, and the amount of the grant.

STATE AGENCY/DEPARTMENT	DATE GRANT AWARDED	AMOUNT OF GRANT
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1. List below the name(s) and address(es) of all public officials/public employees with whom you, members of your immediate family, or any of your employees have a family relationship and who may directly personally benefit financially from the proposed transaction. Identify the State Department/Agency for which the public officials/public employees work. (Attach additional sheets if necessary.)

NAME OF PUBLIC OFFICIAL/EMPLOYEE	ADDRESS	STATE DEPARTMENT/AGENCY
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OVER

2. List below the name(s) and address(es) of all family members of public officials/public employees with whom you, members of your immediate family, or any of your employees have a family relationship and who may directly personally benefit financially from the proposed transaction. Identify the public officials/public employees and State Department/Agency for which the public officials/public employees work. (Attach additional sheets if necessary.)

NAME OF FAMILY MEMBER	ADDRESS	NAME OF PUBLIC OFFICIAL/ PUBLIC EMPLOYEE	STATE DEPARTMENT/ AGENCY WHERE EMPLOYED
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If you identified individuals in items one and/or two above, describe in detail below the direct financial benefit to be gained by the public officials, public employees, and/or their family members as the result of the contract, proposal, request for proposal, invitation to bid, or grant proposal. (Attach additional sheets if necessary.)

Describe in detail below any indirect financial benefits to be gained by any public official, public employee, and/or family members of the public official or public employee as the result of the contract, proposal, request for proposal, invitation to bid, or grant proposal. (Attach additional sheets if necessary.)

List below the name(s) and address(es) of all paid consultants and/or lobbyists utilized to obtain the contract, proposal, request for proposal, invitation to bid, or grant proposal:

NAME OF PAID CONSULTANT/LOBBYIST	ADDRESS
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By signing below, I certify under oath and penalty of perjury that all statements on or attached to this form are true and correct to the best of my knowledge. I further understand that a civil penalty of ten percent (10%) of the amount of the transaction, not to exceed \$10,000.00, is applied for knowingly providing incorrect or misleading information.

Signature _____ Date _____

Notary's Signature _____ Date _____ Date Notary Expires _____

Act 2001-955 requires the disclosure statement to be completed and filed with all proposals, bids, contracts, or grant proposals to the State of Alabama in excess of \$5,000.

REQUIRED FEDERAL PROVISIONS FOR PROCUREMENT IN CNP PROGRAMS

Title 2: Grants and Agreements

PART 200—UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS

Subpart F—Audit Requirements Appendix II to Part 200—Contract Provisions for Non-Federal Entity Contracts Under Federal Awards

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

(A) Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(H) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

(J) See §200.322 Procurement of recovered materials. A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

REQUIRED FEDERAL PROVISIONS FOR PROCUREMENT IN CNP PROGRAMS

Title 7: Agriculture
PART 210—NATIONAL SCHOOL LUNCH PROGRAM
Subpart E—State Agency and School Food Authority Responsibilities §210.21 Procurement.

- (d) Buy American—
- (1) Definition of domestic commodity or product. In this paragraph (d), the term ‘domestic commodity or product’ means—
 - (i) An agricultural commodity that is produced in the United States; and
 - (ii) A food product that is processed in the United States substantially using agricultural commodities that are produced in the United States.
 - (2) Requirement.
 - (i) In general. Subject to paragraph (d)(2)(ii) of this section, the Department shall require that a school food authority purchase, to the maximum extent practicable, domestic commodities or products.
 - (ii) Limitations. Paragraph (d)(2)(i) of this section shall apply only to—
 - (A) A school food authority located in the contiguous United States; and
 - (B) A purchase of domestic commodity or product for the school lunch program under this part.
- (f) Cost reimbursable contracts—
- (1) Required provisions. The school food authority must include the following provisions in all cost reimbursable contracts, including contracts with cost reimbursable provisions, and in solicitation documents prepared to obtain offers for such contracts:
 - (i) Allowable costs will be paid from the nonprofit school food service account to the contractor net of all discounts, rebates and other applicable credits accruing to or received by the contractor or any assignee under the contract, to the extent those credits are allocable to the allowable portion of the costs billed to the school food authority;
 - (ii)
 - (A) The contractor must separately identify for each cost submitted for payment to the school food authority the amount of that cost that is allowable (can be paid from the nonprofit school food service account) and the amount that is unallowable (cannot be paid from the nonprofit school food service account); or
 - (B) The contractor must exclude all unallowable costs from its billing documents and certify that only allowable costs are submitted for payment and records have been established that maintain the visibility of unallowable costs, including directly associated costs in a manner suitable for contract cost determination and verification;
 - (iii) The contractor's determination of its allowable costs must be made in compliance with the applicable Departmental and Program regulations and Office of Management and Budget cost circulars;
 - (iv) The contractor must identify the amount of each discount, rebate and other applicable credit on bills and invoices presented to the school food authority for payment and individually identify the amount as a discount, rebate, or in the case of other applicable credits, the nature of the credit. If approved by the State agency, the school food authority may permit the contractor to report this information on a less frequent basis than monthly, but no less frequently than annually;
 - (v) The contractor must identify the method by which it will report discounts, rebates and other applicable credits allocable to the contract that are not reported prior to conclusion of the contract; and
 - (vi) The contractor must maintain documentation of costs and discounts, rebates and other applicable credits, and must furnish such documentation upon request to the school food authority, the State agency, or the Department.
 - (2) Prohibited expenditures. No expenditure may be made from the nonprofit school food service account for any cost resulting from a cost reimbursable contract that fails to include the requirements of this section, nor may any expenditure be made from the nonprofit school food service account that permits or results in the contractor receiving payments in excess of the contractor's actual, net allowable costs.
- (g) Geographic preference.
- (1) A school food authority participating in the Program, as well as State agencies making purchases on behalf of such school food authorities, may apply a geographic preference when procuring unprocessed locally grown or locally raised agricultural products. When utilizing the geographic preference to procure such products, the school food authority making the purchase or the State agency making purchases on behalf of such school food authorities have the discretion to determine the local area to which the geographic preference option will be applied;
 - (2) For the purpose of applying the optional geographic procurement preference in paragraph (g)(1) of this section, “unprocessed locally grown or locally raised agricultural products” means only those agricultural products that retain their inherent character. The effects of the following food handling and preservation techniques shall not be considered as changing an agricultural product into a product of a different kind or character: Cooling; refrigerating; freezing; size adjustment made by peeling, slicing, dicing, cutting, chopping, shucking, and grinding; forming ground products into patties without any additives or fillers; drying/dehydration; washing; packaging (such as placing eggs in cartons), vacuum packing and bagging (such as placing vegetables in bags or combining two or more types of vegetables or fruits in a single package); the addition of ascorbic acid or other preservatives to prevent oxidation of produce; butchering livestock and poultry; cleaning fish; and the pasteurization of milk.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: program.intake@usda.gov.

This institution is an equal opportunity provider.

CRIMINAL BACKGROUND CHECKS

Criminal Background Checks. By submitting a bid, BIDDER agrees that the BIDDER and each officer, director, employee, servant, agent, and subcontractor of the BIDDER, and any other individual who will provide services involving access to and/or communication with students on the BIDDER's behalf, will fully cooperate with the BOARD in complying with all laws and regulations regarding criminal background checks. This cooperation will include, but will not be limited to, giving written consent to obtain criminal history background information checks and providing fingerprints for each individual who will have access to students to either agents of the BOARD or to another entity as directed by the BOARD and authorized by Alabama law. All individuals must pass the required criminal background check prior to having access to and/or communication with students. As of this date, criminal background checks are being handled through the BOARD's human resources department and processed by the State Board of Education. A copy of the fingerprinting process overview is attached hereto. **Once the background check has been completed successfully, the Board's human resources department will issue an identification badge. This badge is to be worn visibly at all times while on school board property. The cost of this badge is \$5.00, and the cost is the responsibility of the vendor.**

Prior to beginning work for the BOARD, the BIDDER, or a representative thereof with similar managerial authority, shall submit an Affidavit under oath to the BOARD, in a form satisfactory to the BOARD, stating that the BIDDER has satisfied the above requirements concerning fingerprint-based criminal background checks and will continue to do so. The BIDDER acknowledges that these requirements set forth a continuing obligation on the part of the BIDDER to assure that all persons having access to and/or communication with students will have passed the required background checks.

In the event any of the above referenced individuals are found to be unsuitable by the State Board of Education, all challenges allowed by law, administrative and through litigation, are expressly waived by the BIDDER on BIDDER's own behalf and on behalf of the individual, and such individual is precluded from providing any services to BOARD. If a replacement individual satisfactory to BOARD is not provided by the BIDDER within five (5) days, the BOARD may terminate the contract in accordance with its termination provisions.

Nothing contained herein shall be construed as establishing an agency relationship between the BIDDER and the BOARD nor shall anything contained herein be construed as an assertion of control, or reserved right of control over the activities of the BIDDER or the agents or employees of the BIDDER.

NOTE: See FORM AAPS and Site Locations for Fingerprinting

FORM AAPS

Alabama Applicant Processing Service (AAPS) Fingerprinting Overview

*****Applicants must register on-line prior to arriving at the fingerprint location*****

STEP 1 - REGISTRATION

Option 1 - Online Registration – https://www.aps.gemalto.com/al/index_adeNew.htm

- Applicants are responsible for their own registration. Information incorrectly entered during registration and submitted during fingerprinting CANNOT be corrected and is the responsibility of the applicants. Changes to incorrect registration data MAY be corrected online or by telephone prior to fingerprint submission.

Option 2 - Telephone Registration – 866-989-9316

- Gemalto encourages ALL applicants to register online.
- Applicants are responsible for their own registration. Information incorrectly entered during registration and submitted during fingerprinting CANNOT be corrected and is the responsibility of the applicants. Changes to incorrect registration data MAY be corrected online or by telephone prior to fingerprint submission.

Option 3 - Out-of-State Applicants/Paper Fingerprint Cards

- Out-of-State applicants may submit a completed fingerprint card AND a money order or cashiers check in the amount of \$56.15 made out to Gemalto Cogent. Applicants MUST register ONLINE prior to mailing in fingerprint cards AND must include their REGISTRATION ID on the back of the fingerprint card.

For more information, visit the following link: https://www.aps.gemalto.com/al/AL_Documents/AL_Cardscan.htm

Submit fingerprint cards to:

- Gemalto Cogent
ALSDE Cards Scan
639 N Rosemead Blvd.
Pasadena, CA 91107

STEP 2 - PAYMENT

Fingerprint Fee is \$48.15

- Applicants may pay online during registration using a debit or credit card
- No cash, credit card or business checks are accepted at the fingerprint locations.
- Applicants may pay at the fingerprint site with money order or cashier check
 - Payments must be made out to **Gemalto Cogent**
 - Payment amount for ALSDE fingerprinting is \$48.15

STEP 3 - FINGERPRINTING

Visit any Gemalto Cogent fingerprint location in Alabama.

See *Print Locations & Hours* at https://www.aps.gemalto.com/al/index_adeNew.htm

Bring valid identification.

See *What to Bring; ID Verification* at https://www.aps.gemalto.com/al/index_adeNew.htm

SITE LOCATIONS FOR FINGERPRINTING

Service Location Address	Mobile County Public Schools – Central Office Division of Human Resources – Building G 1 Magnum Pass Mobile, AL 36618
Hours of Operations	Fingerprint hours (by appointment only): Mon & Wed 8:30a - 11:30a / 1:30p - 3:30p
Telephone Number (Applicant Use)	251-221-4500 Please see https://www.aps.gemalto.com/al/index_adeNew.htm for information pertaining to fingerprint processing. Neither Cogent Systems nor this fingerprint site have the means to provide applicants the status of their background check.

Service Location Address	AIM Mail Centers #153 6300 Grelot Road Suite G Mobile, AL 36609 Winn-Dixie Shopping Center Hillcrest and Grelot Roads
Hours of Operations	Mon-Fri 9:00-6:00, Saturday 10:00-3:00 Please do not overwhelm the service by sending large groups of applicants to the locations. If you have a large group of applicants to fingerprint, please contact the fingerprint site and plan for their arrival to occur over days and weeks, not hours. The fingerprint site may have a preferred method for handling large groups of applicants.
Telephone Number (Applicant Use)	251-666-6432 Please see https://www.aps.gemalto.com/al/index_adeNew.htm for information pertaining to fingerprint processing. Neither Cogent Systems nor this fingerprint site have the means to provide applicants the status of their background check.

Service Location Address	UPS Store #2422 4354 Old Shell Rd Mobile, AL 36608
Hours of Operations	Mon-Fri 8:00-6:30 Please do not overwhelm the service by sending large groups of applicants to the locations. If you have a large group of applicants to fingerprint, please contact the fingerprint site and plan for their arrival to occur over days and weeks, not hours. The fingerprint site may have a preferred method for handling large groups of applicants.
Telephone Number (Applicant Use)	251-460-0600 Please see https://www.aps.gemalto.com/al/index_adeNew.htm for information pertaining to fingerprint processing. Neither Cogent Systems nor this fingerprint site have the means to provide applicants the status of their background check.

EQUIPMENT PRICING LIST

BID ON: CHILLER MAINTENANCE SERVICE - VARIOUS SCHOOLS

BID NO: 22-109

OPENED: JANUARY 11, 2023 @ 2:00 pm

We propose to furnish chiller maintenance services as described and specified, including all necessary materials, labor, equipment and other expenses for the following cost

SCHOOL	CHILLERTYPE	BRAND	MODEL	SERIAL	START UP DATE	ANNUAL P/M	WARRANTY INFO	ANNUAL COST 1ST YR	ANNUAL COST 2ND YR	ANNUAL COST 3RD YR	
Allentown Ele	Air cooled chiller	York	YCIV0227S446VAB	2AVM014871	3/6/2012			\$	\$	\$	
Baker H	Centrifugal Water Cooled	Trane	CUHF049G1AWOACL2736Q9E6N	LO2A01581	8/14/2002			\$	\$	\$	
Baker H	Centrifugal Water Cooled	Trane	CUHF049G1AWOACL2736Q9E6N	LO2A01578	4/17/2002			\$	\$	\$	
Baker H	Cooling Tower	Evapco	AT112-812	MO24783				\$	\$	\$	
Baker H	Cooling Tower	Baltimore	JF289G	97400699				\$	\$	\$	
Baker H	Cooling Tower	Baltimore	JF289G	97400698				\$	\$	\$	
Barton	Air cooled chiller	Trane	CGAM100F (south chiller)	U20K82644			full warranty until 10/26/25	\$	\$	\$	PM COST
Barton	Air cooled chiller	Trane	CGAM100F (north chiller)	U20 K82643			full warranty until 10/26/25	\$	\$	\$	PM COST
Blount High	Centrifugal Water Cooled	Trane	CVHF041GA2DOACL	LO3D04069	2005			\$	\$	\$	
Blount High	Centrifugal Water Cooled	Trane	CVHF041GA2DOACL	LO3D04061	2005			\$	\$	\$	
Blount High	Cooling Tower	Evapco	AT112-812	25728				\$	\$	\$	
Blount High	Cooling Tower	Evapco	AT112-812	25727				\$	\$	\$	
Booth	Air cooled chiller	Trane	RTAE275	U16J06254	4/14/2017		10 year full warranty	\$	\$	\$	PM COST
Breitling E	Air cooled chiller	McQuay	AWS285BDPEWNNLER	STNU111200062	1/16/2012			\$	\$	\$	
Bryant High	Air cooled chiller	McQuay	AWS190BDSU	STNU120100024	3/7/2012			\$	\$	\$	
Bryant High	Air cooled chiller	McQuay	AWS190BDSU	STNU120100033	3/7/2012			\$	\$	\$	
Bryant High	Air cooled chiller	McQuay	AWS190BDSU	STNU120100008	3/7/2012			\$	\$	\$	
Burns	Air Cooled Screw	McQuay	AGS190DS	stnn080800008	9/1/2008			\$	\$	\$	

SCHOOL	CHILLERTYPE	BRAND	MODEL	SERIAL	START UP DATE	ANNUAL P/M	WARRANTY INFO	ANNUAL COST 1ST YR	ANNUAL COST 2ND YR	ANNUAL COST 3RD YR	
Burns	Air Cooled Screw	McQuay	AGS190DS	41m080800019	9/1/2008			\$	\$	\$	
Burns-New Wing	Air cooled	Daikin	AGZ03SE	STNU150700171	12/16/2015			\$	\$	\$	
Burroughs-New Wing	Air cooled Scroll	McQuay	AGZ055BS12-ER11	STNU050300176	12/19/2005			\$	\$	\$	
Calcedaver	Air cooled chiller	York	YVAA0153BAE46	11531E4265936 8	8/27/2014			\$	\$	\$	
Calcedaver	Air cooled chiller	York	YVAA0153BAE46	11531E42659367	8/27/2014			\$	\$	\$	
Calloway/Smith	Air-Cooled Screw	Trane	RTAA1854XPO1A3DOAB	U98B08218	2/17/1998			\$	\$	\$	
Calloway/Smith	Air-Cooled Screw	Trane	RTAA1854XPO1A3DOAB	U98B08217	2/17/1998			\$	\$	\$	
Castlen	Air cooled chiller	Trane	CGAM130	U16J57635	3/5/2017	\$	10 year full warranty-3/3/27	\$	\$	\$	PM COST
Castlen	Air cooled chiller	Trane	CGAM130	U16J57636	3/5/2017	\$	10 year full warranty-3/3/27	\$	\$	\$	PM COST
Causey	Air cooled chiller	Trane	RTAC350	U19M05615	1/9/2020	\$	10 year full warranty-1/9/30	\$	\$	\$	PM COST
Causey	Air cooled chiller	Trane	RTAC350	U19M05616	1/9/2020	\$	10 year full warranty-1/9/30	\$	\$	\$	PM COST
Central office-Whse	Centrifugal Water Cooled	Trane	CVHE450	L15E03027	9/5/2016	\$	full warranty until 6-17-2025	\$	\$	\$	PM COST
Central office-Whse	Centrifugal Water Cooled	Trane	CVHE450	L15E02919	9/5/2016	\$	full warranty until 6-17-2025	\$	\$	\$	PM COST
Central office-Whse	Cooling Tower	Marley	10057498-A2-NC8407GG12					\$	\$	\$	
Central office-Whse	Cooling Tower	Marley	10057498-A1-NC8407GG12					\$	\$	\$	
Central office-Fed Pgms	Centrifugal Water Cooled	Trane	CVHE320	L92A02692				\$	\$	\$	
Central office-Fed Pgms	Centrifugal Water Cooled	Trane	CVHE320	L92A01979				\$	\$	\$	
Central office-Fed Pgms	Cooling Tower	Evapco	AT12-5244	911714				\$	\$	\$	
Central office-Fed Pgms	Cooling Tower	Evapco	AT12-5244	N/A				\$	\$	\$	
Central office-Admin Bldg	Helical rotary chiller	Trane	RTWD200A2		9/1/2014	\$	10 year full warranty	\$	\$	\$	PM COST
Central office-Admin Bldg	Helical rotary chiller	Trane	RTWD200A2		9/1/2014	\$	10 year full warranty	\$	\$	\$	PM COST
Central office	Helical rotary chiller	Evapco	AT19-89	6-305633				\$	\$	\$	
Central office	Cooling Tower	Marley	NC8302FL1BM NC-242267-A1					\$	\$	\$	
Chastang	Chiller #1	Johnson	YVAA0213ADF46	11531D64505652	4/11/2017			\$	\$	\$	
Chastang	Chiller #2	Johnson	YVAA0213ADF46	11531D64505653	4/10/2017			\$	\$	\$	
Chironelle H old school	Aior cooled chiller	Trane	CGAM090F	U15F49612	7/12/2015			\$	\$	\$	

SCHOOL	CHILLERTYPE	BRAND	MODEL	SERIAL	START UP DATE	ANNUAL P/M	WARRANTY INFO	ANNUAL COST 1ST YR	ANNUAL COST 2ND YR	ANNUAL COST 3RD YR	
Chronelle H old school	Air cooled chiller	Trane	CGAM090F	U15F49611	7/12/2015			\$	\$	\$	
Chronelle H new school	Air Cooled chiller	Trane	RTAC2504	U15L03725	7/11/2016			\$	\$	\$	
Chronelle H new school	Air cooled chiller	Trane	RTAC2504	U15L03724	7/11/2016			\$	\$	\$	
CLC	Air cooled screw	Trane	RTAC250AUDONUAFN	U02K06929				\$	\$	\$	
Collins Rhodes	Air cooled Chiller	Trane	RTAE200	U16K06260	4/1/2016		10 year full warranty-3/1/27	\$	\$	\$	PM COST
Collins Rhodes	Air cooled chiller	Trane	RTAE200	U16K06259	4/1/2016		10 year full warranty-3/1/27	\$	\$	\$	PM COST
Council	Air cooled chiller	Trane	CGAM120	U16E54887	8/5/2016		10 year full warranty-5/23/26	\$	\$	\$	PM COST
Council	Air cooled chiller	Trane	CGAM120	U16E54888	8/5/2016		10 year full warranty-5/23/26	\$	\$	\$	PM COST
Craighead	Air cooled chiller	Trane	ACRB1505EUAB	U21M04453	6/16/2022		10 year full warranty	\$	\$	\$	PM COST
Craighead	Air cooled chiller	Trane	ACRB1505EUAB	U21M04452	6/16/2022		10 year full warranty	\$	\$	\$	PM COST
Davidson H-Auditorium	Air cooled scroll	McQuay	AGZ110B	STNU050100002	11/14/2005			\$	\$	\$	
Davidson H	Air cooled chiller	Trane	RTAE180	U16J06257	3/6/2017		10 year full warranty	\$	\$	\$	PM COST
Davidson H	Air Cooled Chiller	Trane	RTAE200	U16J06255	3/6/2017		10 year full warranty	\$	\$	\$	PM COST
Davidson H	Air cooled chiller	Trane	RTAE200	U16J06256	3/6/2017		10 year full warranty	\$	\$	\$	PM COST
Daves	air cooled chiller	York	VVAA0213	82012H27639738	11/14/2022		10 year full warranty	\$	\$	\$	PM COST
Daves	Air cooled chiller	York	VVAA0213	82012H27639739	11/14/2022		10 year full warranty	\$	\$	\$	PM COST
Denton	Air Cooled Screw	York	YCAS0170EC46XGA	RMMNM007102	8/1/2004			\$	\$	\$	
Denton	Air Cooled Screw	York	YCAS0170EC46XGA	RMMNM007103	8/1/2004			\$	\$	\$	
Dixon Corner E	Air Cooled Screw	McQuay	AGZ045CHSNN-ER10	STNU098090072	9/30/2008			\$	\$	\$	
Dixon Corner E	Air CooledScroll	Trane	CGAF60EAEA10000	COLF52560	3/29/2003			\$	\$	\$	
Dixon Corner E	Air Cooled Scroll	Trane	CGAF60EAEA10000	COLF52561	3/29/2003			\$	\$	\$	
Dixon Corner E	Air Cooled Scroll	Trane	CGAF60EAEA10000	COLF52562	3/29/2003			\$	\$	\$	
Dodge	Air Cooled Screw	York	YCAS0330EC46YFA	RDKMM000087	6/1/2001			\$	\$	\$	

SCHOOL	CHILLERTYPE	BRAND	MODEL	SERIAL	START UP DATE	ANNUAL P/M	WARRANTY INFO	ANNUAL COST 1ST YR	ANNUAL COST 2ND YR	ANNUAL COST 3RD YR	
Evans	Air cooled scroll	McQuay	AGZ160DHSNN	STNU130100036	1/14/2014			\$	\$	\$	
Evans	Air cooled scroll	McQuay	AGZ160DHSNN	STNU130100033	1/15/2014			\$	\$	\$	
E R Dickson E	Air Cooled Screw	Trane	RTAC1554UDONUAFN	UC2J06455	7/1/2003			\$	\$	\$	
E R Dickson E	Air Cooled Screw	Trane	RTAA1254XNO1A3COABEN	UC2J06456	7/1/2003			\$	\$	\$	
Elsie Collier	AirCooled Screw	Trane	RTAA2704XT01A3COBG	U00L05450	6/4/2001			\$	\$	\$	
Fonde E	Air cooled chiller	Trane	RTAE150	U16J06258	2/20/2017	10 year full warranty		\$	\$	\$	PM COST
Fonde E	Air cooled chiller	Trane	RTAE150F	U14E09252	6/4/2014			\$	\$	\$	
Forest Hill E	Air Cooled Screw	Trane	RTAA1304XT01A3COB	U00E09094	5/1/2000			\$	\$	\$	
Forest Hill E	Air Cooled Screw	Trane	RTAA1304XT01A3COB	U00E09095	5/1/2000			\$	\$	\$	
George Hall E	Air Cooled Screw	Trane	RTAC2754UONUNAFNN	UO2B03335	5/3/2002			\$	\$	\$	
Gillard Ele	Air Cooled Screw	Trane	RTAC1704UJON	U05D01642				\$	\$	\$	
Gillard Ele	Air Cooled Screw	Trane	RTAC1704UJON	U05D01641				\$	\$	\$	
Grand Bay	air cooled screw	mc quay	AGS210CS27	STNU070700160	2/17/2008			\$	\$	\$	
Grand Bay	Air Cooled Scroll	McQuay	AGZ1008S27ER11	STNU050300095	3/23/2006			\$	\$	\$	
Grant	Air cooled chiller	Trane	CGRAM110A	U21M04450	9/26/2022	10 year full warranty		\$	\$	\$	PM COST
Grant	Air cooled chiller	Trane	CGAM110A	U21M04451	9/26/2022	10 year full warranty		\$	\$	\$	PM COST
Griggs Ele	Air cooled chiller	Carrier	30XVB1605S204S-H2	2922098216		10 year full warranty/		\$	\$	\$	PM COST
						To Be Installed 1/2023					
Griggs Ele	Air Cooled Screw	York	YCAS0150EC17YGASB	RHNM009372	00/06	To Be Removed 1/2023					
Holloway	Air cooled chiller	Trane	CGAM060	U16J57639	4/12/2017	10 year full warranty-3/28/27		\$	\$	\$	PM COST
Holloway	Air cooled chiller	Trane	CGAM060	U16J57640	4/12/2017	10 year full warranty-3/28/27		\$	\$	\$	PM COST
Hankins m	Air Cooled Screw	Trane	RTAC140AUCONUAFNN	UO1L02326	9/13/2002			\$	\$	\$	
Haskew	Air cooled Chiller	Trane	RTAE275	U16K06261	4/14/2017	10 year full warranty-4/10/27		\$	\$	\$	PM COST

SCHOOL	CHILLERTYPE	BRAND	MODEL	SERIAL	START UP DATE	ANNUAL P/M	WARRANTY INFO	ANNUAL COST 1ST YR	ANNUAL COST 2ND YR	ANNUAL COST 3RD YR	
Hollinger Is	Air cooled chiller	Trane	CGAM090F	U16F54823	7/22/2016	\$	10 year full warranty-8/1/26	\$	\$	\$	PM COST
Hollinger Is	Air cooled chiller	Trane	CGAM090	U16F54824	8/1/2016	\$	10 year full warranty-8/1/26	\$	\$	\$	PM COST
Hutchens	Air cooled chiller	Trane	RTAC140	U16E05073	8/30/2016	\$	10 year full warranty-5/23/26	\$	\$	\$	PM COST
Hutchens	Air cooled chiller	Trane	RTAC140	U16E05074	8/30/2016	\$	10 year full warranty-5/23/26	\$	\$	\$	PM COST
Howard Ele	Air Cooled Screw	Trane	RTAA2704XNO1A3COBG	U98D09621	4/27/1998			\$	\$	\$	
Howard Ele-new wing	Air cooled scroll	Trane	RTAA070AYMO1AOCO	U02003728				\$	\$	\$	
J E Tuner E	Air Cooled Screw	Trane	RTAA1404XUO1A3COB	U02D09194	9/19/2002			\$	\$	\$	
J E Tuner E	Air Cooled Screw	Trane	RTAA1404XUO1A3COB	U02D09295	9/19/2002			\$	\$	\$	
John Will	Air cooled scroll	McQuay	AGZ1308S12ER11	STNU050300129	8/5/2005			\$	\$	\$	
John Will	Air cooled scroll	McQuay	AGZ1308S12ER11	STNU050300137	8/5/2005			\$	\$	\$	
Lefore High	centif water cooled	York	YTG1A3C3-CLJ	SNMM172000	5/1/2004			\$	\$	\$	
Lefore High	Centrifugal Water Cooled	York	YTG1A3C3-CLJ	SNMM172150	5/1/2004			\$	\$	\$	
Lefore High	Cooling Towers	Evapco	AT8-312B	985879M				\$	\$	\$	
Lefore High	Cooling Towers	Evapco	AT8-312B	985878M				\$	\$	\$	
Mary B Austin E	Air cooled chiller	Trane	CGAM130	U16J57637	4/23/2017	\$	10 year full warranty-3/22/27	\$	\$	\$	PM COST
Maryvale E	Air cooled scroll	Trane	CGAM052F2H02	U13B34114	3/6/2013			\$	\$	\$	
Maryvale E	Air Cooled Screw	Trane	RTAA070AYMO1AOCO	U02F05292	9/3/2002			\$	\$	\$	
McDavid Jones	Air cooled chiller	Trane	RTAE250	U16J06253	3/3/2017	\$	10 year full warranty	\$	\$	\$	PM COST
McDavid Jones	Air cooled chiller	Trane	RTAE250	U16J06252	3/3/2017	\$	10 year full warranty	\$	\$	\$	PM COST
Mertz E	Air Cooled Screw	Trane	RTAA1254XL01A3COB	U00G02042	11/17/2000			\$	\$	\$	
Mertz E	Air Cooled Screw	Trane	RTAA1254XL01A3COB	U00G02043	4/5/2001			\$	\$	\$	
MGM	Air Cooled Screw	Trane	RTAC170	U02F05404				\$	\$	\$	
MGM	Air Cooled Screw	Trane	RTAC170	U02F05405				\$	\$	\$	

SCHOOL	CHILLERTYPE	BRAND	MODEL	SERIAL	START UP DATE	ANNUAL P/M	WARRANTY INFO	ANNUAL COST 1ST YR	ANNUAL COST 2ND YR	ANNUAL COST 3RD YR	
MGM	Air cooled chiller	Trane	CGAM090F	U16E54827	7/29/2016	\$	10 year full Warranty-5/23/26	\$	\$	\$	PM COST
MGM	Air cooled chiller	Trane	CGAM090	U16E54828	8/1/2016	\$	10 year full Warranty-5/23/26	\$	\$	\$	PM COST
Montgomery H	Air Cooled Screw	Trane	RTAA0804XK01A3D0KM	U98J03058	9/21/1998			\$	\$	\$	
Murphy-Main Bldg	Air cooled chiller	York	YVAA0153BAF	11531M43367255	7/7/2015			\$	\$	\$	
Murphy-Main Bldg	Air cooled chiller	York	YVAA0153BAF	11531M43367254	7/7/2015			\$	\$	\$	
Murphy-Auditorium	Air cooled	Trane	CGAM110F	U15K51915	8/10/2016			\$	\$	\$	
Murphy	Air cooled screw	Trane	RTAA1254YT01	U07B02154	4/26/2007			\$	\$	\$	
Murphy VCC	Air cooled chiller	Trane	CGAM080	U16L57638	4/23/2017	\$	10 year full warranty	\$	\$	\$	PM COST
North Mobile	Air Cooled	McQuay	AGZ160CHSNNER10	STNU091000114	5/4/2010			\$	\$	\$	
North Mobile	Air Cooled	McQuay	AGZ160CHSNNER10	STNU091000123	7/2/1905			\$	\$	\$	
Orouke E	Air cooled chiller	Trane	CGAM060	U16E55154	8/6/2016	\$	10 year full Warranty-5/23/26	\$	\$	\$	PM COST
Orouke E	Air cooled chiller	Trane	CGAM060	U16E55155	8/6/2016	\$	10 year full Warranty-5/23/26	\$	\$	\$	PM COST
Phillips		Carrier	30RAN055---511CX	3009C57686	5/10/2006			\$	\$	\$	
Phillips M	Screw Water Cooled	York	YSCBCASLCHC	SAMG-794780	3/1/1998			\$	\$	\$	
Phillips M	Screw Water Cooled	York	YSCBCASLCHC	SAMG-794910	3/1/1998			\$	\$	\$	
Phillips M	Cooling Tower	Evapco	AT12-4188	975248M				\$	\$	\$	
RAINS	Air cooled chiller	YORK	Y1AA0170SE	2LXM013612	2/17/2012			\$	\$	\$	
RAINS	Air cooled chiller	YORK	Y1AA0170SE	2GXM012511	2/17/2012			\$	\$	\$	
Rosa Lott	Air cooled chiller	Trane	CGAM100P2	U15F49830	7/31/2015			\$	\$	\$	
Rosa Lott	Air cooled screwer	Trane	CGAM100P2	U1549829	7/31/2015			\$	\$	\$	
Semmes Ele	Air Cooled Screw	Trane	RTRA1104XH1A300B	U97A09290	1/24/1997			\$	\$	\$	
Semmes Ele	Air Cooled Screw	Trane	RTRA1104XH1A300B	U97A09291	1/24/1997			\$	\$	\$	
Semmes M-Wing	Air cooled Chiller	Trane	CGAM 040	U21H02678	1/14/2022	\$	10 year full warranty	\$	\$	\$	PM COST

SCHOOL	CHILLERTYPE	BRAND	MODEL	SERIAL	START UP DATE	ANNUAL P/M	WARRANTY INFO	ANNUAL COST 1ST YR	ANNUAL COST 2ND YR	ANNUAL COST 3RD YR	
Semmes M	Air Cooled Screw	Tane	RTAA3404XU01A3C0G	U01A07279	3/6/2002			\$	\$	\$	
Semmes M	Air Cooled Screw	Tane	RTAA3404XU01A3C0G	U01A07280	4/12/2002			\$	\$	\$	
Shaw	Air cooled screw	Tane	RTAC1854 11AFN	UA4FD6088				\$	\$	\$	
Shepard	Air cooled chiller	York	YCAL0134EC46	RNNM10164	2005			\$	\$	\$	
Shepard	Air cooled chiller	York	YCAL0134EC46	RNNM10165	2005			\$	\$	\$	
Spencer Ele	Air Cooled Screw	Tane	RTAA0804XK01A3D0KM	U98K03794	10/30/1998			\$	\$	\$	
Spencer Ele	Air Cooled Screw	Tane	RTAA0804XK01A3D0KM	U98K03795	10/30/1998			\$	\$	\$	
St Elmo	Air cooled chiller	Tane	CGAM060	U16E54822	8/5/2016		10 year full Warranty-5/23/26	\$	\$	\$	PM COST
Tanner williams	Air cooled	Daikens	AGZ080EPTNN	STNU150800180	1/12/2016			\$	\$	\$	
Tanner williams	Air cooled	Daikens	AGZ080EPTNN	STNU150800283	1/12/2016			\$	\$	\$	
Tanner williams-Wing	Air cooled	Daikens	AGZ050	STNU150800186	7/27/2016			\$	\$	\$	
Taylor White	Air cooled scroll	York#1	YLA0156HE46	2FYMD16674	3/3/2013			\$	\$	\$	
Taylor White	Air cooled scroll	York#2	YLA0156HE46	2FYMD16675	3/12/2013			\$	\$	\$	
Theodore H	Centrifugal Water Cooled	McQuay	WSC063M	STNU060100203	3/10/2006			\$	\$	\$	
Theodore H	Centrifugal Water Cooled	McQuay	WSC063M	STNU060100189	3/10/2006			\$	\$	\$	
Theodore H-Auditorium	Air Cooled Recip	York	YLA0135SE46XCA	SHXM-074760				\$	\$	\$	
Theodore H	Cooling Tower	Evapco	A119-914	5-283364				\$	\$	\$	
Theodore H	Cooling Tower	Evapco	A119-914	5-283369				\$	\$	\$	
Vigor	Air Cooled Screw	McQuay	AGZ190C	STNU060200022	12/0/06			\$	\$	\$	
Vigor	Air cooled screw	McQuay	AGZ190C	STNU060200002	12/0/06			\$	\$	\$	
Spencer Westlawn	Air cooled screw chiller	McQuay	AWSS225B	STNU130400145	6/3/2013			\$	\$	\$	
Whitley	Air cooled chiller	McQuay	AGZ080DHSNN	STNU130100040	7/8/2013			\$	\$	\$	
Whitley	Air cooled chiller	McQuay	AGZ080DHSNN	STNU130100031	7/8/2013			\$	\$	\$	

SCHOOL	CHILLERTYPE	BRAND	MODEL	SERIAL	START UP DATE	ANNUAL P/M	WARRANTY INFO	ANNUAL COST 1ST YR	ANNUAL COST 2ND YR	ANNUAL COST 3RD YR	
Wilmer Ele	Air cooled screw	Trane	RTAC1554UJON (See Exhibit #1)	U05B0929800000				\$	\$	\$	
Wilmer Ele	Air Cooled Screw	Trane	RTAC1554UJON	U05B092970000000	5/5/2005			\$	\$	\$	
Williamson H	Air cooled screw	Trane	RTAC1554U/RON	U09H5406	8/31/2009			\$	\$	\$	
Williamson H	Air cooled screw	Trane	RTAC1554U/RON	U09H5405	8/31/2009			\$	\$	\$	
Williamson H-New Wing	Air cooled	York	YCAL0043E46XE	1 1551B96158407	6/30/2020		full warranty until 9/14/29	\$	\$	\$	PM COST
TOTAL COST								\$	\$	\$	