

## AGREEMENT REGARDING PROVISION OF PROFESSIONAL SERVICES

This Agreement Regarding Provision of Professional Services (the "Agreement") dated as of January 15, 2020, is between Tolin Mechanical ("Contractor") and Routt County, Colorado ("County"), by and through its Board of County Commissioners ("Board").

### Recitals

A. County has heretofore requested proposals from various consultants for: HVAC Service Agreement (the "Project");

B. Contractor has submitted to the County a proposal for the Project and represented to County that it has the expertise and personnel necessary to properly complete the Project;

C. After considering the proposals submitted by various consultants for the Project, the Board has decided to accept the proposal of Contractor for the Project subject to the execution of a contract between the Contractor and County acceptable to the Board; and

D. Contractor and County intend by this Agreement to set forth the scope of the work to be done by Contractor in connection with the Project and related terms and conditions to govern the relationship between Contractor and County in connection with the Project.

### Terms and Conditions

1. Scope of Project: Contractor shall perform the work described in the attached Exhibit A entitled "Service Agreement" which was submitted by Contractor as part of its proposal. Contractor shall perform the work for the Project in a skillful, professional and competent manner and in accordance with the standards of care, skill and diligence applicable to consultants in the field in which Contractor practices with respect to such work.

2. Compensation and Payment: As consideration for the work to be performed by Contractor hereunder, County shall pay to Contractor an amount not to exceed a total of \$19,860.00. The compensation to be paid to Contractor shall be paid by monthly invoices in the amount of \$1,655.00.

During the Project, Contractor shall submit billings for its reimbursable costs and work performed in connection with the Project on a monthly basis no later than the 10th day of the month following the month in which the work billed was done.

Such billings shall be submitted to the Public Works Facilities Manager for review and approval and shall segregate reimbursable costs from charges for professional services and, upon request, Contractor shall provide County with such other supporting information

as County may request. County shall pay all properly submitted invoices within 30 days after receipt of each such invoice and any supporting information requested by County. All billings shall include the Contractor's taxpayer identification number or social security number.

County is subject to the provisions of Section 20 of Article X of the Colorado Constitution (also referred to as the "TABOR Amendment") which limits its ability to enter into multiple-fiscal year financial obligations. Therefore, any financial obligation of County under this Agreement beyond the current fiscal year (calendar year) is subject to and conditioned upon the due adoption of a budget for the year in which the obligation is due by the Board of County which budget provides for or appropriates funds for such obligation. The financial obligation of County under this Agreement shall be from year to year only and shall not constitute a multiple-fiscal year direct or indirect debt or other financial obligation or any obligation payable in any fiscal year beyond the fiscal year for which funds are appropriated for the payment thereof.

3. Time for Completion of Project: Contractor shall work diligently to complete the work described in Exhibit A. County recognizes however, that there may be delays in the completion of the work beyond the control of the Contractor and County, therefore, agrees that Contractor's obligation hereunder is one of diligence and is not a covenant or representation that the Project will be completed within said time period. Contractor shall, however, be responsible for promptly notifying County of delays in the completion of the Project which Contractor believes are attributable to County.

4. Personnel: Contractor understands that in retaining Contractor, County is relying primarily upon the expertise and personal abilities of Chris Belby. This Agreement is conditioned upon the continuing direct personal involvement of Chris Belby in the Project. County understands that others may work on portions of the Project. However, those employees shall be under the direct supervision of Chris Belby. In the event that Chris Belby, for any reason, is unable to remain involved in the Project, or in the event that Chris Belby ceases to be involved in the Project as planned, Contractor shall immediately advise County of such fact and County shall have the option to terminate this Agreement.

5. Insurance: Contractor shall be responsible for worker's compensation and all other benefits for Contractor and its employees working on the Project and such employees shall not, for any reason, be deemed the agents, servants or employees of County. **Neither the Contractor nor any employee of Contractor shall be entitled to unemployment insurance benefits through the County and the Contractor shall be obligated to pay any federal or state income taxes due with respect to any sum payable by County hereunder.** Contractor shall maintain commercial general liability insurance providing bodily injury and property damage coverage with a combined single limit of at least \$1,100,000 and a deductible of not more than \$1,000. Prior to commencement of work on the Project, Contractor shall cause County to be named as an additional insured and shall provide County with evidence, acceptable to County, that the insurance required hereby is in full force and effect. Contractor shall immediately provide County with written notice in the

event any portion of the insurance coverage required by this Agreement is cancelled or if the insurer gives Contractor notice of its intent to cancel such insurance.

6. Employment of Illegal Aliens: This Agreement is subject to the provisions of the Illegal Aliens-Public Contracts for Services Act found at C.R.S. Section 8-17.5-101 *et seq.* By execution of this Agreement, Contractor certifies that it does not knowingly employ or contract with an illegal alien who will perform work under this Agreement and that Contractor will participate in either the E-Verify Program or Department Program in order to confirm the eligibility of all employees who are newly hired for employment to perform work under this Agreement.

A. Specifically, Contractor shall not:

(1) Knowingly employ or contract with an illegal alien to perform work under this Agreement; or

(2) Enter into a contract with a subcontractor that fails to certify to Contractor that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this Agreement.

B. Contractor has confirmed the employment eligibility of all employees who are newly hired for employment to perform work under this Agreement through participation in either the E-Verify Program or Department Program.

C. Contractor shall not use either the E-Verify Program or Department Program to undertake pre-employment screening of job applicants while this Agreement is in effect.

D. If Contractor obtains actual knowledge that any of its subcontractors performing work under this Agreement knowingly employs or contracts with an illegal alien, Contractor shall:

(1) notify the subcontractor and County, within three days of discovery of such fact, that Contractor has actual knowledge that the subcontractor is employing or contracting with an illegal alien; and

(2) terminate the contract with the subcontractor if, within three days of receiving the notice required by subpart D.(1) above, the subcontractor does not stop employing or contracting with the illegal alien; except that Contractor need not terminate the contract with the subcontractor if, during such three days, the subcontractor provides information establishing that the subcontractor has not knowingly employed or contracted with an illegal alien.

E. Contractor shall comply with any reasonable request by the Department made in the course of an investigation that the Department is undertaking pursuant to the authority established in C.R.S. Section 8-17.5-102(5).

F. If Contractor violates any of the provisions of this section, County shall have the right to terminate the Agreement for breach of contract and, in such case, Contractor shall be liable to County for all actual and consequential damages incurred by County as a result of such breach and the termination of this Agreement.

G. County will notify the Office of the Secretary of State if Contractor violates this provision of this Agreement and the County terminates this Agreement for such breach.

As used in this provision, "Department" means the Colorado Department of Labor and Employment.

7. No Assignment: The parties to this Agreement recognize that the services to be provided pursuant to this Agreement are professional in nature and that in entering into this Agreement, County is relying upon the personal services and reputation of \*\*\*Contractor's Employee\*\*\*. Therefore, Contractor may not assign its interest in this Agreement without the prior written consent of County, which may withhold such consent in its sole discretion. Except as so provided, this Agreement shall be binding on and inure to the benefit of the parties hereto, their respective successors and assigns, and shall not be deemed to be for the benefit of or enforceable by any third party.

8. Conflicts of Interest: Neither Contractor nor any of its employees shall, at any time during the term of this Agreement, do work for, nor shall they have any financial interest or other relationship with any entity or project which would constitute a conflict of interest or influence or otherwise jeopardize the professional judgment of Contractor in connection with the Project.

9. Confidentiality: Contractor acknowledges that it may receive confidential information from County in connection with the Project or, as part of the Project, develop such information. Contractor shall take all precautions necessary to maintain and protect the confidentiality of any such information and to ensure that it shall be used only for the purposes of the Project.

10. Ownership of Work: Subject to County's obligation to compensate Contractor, all work, reports, designs, drawings, renderings and other work product produced by Contractor in connection with the Project shall belong to County and Contractor shall not use any part thereof for purposes other than the Project without the written consent of County.

11. Indemnification: Each party hereto shall indemnify the other party and hold and defend the other party and its officials, officers and employees harmless from all costs, claims and expenses arising from claims made by any person in connection with the acts or omissions of, or representations by, the indemnifying party if such cost, claim or expense is caused by, or is claimed to be caused by, the acts or omissions of the indemnifying party or its officials, officers or employees. This indemnification shall not apply to claims by third parties against the indemnified party to the extent that the indemnified party is liable to such third party for such claim without regard to the involvement of the indemnifying party. It shall be a condition to liability under this paragraph that the indemnified party promptly provide to the indemnifying party a copy of any summons, complaint or other notice of claim with respect to any claim for which the indemnified party may seek indemnification or defense hereunder. Within 10 days following the giving of such notice of claim by the indemnified party, the indemnifying party shall acknowledge receipt of such notice in writing to the indemnified party and, in such notice, accept the defense and obligation to indemnify the indemnified party hereunder. Following such acknowledgment, the indemnifying party shall take all actions reasonably necessary to protect the indemnified party from such claim and the indemnified party shall cooperate in such defense. In the event that the indemnifying party fails or refuses to give such acknowledgment of receipt

and acceptance to the indemnified party within the 10 day period specified, the indemnified party may, but shall not be obligated, to assume its own defense and thereafter recover all costs of such defense from the indemnifying party.

12. Termination: County may terminate this Agreement at any time during the Term of this Agreement upon 10 days' written notice to Contractor without cause; provided, however, that within 30 days following such termination Contractor shall render a final billing for work completed and expenses incurred to the date of termination which shall be paid by County in accordance with Paragraph 2 hereof. In the event that County fails to pay any billing by Contractor for Work hereunder when due, then upon 10 days' written notice to County of such delinquency and the failure of County to pay all amounts then due to Contractor within such 10 day period, Contractor may, at its election cease work hereunder and terminate this Agreement by giving a written notice to County advising of such election. Such written notice of Contractor's election to terminate this Agreement may, but need not, be included in the notice of delinquency required hereunder. In such case such notice of the election to terminate shall be stated in the conditional form that the Agreement shall be terminated if payment is not received within the 10 day period provided for payment of any delinquency.

13. Notices: Any notice required under this Agreement may be personally delivered or mailed in the United States mails, first class postage prepaid to the party to be served at the following addresses:

Contractor: Tolin Mechanical  
573 Adams Avenue, Units A & B POB 23183  
Silverthorne, CO 80498  
Attn: Chris Belby

County: Routt County Board of Commissioners  
522 Lincoln Avenue, Suite 30  
Steamboat Springs, Colorado 80487

Notices personally served shall be deemed served on the date of delivery. Notices mailed shall be deemed served the next business day following the date of mailing if mailed in the State of Colorado otherwise on the date which is two business days following the date of mailing.

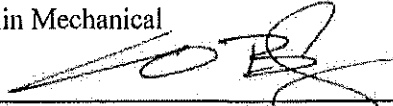
14. Attorney Fees: In the event either party to this Agreement brings suit to enforce or interpret any portion of this Agreement, the party substantially prevailing in such action shall be entitled to recover all costs incurred in such action, including without limitation reasonable attorney's fees.

15. Entire Agreement: This Agreement constitutes the entire agreement between the parties concerning the Project and may not be amended except by a written document executed by both parties hereto.

16. Counterparts: This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, and which together shall constitute a single instrument.

17. Choice of Laws and Venue: This Agreement shall be governed by and construed in accordance with the internal laws of the State of Colorado without reference to choice of laws rules. The parties agree that venue in any action to enforce or interpret this Agreement shall be in the District Court in the Fourteenth Judicial District for the State of Colorado.

Tolin Mechanical

By:  \_\_\_\_\_

Printed Name: Chris Belby

Title: General Manager

Routt County, Colorado

By: \_\_\_\_\_

Timothy V. Corrigan, Chair  
Board of County Commissioners

ATTEST:

\_\_\_\_\_  
Kim Bonner  
Routt County Clerk

# **Tolin** Mechanical

Building Efficiency and Sustainability

A Service Logic Company

573 Adams Avenue, Units A & B  
Silverthorne, CO 80498  
(970) 468-1104  
www.tolin.com

# Service Agreement

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## Planned Services

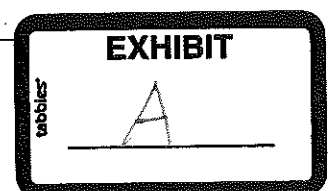
January 20, 2020

*Prepared for:*

Routt County Government  
2025 Shield Drive  
Steamboat Springs, CO 80477

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C2-08-2019-164206



# Service Agreement

## By and Between

**Tolin Mechanical**  
573 Adams Avenue, Units A & B  
Silverthorne, CO 80498  
(970) 468-1104

and

**Routt County Government**  
2025 Shield Drive  
Steamboat Springs, CO 80477  
Attn: Steve Faulkner

(Also referred to as "Company")

(Also referred to as "Client")

Tolin Mechanical will provide the service program detailed below at the following location(s):

**SHERIFF OFFICE 2025 SHIELD DRIVE, STEAMBOAT SPRINGS, COLORADO 80477**  
**JUSTICE CENTER, 1955 SHIELD DRIVE, STEAMBOAT SPRINGS, COLORADO 80477**  
**COURTHOUSE, 522 LINCOLN AVENUE, STEAMBOAT SPRINGS, COLORADO 80487**  
**ANNEX BUILDING, 522 LINCOLN AVENUE, STEAMBOAT SPRINGS, COLORADO 80487**  
**HUMAN SERVICES 135 6TH STREET, STEAMBOAT SPRINGS, CO 80487**

## Scope of Services – Planned Services

Tolin Mechanical has customized this program based on the operational requirements of the property. Utilizing the systems design application, Equipment Inventory, manufacturer's recommendations, as well as operational considerations and our own experience, Tolin Mechanical has customized the following services to meet your objectives:

- Operational Assessment
- Planned Maintenance Services

Planned Maintenance Services include the maintenance activities required to prevent system failures before they occur and extend the equipment life. The following services include all travel, labor and materials within the scope of the Planned Maintenance Services program.

- Preventive Maintenance
- Predictive Maintenance
- Air Filter Services



# Scope of Services

## 1. Operational Assessment Services

The Agreement includes all travel and jobsite labor, vehicles, living expenses, and materials necessary to test the existing operations and performance characteristics of the equipment. Inspections in the form of routine visual inspections and physical testing will be performed to ensure the systems are in the proper operating condition and to identify any impending system failures.

### 1a. Visual Inspections

Tolin Mechanical shall provide a visual inspection of the systems and components included in the Agreement. Typical inspections include the following:

- |   |   |   |
|---|---|---|
| <input checked="" type="checkbox"/> Bearings                            | <input checked="" type="checkbox"/> Fan Assemblies          | <input checked="" type="checkbox"/> Humidifiers & Strainers       |
| <input checked="" type="checkbox"/> Belts & Sheaves                     | <input checked="" type="checkbox"/> Filter Media & Racks    | <input checked="" type="checkbox"/> Igniter & Flame Assembly      |
| <input checked="" type="checkbox"/> Compressor Sections                 | <input checked="" type="checkbox"/> Flame Composition       | <input checked="" type="checkbox"/> Motor Mounts & Vibration Pads |
| <input checked="" type="checkbox"/> Condensate Drains & Pans            | <input checked="" type="checkbox"/> Heat Exchanger          | <input checked="" type="checkbox"/> Seals & Packing               |
| <input checked="" type="checkbox"/> Condensing Sections                 | <input checked="" type="checkbox"/> Heating & Cooling Coils | <input checked="" type="checkbox"/> Sight Glass Condition         |
| <input checked="" type="checkbox"/> Crank Case Heaters                  | <input checked="" type="checkbox"/> Heating Sections        | <input checked="" type="checkbox"/> Spray Nozzles & Pans          |
| <input checked="" type="checkbox"/> Electrical Connections & Contactors |   |   |

### 1b. Physical Tests

Tolin Mechanical shall provide a physical check and/or test the systems and components included in the Agreement. Typical checks and/or tests include the following:

- |  |  |   |
|--|--|---|
| <input checked="" type="checkbox"/> Alignment On Couplings   | <input checked="" type="checkbox"/> Motor Operating Conditions       | <input checked="" type="checkbox"/> Refrigerant Charges           |
| <input checked="" type="checkbox"/> Control Interlocks       | <input checked="" type="checkbox"/> Motor Voltage & Amperage         | <input checked="" type="checkbox"/> Refrigerant Pump Down         |
| <input checked="" type="checkbox"/> Damper Operations        | <input checked="" type="checkbox"/> Oil & Fluid Levels               | <input checked="" type="checkbox"/> Starter Operations            |
| <input checked="" type="checkbox"/> External Interlock       | <input checked="" type="checkbox"/> Oil Sump, Heaters & Temperatures | <input checked="" type="checkbox"/> Suction & Discharge Pressures |
| <input checked="" type="checkbox"/> Flow Switch Operations   | <input checked="" type="checkbox"/> Outside Air Intakes              | <input checked="" type="checkbox"/> System Leaks                  |
| <input checked="" type="checkbox"/> Flue Stack Assembly      | <input checked="" type="checkbox"/> Pressures & Temperatures         | <input checked="" type="checkbox"/> Water Flows                   |
| <input checked="" type="checkbox"/> Lubrication Requirements |  |   |

The Operational Assessment and Analysis activities are related to the equipment outlined in the Equipment Inventory and Air Filter Inventory lists attached to this Agreement unless otherwise documented by Routt County Government and Tolin Mechanical.

## 2. Planned Maintenance Services

The Agreement includes all travel and jobsite labor, vehicles, and living expenses to perform the Planned Maintenance Services as described herein. The Agreement includes all consumable materials and supplies such as oil, lubricants, belts, cleaning supplies, tools and equipment necessary to perform the services.

### 2a. Preventive Maintenance

Tolin Mechanical shall perform the Preventive Maintenance activities which are essential to ensure the system's operational efficiency, durability, reliability and safety, performance, conditions and extended equipment life on an ongoing basis as scheduled within the tasking program with little or no equipment downtime. The tasking program is customized based on the systems design application, equipment inventory, manufacturer's recommendations, as well as the operational considerations of the property and our own experience. Typical Preventive Maintenance activities include:

Calibration:	Safety, temperature, operating, humidity, pressure, economizer controls and equipment/component gauges
Adjustment:	Refrigerant charges, purge systems, dampers, valves, un-loaders, belts, fan rpm's, chemical feeds, gas pressure regulators, combustion air ratios, set points igniter and flame assemblies
Alignment:	Open drive couplings, belt sheaves, pulleys, coil fins and belt drives
Vibration:	Damper linkage, fan bearings, axial vane drive, pumps and motors
Secure & Tighten:	Motor terminals, control terminals, piping clamps, line fittings, mounting hardware, electrical connections, equipment panels, motor mounts, damper sections, vibrations pads and bolts
Cleaning:	Control devices, electrical contactors, condenser & evaporator coils, fan blades & impellers, pilot & burner orifices, heat exchangers, igniters, chiller & boiler tubes, tower basins, sumps & floats, baffles & fill, nozzles & passages and equipment areas

### 2b. Predictive Maintenance

Tolin Mechanical shall perform the Predictive Maintenance, working in tandem with Preventive Maintenance, to detect early signs of deteriorating performance and to predict potential system failures. These services diagnose and solve equipment problems, often before they occur.

## 3. Air Filter Services

Tolin Mechanical Systems shall perform the air filter changes as described herein on the Air Filter Inventory list. All labor, materials and disposal of the used filters are included. These services assist to ensure the systems(s) energy efficiency, proper indoor air and environmental quality is maintained.

## Agreement Authorization

This Agreement and Professional Services Agreement (PSA) describes the rights and obligations of Tolin Mechanical and Routt County Government and constitutes the entire agreement between the parties and shall not be altered except in writing. This Agreement sets forth all of the terms and conditions binding upon the parties hereto and no person has authority to make any claim, representation, promise or condition on behalf of Tolin Mechanical which is not expressed herein.

Tolin Mechanical guarantees the price stated in this Agreement for thirty (30) days from the proposal date above. This proposal will become a binding Agreement only after acceptance by Routt County Government and approval by an authorized representative of Tolin Mechanical as evidenced by their signatures.

In addition to the descriptions of the services provided, the following Agreement attachments are included:

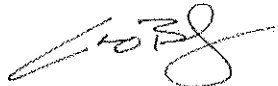
- Exhibit One: Equipment Inventory
- Exhibit Two: Air Filter Inventory
- Exhibit Three: Special Services/Provisions/Terms

The initial term of this Agreement will commence on January 1, 2020 and shall continue through December 31, 2020. This Agreement shall continue in effect from year to year thereafter unless either party gives written notice to the other of intention not to renew thirty (30) days prior to the anniversary date.

The Agreement price is \$19,860.00 per year. This Agreement is payable \$1,655.00 per month from January 1, 2020 through December 31, 2020.

### Tolin Mechanical

### Routt County Government



\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

Chris Belby  
\_\_\_\_\_  
Name (Type/Print)

\_\_\_\_\_  
Name (Type/Print)

General Manager  
\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

January 20, 2020  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## Exhibit One – Equipment Inventory

The responsibilities of the Company shall not be limited to the major components of the equipment listed, but shall include all appurtenant devices and systems that are related to the equipment (e.g. controls, sensors, compressors, pumps, fans, etc.)

Qty.	System/ Components <sup>1</sup>	Manufacturer	Model Number	Rating (Ton/HP)	Name/Location
<b>Sheriff's Office</b>					
1	Boiler	Lochinvar	IWN1500	1,500,000 BTU	B-1 S/N:H10H00228171
1	Boiler	Lochinvar	KBN286	285,000 BTU	B-2 S/N:H10H10158880
1	In-Line Centrifugal Pump	Armstrong		1 HP	P-1
1	Pump Motor			1 HP	
1	In-Line Centrifugal Pump	Armstrong		2 HP	P-2
1	Pump Motor			2 HP	
1	In-Line Centrifugal Pump	Bell & Gossett	PL-55	1 HP	P-3
1	Pump Motor			1 HP	
1	In-Line Centrifugal Pump	Bell & Gossett		1 HP	P-4
1	Pump Motor			1 HP	
1	In-Line Centrifugal Pump	Armstrong		0.75 HP	P-5
1	Pump Motor			0.75 HP	
1	In-Line Centrifugal Pump	Bell & Gossett	PL-36B	1 HP	R.C.P.1
1	Pump Motor			1 HP	
1	In-Line Centrifugal Pump	Bell & Gossett	PL-30B	1 HP	R.C.P.2
1	Pump Motor			1 HP	
1	Gas Hot Water Heater	Lochinvar	RJA120-2	120 Gal	DWT-1 S/N: H10J00043479
1	Packaged Roof-Top A/C Unit	AAON	RQ-002-8-V-GA02-519	2 Ton	AC-1

Qty.	System/ Components <sup>1</sup>	Manufacturer	Model Number	Rating (Ton/HP)	Name/Location
1	Compressor			2 Ton	S/N:AYGB00220
1	Supply Fan Motor			1 HP	
1	Return Fan Motor			FHP	
1	Condenser Fan Motor			0.33 HP	
1	Exhaust Fan Motor			FHP	
1	<b>Packaged Roof-Top A/C Unit</b>	<b>AAON</b>	<b>RN-092-8-O-EB09-5F9</b>	<b>9 Ton</b>	<b>AC-6</b>
2	Compressors			4 Ton	S/N:ANGQ12085
1	Supply Fan Motor			3 HP	
1	Return Fan Motor			FHP	
1	Condenser Fan Motor			0.75 HP	
1	Exhaust Fan Motor			2 HP	
1	<b>Packaged Roof-Top A/C Unit</b>	<b>AAON</b>	<b>RQ-003-8-V-EA09-539</b>	<b>3 Ton</b>	<b>AC-8</b>
1	Compressor			3 Ton	S/N:AYGB00222
1	Supply Fan Motor			1 HP	
1	Return Fan Motor			FHP	
1	Condenser Fan Motor			0.33 HP	
1	Exhaust Fan Motor			1 HP	
1	<b>Packaged Roof-Top A/C Unit</b>	<b>AAON</b>	<b>RN-013-8-O-EB09-569</b>	<b>13 Ton</b>	<b>AC-5</b>
2	Compressors			6 Ton	S/N:ANGK12084
1	Supply Fan Motor			5 HP	
2	Condenser Fan Motors			0.75 HP	
1	Exhaust Fan Motor			FHP	
1	<b>Make-Up Air Unit</b>	<b>Greenheck</b>	<b>KSU-115-D-2-10</b>	<b>1,500 CFM</b>	<b>MAU-1</b>
1	Supply Fan Motor			2 HP	S/N:90I04374

Justice Center					
1	Air Handling Unit	McQuay	CAH090GDDC	65,000 CFM	AHU-1

Qty.	System/ Components <sup>1</sup>	Manufacturer	Model Number	Rating (Ton/HP)	Name/Location
1	Supply Fan Motor			15 HP	S/N:FB0U060600341
1	Return Fan Motor			40 HP	
4	In-Line Centrifugal Pumps	Bell & Gossett	80 BF	7.5 HP	P-1 thru P-4
4	Pump Motors			7.5 HP	
1	In-Line Centrifugal Pump	Bell & Gossett	1.5X3.25	0.75 HP	P-5
1	Pump Motor			0.75 HP	
1	In-Line Centrifugal Pump	Bell & Gossett		0.5 HP	P-6
1	Pump Motor			0.5 HP	
1	In-Line Centrifugal Pump	Grundfos	UPS 26-99 FC	FHP	P-7
1	Pump Motor			FHP	
2	Make-Up Air Units	King		1,500 CFM	MAU-1 and MAU-2
2	Supply Fan Motors			3 HP	
2	Expansion Tanks	Amtrol			ET-1 and ET-2
2	Boilers	Fulton	EDR-1500	1,400,000 BTU	B-1 and B-2 S/N: 5508-HFTC S/N: 5769-HFTC
1	Gas-fired Water Heater	A.O. Smith	BTH 150 200	100 GAL	DWH-1 S/N: 1505M002889
1	In-Line Centrifugal Pump	Grundfos	UPS 26-99 FC	FHP	P-1
1	Pump Motor			FHP	
1	Chiller	McQuay	AGZ120BSS27-ER11	120 Ton	CH-1 Outdoors
6	Chilled Water Pumps			20 HP	S/N:STNU060600136
8	Chilled Water Pumps			2 HP	

Courthouse					
1	Condensing Unit	Trane	TTA150B300EA	12.5 Ton	CU-1

Qty.	System/ Components <sup>1</sup>	Manufacturer	Model Number	Rating (Ton/HP)	Name/Location
2	Compressors			6 Ton	S/N:62836HEAD
1	Condenser Fan Motor			1 HP	
1	Boiler	Patterson-Kelley	SN-2000-2	2,000,000 BTU	B-1
2	Base-Mounted Centrifugal Pumps	Taco	F12009E2	5 HP	P-1 and P-2
2	Pump Motors			5 HP	
1	Hot Water Storage Tanks	A.O. Smith	DVE 52 920	50 Gal	DWT-1 S/N: A07M002835
1	Air Handling Unit	Trane	MCCA010GAC0ABA	5,000 CFM	AHU-1
1	Supply Fan Motor			5 HP	S/N:K92E24141
1	Condensing Unit	Fujitsu	AOU12RLFV	1 Ton	CU-1
1	Compressor			1 Ton	S/N:5620
1	Condenser Fan Motor			FHP	
1	Packaged Roof-Top A/C Unit	York	DH210S32P2AZZ10001C	17.5 Ton	RTU-1
2	Compressors			7.5 Ton	S/N:N0D8743182
1	Supply Fan Motor			7.5 HP	
2	Condenser Fan Motors			1 HP	
1	Exhaust Fan Motor			FHP	
1	Packaged Roof-Top A/C Unit	York	DH210S32P2AZZ10001C	17.5 Ton	RTU-3
2	Compressors			7.5 Ton	S/N:N0D8743183
1	Supply Fan Motor			7.5 HP	
2	Condenser Fan Motors			1 HP	
1	Exhaust Fan Motor			FHP	

1	Packaged Roof-Top A/C Unit	York	ZT037N06R2B2BAA2A1	3 Ton	RTU-2
1	Compressor			3 Ton	S/N:NIE6579631

Qty.	System/ Components <sup>1</sup>	Manufacturer	Model Number	Rating (Ton/HP)	Name/Location
1	Supply Fan Motor			1.5 HP	
1	Return Fan Motor			FHP	
2	Condenser Fan Motors			0.33 HP	
1	Exhaust Fan Motor			0.75 HP	
1	Packaged Roof-Top A/C Unit	York	ZT037N06R2B2BAA2A1	3 Ton	RTU-4
1	Compressor			3 Ton	S/N:NIE6579632
1	Supply Fan Motor			1.5 HP	
1	Return Fan Motor			FHP	
2	Condenser Fan Motors			0.33 HP	
1	Exhaust Fan Motor			0.75 HP	
1	Exhaust Fan	Greenheck	GB-081-6-X	0.5 HP	EF-1 S/N:112878080804
<b>Annex Building</b>					
1	Boiler	Patterson-Kelley	SN-1500-2	1,500,000 BTU	B-1
2	Base-Mounted Centrifugal Pumps	Taco	F1150	2 HP	P-1 and P-2
2	Pump Motors			2 HP	
1	Hot Water Storage Tanks	A.O. Smith	DVE 52 920	50 Gal	DWT-1 S/N: D06M002576
1	Air Handling Unit	Trane	CCDB41FB0C	2,500 CFM	AHU-1
1	Supply Fan Motor			10 HP	S/N:U8IL22270
1	Packaged Roof-Top A/C Unit	Lennox	GCS16-653-75-7Y	10 Ton	RTU-1
1	Compressor			10 Ton	
1	Supply Fan Motor			0.75 HP	
1	Condenser Fan Motor			FHP	
2	Condensing Units	Fujitsu	AOU24CL	2 Ton	CU-1 and CU-2
2	Compressors			2 Ton	S/N:13638, 17673
2	Condenser Fan Motors			FHP	



Qty.	System/ Components <sup>1</sup>	Manufacturer	Model Number	Rating (Ton/HP)	Name/Location
1	Chiller	York	HB480C00A2CHA2B	40 Ton	CH-1
4	Compressors			10 Ton	S/N:N0D8776472
4	Condenser Fan Motors			1.5 HP	
2	Exhaust Fans	UNICOR	UCD	1 HP	EF-1 and EF-2
<b>Human Services Building</b>					
1	Packaged Roof-Top A/C Unit	Lennox	GCS16-511-125-6P	4 Ton	RTU-1
1	Compressor			4 Ton	S/N:5694K01016
1	Supply Fan Motor			0.75 HP	
1	Condenser Fan Motor			FHP	
1	Exhaust Fan Motor			FHP	
1	Packaged Roof-Top A/C Unit	Lennox	GCS16-651-125-6P	5 Ton	RTU-2
1	Compressor			5 Ton	S/N:5694K00964
1	Supply Fan Motor			0.75 HP	
1	Condenser Fan Motor			< 0.25 HP	
1	Exhaust Fan Motor			< 0.25 HP	
1	Packaged Roof-Top A/C Unit	Lennox	GCS24-953-200-1Y	7.5 Ton	RTU-3
1	Compressor			7.5 Ton	S/N:5694K01836
1	Supply Fan Motor			2 HP	
1	Condenser Fan Motor			0.75 HP	
1	Exhaust Fan Motor			FHP	

<sup>1</sup>Equipment and/or components may be added or deleted based on the mutual agreement of Routt County Government and Tolin Mechanical. Upon written authorization, the Agreement price will be amended accordingly.

## Exhibit Two – Air Filter Inventory

The responsibilities of the Company shall include all filter and media associated with the Equipment Inventory including, but not limited to, pre-filters, frame filters, pouch filters, fan coil filters, automatic roll type filters, etc. Filter Inventory will be verified as part of initial maintenance; any inconsistencies will be noted and agreement modified.

System/ Components	Name/ Location	Qty.	Filter Type	Filter Size	Changes/Yr. <sup>1</sup>
Sheriff's Office					
Packaged Roof-Top A/C Unit	AC-1	2	Frame, Pleated	20X20X2 A3	2
Packaged Roof-Top A/C Unit	AC-6	4	Frame, Pleated	25X20X2 A3	2
Packaged Roof-Top A/C Unit	AC-8	2	Frame, Pleated	20X20X2 A3	2
Packaged Roof-Top A/C Unit	AC-5	4	Frame, Pleated	25X20X2 A3	2
Make-Up Air Unit	MAU-1	4	Frame, Pleated	20X20X2 A3	2
		4	Frame, Pleated	20X16X2 A3	2
Justice Center					
Air Handling Unit	AHU-1	15	Frame, Pleated	25X20X2 A3	2
		15	Frame, Pleated	20X20X2 A3	2
Make-Up Air Unit	MAU-1	1	Frame, Pleated	20X16X2 A3	2
Make-Up Air Unit	MAU-2	1	Frame, Pleated	20X16X2 A3	2
Courthouse					
Air Handling Unit	AHU-1	4	Frame, Pleated	24X20X2 A3	2
Packaged Roof-Top A/C Unit	RTU-1	4	Frame, Pleated	24X16X2 A3	2
Packaged Roof-Top A/C Unit	RTU-3	4	Frame, Pleated	24X16X2 A3	2
Packaged Roof-Top A/C Unit	RTU-2	4	Frame, Pleated	24X16X2 A3	2
Packaged Roof-Top A/C Unit	RTU-4	4	Frame, Pleated	24X16X2 A3	2
Annex Building					
Air Handling Unit	AHU-1	20	Frame, Pleated	25X20X2 A3	2
Air Handling Unit	AHU-1	4	Frame, Pleated	25X16X2 A3	2
Split System	RTU-1	1	Frame, Pleated	25X20X2 A3	2
Human Services					
Split System	RTU-1	1	Frame, Pleated	25X20X2 A3	2
Split System	RTU-2	1	Frame, Pleated	25X20X2 A3	2
Split System	RTU-3	4	Frame, Pleated	20X16X2 A3	2

<sup>1</sup> Should experience show that more or less frequent media changes or different types of media are required, Routt County Government will be advised. Upon written authorization, the Agreement price will be amended accordingly.

## Exhibit Three – Special Services/Provisions/Terms

In addition to the service and provisions outlined in the Agreement, the following special services, provisions and terms will apply to this Agreement:

This one (1) year agreement provides semi-annual planned maintenance of all equipment listed on the above inventory including peripheral components.

### Boiler Maintenance

Comprehensive Boiler maintenance will be performed annually including, but not limited to:

- Temperature and pressures will be checked and documents.
- Inspect, service and calibrate burner assemblies.
- Clean and inspect heat exchangers; manufacturer recommended annual maintenance kits are included in this proposal.
- Gas trains and vent stacks will inspected for leaks, corrosion, and excessive wear.
- All controls, lock-outs, sensors and safeties will be checked for proper operation.
- Boiler tune-ups and combustion analysis to be performed annually.
- Operational assessments of boilers will performed semi-annually.

Boiler loop water samples will be collected annually and analyzed for chemistry and contaminants. Any adverse conditions will be brought to the attention of management for corrective action.

### AHU, RTU, MAU Maintenance

Comprehensive cooling system maintenance will be performed in the spring/summer to include; but not limited to:

- Verify operations, electrical connections, contactors, relays, controls, lockouts and safeties.
- Wash condenser and evaporator coils.
- Lubricate and adjust dampers and linkage.
- Check motor operation and alignment.
- Verify compressor operation and check refrigerant charges.
- Change filters; material costs are included in this proposal.
- Change belts as needed; material costs are included in this proposal.
- Ensure all cabinet panels are securely and properly installed.

Comprehensive heating system maintenance will be performed in the fall/winter to include; but not limited to:

- Verify operations, electrical connections, contactors, relays, controls, lockouts and safeties.
- Lubricate and adjust dampers and linkage.
- Check motor operation and alignment.
- Check sequence of operation for hydronic components.
- Change filters; material costs are included in this proposal.
- Change belts as needed; material costs are included in this proposal.
- Ensure all cabinet panels are securely and properly installed.

### Chiller Maintenance

Comprehensive Chiller maintenance will be performed in the spring to include; but not limited to:

- Verify operations, electrical connections, contactors, relays, controls, lockouts and safeties.
- Verify proper operation of all compressors and fan assemblies.
- Clean and inspect condenser coils.
- Collect an oil sample for analysis.

Pumps, Motors and Fan Assemblies will be maintained on a semi-annual basis.