

SERVICE AGREEMENT NO. 6336

Heating, Ventilation, and Air Conditioning (HVAC) Preventative Maintenance and Repairs

THIS **Heating, Ventilation, and Air Conditioning (HVAC) Preventative Maintenance and Repairs Agreement** ("Agreement") is entered into by and between the City of Corpus Christi, a Texas home-rule municipal corporation ("City") and Coastline Refrigeration & Service, LLC ("Contractor"), effective upon execution by the City Manager or the City Manager's designee ("City Manager").

WHEREAS, Contractor has bid to provide Heating, Ventilation, and Air Conditioning (HVAC) Preventative Maintenance and Repairs in response to Request for Bid/Proposal No. 6336 ("RFB/RFP"), which RFB/RFP includes the required scope of work and all specifications and which RFB/RFP and the Contractor's bid or proposal response, as applicable, are incorporated by reference in this Agreement as Exhibits 1 and 2, respectively, as if each were fully set out here in its entirety.

NOW, THEREFORE, City and Contractor agree as follows:

1. Scope. Contractor will provide Heating, Ventilation, and Air Conditioning (HVAC) Preventative Maintenance and Repairs ("Services") in accordance with the attached Scope of Work, as shown in Attachment A, the content of which is incorporated by reference into this Agreement as if fully set out here in its entirety, and in accordance with Exhibit 2.

2. Term.

(A) The Term of this Agreement is three years beginning on the date provided in the Notice to Proceed from the Contract Administrator or the City's Procurement Division. The parties may mutually extend the term of this Agreement for up to zero additional zero-year periods ("Option Period(s)"), provided, the parties do so in writing prior to the expiration of the original term or the then-current Option Period.

(B) At the end of the Term of this Agreement or the final Option Period, the Agreement may, at the request of the City prior to expiration of the Term or final Option Period, continue on a month-to-month basis for up to six months with compensation set based on the amount listed in Attachment B for the Term or the final Option Period. The Contractor may opt out of this continuing term by providing notice to the City at least 30 days prior to the expiration of the Term or final Option Period. During the month-to-month term, either Party may terminate the Agreement upon 30 days' written notice to the other Party.

- 3. Compensation and Payment.** This Agreement is for an amount not to exceed \$1,189,996.00, subject to approved extensions and changes. Payment will be made for Services performed and accepted by the City within 30 days of acceptance, subject to receipt of an acceptable invoice. All pricing must be in accordance with the attached Bid/Pricing Schedule, as shown in Attachment B, the content of which is incorporated by reference into this Agreement as if fully set out here in its entirety. Any amount not expended during the initial term or any option period may, at the City's discretion, be allocated for use in the next Option Period.

Invoices must be mailed to the following address with a copy provided to the Contract Administrator:

City of Corpus Christi
Attn: Accounts Payable
P.O. Box 9277
Corpus Christi, Texas 78469-9277

- 4. Contract Administrator.** The Contract Administrator designated by the City is responsible for approval of all phases of performance and operations under this Agreement, including deductions for non-performance and authorizations for payment. The City's Contract Administrator for this Agreement is as follows:

Name: Rebecca S. Guerra
Department: Asset Management - Facilities
Phone: 361-886-3388
Email: RebeccaS@cctexas.com

5. Insurance; Bonds.

(A) Before performance can begin under this Agreement, the Contractor must deliver a certificate of insurance ("COI"), as proof of the required insurance coverages, to the City's Risk Manager and the Contract Administrator. Additionally, the COI must state that the City will be given at least 30 days' advance written notice of cancellation, material change in coverage, or intent not to renew any of the policies. The City must be named as an additional insured. The City Attorney must be given copies of all insurance policies within 10 days of the City Manager's written request. Insurance requirements are as stated in Attachment C, the content of which is incorporated by reference into this Agreement as if fully set out here in its entirety.

(B) In the event that a payment bond, a performance bond, or both, are required of the Contractor to be provided to the City under this Agreement before performance can commence, the terms, conditions, and amounts required in the

bonds and appropriate surety information are as included in the RFB/RFP or as may be added to Attachment C, and such content is incorporated here in this Agreement by reference as if each bond's terms, conditions, and amounts were fully set out here in its entirety.

- 6. Purchase Release Order.** For multiple-release purchases of Services to be provided by the Contractor over a period of time, the City will exercise its right to specify time, place and quantity of Services to be delivered in the following manner: any City department or division may send to Contractor a purchase release order signed by an authorized agent of the department or division. The purchase release order must refer to this Agreement, and Services will not be rendered until the Contractor receives the signed purchase release order.
- 7. Inspection and Acceptance.** City may inspect all Services and products supplied before acceptance. Any Services or products that are provided but not accepted by the City must be corrected or re-worked immediately at no charge to the City. If immediate correction or re-working at no charge cannot be made by the Contractor, a replacement service may be procured by the City on the open market and any costs incurred, including additional costs over the item's bid/proposal price, must be paid by the Contractor within 30 days of receipt of City's invoice.
- 8. Warranty.**

 - (A) The Contractor warrants that all products supplied under this Agreement are new, quality items that are free from defects, fit for their intended purpose, and of good material and workmanship. The Contractor warrants that it has clear title to the products and that the products are free of liens or encumbrances.
 - (B) In addition, the products purchased under this Agreement shall be warranted by the Contractor or, if indicated in Attachment D by the manufacturer, for the period stated in Attachment D. Attachment D is attached to this Agreement and is incorporated by reference into this Agreement as if fully set out here in its entirety.
 - (C) Contractor warrants that all Services will be performed in accordance with the standard of care used by similarly situated contractors performing similar services.
- 9. Quality/Quantity Adjustments.** Any Service quantities indicated on the Bid/Pricing Schedule are estimates only and do not obligate the City to order or accept more than the City's actual requirements nor do the estimates restrict the City from ordering less than its actual needs during the term of the Agreement and including any Option Period. Substitutions and deviations from the City's product requirements or specifications are prohibited without the prior written approval of the Contract Administrator.

- 10. Non-Appropriation.** The continuation of this Agreement after the close of any fiscal year of the City, which fiscal year ends on September 30th annually, is subject to appropriations and budget approval specifically covering this Agreement as an expenditure in said budget, and it is within the sole discretion of the City's City Council to determine whether or not to fund this Agreement. The City does not represent that this budget item will be adopted, as said determination is within the City Council's sole discretion when adopting each budget.
- 11. Independent Contractor.** Contractor will perform the work required by this Agreement as an independent contractor and will furnish such Services in its own manner and method, and under no circumstances or conditions will any agent, servant or employee of the Contractor be considered an employee of the City.
- 12. Subcontractors.** In performing the Services, the Contractor will not enter into subcontracts or utilize the services of subcontractors.
- 13. Amendments.** This Agreement may be amended or modified only in writing executed by authorized representatives of both parties.
- 14. Waiver.** No waiver by either party of any breach of any term or condition of this Agreement waives any subsequent breach of the same.
- 15. Taxes.** The Contractor covenants to pay payroll taxes, Medicare taxes, FICA taxes, unemployment taxes and all other applicable taxes. Upon request, the City Manager shall be provided proof of payment of these taxes within 15 days of such request.
- 16. Notice.** Any notice required under this Agreement must be given by fax, hand delivery, or certified mail, postage prepaid, and is deemed received on the day faxed or hand-delivered or on the third day after postmark if sent by certified mail. Notice must be sent as follows:

IF TO CITY:

City of Corpus Christi
Attn: Rebecca S Guerra
Department: Asset Management - Facilities
Address: 5352 Ayers Bldg 3A, Corpus Christi, Texas 78415
Phone: 361-826-3388
Fax: 361-826-1989

IF TO CONTRACTOR:

Coastline Refrigeration & Service, LLC
Attn: Moses DeAlejandro
Title: Manager
Address: 423 S. Alameda St., Corpus Christi, Texas 78401

17. CONTRACTOR SHALL FULLY INDEMNIFY, HOLD HARMLESS AND DEFEND THE CITY OF CORPUS CHRISTI AND ITS OFFICERS, EMPLOYEES AND AGENTS ("INDEMNITEES") FROM AND AGAINST ANY AND ALL LIABILITY, LOSS, CLAIMS, DEMANDS, SUITS, AND CAUSES OF ACTION OF WHATEVER NATURE, CHARACTER, OR DESCRIPTION ON ACCOUNT OF PERSONAL INJURIES, PROPERTY LOSS, OR DAMAGE, OR ANY OTHER KIND OF INJURY, LOSS, OR DAMAGE, INCLUDING ALL EXPENSES OF LITIGATION, COURT COSTS, ATTORNEYS' FEES AND EXPERT WITNESS FEES, WHICH ARISE OR ARE CLAIMED TO ARISE OUT OF OR IN CONNECTION WITH A BREACH OF THIS AGREEMENT OR THE PERFORMANCE OF THIS AGREEMENT BY THE CONTRACTOR OR RESULTS FROM THE NEGLIGENT ACT, OMISSION, MISCONDUCT, OR FAULT OF THE CONTRACTOR OR ITS EMPLOYEES OR AGENTS. CONTRACTOR MUST, AT ITS OWN EXPENSE, INVESTIGATE ALL CLAIMS AND DEMANDS, ATTEND TO THEIR SETTLEMENT OR OTHER DISPOSITION, DEFEND ALL ACTIONS BASED THEREON WITH COUNSEL SATISFACTORY TO THE CITY ATTORNEY, AND PAY ALL CHARGES OF ATTORNEYS AND ALL OTHER COSTS AND EXPENSES OF ANY KIND ARISING OR RESULTING FROM ANY SAID LIABILITY, DAMAGE, LOSS, CLAIMS, DEMANDS, SUITS, OR ACTIONS. THE INDEMNIFICATION OBLIGATIONS OF CONTRACTOR UNDER THIS SECTION SHALL SURVIVE THE EXPIRATION OR EARLIER TERMINATION OF THIS AGREEMENT.

18. Termination.

(A) The City may terminate this Agreement for Contractor's failure to comply with any of the terms of this Agreement. The City must give the Contractor written notice of the breach and set out a reasonable opportunity to cure. If the Contractor has not cured within the cure period, the City may terminate this Agreement immediately thereafter.

(B) Alternatively, the City may terminate this Agreement for convenience upon 30 days advance written notice to the Contractor. The City may also terminate this Agreement upon 24 hours written notice to the Contractor for failure to pay or provide proof of payment of taxes as set out in this Agreement.

19. Owner's Manual and Preventative Maintenance. Contractor agrees to provide a copy of the owner's manual and/or preventative maintenance guidelines or instructions if available for any equipment purchased by the City pursuant to this

Agreement. Contractor must provide such documentation upon delivery of such equipment and prior to receipt of the final payment by the City.

- 20. Limitation of Liability.** The City's maximum liability under this Agreement is limited to the total amount of compensation listed in Section 3 of this Agreement. In no event shall the City be liable for incidental, consequential or special damages.
- 21. Assignment.** No assignment of this Agreement by the Contractor, or of any right or interest contained herein, is effective unless the City Manager first gives written consent to such assignment. The performance of this Agreement by the Contractor is of the essence of this Agreement, and the City Manager's right to withhold consent to such assignment is within the sole discretion of the City Manager on any ground whatsoever.
- 22. Severability.** Each provision of this Agreement is considered to be severable and, if, for any reason, any provision or part of this Agreement is determined to be invalid and contrary to applicable law, such invalidity shall not impair the operation of nor affect those portions of this Agreement that are valid, but this Agreement shall be construed and enforced in all respects as if the invalid or unenforceable provision or part had been omitted.
- 23. Order of Precedence.** In the event of any conflicts or inconsistencies between this Agreement, its attachments, and exhibits, such conflicts and inconsistencies will be resolved by reference to the documents in the following order of priority:
- A. this Agreement (excluding attachments and exhibits);
 - B. its attachments;
 - C. the bid solicitation document including any addenda (Exhibit 1); then,
 - D. the Contractor's bid response (Exhibit 2).
- 24. Certificate of Interested Parties.** Contractor agrees to comply with Texas Government Code Section 2252.908, as it may be amended, and to complete Form 1295 "Certificate of Interested Parties" as part of this Agreement if required by said statute.
- 25. Governing Law.** Contractor agrees to comply with all federal, Texas, and City laws in the performance of this Agreement. The applicable law for any legal disputes arising out of this Agreement is the law of the State of Texas, and such form and venue for such disputes is the appropriate district, county, or justice court in and for Nueces County, Texas.
- 26. Public Information Act Requirements.** This paragraph applies only to agreements that have a stated expenditure of at least \$1,000,000 or that result in the expenditure of at least \$1,000,000 by the City. The requirements of Subchapter J, Chapter 552, Government Code, may apply to this contract and the Contractor

agrees that the contract can be terminated if the Contractor knowingly or intentionally fails to comply with a requirement of that subchapter.

- 27. Entire Agreement.** This Agreement constitutes the entire agreement between the parties concerning the subject matter of this Agreement and supersedes all prior negotiations, arrangements, agreements and understandings, either oral or written, between the parties.

CONTRACTOR

Signature: Moses DeAlejandro
Moses DeAlejandro (May 16, 2025 11:39 CDT)

Printed Name: Moses DeAlejandro

Title: Manager

Date: 05/16/2025

CITY OF CORPUS CHRISTI

Sergio Villasana
Director, Finance & Procurement

Date: _____

Attached and Incorporated by Reference:

Attachment A: Scope of Work
Attachment B: Bid/Pricing Schedule
Attachment C: Insurance and Bond Requirements
Attachment D: Warranty Requirements

Incorporated by Reference Only:

Exhibit 1: RFB/RFP No. 6336
Exhibit 2: Contractor's Bid/Proposal Response

ATTACHMENT A: SCOPE OF WORK

1.1 General Requirements

- A. The Contractor shall provide repair, replacement, inspection and preventative maintenance (PM) services to improve equipment operations, increase equipment efficiency, minimize equipment breakdown and prolong equipment life of the Heating, Ventilation, and Air Conditioning (HVAC) systems to all City owned locations mentioned in this Scope of Work and all other City owned locations on as needed basis.
- B. The Contractor shall provide preventative maintenance to all locations mentioned in the Scope of Work.
- C. The Contractor is responsible for repair, replacement, inspection, and (PM) services including, but not limited to, compressors, chillers, fan blades, fan coils, condenser fan motors, all electrical parts of HVAC unit, fuses, switches, pumps, filters, water treatment, refrigerant, boiler, and thermostats.
- D. The Contractor shall maintain all equipment according to each equipment manufacturer's recommendations and industry standards.
- E. The Contractor shall perform (PM) and inspection three times a year, every four months, or as needed, per the checklist outlined in this scope of work. The checklist is not exhaustive.
- F. The Contractor shall provide labor, material, tools, equipment, and transportation necessary to perform the (PM) inspection, repair, and replacement services.
- G. The Contractor, at their cost, shall obtain permits as required.
- H. The Contractor shall be responsible for any disposal of equipment or refrigerants in accordance with federal, state, and local rules and regulations.
- I. The Contractor shall perform all services during regular working hours (Monday to Friday 8:00 AM to 5:00 PM) and weekends, unless approved by the Asset Management Director or City's designee.
- J. During the contract term, the Contractor shall notify the City's Contract Administrator of any necessary and/or recommended work or addition he/she feels is essential to the existing equipment within two working days of becoming aware of such issues. The notification must include a fully detailed proposal to correct the situation, which must include the following:
 - 1. A detailed statement of the problem, identifying and quoting any applicable code, law, or regulations.
 - 2. The correction action proposed.

3. The detailed costs at the applicable contract rates.
4. The proposed timeframe for the corrective action.

1.2 Preventive Maintenance and Inspection Checklist

- A. Condensing Units (condensing units and cooling towers)
 1. Check voltage and amp readings on motors and compressors.
 2. Check voltage readings across contactors and relays.
 3. Perform visual inspections of wire integrity and locations. Ensure wire positioning is free and clear of rubbing on metal or the condenser fan blade. Secure wires as needed.
 4. Check capacitors for proper microfarad (MFD) readings.
 5. Inspect condenser fan blades for corrosion and cracks.
- B. Air handling units and Furnaces (belt drive and direct drive)
 1. Belts must be inspected for potential failure points. (i.e., cracking, stretching, improper seating in sheaves/pulleys). Replace/adjust belts as needed. Approximately 150 various-sized drive belts, 1100 various-sized MERV 8 pleated filters, and 200 AHUs.
 2. Inspect blower wheel assemblies for cleanliness and integrity. Blower wheels must be cleaned as needed for maximum performance.
 3. Check voltage and amp draw on motors.
 4. Check voltage readings across contactors and relays.
 5. Check resistance/continuity across heating elements for electric heaters.
 6. Perform visual inspections of wire integrity and locations. Ensure wire positioning is free and clear of rubbing on metal or the condenser fan blade. Secure wires as needed.
 7. Perform startup checks when inspected before the winter season: Inspect heat exchangers, gas valves, ignition assemblies, and all safety limit switches. Check flame quality. If the flame quality is off, make necessary adjustments.
 8. Clean and treat condensate/drain pans and lines.
- C. Motors and pumps (chill and hot water)
 1. Start up the motor/pump if it is not running. Check voltage and amp draw during operation.
 2. Lubricate the pump/motor semiannually
 3. Visually check the pump for water leaks and report findings.
 4. Perform vibration tests on pumps/motors once a year.

5. If excessive vibration is found. Report possible resolutions and advise the City's Contract Administrator.

D. Chillers

1. Check the unit for water leaks and repair if necessary.
2. Check the unit for refrigerant leaks and repair if any leaks are found. Recharge with refrigerant according to the manufacturer's specifications after the leak is repaired.
3. Clean evaporator and condenser tubes once a year.
4. Change the oil and oil filter. Analyze oil and report findings.

E. Boilers

1. Check the unit and piping for water and gas leaks.
2. Inspect all electrical wiring for damage or improper positioning that could lead to failure. Correct deficiencies as needed.
3. Check for proper operation of all components during startup and regular operation.
4. Check for flue pipe integrity, report findings, and advise corrective action.
5. Clean heat exchangers and burner assemblies yearly.

F. VAVs/Fan Powered Boxes

1. Inspect and replace filters as needed.
2. Verify proper operation of the damper and the damper motor.
3. Check the operation of the chill/hot water valve and actuator.
4. Inspect hot water coils when applicable and clean as necessary. Provide before and after photos.
5. Check resistance/continuity/operation of electric heaters when applicable.
6. Check blower assemblies when applicable for the following items:
 - Blower motor operation
 - Blower motor voltage and amp draw
 - Blower motor capacitor MFD.
 - Blower wheel cleanliness and integrity. Replace as needed.
7. Check the static pressure sensor assembly operation and cleanliness. Clean and/or replace as needed.
8. Flush chill/hot water coils yearly.
9. The Contractor will create access panels into the unit if there is not one present already.

G. Ductwork

Check the operation of the damper and actuators (zone, return, and outside air dampers). Repair/Replace as needed. Under this contract, no work is done on the ceiling or wall.

H. Chill/Hot water valves (other than VAVs/FPBs) – Manual/Actuated (electronic/pneumatic actuators)–

1. Check the actuator and valve operation. Repair/Replace as needed.
2. Cycle open/closed and verify valve closure.
3. Do not leave a valve back-seated; ¼ turn toward the closed position after the valve is entirely open.

I. Inspect the valve stem area for water leaks. Tighten or replace packing as needed.

Automatic Logic Control (ALC) Systems—Run a system check to ensure that the system is communicating properly. Troubleshoot and repair issues as needed.

J. For Automatic Logic Control (ALC) Systems - Run system checks to ensure that the system is communicating correctly. Troubleshoot and repair issues as needed

K. Filter Change—All filters shall be pleated and meet a minimum MERV 8 rating unless approved by the City's Contract Administrator.

1.3 Water Treatment Services

A. The Contractor shall provide water treatment services as a part of the (PM) to the City Hall, Police Department, Gas Department, Water Department, Health Department, McDonald Library, La Retama Library, Neyland Library, and Frost Building (EOC). No other location requires water treatment services.

B. The Contractor shall provide chemicals, chemical feeders, control equipment, laboratory analysis, annual inspection, tube brushing, specified chemical cleanings, and cooling tower cleaning to perform the water treatment services.

C. The Contractor shall provide chemicals that comply with Federal, State, and City laws and guidelines regulating effluent pollution.

D. The Contractor shall provide labor, chemicals, equipment, and transportation necessary for the water treatment services.

E. The Contractor shall perform the following procedures for water treatment services:

1. Cooling Tower – The condenser system shall be chemically treated twice per month to help prevent system fouling from scale, corrosion, and biological growth.
 2. Cooling tower inspection and cleaning—At least once each year, the cooling tower shall be cleaned, including the removal of evaporative and biological growths from slats, spray nozzles, and screens. The tower shall also be inspected for corrosion, wood decay, and leaks.
 3. Condenser inspection and brushing—At least once per year, the heads of each condenser shall be removed and the tubes brushed. After brushing, the condenser shall be inspected, and if hard scale is present, it shall be chemically cleaned at no additional charge to the City.
 4. The closed system shall be chemically treated to control corrosion. The chemical program shall be serviced once each month. The Systems to be treated are the chill water system, hot water system, or combined chill and hot water system. The loop system is used at City Hall, Police Department, and Gas and Water service once per month. Loops at the Health Department, McDonald, Central, and Neyland Libraries every quarter.
 5. Closed system inspection and cleaning—At least once yearly, the hot water boiler or converter should be opened, and the waterside brushed or power-sprayed to clean. At least once every three years, the Contractor should chemically clean the closed system to remove dirt and other harmful deposits brought into it by the make-up water.
- F. The Contractor shall submit a waterside written report to the City's Contract Administrator after inspection and cleaning of the cooling tower, condenser, and closed system

1.4 Repair / Replacement

- A. Repair parts and components must conform to the original equipment manufacturer's specifications.
- B. The Contractor shall furnish labor, technicians, parts, supplies, materials, tools, and equipment necessary to perform as-needed repair and replacement services for the equipment listed below, but not limited to:
 1. Gas absorption chillers up to 100 tons (specifically - YAZAKI CH-K50)
 2. Water-cooled chillers up to 100 tons
 3. Air Cooled Chillers up to 100 tons
 4. Boilers
 5. Split Systems up to 50 tons
 6. RTU systems
 7. Mini-split systems

8. Dehumidifier systems
 9. Ice machines
 10. Walk-in coolers/freezers
 11. Associated pumps, motor, valves, drives, and electronic components
- C. The Contractor shall perform repairs or replacements only after receiving a Contractor Invoice Checklist (CIC) with the details of the work order provided by the Asset Management Director or the City's designee.
 - D. Emergency service calls are defined as an event requiring immediate action to prevent a hazard to life, health, safety, property, or to avoid equipment failure. When an emergency arises, the City's Contract Administrator will notify the Contractor of the emergency repair at the facility. The Contractor shall be on site within the agreed-upon time frame by the City's Contract Administrator.
 - E. Replacement of parts shall only be performed when current parts cannot be repaired, it is not economical to fix the parts, or approved by the Asset Management Director or the City's designee.
 - F. The Contractor shall use parts specified by the manufacturer or approved equivalent parts. All parts shall be new and not refurbished.
 - G. The Contractor shall use parts specified by the manufacturer or approved equivalent. All parts shall be new and not refurbished.
 - H. The Contractor shall provide justification if the equipment is beyond repair or not economically feasible to repair. The City may decide to buy new equipment through a new bid.
 - I. During the contract term, if the City deems an estimate unreasonable, then the City reserves the right to request quotes from other Contractors for such service.
 - J. The Contractor's vehicle used to respond to calls for service must be stocked with commonly used HVAC supplies and equipment to eliminate delays and/or interruptions in service.

1.5 Service Calls

- A. The Contractor shall be available to perform repair services as needed. The Contractor shall be on-site within two hours or within an agreeable timeframe determined by the Asset Management Director or the City's designee.
- B. The Contractor shall call or check in with the City's Contract Administrator before commencing any work.
- C. Upon completion of the service call, the Contractor shall provide a job ticket. The job ticket must include, but not be limited to, company name, name of technician and/or apprentice, date of service, equipment

details, detailed description of the work performed, root cause of failure, parts used, work order number, and total time spent on the job.

- D. If the Contractor is required to leave the premises to obtain parts or materials, the City's Contract Administrator shall be notified.
- E. The Contractor shall only invoice the City for time spent on the property. The City shall not pay for time spent en route or traveling to acquire parts or supplies.

1.6 Service Personnel

- A. The Contractor's personnel working on the City's units shall meet all applicable certification requirements of any regulatory agency having jurisdiction. The Contractor shall ensure that all personnel are continuously trained to meet the latest HVAC technology and industry standards. They must be certified air conditioning and refrigeration technicians or equivalent.
- B. All crews shall be fully and adequately equipped to perform services promptly and safely without delay. All personnel should wear a uniform, including safety equipment and company-issued photo identification. While working on site, all personnel shall wear clothing with an identification logo bearing the company's name visible from 15 feet. All personnel shall be neatly dressed in shirts, safety shoes, and long pants. Shorts or torn clothing are unacceptable.
- C. The Contractor shall deploy new personnel if the service personnel do not perform as required.
- D. The Contractor shall conduct background checks for all personnel before they are assigned to work under this contract. The Asset Management Director or the City's designee may request a background check report from the Contractor because various locations require mandatory background checks. The City reserves the right to approve or refuse employees because of an unsatisfactory background check. Background checks will be done at the sole expense of the Contractor.

1.7 Site Control

- A. The Contractor shall barricade or place cones around the work area before commencing services. The Contractor shall safeguard the area while services are performed to minimize interference with the building occupants and their day-to-day operations. The Contractor shall be responsible for assuring the safety of its employees, City employees, and the public during performance of all services under this agreement.
- B. The Contractor shall not store worn or defective parts on City premises at the end of the workday, unless otherwise approved by the City's Contract Administrator.

- C. The Contractor must clean the work site from debris or hazards after completion of work.
- D. The Contractor shall dispose all worn/defective parts, oils, solvent, in accordance with all applicable laws, rules and regulations as to ensure the highest level of safety to the environment and public health.

1.8 Completion

- A. Upon completion of each preventative maintenance, repair, or replacement, the Contractor shall conduct a careful inspection and correct all defective work to the satisfaction of the Contract Administrator.
- B. Remove all scrap, litter and debris resulting from operations specified herein and leave work and the premises in clean and satisfactory conditions.

1.9 Recordkeeping

The Contractor shall establish and maintain a log delineating complete and accurate records of all (PM), repairs, replacements, parts, supplies, and materials for each location for the term of the Contract. The Contractor shall update the logs after each service defined in the contract.

1.10 Contract Pricing

- A. Preventative maintenance pricing for all locations mentioned in the scope of work shall remain fixed during the term of the Contract.
- B. Repairs during the preventative maintenance or on call repairs shall be invoiced on hourly labor charge as established in this Contract.
- C. Parts/Materials installed shall be invoiced at the Contractor's actual cost to include any discount offered by the supplier or allowable markup. Material prices are subject to verification, and receipts are required.

1.11 Invoicing

- A. The Contractor shall submit invoices for all services to the City of Corpus Christi:

The invoice shall include:

- a. Work description, Purchase Order Number (PO#), Service Agreement Number, Location, and date of Service and labor hours.
- b. The Contractor shall include copies of the Work Order and Contractor Information Checklist (CIC) as back-up for the invoice.
- c. Approval for payment shall be authorized by the Asset Management Director or the City's designee after final walkthrough.

1.12 Contractor Quality Control and Superintendence

The Contractor shall establish and maintain a complete Quality Control Program that is acceptable to the Contract Administrator to assure that the requirements of the Contract are provided as specified. The Contractor will also provide supervision of the work to insure it complies with the contract requirements.

1.13 Locations

The Contractor shall perform services to the following locations including but not limited to:

Dept	BUILDING	Address	Zip Code
Animal	Animal Care-Main bldg, Bldgs 1-8	2626 Holly Rd, Corpus Christi, Tx	78415
Asset Mgmt	Facility Maintenance	5352 Ayers Building 3a, Corpus Christi, Tx	78415
Asset Mgmt	Fleet Maintenance (Heavy Equip, Light Equip)	5352 Ayers Building 3B, Corpus Christi, Tx	78415
Asset Mgmt	City Hall	1201 Leopard St, Corpus Christi, TX	78401
Asset Mgmt	Frost Bank	2402 Leopard St, Corpus Christi, TX	78408
Asset Mgmt	Facility Maintenance Warehouse	5352 Ayers Building 6, Corpus Christi, TX	78415
Engineering	Engineering Annex	4917 Holly Rd, Corpus Christi, Tx	78415
Fire	Fire Station #01	514 Belden Street	78401
Fire	Fire Station #02	13421 Leopard Street	78410
Fire	Fire Station #03	1401 Morgan Avenue	78404
Fire	Fire Station #04	2388 Rodd Field Road	78414
Fire	Fire Station #05	3105 Leopard Street	78414
Fire	Fire Station #06	6713 Weber Road	78413
Fire	Fire Station #07	3722 Staples Street (South)	78411
Fire	Fire Station #08	4645 Kostoryz Road	78415
Fire	Fire Station #09	501 Navigation Blvd	78408
Fire	Fire Station #10	1550 Horne Road	78416
Fire	Fire Station #11	910 Airline Road	78412
Fire	Fire Station #12	2120 Rand Morgan Road	78410
Fire	Fire Station #13	1801 Waldron Road	78418
Fire	Fire Station #14	5901 Staples Street (South)	78413
Fire	Fire Station #15	14202 Commodores Drive	78418
Fire	Fire Station #16	8185 HWY 361	78418
Fire	Fire Station #17	6869 Yorktown Blvd	78414
Fire	Fire Station #18	6226 Ayers St	78415
Fire	Fire - Warehouse and Auto Shop	1501 Holly Rd	78417
Fire	Fire Department Resource Center	6226 Ayers St	78417

Fire	Hazmat Central	3312 Leopard Street	78415
Fire	FDHQ-DSD	2406 Leopard Street	78408
Gas	Gas Department	4225 S Port Ave, Corpus Christi, TX	78415
Health	Health Department-including WIC Clinic	1702 Horne Rd, Corpus Christi, TX	78416
Health	WIC portable building	1702 Horne Rd, Corpus Christi, TX	78416
Heritage Park	Litchenstein House	1581 N Chaparral, Corpus Christi, Tx	78401
Heritage Park	Sidbury House	1581 N Chaparral, Corpus Christi, Tx	78401
Heritage Park	Littles-Martin House	1581 N Chaparral, Corpus Christi, Tx	78401
Heritage Park	Guggenheim House	1581 N Chaparral, Corpus Christi, Tx	78401
Heritage Park	Galvan House	1581 N Chaparral, Corpus Christi, Tx	78401
Heritage Park	Merriman-Bobbys House	1581 N Chaparral, Corpus Christi, Tx	78401
Heritage Park	Grande-Grossman House	1581 N Chaparral, Corpus Christi, Tx	78401
Heritage Park	Carroll House	1581 N Chaparral, Corpus Christi, Tx	78401
Heritage Park	Jalufka-Gavatos House	1581 N Chaparral, Corpus Christi, Tx	78401
Heritage Park	McC Campbell House	1581 N Chaparral, Corpus Christi, Tx	78401
Library	La Retama Central Library	805 Comanche St, Corpus Christi, TX	78401
Library	Garcia Public Library	5930 Brockhampton St, CC, TX	78414
Library	Janeth Harte Public Library	2629 Waldron Rd, Corpus Christi, TX	78418
Library	Hopkins Public Library	3202 McKenzie Rd, Corpus Christi, TX	78410
Library	McDonalds Library	4044 Greenwood Dr, Corpus Christi, TX	78416
Library	Neyland Public Library	1230 Carmel Pkwy, Corpus Christi, TX	78411
Mun Ct	Municipal Courts	321 John Sartain St, Corpus Christi, TX	78401
Park & Rec	Ben Garza Gym	1815 Howard St, Corpus Christi, Tx	78408
Park & Rec	Broadmoor Senior Center	1651 Tarlton St, Corpus Christi, TX	78415
Park & Rec	Ethel Eyerly Senior Center	654 Graham Rd. Corpus Christi, TX	78418
Park & Rec	Garden Senior Center	5325 Greely Dr, Corpus Christi, TX	78412
Park & Rec	Greenwood Senior Center	4040 Greenwood Dr, Corpus Christi, TX	78416
Park & Rec	Lindale Senior Center	3135 Swantner St, Corpus Christi, TX	78404
Park & Rec	Northwest Senior Center	9725 Up River Rd, Corpus Christi, TX	78410
Park & Rec	Oveal Williams Senior Center	1414 Martin Luther King Dr, CC, TX	78401
Park & Rec	Zavala Senior Center	510 Osage St, Corpus Christi, TX	78405
Park & Rec	Joe Garza Recreation Center	3204 Highland Ave, Corpus Christi, TX	78405

Park & Rec	Lindale Recreation Center	3133 Swantner St, Corpus Christi, TX	78404
Park & Rec	Oak Park Recreation Center	842 Erwin Ave, Corpus Christi, TX	78408
Park & Rec	Oso Recreation Center	1111 Bernice Dr, Corpus Christi, TX	78413
Park & Rec	Solomon Coles Rec Center	924 Winnebago St, Corpus Christi, TX	78401
Park & Rec	Al Kruse Tennis Center	502 King St, Corpus Christi, TX	78401
Park & Rec	HEB Pool Complex	1520 Shelly St, Corpus Christi, TX	78404
Park & Rec	MLK-Admin Building	1406 Martin Luther King Blvd, Corpus Christi, Tx	78401
Park & Rec	Central Kitchen	4141 Old Brownsville Rd, CC, TX	78405
Park & Rec	Beach Operations	8185 State HWY 361, Corpus Christi, Tx	78418
Park & Rec	Science and History Museum	1900 N Chaparral St, Corpus Christi, TX	78401
Park & Rec	Nutrition Center	4101 Old Brownsville Rd, Corpus Christi, Tx	78405
Police	Police Department HQ	321 John Sartain St, Corpus Christi, TX	78401
Police	Police Motor Pool	5352 Ayers Bldg 5A, Corpus Christi, Tx	78415
Police	Police Impound	5485 Greenwood Dr, Corpus Christi, Tx	78417
Police	Police Shooting Range	9600 Hearn's Ferry Rd, Odem, Tx	78370
Police	Police Training (Corona)	4510 Corona Dr, Corpus Christi, Tx	78411
Police	Calallen Substation	1925 Tuloso Rd, Corpus Christi, TX	78409
Police	Police Internal Affairs	5805 Williams Dr, Corpus Christi, Tx	78413
Police	Police Property Room	321 John Sartain St, Corpus Christi, TX	78417
Asset Mgmt	Facilities City Warehouse	5352 Ayers Bldg 6, Corpus Christi, Tx	78415
Solid Waste	Solid Waste Building	2525 Hygeia, Corpus Christi, TX	78415
Utilities	Sunrise Beach House	22787 Park Rd 25, Mathis Tx	78368
Utilities	Water Department	2726 Holly Rd, Corpus Christi, TX	78415
Utilities	ON Stevens Plant--Bldg	13101 Leopard St, Corpus Christi, TX	78410
Utilities	Oso WasteWater Treatment Plant	501 Nile, Corpus Christi, TX	78412
Utilities	Greenwood WWTP	6541 Greenwood Dr, Corpus Christi, TX	78417
Utilities	Broadway WWTP	1402 W Broadway, Corpus Christi, TX	78401
Utilities	Laguna Madre WWTP	201 Jester St, Corpus Christi, TX	78401
Utilities	White Cap Waste WWTP	13409 White Cap St, Corpus Christi, TX	78418
Utilities	Allison WWTP	4101 Allison St, Corpus Christi, TX	78410
Utilities	Sand Dollar Pump Station	42201 Sand Dollar Dr, Corpus Christi, Tx	78418
Utilities	Staples Street Pump Station	CR 43/FM 2444 Staples, Corpus Christi, Tx	78415
Utilities	Kinney Street Pump Station	302 N Shoreline Blvd, Corpus Christi, Tx	78401
Utilities	Wooldridge Lift Station	6610 Wooldridge RD, Corpus Christi, Tx	78414
Utilities	Williams Lift Station	6522 Williams St, Corpus Christi, Tx	78412
Utilities	Sunrise Beach Bldg 1	22825 Park Rd, Corpus Christi, Tx	78368
Utilities	Sunrise Beach Bldg 2	22825 Park Rd, Corpus Christi, Tx	78368
Utilities	Sunrise Beach Bldg 3	22825 Park Rd, Corpus Christi, Tx	78368
Utilities	Wesley Seale Dam Bldg 1	CR 365, Sandia, Tx	78383

Utilities	Choke Canyon Reservoir-Residence	150 South Shore Park Rd, Corpus Christi, Tx	78071
Utilities	Choke Canyon-Shed	150 South Shore Park Rd, Corpus Christi, Tx	78071
Utilities	Choke Canyon Reservoir	150 South Shore Park Rd, Corpus Christi, Tx	78071
Utilities	Choke Canyon Reservoir-Maintenance Bldg	150 South Shore Park Rd, Corpus Christi, Tx	78071
Utilities	Wesley Seale Dam Bldg 2	CR 365, Sandia, Tx	78368
Utilities	Bloomington Pump Station	75 Edna In south, Bloomington, Tx	77951
Utilities	Woodsboro Pump Station	75 Edna In south, Bloomington, Tx	77951
Utilities	ON Stevens Plant--Warehouse and Chemical Bldg	13101 Leopard St, Corpus Christi, TX	78410
Utilities	ON Stevens Plant--Warehouse and Chemical Bldg	13101 Leopard St, Corpus Christi, TX	78410
	Unknown locations	City Wide	

1.14 Preventative Maintenance Equipment list

1. Health Services - 1702 Horne Rd, Corpus Christi, TX 78416

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Air Cooled		B51	20X20X2	3
FCU		B51	20X20X2	3
FCU		B60	16X20X2	4
FCU		A42	24X24X2	4
FCU		A44	24X24X2	2
FCU		A36	18X24X2	1
FCU		A34	18X24X2	1
FCU		A46	20X25X2	3
FCU		A43	24X24X2	2
FCU		A38	16X20X2	2
FCU		A34	18X24X2	1
FCU		A41	24X24X2	2
FCU		A13	16X20X2	3
FCU		B50	20X25X2	3
FCU		A44	24X24X2	2
FCU		A43	24X24X2	2
FCU		AX30(2)	25X25X2	2
FCU		AX30(2)	20X25X2	2
FCU		B42	16X20X2	2
FCU		A42	24X24X2	3
FCU		A43	24X24X2	2
FCU				

FCU		B41	24X24X2	2
FCU		AX44	24X24X2	2
FCU				
FCU		BP48	20X25X2	2
FCU		BP48	20X25X2	2

2. City Hall – 1201 Leopard St, Corpus Christi, Tx 78401

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Water Cooled	250	NA	NA	NA
Water Cooled	250	NA	NA	NA
Water Cooled	50			
PAHU-A	100	B140	24 x 24 x 2	20
PAHU-B	100	B140	24 x 24 x 2	20
PAHU-C	100	B140	24 x 24 x 2	20
PAHU-D	100	B140	24 x 24 x 2	20
PAHU-E	20	B63	24 x 24 x 2	8
OAHU-A		B55	16X20X2	4
OAHU-B		B55	16X20X2	4
OAHU-C		B55	16X20X2	4
OAHU-D		B55	16X20X2	4
CRAC#1		NA	16X24X4	6
CRAC#2		NA	16X24X4	6
CWAHU#2		A45	24X24X2	1
CHW AHU		A59	16X24X2	4
SPLIT SYS - 1			15X20X1	1
SPLIT SYS - 2			15X20X1	1
ELEVATOR SPLIT - 1			20X20X2	1
ELEVATOR SPLIT - 2			16X20X2	1
Boiler	15K BTU			

3. Gas Department- 4225 S Port Ave, Corpus Christi, Tx 78415

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Robur Gas Absorption Chiller	4.8	680-8M-20	NA	NA
Robur Gas Absorption Chiller	4.8	680-8M-20	NA	NA

Robur Gas Absorption Chiller	4.8	680-8M-20	NA	NA
Robur Gas Absorption Chiller	4.8	680-8M-20	NA	NA
Robur Gas Absorption Chiller	4.8	680-8M-20	NA	NA
Robur Gas Absorption Chiller	4.8	680-8M-20	NA	NA
Robur Gas Absorption Chiller	4.8	680-8M-20	NA	NA
Robur Gas Absorption Chiller	4.8	680-8M-20	NA	NA
Robur Gas Absorption Chiller	4.8	680-8M-20	NA	NA
Robur Gas Absorption Chiller	4.8	680-8M-20	NA	NA
Robur Gas Absorption Chiller	4.8	680-8M-20	NA	NA
AHU – 1		NA	16X20X2	2
AHU – 2		NA	12X24X2 20X24X2	2 2
AHU – 3		NA	16X20X2	2
AHU – 4		NA	12X24X2 20X24X2	2 2
AHU – 5		NA	20X24X2	2
AHU – 6		NA	20 x 20 x 2	10

4. Police Department- 321 John Sartain St, Corpus Christi, Tx 78401

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Water Cooled	136	NA	NA	NA
Water Cooled	136	NA	NA	NA
Split	3			
Split	5			
Split	7.5			
AHU-1 (CHW)	5	A27	24X24X2	2

AHU-2 (CHW)	5	BX39	24x24x2	2
AHU-3 (CHW)	5	BX39	16x20x2	6
AHU-4 (CHW)			20X25X2	1
AHU-5 (CHW)		BX43	16x20x2	6
AHU-6 (CHW)	3	BX40	16x24x2/20X20X2	2/2
AHU-7 (CHW)	7.2	BX36	20x30x2	3
AHU-8 (CHW)	4	BX40	20x24x2	2
AHU-9 (CHW)	8	BX36	16x24x2	4
AHU-10 (CHW)	2	BX39	16x20x2	2
AHU-11 (CHW)	2.6	BX36	16x24x2	2
AHU-12 (CHW)	1.5	BX40	20x24x2	2
AHU-13 (CHW)	6.5	BX36	16x24x2	4
AHU-14 (CHW)	7.5	BX36	16x24x2	4
AHU-15 (CHW)	6	BX40	24x24x2	2
AHU-16 (CHW)	7	BX36	16x24x2	4
AHU-17 (CHW)	12.5	BX41	16x20x2 16x24x2	2/2
AHU-18 (CHW)	2	BX36	16x20x2	2
AHU-19 (CHW)	5	BX40	16x20x2	6
AHU-20 (CHW)	3	BX43	16x24x2	4
AHU-21 (CHW)	9.5	BX38	16x24x2	4
AHU-22 (CHW)			20X25X1	1
AHU-23 (CHW)		B54	24X24X2	8
AHU-24 (CHW)	8.5	BX32	16x20x2	6
OAHU-25 (CHW)		A49	20X24X2	4
Boiler	300K BTU	NA	NA	NA
SERVER RM-1 (Split)		NA	16X25X1	3
SERVER RM-2 (Split)		NA	16X25X1	3
SERVER RM-3 (Split)		NA	16X16X2	1
METROCOM RTU		A32(2)	16x25x2	8
METROCOM RTU		A32(2)	16x25x2	8
Radio RM (Split)		NA	20x25x2	1
Split – 4 TH FLR	3	NA	20x20x2	1

5. Frost Building- 2406 Leopard St, Corpus Christi, TX 78408

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Air Cooled	110			
Air Cooled	110			
AHU-6	16.5	BP77	24x24x4 12x24x4	4 , 2
AHU-7	16.5	BP71	20x20x4	6
AHU-8	16.5	B90	24X24X2 12X24X2	4 , 5
AHU-9	16.5	BX100	24X24X2 12X24X2	8 , 2
AHU-10	16.5	BP90	24x24x2 12x12x2	5,1
AHU-11	16.5	B68	24 x 24 x 2	2
SCAC – 1		A34	20X20X2	1
SCAC – 2		A34	20X20X2	1
Boiler	15 BTU			

6. Water Utilities Department- 2726 Holly Rd, Corpus Christi, 78415

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Absorption Chiller	50			
Split	2	BP77	20x20x2	1
Split	2.5	B90	15x20x1	1
AHU	10	BX100	16x24x2	4
AHU	13.5	BP90	16x20x2	1
			20x24x2	1
AHU	13.5	B68	16x24x2	4
			16x20x2	2
AHU	13.5		16x20x2	6
Boiler	500000 BTU			

7. Broadmoor Senior Center- 1651 Tartlon St. Corpus Christi, Tx 78415

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
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Split System	5		20x25x4	1
Split System	5		20x20x4	1
Split System	10	B59	16x24x2	4
Split System - OA	7.5		24x24x4	1

8. Ethel Eyerly Senior Center- 654 Graham Rd, Corpus Christi, TX 78418

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split	10	AX39	16x20x2	2
			16x25x2	2
Split	7.5	AX36	16x20x2	2
			16x25x2	2
Split – Two Circuit	20	NA	16x30x2	2
			16x25x2	4

9. Garden Senior Center- 5325 Greely Dr, Corpus Christi, Tx 78412

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split	2.5	NA	20x20x2	1
Split	2.5	NA	20x20x2	1
Split	5.0	NA	20x20x2	1
Split	5.0	NA	20x20x2	1
Split	5.0	NA	20x20x2	1
Split	5.0	NA	20x20x2	1

10. Greenwood Senior Center- 4040 Greenwood Dr. Corpus Christi, Tx 78416

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split -1	15T		14X25X2 20x25x2	1/4
Split -2	20T		20x25x2 20X24X2	6/2
Split -3	5T	BX42	20x25x2	6
Split -4	5T	BX57	20x25x2	4

11. Lindale Senior Center- 3135 Swatner St, Corpus Christi, TX 78404

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split		B40(2)	16x24x2 16X20X2	4/4
Split		BX42	20x25x2	1
Split		B66	16x20x2 16X25X2	4/4
Split			20x25x2	1
Split			20x25x2	1

12. Northwest Senior Center- 9725 Upriver Rd, Corpus Christi, Tx 78410

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split – 1	25	B36	20x25x2	3
Split – 2	12.5	AX32	16x25x2 20x25x2	2 1
Split – 3 – Two Circuit	20	A32	16x25x2	3

13. Oveal Williams Senior Center- 1414 Martin Luther King

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split	3.5	NA	16X20X2	2
Split	20	B64	20X25x2	1
Split	3.5	NA	20x25x1	1
Split	1.5	NA	25x20x1	1
Split	5.0	NA	20x20x2	1
Split	5.0	NA	20x25x2	1
Split	2.0	NA	20x20x1	1
Split	5.0	NA	20x25x1	1

14. Zavala Senior Center- 510 Osage Dr, Corpus Christi, Tx 78405

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split	15.0	B46	24x20x2 24X24X2	1/1

Split	10.0	A45	24x20x2	3
Split	12.5	AX37	12X24X2 24x20x2 24X24X2	1/1/1

15. La Retama Library- 805 Comanche St, Corpus Christi, Tx 78401

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Air Cooled	120	NA	NA	NA
Air Cooled	120	NA	NA	NA
AHU	23	5VX560	16x25x2	28
AHU	35	BX68	16x25x2	18
AHU	43	B90	16x25x2	2
AHU	29	BX71	16x25x2	24
AHU	5	A60	16x25x2	28
Boiler	1.25M BTU	NA	NA	NA
CRAC		NA	16x20x2	2

16. Hopkins Public Library- 3202 Mckinzie Rd, Corpus Christi, Tx 78410

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split	7.5	B40	16x20x2	8
Split	15	A39	16x24x2	4
Split	3	NA	16x25x1	3
Split	5	NA	16x25x1	3
Split	6	NA	20x25x2	1
Dehumidifier		BX44	16x20x2	4

17. Neyland Public Library- 1230 Carmel Pkwy, Corpus Christi, Tx 78411

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split	10.0	A50	20x25x2	2

BOILER		NA	NA	NA
Split	7.5	A46	16x20x2	4
Split	40	5VX1060	20x24x2	10

18. McDonald Library- 4044 Greenwood RD, Corpus Christi, Tx 78416

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Air Cooled	150	NA	NA	NA
AHU (CHW)	50	B78	16x25x2	16
Split	5	NA	20x25x2	1
Split	5	NA	20x25x2	1
Boiler	40K BTUS	NA	NA	NA

19. O.N Stevens WWTP-13101 Leopard St, Corpus Christi, Tx 78410

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Filter Bldg Split - 1	5	NA	20x25x4	1
Filter Bldg Split - 2	2	NA	20x25x4	1
Filter Bldg Split - 3	3	NA	20x25x4	1
Filter Bldg Split - 4	5	NA	20x25x4	1
Filter Bldg Split – 5	5	NA	20x25x4	1
Filter Bldg Split - 6	5	NA	20x25x4	1
Filter Bldg Split – 7	5	NA	20x25x4	1
Filter Bldg Split – 8	7.5	AX55	16x25x2	3
Filter Bldg Split – 9	8	B31	20x25x4	2
Filter Bldg Split	4	NA	12x20x1	1
Filter Bldg Mini Split - 1	3	NA	NA	NA
Filter Bldg Mini Split - 2	3	NA	NA	NA
Filter Bldg Mini Split – 3	3	NA	NA	NA
Filter Bldg Mini Split – 4	3	NA	NA	NA
Filter Bldg Mini Split – 5	3	NA	NA	NA

Chemical Bldg Chiller	25	NA	NA	NA
Chem Bldg - AHU (CHW)	20	A58	20x25x2	6
Chem Bldg – Mini Split	1	NA	NA	NA
Lab - AHU (CHW)	12	A50	16x20x2	6
Lab – Split 1	2.5	NA	24x24x1	1
Lab – Split 2	1.5	NA	24x24x1	1
Lab – Split 3	10	A50	16x20x2	6
Lab – Split 4	9.5	NA	24x24x2	1
Lab – Split 5	9.5	NA	24x24x2	1
High Service 2	3	NA	NA	NA
High Service 3	50	B86	16x25x2	16
ECR 1 Wall Mount	6	NA	20x20x2	1
ECR 1 Wall Mount	6	NA	20x20x2	1
ECR 2 Package	10	A54	20x24x2	4
ECR 3 Package	20	BX55	20x25x2	8
ECR 4 Wall Mount	5	NA	20x25x2	1
ECR 4 Wall Mount	5	NA	20x25x2	1
ECR 5 Wall Mount	2	NA	12x20x1	1
ECR 5 Wall Mount	2	NA	12x20x1	1
ECR 6 Wall Mount	5	NA	16x30x1	1
ECR 6 Wall Mount	5	NA	16x30x1	1
ECR 7 Package	7.5	A48	20x20x2	4
ECR 8 Package	7.5	A47	20x20x2	4
ECR 9 Package	7.5	A52	16x20x2	4

20. Solid Waste- 2525 Hygeia St. Corpus Christi, Tx 78415

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
RTU	7.5	AX54	20x25x2	4
RTU	5	AX54	20x25x2	4
RTU	10	AX58	20x25x2	4

RTU	7.5	AX39	16x20x2	2
			20x20x2	2
RTU	4	NA	16x25x2	1
RTU	3	NA	14x20x2	4
Split	2	NA	20x20x1	1
Split	2	NA	20x25x2	1
Wall Mount	3.5	NA	16x25x1	1
Wall Mount	2	NA	20x20x1	1
Mini Split	1	NA	NA	NA

21. Animal Care-2626 Holly Rd. Corpus Christi, Tx 78415

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split-1	10	4L230	16x20x2 16x16x2	1 1
Split-2	3.5	AX34	20x25x2	2
Split-3	7.5	NA	20x25x2	2
Split-4	1.5	A41	16x25x2 16x16x2	1 1
Split-5	2	NA	14x20x2	1
Split-6	6	4L220	16x16x2	1
Split-7	2	4L230	16x16x2	1
Split-8	2	A20	16x20x2 16x16x2	1 1
Split-9	2.5	NA	20x20x2	1
Split-10	3.0	NA	16x20x2	1
Split-11	12.5	NA	16x20x2	1
Split-12	12.5	NA	16x20x2	1
Split-13	2	A55	20x25x2	3
Split -14	2	NA	20x25x2	1
Split-15	2	NA	20x25x2	1

Split-16	2	NA	18x24x2	4
Split-17	25	NA	20x30x2	1

22. Signs and Signals Building- 2525 Hygeia St, Corpus Christi, Tx 78415

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
RTU	7.5	NA	20x25x2	4
RTU	10	NA	20x25x2/20x20x2	3/3

23. PD Holly Warehouse- 1501 Holly Rd, Corpus Christi, Tx 78415

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split	7.5	NA	16x25x2	3
Split	7.5	NA	16x25x2	3
Split	12.5	NA	15x20x2	8
Split	12.5	NA	16x20x2	1
Split	2	NA	16x20x2	1
Split	2	NA	16x20x2	8
Mini-Split	1	NA	20x24x2	1
Mini-Split	1	NA	20x24x2	1

24. PD Internal Affairs- 5805 Williams Dr, Corpus Christi, Tx 78415

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split	3.5	NA	24x24x2	1
Split	3.5	NA	24x24x2	1
Split	3.5	NA	20x25x2	1

25. PD Flour Bluff- 1456 Waldron Rd, Corpus Christi, Tx

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split	5	NA	20x25x2	1
Split	5	NA	20x25x2	1

Split	5	NA	20x25x2	1
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26. Park Ops- 5352 Ayers St, Corpus Christi, Tx 78415

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split	7.5	A55	16x25x2	3

27. Fleet Services- 5352 Ayers St, Corpus Christi, Tx 78415

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split	5	NA	20x20x1	1
Split	1.5	NA	20x20x2	1
RTU	4	NA	20x30x2	2
RTU	5	NA	20x30x2	2
RTU	7.5	A32	14x30x2	2
RTU	5	4L280	20x30x2	2
Split	5	NA	20x25x1	1
RTU Heater	35K BTU	A45	20x20x1	2
RTU Heater	35K BTU	A45	16x20x1	6
RTU Heater	35K BTU	A45	16x20x1	6
RTU Heater	30K BTU	A43	16x20x1	6

28. Facility Maintenance- 5352 Ayers St, Corpus Christi, Tx 78415

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split	3	NA	16x25x2	1
Split	3	NA	16x25x2	1
Split	3	NA	14x30x1	1
Split (Electrical)	3	NA	16x25x2	1

29. Ben Garza Gym- 1815 Howard St. Corpus Christi, Tx 78408

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
RTU	3T	AX40	16x16x2	4

RTU	4T	AX40	16x16x2	4
RTU	3T	AX40	16x16x2	4
RTU	3T	AX40	16x25x2	2
RTU	15	BX54	24X24X2	6
RTU	15	BX54	18X24X2	6
RTU	10	BX60	24X24X2	6
RTU	10	AX46	18X24X2	6

30. Litchenstein House- 1581 N Chaparral, Corpus Christi, Tx 78401

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split	1.5T		18x24x2	1
Split	1.5T		18x24x1	1
Split	2T		20x25x1	1
Split	3.5T		20x24x1	1

31. Sidbury House- 1581 N Chaparral, Corpus Christi, Tx 78401

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split	1.5T		18x24x2	1
Split	1.5T		18x24x1	1
Split	2T		20x25x1	1
Split	3.5T		20x24x1	1

32. Littles Martin House- 1581 N Chaparral, Corpus Christi, Tx 78401

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split	3.5	NA	20x20x1	1

33. Gugenheim House- 1581 N Chaparral, Corpus Christi, Tx 78401

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Package Unit	3	NA	14x24x1	2
Package Unit	3	NA	14x24x1	1

			18x36x1	1
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34. Galvan House- 1581 N Chaparral, Corpus Christi, Tx 78401

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Package Unit	17.5	NA	25x25x1	8
AHU	3T	NA	18x20x1	1
AHU	3T	NA	18x20x1	1
AHU	5	NA	20x30x1	1

35. Merriman-Boby's House- 1581 N Chaparral St, Corpus Christi, Tx 78401

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split	4T	NA	18x30x1	1
Split	5T	NA	18x24x1	1

36. Grande-Grossman Heritage Park-1581 N Chaparral St, Corpus Christi, Tx 78401

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split	2.5	NA	10x24x1	2
Split	2.5	NA	16x20x2	1

37. Jaluka-Gavatos House- 1581 N Chaparral St, Corpus Christi, Tx 78401

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split	5T	NA	18x36x1	1

38. McCampbell House- 1581 N Chaparral St, Corpus Christi, Tx 78401

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Package Unit	4	NA	16x18x1	2
Split	3T	NA	20x25x1	1

39. Woolridge Lift Station, 6610 Woolridge Rd, Corpus Christi, Tx 78414

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split	3T	NA	20x20x2	6

40. Sunrise Beach- 22825 State Park Rd 25-Mathis Texas

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split	3T	NA	20x25x1	1
Split	2.5	NA	16x20x1	2

41. Wesley Seale Dam, CR365 Sandia, Tx

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split	4	NA	20x20x2	1
			20x30x1	1
Split	5T	NA	20x30x1	1
Split	5T	NA	20x30x1	1
Split	2.5T	NA	20x20x1	1
Split	2.5T	NA	20x20x1	1
Split	3T	NA	20x25x1	1

42. Carrol House, 1621 N Mesquite, Corpus Christi, Tx 78401

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split	4T	NA	20x30x1	1

43. Bayfront Kiosk Restroom, 1400 N Shoreline, Corpus Christi, Tx

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
SCAC	3T	A46	20X20X1	1

44. Bayfront Kiosk, 1401 N Shoreline, Corpus Christi, Tx

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
SCAC	3T	A46	20X20X1	1

45. Oso WWTP, 501 Nile St, Corpus Christi, Tx

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Wall Mount	10T	NA	22x2x2	2
Wall Mount	10T	NA	22x24x2	2
RTU	3T	NA	16x20x2	4
RTU	3T	NA	16x20x2	4
Wall Mount	5T	NA	24x24x1	1
Wall Mount	5T	NA	24x24x1	1
Wall Mount	2T	NA	20x20x1	1
Wall Mount	5T	NA	20x20x1	1
Wall Mount	5T	NA	16x25x1	1
Wall Mount	3T	NA	20x24x1	1
Wall Mount	3T	NA	20x24x1	1
Wall Mount	5	NA	16x30x1	1
Wall Mount	5	NA	16x30x1	1
Wall Mount	5	NA	16x25x1	1
RTU	7.5	AX35	20x25x2	4
Split	5	NA	20x20x2	1

46. Greenwood WWTP- 6451 Greenwood St, Corpus Christi, Tx 78415

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
RTU	7.5	AX51	16x20x2	4
RTU	6	AX52	20x24x2	4
Split	5T	NA	16x24x2	2
Split	5T	NA	16x25x2	2
Split	3T	NA	20x20x2	1
RTU	3	NA	20x20x2 16x20x2	2 2
RTU	4	NA	16x20x2	4
RTU	4	AX35	16x20x2	1

			12x30x2	1
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47. Williams Lift Station, 6522 Williams Dr, Corpus Christi, Tx 78415

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split	3T	NA	20X20X2	1

48. Fire Stations #1 - #18

#	Address	System	Capacity	Belt Size	Air Filter Size	Air Filter Qty
1	514 Belden, CC, TX, 78401	Split	5	NA	18x20x1	1
		Split	5	NA	20x24x4	1
		Split	5	NA	20x24x4	1
2	13421 Leopard St, CC, TX, 78410	Split	3	NA	16x25x2	1
		Split	4	NA	20x25x2	1
3	1401 Morgan Ave, CC, TX, 78404	Split	5	NA	12x24x1	1
	Subject to change.	Split	5	NA	22x24x1	1
		Split	5	NA	20x24x1	1
4	2338 Rodd Field Rd, CC, TX, 78414	Split	4	NA	16x25x1	1
		Split	4	NA	20x25x1	1
5	3105 Leopard St, CC, TX, 78408	RTU		AX54	20x25x2	4
		RTU		AX52	14x20x2	4
		RTU		A39	20x20x2	4
6	6713 Weber Rd, CC, TX, 78413	Split	3	NA	413 AP	1
		Split	4	NA	213 AP	1
7	3722 S Staples St, CC, TX, 78411	Split	4	NA	20x24x1	1
		Split	5	NA	20x25x4	1
8	4645 Kostoryz Rd, CC, TX, 78415	Split	4	NA	16X25X2	1
		Split	5	NA	20X25X2	1
9	501 Navigation Rd, CC, TX, 78408	Split	3	NA	18x18x1	2
		Split	4	NA	18x18x1	1
10	1550 Horne Rd, CC, TX, 78416	Split	7.5	NA	20x25x2	1

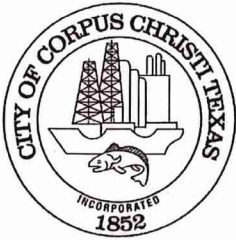
		Split	7.5	NA	20x25x2	1
11	910 Airline Rd, CC, TX, 78412	Split	3	NA	18X30X2	1
		Split	5	NA	16X20X2	2
12	2120 Rand Morgan Rd, CC, TX, 78410	Split	5	NA	20X25X1	1
		Split	5	NA	20X25X1	1
13	1802 Waldron Rd, CC, TX, 78418	Split	3.5	NA	20x25x2	1
		Split	5	NA	20x25x2	1
14	5901 S Staples St, CC, TX, 78413	Split	5	NA	20X25X2	1
		Split	5	NA	20X25X2	1
15	14202 Commodores Dr, CC, TX, 78418	Split	5	NA	PMAC-20C 25X20X6	1
		Split	5	NA	PMAC-20C 25X20X6	1
16	8185 State Hwy 361, CC, TX, 78373	Split	6	NA	16x25x2	4
17	6869 Yorktown Blvd, CC, TX, 78414	Split	5	NA	20X25X1	1
		Split	5	NA	20X25X1	1
18	6226 Ayers St, CC, TX, 78415	Split	4	NA	20X25X2	1
		Split	4	NA	20X25X2	1

49. Fire Station Warehouse, 1501 Holly Rd, Corpus Christi, Texas 78417

System	Capacity	Belt Sizes	Air Filter Size	Air Filter QTY
Split	3	NA	14x20x2	2
Split	3	NA	20x30x1	1
Split	7.5	A48	16x25x2	3
Split	7.5	A48	16x25x2	3
Split	7.5	A48	16x25x2	3
Split	7.5	A48	16x25x2	3
Split	7.5	NA	16x25x2	3

50. Hazmat Central, 3312 Leopard, Corpus Christi, Tx 78408

System	AH Size	Belt Sizes	Air Filter Size	Air Filter QTY
Split	4	NA	20x24x2	2



CITY OF CORPUS CHRISTI CONTRACTS AND PROCUREMENT BID FORM

RFB No. 6336

Heating, Ventilation, and Air Conditioning (HVAC)
Preventative Maintenance and Repairs

Date: 04/01/2025

PAGE 1 OF 2

Bidder: Coastline Refrigeration & Service, LLC.Authorized
Signature: 

1. Refer to "Instructions to Bidders" and Contract Terms and Conditions before completing bid.
2. Quote your best price for each item.
3. In submitting this bid, Bidder certifies that:
 - a. the prices in this bid have been arrived at independently, without consultation, communication, or agreement with any other Bidder or competitor, for the purpose of restricting competition with regard to prices.
 - b. Bidder is an Equal Opportunity Employer, and the Disclosure of Interest information on file with City's Contracts and Procurement office, pursuant to the Code of Ordinances, is current and true.
 - c. Bidder is current with all taxes due and company is in good standing with all applicable governmental agencies.
 - d. Bidder acknowledges receipt and review of all addenda for this RFB.

DESCRIPTION	QTY (3 YEAR)	Unit	Unit Cost	Price Total
Water Treatment Services				
Health Department	36	MONTHLY	\$ 195.00	\$ 7,020.00
City Hall	36	MONTHLY	\$ 945.00	\$ 34,020.00
Gas Department	36	MONTHLY	\$ 640.00	\$ 23,040.00
Police Department (HQ)	36	MONTHLY	\$ 640.00	\$ 23,040.00
Frost Building	36	MONTHLY	\$ 275.00	\$ 9,900.00
Water Utilities Building	36	MONTHLY	\$ 457.00	\$ 16,452.00
La Retama Library	36	MONTHLY	\$ 140.00	\$ 5040.00

Neyland Library	36	MONTHLY	\$ 104.00	\$3,744.00
McDonald Library	36	MONTHLY	\$ 140.00	\$5,040.00
DESCRIPTION	QTY	Unit	Unit Cost	Price Total
HVAC Technician Normal Hours (M-F 8 AM-5 PM)	3,000	Hours	\$ 80.00	\$ 240,000.00
HVAC Helper Normal Hours (M-F 8 AM-5 PM)	3,000	Hours	\$ 37.00	\$ 111,000.00
HVAC Technician After Hours, Weekends and Holidays	100	Hours	\$ 80.00	\$8,000.00
HVAC Helper After Hours, Weekends and Holidays	100	Hours	\$ 37.00	\$3,700.00
Parts/Materials		Estimated Spend		\$ 700,000.00
Three Year Total				\$ 1,189,996.00

ATTACHMENT C: INSURANCE AND BOND REQUIREMENTS

I. CONTRACTOR'S LIABILITY INSURANCE

- A. Contractor must not commence work under this agreement until all insurance required has been obtained and such insurance has been approved by the City. Contractor must not allow any subcontractor Agency to commence work until all similar insurance required of any subcontractor Agency has been obtained.
- B. Contractor must furnish to the City's Risk Manager and Contract Administer one (1) copy of Certificates of Insurance (COI) with applicable policy endorsements showing the following minimum coverage by an insurance company(s) acceptable to the City's Risk Manager. The City must be listed as an additional insured on the General liability and Auto Liability policies **by endorsement**, and a waiver of subrogation is required on all applicable policies. **Endorsements** must be provided with COI. Project name and or number must be listed in Description Box of COI.

TYPE OF INSURANCE	MINIMUM INSURANCE COVERAGE
Commercial General Liability Including: 1. Commercial Broad Form 2. Premises – Operations 3. Products/ Completed Operations 4. Contractual Liability 5. Independent Contractors 6. Personal Injury- Advertising Injury	\$1,000,000 Per Occurrence
AUTO LIABILITY (including) 1. Owned 2. Hired and Non-Owned 3. Rented/Leased	\$500,000 Combined Single Limit
WORKERS' COMPENSATION EMPLOYER'S LIABILITY	Statutory \$500,000 /\$500,000 /\$500,000

- C. In the event of accidents of any kind related to this agreement, Contractor must furnish the Risk Manager with copies of all reports of any accidents within 10 days of the accident.

II. ADDITIONAL REQUIREMENTS

- A. Applicable for paid employees, Contractor must obtain workers' compensation coverage through a licensed insurance company. The coverage must be written on a policy and endorsements approved by the Texas Department of Insurance. The workers' compensation coverage provided must be in an amount sufficient to assure

that all workers' compensation obligations incurred by the Contractor will be promptly met.

- B. Contractor shall obtain and maintain in full force and effect for the duration of this Contract, and any extension hereof, at Contractor's sole expense, insurance coverage written on an occurrence basis, by companies authorized and admitted to do business in the State of Texas and with an A.M. Best's rating of no less than A- VII.
- C. Contractor shall be required to submit a copy of the replacement certificate of insurance to City at the address provided below within 10 days of the requested change. Contractor shall pay any costs incurred resulting from said changes. All notices under this Article shall be given to City at the following address:

City of Corpus Christi
Attn: Risk Manager
P.O. Box 9277
Corpus Christi, TX 78469-9277

- D. **Contractor agrees that with respect to the above required insurance, all insurance policies are to contain or be endorsed to contain the following required provisions:**
- List the City and its officers, officials, employees, volunteers, and elected representatives as additional insured by endorsement, as respects operations, completed operation and activities of, or on behalf of, the named insured performed under contract with the City, with the exception of the workers' compensation policy;
 - Provide for an endorsement that the "other insurance" clause shall not apply to the City of Corpus Christi where the City is an additional insured shown on the policy;
 - Workers' compensation and employers' liability policies will provide a waiver of subrogation in favor of the City; and
 - Provide 30 calendar days advance written notice directly to City of any, cancellation, non-renewal, material change or termination in coverage and not less than 10 calendar days advance written notice for nonpayment of premium.
- E. Within 5 calendar days of a cancellation, non-renewal, material change or termination of coverage, Contractor shall provide a replacement Certificate of Insurance and applicable endorsements to City. City shall have the option to suspend Contractor's performance should there be a lapse in coverage at any time during this contract. Failure to provide and to maintain the required insurance shall constitute a material breach of this contract.
- F. In addition to any other remedies the City may have upon Contractor's failure to provide and maintain any insurance or policy endorsements to the extent and within the time herein required, the City shall have the right to order Contractor to remove the exhibit hereunder, and/or withhold any payment(s) if any, which become due to Contractor hereunder until Contractor demonstrates compliance with the requirements hereof.

- G. Nothing herein contained shall be construed as limiting in any way the extent to which Contractor may be held responsible for payments of damages to persons or property resulting from Contractor's or its subcontractor's performance of the work covered under this agreement.
- H. It is agreed that Contractor's insurance shall be deemed primary and non-contributory with respect to any insurance or self insurance carried by the City of Corpus Christi for liability arising out of operations under this agreement.
- I. It is understood and agreed that the insurance required is in addition to and separate from any other obligation contained in this agreement.

BOND REQUIREMENTS: No bonds are required for the is service agreement.

2024 Insurance Requirements

Ins. Req. Exhibit **4-B**

Contracts for General Services – Services Performed Onsite

01/01/2024 Risk Management – Legal Dept.

ATTACHMENT D: WARRANTY REQUIREMENTS

Warranty

Labor/Workmanship 1 year

Materials 1 year

A. The Contractor shall warrant materials and workmanship against defects arising from faulty material, faulty workmanship for a period of 12 months following the final acceptance of the work and shall replace such defective materials or workmanship without cost to the City.

B. Where items of equipment or material carry a manufacturer's warranty for any period in excess of 12 months, then the manufacturer's warranty shall apply for that piece of material or equipment. The Contractor shall replace such defective equipment or materials, without cost to the City, within the manufacturer's warranty period.

C. The Contractor shall clean the system at no additional charge if the condenser or boiler become fouled by calcium carbonate scale during the term of the contract.

D. Any additional service call to repair deficiencies previously addressed will not be considered for payment