



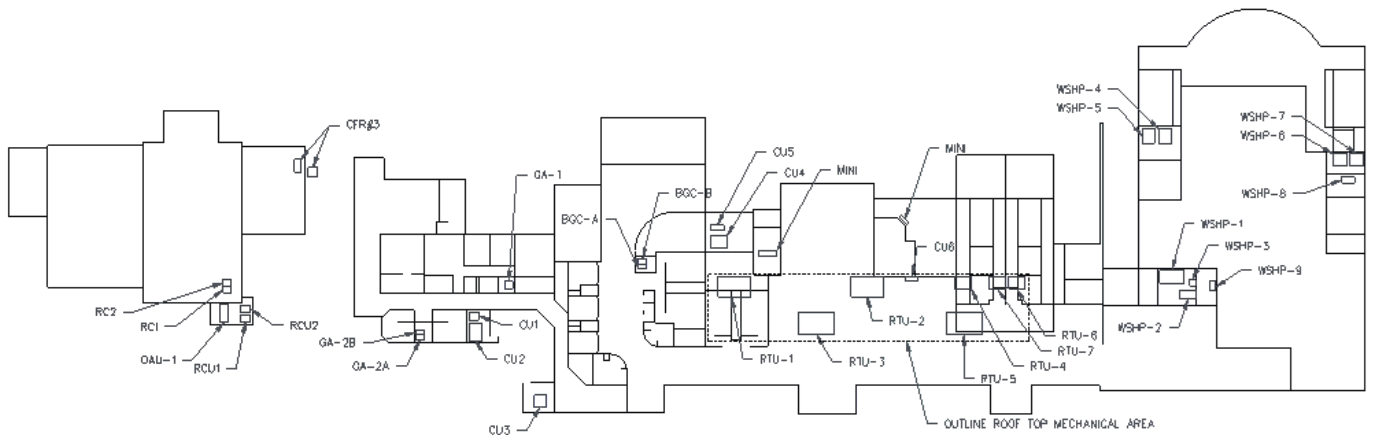
# **Pitt-Greenville Airport (PGV) Terminal** **HVAC Maintenance Request for Quote**

*Prepared by The East Group – January 6, 2021*

The intent of this RFQ is to solicit pricing for performing routine maintenance on existing HVAC equipment at the Pitt-Greenville Airport (PGV) in Greenville, NC. Figure 1 below is an aerial view of the facility. Figure 2 below is an HVAC Map of the facility. A more legible 11x17 PDF of this map is included as an attachment to this RFQ. A schedule of each HVAC unit is shown on the following page. The location of this equipment is shown on the HVAC Map.



**Figure 1**  
*Aerial View of the Facility*



**Figure 2**  
*HVAC Map*

HVAC UNIT SCHEDULE				
FIRE HOUSE				
TAG	MANUFACTURER	MODEL	SERIAL NUMBER	REFRIG
CFR 3	CARRIER	FC4BNF024	1101A79499	R-22
CFR3 CU	CARRIER	38YRA018320	0901E03788	R-22
RC 1	CARRIER	58MVB060-14	4505A03690	
RCU 1	CARRIER			R-410A
RC 2	CARRIER	58MVB120-20	4105A00514	
RCU 2	CARRIER	38TDB060310	4505E11118	R-410A
OAU-1	ADDISON	PCA071C03F	50906101001	R-22
GENERAL AVAITION & TERMINAL				
TAG	MANUFACTURER	MODEL	SERIAL NUMBER	REFRIG
GA-1	CARRIER	58MCA080-16	3000A03717	R-410A
GA-2A	RHEEM	R92PA1151524MSA	W081816115	R-410A
GA-2B	RHEEM	R92PA1151524MSA	W281740215	R-410A
GA-3	GOODMAN			R-22
CU1	CARRIER	38EZA048500	3900E02990	R-410A
CU2	RHEEM	RAWL-121CAZ	F231801305	R-410A
CU3	GOODMAN	GSC101203BA	1107037249	R-22
BGC-A	CARRIER	58MCA120---1--20	4900A11032	
BGC-B	CARRIER	58MCA120---1--20	4900A11043	
CU4	CARRIER	38AKS012-501	4600G04082	R-22
CU5 (MINI IN OLD VAULT)	CARRIER	38QR024C331	1500X87491	R-22
MINI (OLD VAULT)	CARRIER	400AE024330	4300V09806	R-22
MINI (GRILL)	EMI	AMERICA SERIES		
WSHP-1	AAON	SA-023-3-B-ER09-000	201006-ASCJ00050	R-410A
WSHP-2	CLIMATEMASTER	TLV120AFP1ATFTS	N12528903	R-410A
WSHP-3	CLIMATEMASTER	TCV036AFP10CRTS	N12528004	R-410A
WSHP-4	CLIMATEMASTER	TLV120AFP1ATFTS	N12528902	R-410A
WSHP-5	CLIMATEMASTER	TLV096AFP1ATFTS	N12528896	R-410A
WSHP-6	CLIMATEMASTER	TLV120AFP1ATFTS	N12528900	R-410A
WSHP-7	CLIMATEMASTER	TLV120AFP1ATFTS	N12528901	R-410A
WSHP-8	CLIMATEMASTER	TCH012AGP10CRBS	N12528396	R-410A
WSHP-9	CLIMATEMASTER	TCH012AGP10CRBS	N12528395	R-410A
TERMINAL BUILDING ROOF				
TAG	MANUFACTURER	MODEL	SERIAL NUMBER	REFRIG
RTU-1	DAIKIN	DCG0902103BXXXAA	1401000231	
RTU-2	DAIKIN	DCG0902103BXXXAB	1408597409	
RTU-3	GOODMAN	CPG1502103BXXXAB	1209495248	
RTU-4	CARRIER	18TCDA07A2A5A0A0A0	2410G10099	R-410A
RTU-5	GOODMAN	CPG1502103BXXXAB	1112067496	
RTU-6	DAIKIN	DP13GM3609043AA	1409225875	
RTU-7	DAIKIN	DP13GM3609043AA	1409225890	
CU6 (MINI IN GRILL)	EMI	MH2D9900AA0000J	1--00-K-8435-42	R-22

The following is a preliminary maintenance check list. An Excel file of this list and also the unit schedule is included as an attachment for your use. The bidder is asked to review this list and add a recommended frequency for each item. The bidder is also requested to add items to (or delete items from) this list as they recommend.

<b>HVAC Maintenance Check List</b>			
<b><u>HVAC Equipment</u></b>	<b><u>Frequency</u></b>	<b><u>Gas Heating Equipment</u></b>	<b><u>Frequency</u></b>
Check T-Stat		Inspect heat exchanger	
Check Humidity sensors		Clean/check burners	
Check Pressure sensors		Check ignition assembly	
Inspect filters		Cold ohms @	
Change filters		Check drains	
Check condensate drain		Check gas pressure	
Check drain pan and clean or drain		Check pressure switch	
Check float switch		Flame sensor reading	
Check blower wheel		Check thermocouple	
Check electrical connections		Check draft	
Check Réfrigérant pressure		Check fan & limit control	
Check Réfrigérant charge		Check vents/flues & termination	
Check indoor blower bearings		Lubricate motor if not permanent	
Check contactor		Lubricate draft inducer	
Check crankcase heater			
Check oil sight glass			
Check fan cycling			
Check outdoor coil and clean if needed		<b>Hydronic System (Terminal)</b>	<b><u>Frequency</u></b>
Check indoor coil and clean if needed		Check & record pump pressures	
Check/run defrost cycle		Check & record pump amps	
Check reverse valve		Check strainers	
Check safety controls		Clean strainers	
Check capacitor		Bleed air from piping	
Record compressor amps		Check and record system temps	
Lubricate condenser motor		Bleed air from well system	
Check element amps		Consult with well designer for additional info	
Check fusible links		Check unit condenser coil and clean if needed (WSHP 1 thru 9)	

**Bid Requirements**

The bidder is requested to provide the following:

- Contractor’s license number
- Contractor’s safety record (EMR and OSHA 300 logs for previous 3 years)
- Sample list of relevant work
- Provide monthly maintenance cost including routine cost for replacement items such as filters.
- Provide final recommended check list and frequency.
- Provide hourly rates for the following:
  - Normal business hours
  - Weekend and after hours
  - Holidays

- Provide a standard mark-up for materials and equipment.
- All repair / replacement work and service calls that are not considered “routine maintenance” will be priced on an as-needed basis. This pricing may be either in the form of “lump sum” proposals or on a “time and expense” basis. PGV will determine the type of proposal they desire on a project-by-project basis. PGV reserves the right to solicit competitive bids from other service companies for any repair or replacement work as well as any new project work.
- References to be provided upon request.
- Bidder to provide a sample contract.

### **General Requirements**

- Service call requests from PGV to be responded to within 4 hours of the initial call.
- Due to the pandemic, PGV is currently requiring MERV 13 filters in all units. Bidder shall price replacement filters accordingly. Bidder shall also provide an alternate price for standard filters for each unit.
- All work will need to be scheduled with PGV personnel.
- All onsite work to be in accordance with PGV safety and security standards.
- All primary service providers must be able to meet the requirement of the PGV security identification display area badge and be in possession of badge while on PGV property. There are costs associated with this requirement.
- PGV has the right to reject any and all bids.

### **Schedule of Events**

- RFQ Issued to bidders: January 10<sup>th</sup>
- Pre-bid site walk through: January 18<sup>th</sup> at 1:00 pm
- Bids submitted to The East Group: Feb 4<sup>th</sup> by 2:00 pm
- Bids to PGV Board for review: February 16<sup>th</sup>
- PGV Board approval: February 23<sup>rd</sup>
- Contract issued to selected bidder: March 1<sup>st</sup>
  - Contract will be for one year with the option for an additional year at PGV’s discretion.

### **Bid Submission**

All bid documents to be submitted to The East Group by 2:00 pm on February 4, 2022. Bids can be submitted electronically or by hard copy. All information shall be addressed to:

Butch Oliver  
The East Group  
324 Evans St  
Greenville, NC 27858  
Butch.oliver@eastgroup.com