

Lebanon Public Schools
891 Exeter Road
Lebanon, CT 06249

Request For Proposal

Boiler Full Service Maintenance Program

The Lebanon Board of Education invites sealed bids for a full service maintenance program for the District's heating and water heating equipment. Sealed bids will be accepted until Friday, May 10, 2019 at 12:00 pm, at which time bids will be opened and read aloud. Sealed bids should be mailed or delivered to Robert Angeli, Superintendent of Schools, 891 Exeter Road, Lebanon, CT 06249. Bidders are not required to be present for the opening of the bids.

The Lebanon Board of Education reserves the rights to amend or terminate this Request for Closed Bids, accept all or any part of a bid, reject all bids, waive any informalities or non-material deficiencies in a bid, and award the bid to the lowest proposal that meets the criteria set forth in the bid request and is in the best interests of the Lebanon Board of Education.

The documents comprising the Request for Proposals may be obtained on the Lebanon Board of Education website, www.lebanonct.org, under RFP.

PROPOSAL OVERVIEW/INFORMATION

The Lebanon Public Schools Board of Education is seeking proposals from qualified contractors to provide inspection and preventive maintenance services for its boilers, burners, hot water heaters, and related pumps.

The awarded contractor must have a minimum of five (5) years of experience in boiler maintenance and repairs and be trained to work on any of the equipment listed in Attachment A.

It is mandatory that all vendors submitting a proposal conduct a site visit and walk through. The site visit and walk through will be held on Tuesday, May 7, 2019 at 10:00 am. with Mr. Kevin French, Director of Facilities. Walk through will begin at the Lyman Memorial High School located on 917 Exeter Road in Lebanon, CT. Please contact Mr. French by email at Kevin.French@lebanonct.org for more information.

The contract date is from July 1, 2019 through June 30, 2020 with the option to extend for two additional years through June 30, 2022.

Inspection and Preventative Maintenance

Inspections of equipment and systems are pre-scheduled and will be performed regularly throughout the agreement period. Inspections include the testing of the system components to determine equipment status. Needed repairs of deficiencies that are uncovered during the course of inspections are noted and handled in accordance with prompt repair procedures.

Preventive Maintenance will be performed professionally and in a thorough manner. The preventive maintenance tasks are planned and scheduled so that they will not interfere with school operations. The intended result of preventive maintenance is to increase equipment reliability, life expectancies, and operating efficiencies.

As applicable to the equipment and systems listed on Attachment A, listed below are typical preventive maintenance tasks.

- **Control, Calibration, and Adjustment** – of pneumatic temperature controls, refrigeration controls, pressure controls, operating controls, and safety controls.
- **Testing – Checking** – operating refrigerant pressures, voltages and amperages; belts and belt tension; drive couplings; proper control sequencing; electrical connections; rotation; contactors; and starters. Check on the overall operating performance of heating and cooling systems.
- **Cleaning** – condenser coils, chilled water coils; condensate drains, cooling tower basins; cooling tower nozzles, and boiler combustion chambers, etc.
- **Lubrication Maintenance** – oiling and/or greasing of motor and fan bearings, changing oil; renewing oil filters, oiling damper linkages and bearings, etc.

- Adjusting and Fine-Tuning – of superheat settings; capacity control modules; belt tension; oil burners; gas burners; starter transfer timers, compressor cylinder unloaders; etc.

Repairs and Replacements

In addition to the service provided above, labor costs to repair failed, worn, or doubtful parts and/or the replacement thereof are included at no extra cost.

In addition to the services above, the cost of replacement parts and components is included at no extra cost.

The contractor will provide replacement parts to keep the equipment listed in proper working order, to assure reliability and efficiency. This includes but is not limited to:

Thermostats	Damper Actuators	Relays	Pressure Controls
Refrigerant	Controllers	Contactors	Oil Burning Nozzles
Compressors	Valve Operators	Overload Switches	Water Pumps
Fan Belts	Limit Controls	Pulleys & Sheaves	Receiver Controls
Gas Valves	Gas Regulators	Fan Blades	Purge Pumps
Blower Motors	Cycle Timers	Gas Cocks	Fan Bearings
Fan Controls	Thermocouples	Safety Controls	Motor Bearings
Expansion Valves	Capacitors	Transformers	Oil
Condenser Motors	Combination Gas Valves		

Emergency Service

Emergency service is provided on a priority basis 24 hours a day at no extra cost, including overtime labor charges. Emergency response time must be 4 hours or less.

**Attachment A
List of Equipment**

QTY	SYSTEM COMPONENT(S)	MFR	MODEL #	SERIAL #	LOCATIO N	TON/HP
2	ELEMENTARY SCHOOL	A.O. Smith	28-15		Mechanical Room	
	BOILER (BL=NEMSI Code)					
2	BURNERS	Powerflame	C-30HBS-15		Mechanical Room	
2	HOT WATER HEATER (HWH=NEMSI Code)	PVI	40P125AMX		Mechanical Room	
2	BURNERS	Iron Fireman			Mechanical Room	
4	PUMPS (PMC-NEMSI Code)	Taco			Mechanical Room	
2	PUMPS (PMC-NEMSI Code)	Armstrong			Mechanical Room	
2	MIDDLE SCHOOL	DeDietrich	GT143		Mechanical Room	
	BOILER (BL=NEMSI Code)					
2	BURNERS	Webster	JB20-15		Mechanical Room	
2	HOT WATER HEATER (HWH=NEMSI Code)	A.O. Smith			Mechanical Room	
2	BURNERS	Beckett	AF		Mechanical Room	
4	PUMPS (PMC-NEMSI Code)	Armstrong			Mechanical Room	
2	HIGH SCHOOL	Weil McLain	14 Section		Mechanical Room	
	BOILER (BL=NEMSI Code)					
2	BURNERS	Webster	JB20-15		Mechanical Room	
1	HOT WATER HEATER (HWH=NEMSI Code)	PVI	875		Mechanical Room	
1	BURNER	Iron Fireman			Mechanical Room	
4	PUMPS (PMC-NEMSI Code)	Armstrong			Mechanical Room	