



**COUNTY OF ERIE
DIVISION OF PURCHASE
MEMORANDUM**

To: All Using Departments

From: Jamie Kucewicz, Buyer

Date: 7/7/16

Subject: CHILLER MAINTENANCE - LIBRARY

Bid No.: 213239-002

Effective Dates: Extended through July 31, 2019

Vendor #: 116433

Vendor: VAN HOOK SERVICE COMPANY
76 Seneca Avenue
Rochester, NY 14621

Telephone: 585-254-4375

Contact: Jed Curran

Pricing: per attached document



COUNTY OF ERIE

MARK C. POLONCARZ
COUNTY EXECUTIVE

DIVISION OF PURCHASE

VALLIE M. FERRARACCIO
DIRECTOR

June 6, 2016

Van Hook Service Company
76 Seneca Avenue
Rochester, NY 14621
Attn: Jed Curran

Re: Bid #213239-002 - "Chiller Maintenance - Library"

Dear Mr. Curran:

The County of Erie wishes to extend this agreement for an additional three-year period through July 31, 2019, under the same prices, terms and conditions as the original agreement.

Extension is provided for per paragraph 26, Page 5 of 6 of the bid specifications. This offer is for your immediate consideration and acceptance. Please indicate below whether you agree to extend or do not wish to extend. Please respond within seven days upon receipt of this request.

If you do wish to extend the contract, please provide a current insurance certificate, with the certificate holder listed as County of Erie, 95 Franklin Street, Buffalo, NY 14202. The County requires General, Auto and Excess Liability coverage and needs to be listed as "Additional Insured" on those policies. A Worker's Compensation & Employer's Liability Certificate must also be provided, and must be on one of the NYS Comp Board forms C105.2, U26.3 or SI-2.

After approval and execution by the County, a fully signed copy will be returned to you for your files.

[X] Yes, I agree to extend [] No, I do not wish to extend

Company Name: VAN HOOK SERVICE CO.

Representative (Please print): JED CURRAN Title: ACCOUNT MGR.

Signature: [Signature] Date: 6/8/16

Sincerely,

[Signature]
James D. Kucewicz
Buyer

[Signature]
Vallie M. Ferraraccio
Director of Purchase

7/7/2016
DATE



COUNTY OF ERIE
MARK C. POLONCARZ
COUNTY EXECUTIVE
DIVISION OF PURCHASE
INVITATION TO BID

JUL 12 2013

Bids, as stated below, will be received and publicly opened by the Division of Purchase in accordance with the attached specifications. FAX bids are unacceptable. Bids must be submitted in a sealed envelope to:

County of Erie
 Division of Purchase
 Attention: JAMES D. KUCEWICZ, BUYER (716) 858-6336
 95 Franklin Street, Room 1254
 Buffalo, New York 14202

NOTE: Lower left hand corner of envelope **MUST** indicate the following:

BID NUMBER: 213239-002

OPENING DATE: JULY 31, 2013 | TIME: 2:00PM

FOR: CHILLER MAINTENANCE – LIBRARY

Van Hook Service Co.
 76 Seneca Avenue
 Rochester, NY 14621

NAME OF BIDDER: _____

If you are submitting other Invitations to Bid, each bid must be enclosed in a separate envelope.

Following EXHIBITS are attached to and made a part of the bid specifications, and part of any agreement entered into pursuant to this Invitation to Bid:

- X EXHIBIT "A" - Assignment of Public Contracts
- X EXHIBIT "B" - Purchases by Other Local Governments or Special Districts
- EXHIBIT "C" - Construction/Reconstruction Contracts
- EXHIBIT "D" - Bid Bond (Formal Bid)
- N/A EXHIBIT "E" - Bid Bond (Informal Bid)
- EXHIBIT "F" - Standard Agreement
- X EXHIBIT "G" - Non-Collusive Bidding Certification
- EXHIBIT "H" - MBE/ WBE Commitment
- X EXHIBIT "IC" - Insurance **CLASSIFICATION "A"**
- EXHIBIT "P" & EXHIBIT "PBI" - Performance Bond
- EXHIBIT "Q" - Confined Space Program Certification

(Rev. 1/00)

County of Erie
DIVISION OF PURCHASE
NON-COLLUSIVE BIDDING CERTIFICATION

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his knowledge and belief:

(1) the prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or any competitor;

(2) unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and

(3) no attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

NOTICE

(Penal Law, Section 210.45)

IT IS A CRIME, PUNISHABLE AS A CLASS A MISDEMEANOR UNDER THE LAWS OF THE STATE OF NEW YORK, FOR A PERSON, IN AND BY A WRITTEN INSTRUMENT, TO KNOWINGLY MAKE A FALSE STATEMENT, OR TO MAKE A FALSE STATEMENT, OR TO MAKE A STATEMENT WHICH SUCH PERSON DOES NOT BELIEVE TO BE TRUE.

BID NOT ACCEPTABLE WITHOUT FOLLOWING CERTIFICATION:

Affirmed under penalty of perjury this 31 day of July, 20 13

TERMS Net 30 DELIVERY DATE AT DESTINATION _____

FIRM NAME VAN HOOK Service Company

ADDRESS 76 SENECA AVE.

Rochester NY ZIP 14621

AUTHORIZED SIGNATURE Jed Curran

TYPED NAME OF AUTHORIZED SIGNATURE JED CURRAN

TITLE ACCOUNT MGR TELEPHONE NO. 585-254-4375
CELL - 716 - 807-2010

County of Erie
DIVISION OF PURCHASE
BID SPECIFICATIONS

BID #213239-002

ITEM NO.	QUANTITY	UM	CATALOG NO./DESCRIPTION	UNIT PRICE	TOTAL PRICE
			Vendor will provide Preventative Maintenance for chillers at the		
			Central Library as per the attached specifications.		
			This will be a three-year contract beginning August 1, 2013 and		
			ending July 31, 2016.		
			For questions in regard to the specifications of this bid, please		
			contact Chip Campbell at (716) 858-7185.		
1			August 1, 2013 – July 31, 2014		\$ 4,531.-
2			August 1, 2014 – July 31, 2015		\$ 4,667.-
3			August 1, 2015 – July 31, 2016		\$ 4,807.-
			Additional work outside of contract:		
			PARTS & MATERIALS		
			COST + <u>10</u> % or contract (State, Federal or Local)		
			price, whichever is lower.		
			ADDITIONAL LABOR		
			\$ <u>84.50</u> /hour on site, Mon-Fri 8am-5pm		
			\$ <u>110.</u> /hour on site, other than Mon-Fri 8am-5pm		

NOTE: Bid results cannot be given over the phone. All requests for bid results should be submitted in writing or faxed to:

ERIE COUNTY DIVISION OF PURCHASE
 Freedom of Information Officer
 95 Franklin Street, Rm. 1254
 Buffalo, NY 14202
 FAX #: 716/858-6465

TOTAL NET BID \$ 14,005.-
 (Total of items 1,2,3)

NAME OF BIDDER VAN Hook Service Co.

(Rev. 9/95)

ERIE COUNTY OFFICE BUILDING, 95 FRANKLIN STREET, BUFFALO, NEW YORK 14202 (716) 858-6336

Buffalo and Erie County Public Library

Chiller Maintenance

Location: Central Library Boiler Room, 1 Lafayette Square, Buffalo, NY 14203

Description

Screw chiller – water cooled:

<u>Model #</u>	<u>Serial #</u>	<u>Description</u>	<u>Size</u>
30HXC246	0800F82134	Chiller #1	250 ton
30HXC246	0800F82138	Chiller #2	250 ton

An annual Preventive Maintenance Contract is required on the above described equipment to include but not be restricted to:

- 1) One annual Spring (cooling season) startup
- 2) Two routine operating inspections
- 3) One annual inspection/preventive maintenance workup as follows:

ALL PARTS MUST BE OEM SUPPLIED OR EXCEED MANUFACTURERS RECOMMENDATIONS & MUST COMPLY WITH EXISTING WARRANTY.

In addition the successful contractor must have 5 technicians within a 1-hour driving time of this location and must be OEM trained, being fully capable of troubleshooting and repairing the above described equipment. Bidders will be disqualified if unable to provide proof of training and service history on this equipment (a minimum of two (2) years). The Contractor must also be able to respond to an emergency call within three (3) hours of an emergency call and have a local Buffalo, NY 24-Hour answering service.

Frequency: ANNUALLY

Task and Actions for Annual Maintenance

- Report to customer on arrival
- Lubricate equipment as needed
- Leak test entire unit
- Calibrate operating controls
- Inspect contactors
- Tighten electrical connections
- Check starter wiring and contacts
- Check gauges/indicator lights
- Review and evaluate log readings
- Replace oil filter
- Replace drier cores (W/A)
- Replace internal compressor filters
- Brush condenser tubes
- Oil sample & analysis
- Lubricate equipment as required
- Clean up work area, dispose of waste oil, water, refrigerant
- Supply all R134A refrigerant and maintain a 15% supply on site
- Report to customer on departure, advise results

Task and Actions for Routine Inspections (2 Total)

Report to Customer upon arrival
Check General Machine operation
Check Control, Power and Piping
Check Safety/Operating Controls
Check Refrigerant Charge
Check Starter Wiring and Contacts
Check Gages/Indicators Lights
Log CHW in Temperatures
Log CHW out Temperatures
Log CHW Flow Delta P
Log CHW Pump Delta P
Log Cooler Refrigerant Temperature
Log Cooler Refrigerant Pressure
Log Cooler LTD
Log Condenser Water Temp - In
Log Condenser Water Temp - Out
Log Condenser Water Delta P
Log Condenser Water Pump Delta P
Log Condenser Refrigerant Temp
Log Condenser Refrigerant Pressure
Log Oil Level And Color
Log Oil Pressure Differential
Log Motor Temperature(s)
Check Approach Through Calculation
Lubricate as Needed
Make Equipment Adjustments as Required
Make Operation/Control Adjustments as required
Clean up Work Station
Report to Customer, Advise & Obtain Signature