

Scott County Facility and Support Services Department  
Purchasing Division  
600 West Fourth Street, Davenport, Iowa 52801-1030  
Phone: (563) 326-8793  
E-Mail: purchasing@scottcountyiowa.com

**REQUEST FOR QUOTATION**

**Scott County Requisition No. 18631**

**Bidders need to complete and submit this form.**

Submission Date: <b>5/28/2010</b>	No Later Than: <b>2:00 p.m.</b>
-----------------------------------	---------------------------------

Qty	Description
	Quotation request for periodic maintenance of HVAC equipment
	Please see attached for scope of work
	Delivery Included
	price quotation good for 60 days
	From time to time it may be necessary to change or modify a request for purchase. If you have received this request from any other source other than direct fax or email from Scott County, it is your responsibility to check for updates and/or changes to the request. If you would like to receive automatic updates please register your company in our vendor data base by using our website, <a href="http://www.scottcountyiowa.com/fss/purchasing.php">www.scottcountyiowa.com/fss/purchasing.php</a>

Scott County reserves the right to accept the bid from the lowest responsible bidder.

Quote submitted by:

\_\_\_\_\_

Name

\_\_\_\_\_

Title

\_\_\_\_\_

Company

\_\_\_\_\_

Date

Released by:  
(Scott County Use Only)

Date: 5/4/2010  
Time: 2:00p.m.

**PLEASE NOTE:**  
Bidders must provide an estimated delivery date in their bid response!

Company Contact Information:	Phone:
	E-Mail:

“By virtue of statutory authority, a preference will be given to products and provisions grown and coal produced within the State of Iowa.”

## REQUEST FOR BID

Scott County Facility & Support Services Department is requesting quotations for Periodic Maintenance to HVAC equipment at the County Administrative Center, 600 West Fourth Street, Davenport, IA. Duration of contract will be from July 1, 2010 to June 30, 2012.

Bids should be submitted no later than **2:00 P.M., May 28, 2010**. Bids may be e-mailed, faxed, mailed or hand delivered (e-mail to [purchasing@scottcountyiowa.com](mailto:purchasing@scottcountyiowa.com); fax number 563-328-3245) to Scott County Purchasing Department, 600 West Fourth Street, Davenport IA. 52801. Confirmation of receipt can be verified by contacting Barb Schloemer, 563-326-8793. Scott County is not responsible for mail delays, technical problems or other issues preventing the delivery of bids before the deadline. It is the bidder's responsibility to ensure the timely delivery of bids.

All work to be completed during normal Scott County business hours (8-4:30, M-F), unless other mutually agreeable arrangements are made in advance. Scott County is under no obligation to accommodate non-business hour arrangements.

The systems can be viewed by contacting Mark Kendall, Scott County Administrative Center, (563) 326-8738 for an appointment.

### **MAINTENANCE INSPECTIONS FOR ADMINISTRATIVE CENTER. WILL INCLUDE:**

- A. Regular and systematic examination, adjustment, calibration, lubrication and cleaning of all equipment listed below.
- B. Lubrication and cleaning materials for equipment listed.
- C. Labor, equipment and material to provide refrigerant oil analysis as a predictive tool (once per year).
- D. Labor, equipment and material to perform vibration analysis on all equipment (once per year). Note: this contract period will include establishing vibration baseline measurements.

Service will be rendered 2 times per year except as noted. This will occur in April and September.

### **LIST OF MAINTAINED EQUIPMENT**

- 1) 2 each Air-Cooler series R Rotary Liquid Chillers  
Model #RTAA1004Y, 100 Ton Compressors, Trane Job # R417614
- 2) 3 ea. Bell & Gossett Series 1531 Close Coupled Centrifugal Pumps (Chiller and Building Pumps)