

The Georgetown – Scott County Parks and Recreation Department is accepting bids for the Quarterly Preventative Maintenance on two (2) DECTRON units and four (4) Aaon units in the existing Pavilion building located at 140 Pavilion Drive, Georgetown, Kentucky 40324. Bids must be sealed and must be received by Monday, June 15, 2020 at 12:00 p.m. at the Georgetown – Scott County Parks and Recreation Department, 140 Pavilion Drive, Georgetown, Kentucky 40324, Attention: Kimberly Rice, Director.

The bid must meet the following specifications:

1. All bidders must attend a pre bid walk thru at the site. Date & time to be determined.
2. This bid to include but limited to the following.
3. Clean condenser coils once annually.
4. Check evaporator coils and clean once annually.
5. Check, adjust and replace belts as needed. "Belts to be provided by the owner "
6. Lubricate bearings and or motors as needed each quarter.
7. Check & tighten electrical connections each quarter.
8. Check operation of units each quarter.
9. Record pressures / amp draws each quarter.
10. Clean and flush drain pans & add drain tablets to prevent clogging.
11. Check operation of boilers & clean burners as needed, at least once annually. "Dectron units "
12. Check heat wheels on Aaon units for proper operation and clean as needed.
13. Check burners and adjust as needed for proper operation on the Aaon units.
14. Include all recommendations for preventative maintenance from equipment manufactures.
15. Check filters. "Filters to be furnished & installed by the owner. "
16. Replace batteries mor memory backup in the two (2) Dectron units annually. List this on the preventative maintenance report when it is completed.
17. Provide (34) 30 pound drums of R-22
18. Provide the maintenance manager with a copy of the PM report within 24 hours of the PM being done.
19. Include a copy of the PM with the invoice.
20. All work and materials must be tested, inspected and approved by the required agencies.
21. The successful bidder must provide written proof of liability insurance in the minimum amount of one million dollars (\$1,000,000) and must show the Georgetown – Scott County Parks and Recreation Department and City of Georgetown as additional insureds. Proof must also be shown of worker's compensation insurance in keeping with all state law requirements.
22. The Parks Department reserves the right to reject any and all bids.
23. The successful bidder must comply with all local, state and federal laws.
24. The successful bidder will execute a written contract with the Parks Department for this project.
25. Questions may be addressed to: Bill Parker at 502-621-1500 Monday through Friday, 8:30 a.m. until 4:30 p.m.