

EXHIBIT
"A"

CITY OF ROUND ROCK
AGREEMENT FOR HVAC SERVICES
WITH
TDINDUSTRIES, INC.

THE STATE OF TEXAS	§	
	§	
CITY OF ROUND ROCK	§	KNOW ALL BY THESE PRESENTS:
	§	
COUNTY OF WILLIAMSON	§	
COUNTY OF TRAVIS	§	

THAT THIS Agreement for purchase of HVAC services for the City of Round Rock, Texas (referred to herein as the "Agreement"), is made and entered into on this the ____ day of the month of _____, 2018, by and between the CITY OF ROUND ROCK, TEXAS, a home-rule municipality whose offices are located at 221 East Main Street, Round Rock, Texas 78664 (referred to herein as the "City") and TDINDUSTRIES, INC., whose offices are located at 2701 Gattis School Road, Building A, Suite 101, Round Rock, Texas 78664 (referred to herein as the "Vendor").

RECITALS:

WHEREAS, City desires to purchase HVAC services, and City desires to procure same from Vendor; and

WHEREAS, City has issued its "Invitation for Bid" for the provision of said goods and services, and City has selected the Bid submitted by the Vendor; and

WHEREAS, the parties desire to enter into this Agreement to set forth in writing their respective rights, duties, and obligations;

NOW, THEREFORE, WITNESSETH:

That for and in consideration of the mutual promises contained herein and other good and valuable consideration, sufficiency and receipt of which are hereby acknowledged, it is mutually agreed between the parties as follows:

1.01 DEFINITIONS

A. **Agreement** means the binding legal contract between City and Vendor whereby City is obligated to buy specified services and Vendor is obligated to pay for said services. The Agreement includes the following: (a) City's Invitation for Bid, designated Solicitation Number 18-022; (b) Vendor's Response to the IFB; (c) contract award; and (d) any exhibits, addenda, and/or amendments thereto. Any inconsistencies or conflicts in the contract documents shall be resolved by giving preference in the following order:

- (1) This Agreement;
- (2) Vendor's Response to IFB;
- (3) City's Invitation for Bids, exhibits, and attachments.

B. **City** means the City of Round Rock, Williamson and Travis Counties, Texas.

C. **Effective Date** means the date upon which the binding signatures of both parties to this Agreement are affixed.

D. **Force Majeure** means acts of God, strikes, lockouts, or other industrial disturbances, acts of the public enemy, orders of any kind from the government of the United States or the State of Texas or any civil or military authority, insurrections, riots, epidemics, landslides, lightning, earthquakes, fires, hurricanes, storms, floods, restraint of the government and the people, civil disturbances, explosions, or other causes not reasonably within the control of the party claiming such inability.

E. **Goods and services** mean the specified services, supplies, materials, commodities, or equipment.

2.01 EFFECTIVE DATE; TERM

A. This Agreement shall be effective on the date it has been signed by both parties hereto, and shall remain in full force and effect, unless and until it expires by operation of the term stated herein, or until terminated as provided herein.

B. The term of this Agreement is for sixty months (60) months from the effective date hereof. City reserves the right to review the relationship at any time, and may elect to terminate this Agreement, with or without cause, or may elect to continue.

3.01 CONTRACT DOCUMENTS AND EXHIBITS

City selected Vendor to supply the services as outlined in the IFB and Response to IFB submitted by Vendor, all as specified in Exhibit "A," attached hereto and incorporated herein by reference. The intent of these documents is to formulate an Agreement listing the responsibilities of both parties as outlined in the IFB and as offered by Vendor in its Response to the IFB.

The services which are the subject of this Agreement are described in Exhibit "A" and, together with this Agreement, comprise the total Agreement and they are fully a part of this Agreement as if repeated herein in full.

4.01 PRIMARY AND SECONDARY PROVIDERS

The parties specifically acknowledge and agree that Vendor shall be considered as one of the two (2) providers for specified goods and services set forth in the Contract Documents and Vendor shall be considered the secondary provider. Vendor specifically further acknowledges and agrees that this Agreement is not an exclusive Agreement. City may, in its sole and unfettered discretion, elect to use either Vendor or secondary provider in whatever order it deems to be the “best value” for the City. City is not obligated to use or purchase any estimated annual quantity of goods, and no guarantee is made of any minimum or maximum purchase.

5.01 ITEMS AWARDED; SCOPE OF WORK

A. All bid items listed on “Attachment A – Bid Sheet” in Exhibit “A” are awarded to Vendor.

B. For purposes of this Agreement, City has issued documents delineating the required services (specifically Invitation for Bid Solicitation Number 18-022. Vendor has issued its response agreeing to provide all such required service in all specified particulars. All such referenced documents are included in Exhibit “A.” When taken together with the appended exhibits, this Agreement shall evidence the entire understanding and agreement between the parties and shall supersede any prior proposals, correspondence or discussions.

C. Vendor shall satisfactorily provide all services described under the attached exhibits within the contract term specified in Section 2.01. Vendor’s undertakings shall be limited to performing services for the City and/or advising City concerning those matters on which Vendor has been specifically engaged. Vendor shall perform its services in accordance with this Agreement, in accordance with the appended exhibits, in accordance with due care, and in accordance with prevailing industry standards for comparable services.

6.01 COSTS

A. Only if, as, and when needed by City, the bid costs listed on Attachment A – Bid Sheet of Exhibit “A,” which are specifically relevant to the referenced bid items, shall be the basis of any charges collected by Vendor.

B. Vendor specifically acknowledges and agrees that City is not obligated to use any estimated quantity of services, and City may not expend in excess of **Three Hundred Thousand and No/100 Dollars (\$300,00.00) per year** for Vendor’s services combined with the primary provider’s services for a total not to exceed amount of **One Million Five Hundred Thousand and No/100 Dollars (\$1,500,000.00)** for the term of this Agreement.

7.01 INVOICES

All invoices shall include, at a minimum, the following information:

- A. Name and address of Vendor;
- B. Purchase Order Number;
- C. Description and quantity of items received or services provided; and
- C. Delivery or performance dates.

8.01 INTERLOCAL COOPERATIVE CONTRACTING/PURCHASING

Authority for local governments to contract with one another to perform certain governmental functions and services, including but not limited to purchasing functions, is granted under Government Code, Title 7, Chapter 791, Interlocal Cooperation Contracts, Subchapter B and Subchapter C, and Local Government Code, Title 8, Chapter 271, Subchapter F, Section 271.101 and Section 271.102.

Other governmental entities within the State of Texas may be extended the opportunity to purchase off of the City's bid, with the consent and agreement of the successful vendor(s) and the City. Such agreement shall be conclusively inferred for the vendor from lack of exception to this clause in the vendor's response. However, all parties hereby expressly agree that the City is not an agent of, partner to, or representative of those outside agencies or entities and that the City is not obligated or liable for any action or debts that may arise out of such independently-negotiated "piggyback" procurements.

9.01 NON-APPROPRIATION AND FISCAL FUNDING

This Agreement is a commitment of City's current revenues only. It is understood and agreed that City shall have the right to terminate this Agreement at the end of any City fiscal year if the governing body of City does not appropriate funds sufficient to purchase the services as determined by City's budget for the fiscal year in question. City may effect such termination by giving Vendor a written notice of termination at the end of its then current fiscal year.

10.01 PROMPT PAYMENT POLICY

In accordance with Chapter 2251, V.T.C.A., Texas Government Code, payment to Vendor will be made within thirty (30) days of the day on which City receives the performance, supplies, materials, equipment, and/or deliverables, or within thirty (30) days of the day on which the performance of services was complete, or within thirty (30) days of the day on which City receives a correct invoice for the performance and/or deliverables or services, whichever is later. Vendor may charge interest on an overdue payment at the "rate in effect" on September 1 of the fiscal year in which the payment becomes overdue, in accordance with V.T.C.A., Texas Government Code, Section 2251.025(b); however, this Policy does not apply to payments made by City in the event:

- A. There is a bona fide dispute between City and Vendor, a contractor, a subcontractor or supplier about the goods delivered or the service performed that cause the payment to be late; or
- B. The terms of a federal contract, grant, regulation, or statute prevent City from making a timely payment with federal funds; or
- C. There is a bona fide dispute between Vendor and a subcontractor or between a subcontractor and its supplier about the goods delivered or the service performed that causes the payment to be late; or
- D. Invoices are not mailed to City in strict accordance with instructions, if any, on the purchase order or the Agreement or other such contractual agreement.

11.01 GRATUITIES AND BRIBES

City may, by written notice to Vendor, cancel this Agreement without liability to Vendor if it is determined by City that gratuities or bribes in the form of entertainment, gifts, or otherwise were offered or given by Vendor or its agents or representatives to any City officer, employee or elected representative with respect to the performance of this Agreement. In addition, Vendor may be subject to penalties stated in Title 8 of the Texas Penal Code.

12.01 TAXES

City is exempt from Federal Excise and State Sales Tax; therefore, tax shall not be included in Vendor's charges.

13.01 ORDERS PLACED WITH ALTERNATE VENDORS

If Vendor cannot provide the goods as specified, City reserves the right and option to obtain the products or services from another supplier or suppliers.

14.01 INSURANCE

Vendor shall meet all requirements as stated in the attached IFB Number 18-022, including all attachments and exhibits thereto, and Vendor's bid response.

15.01 CITY'S REPRESENTATIVE

City hereby designates the following representatives authorized to act in its behalf with regard to this Agreement:

Pete Dominguez
Facilities Manager
212 Commerce Cove
Round Rock, Texas 78664
512-671-3144
pdominguez@roundrocktexas.gov

16.01 RIGHT TO ASSURANCE

Whenever either party to this Agreement, in good faith, has reason to question the other party's intent to perform hereunder, then demand may be made to the other party for written assurance of the intent to perform. In the event that no written assurance is given within the reasonable time specified when demand is made, then and in that event the demanding party may treat such failure as an anticipatory repudiation of this Agreement.

17.01 DEFAULT

If Vendor abandons or defaults under this Agreement and is a cause of City purchasing the specified goods elsewhere, Vendor agrees that it may be charged the difference in cost, if any, and that it will not be considered in the re-advertisement of the service and that it may not be considered in future bids for the same type of work unless the scope of work is significantly changed.

Vendor shall be declared in default of this Agreement if it does any of the following:

- A. Fails to make any payment in full when due;
- B. Fails to fully, timely and faithfully perform any of its material obligations under this Agreement;
- C. Fails to provide adequate assurance of performance under the "Right to Assurance" section herein; or
- D. Becomes insolvent or seeks relief under the bankruptcy laws of the United States.

18.01 TERMINATION AND SUSPENSION

A. City has the right to terminate this Agreement, in whole or in part, for convenience and without cause, at any time upon thirty (30) days' written notice to Vendor.

B. In the event of any default by Vendor, City has the right to terminate this Agreement for cause, upon ten (10) days' written notice to Vendor.

C. Vendor has the right to terminate this Agreement only for cause, that being in the event of a material and substantial breach by City or by mutual agreement to terminate evidenced in writing by and between the parties.

D. In the event City terminates under subsections (A) or (B) of this section, the following shall apply: Upon City's delivery of the referenced notice to Vendor, Vendor shall discontinue all services in connection with the performance of this Agreement and shall proceed to cancel promptly all existing orders and contracts insofar as such orders and contracts are chargeable to this Agreement. Within thirty (30) days after such notice of termination, Vendor shall submit a statement showing in detail the goods and/or services satisfactorily performed under this Agreement to the date of termination. City shall then pay Vendor that portion of the charges, if undisputed. The parties agree that Vendor is not entitled to compensation for services it would have performed under the remaining term of the Agreement except as provided herein.

19.01 INDEMNIFICATION

Vendor shall defend (at the option of City), indemnify, and hold City, its successors, assigns, officers, employees and elected officials harmless from and against all suits, actions, legal proceedings, claims, demands, damages, costs, expenses, attorney's fees, and any and all other costs or fees arising out of, or incident to, concerning or resulting from the fault of Vendor, or Vendor's agents, employees or subcontractors, in the performance of Vendor's obligations under this Agreement, no matter how, or to whom, such loss may occur. Nothing herein shall be deemed to limit the rights of City or Vendor (including, but not limited to the right to seek contribution) against any third party who may be liable for an indemnified claim.

20.01 COMPLIANCE WITH LAWS, CHARTER AND ORDINANCES

A. Vendor, its agents, employees and subcontractors shall use best efforts to comply with all applicable federal and state laws, the Charter and Ordinances of the City of Round Rock, as amended, and with all applicable rules and regulations promulgated by local, state and national boards, bureaus and agencies.

B. Vendor acknowledges and understands that City has adopted a Storm Water Management Program (SWMP) and an Illicit Discharge Ordinance, Sections 14-139 through 14-152 of the City's Code of Ordinances, to manage the quality of the discharges from its Municipal Separate Storm Sewer System (MS4) and to be in compliance with the requirements of the Texas Commission on Environmental Quality (TCEQ) and the Texas Pollutant Discharge Elimination System (TPDES). The Vendor agrees to perform all operations on City-owned facilities in compliance with the City's Illicit Discharge Ordinance to minimize the release of pollutants into the MS4. The Vendor agrees to comply with of the City's stormwater control measures, good housekeeping practices and any facility specific stormwater management operating procedures specific to a certain City facility. In addition, the Vendor agrees to comply with any applicable TCEQ Total Maximum Daily Load (TMDL) Requirements and/or I-Plan requirements.

C. In accordance with Chapter 2270, Texas Government Code, a governmental entity may not enter into a contract with a company for goods and services unless the contract contains written verification from the company that it: (1) does not boycott Israel; and (2) will not boycott Israel during the term of this contract. The signatory executing this Agreement on behalf of Vendor verifies Vendor does not boycott Israel and will not boycott Israel at any term of this Agreement.

21.01 ASSIGNMENT AND DELEGATION

The parties each hereby bind themselves, their successors, assigns and legal representatives to each other with respect to the terms of this Agreement. Neither party shall assign, sublet or transfer any interest in this Agreement without prior written authorization of the other party.

22.01 NOTICES

All notices and other communications in connection with this Agreement shall be in writing and shall be considered given as follows:

1. When delivered personally to the recipient's address as stated in this Agreement; or
2. Three (3) days after being deposited in the United States mail, with postage prepaid to the recipient's address as stated in this Agreement.

Notice to Vendor:

TDIndustries, Inc.
2701 Gattis School Road
Building A, Suite 101
Round Rock, Texas 78664

Notice to City:

City Manager
221 East Main Street
Round Rock, TX 78664

AND TO: Stephen L. Sheets, City Attorney
309 East Main Street
Round Rock, TX 78664

Nothing contained herein shall be construed to restrict the transmission of routine communications between representatives of City and Vendor.

23.01 APPLICABLE LAW; ENFORCEMENT AND VENUE

This Agreement shall be enforceable in Round Rock, Texas, and if legal action is necessary by either party with respect to the enforcement of any or all of the terms or conditions

herein, exclusive venue for same shall lie in Williamson County, Texas. This Agreement shall be governed by and construed in accordance with the laws and court decisions of the State of Texas.

24.01 EXCLUSIVE AGREEMENT

This document, and all appended documents, constitutes the entire Agreement between Vendor and City. This Agreement may only be amended or supplemented by mutual agreement of the parties hereto in writing, duly authorized by action of the City Manager or City Council.

25.01 DISPUTE RESOLUTION

City and Vendor hereby expressly agree that no claims or disputes between the parties arising out of or relating to this Agreement or a breach thereof shall be decided by any arbitration proceeding, including without limitation, any proceeding under the Federal Arbitration Act (9 USC Section 1-14) or any applicable state arbitration statute.

26.01 SEVERABILITY

The invalidity, illegality, or unenforceability of any provision of this Agreement or the occurrence of any event rendering any portion or provision of this Agreement void shall in no way affect the validity or enforceability of any other portion or provision of this Agreement. Any void provision shall be deemed severed from this Agreement, and the balance of this Agreement shall be construed and enforced as if this Agreement did not contain the particular portion or provision held to be void. The parties further agree to amend this Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this section shall not prevent this entire Agreement from being void should a provision which is of the essence of this Agreement be determined void.

27.01 MISCELLANEOUS PROVISIONS

Standard of Care. Vendor represents that it employs trained, experienced and competent persons to perform all of the services, responsibilities and duties specified herein and that such services, responsibilities and duties shall be performed in a manner according to generally accepted industry practices.

Time is of the Essence. Vendor understands and agrees that time is of the essence and that any failure of Vendor to fulfill obligations for each portion of this Agreement within the agreed timeframes will constitute a material breach of this Agreement. Vendor shall be fully responsible for its delays or for failures to use best efforts in accordance with the terms of this Agreement. Where damage is caused to City due to Vendor's failure to perform in these circumstances, City may pursue any remedy available without waiver of any of City's additional legal rights or remedies.

Force Majeure. Neither City nor Vendor shall be deemed in violation of this Agreement if it is prevented from performing any of its obligations hereunder by reasons for which it is not

responsible as defined herein. However, notice of such impediment or delay in performance must be timely given, and all reasonable efforts undertaken to mitigate its effects.

Multiple Counterparts. This Agreement may be executed in multiple counterparts, any one of which shall be considered an original of this document; and all of which, when taken together, shall constitute one and the same instrument.

IN WITNESS WHEREOF, City and Vendor have executed this Agreement on the dates indicated.

City of Round Rock, Texas

By: _____
Printed Name: _____
Title: _____
Date Signed: _____

Attest:

By: _____
Sara White, City Clerk

For City, Approved as to Form:

By: _____
Stephan L. Sheets, City Attorney

TDIndustries, Inc.

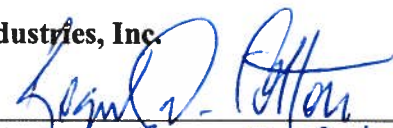
By: 
Printed Name: Roger D. Cotton
Title: Vice President
Date Signed: 8/3/18

Exhibit "A"



City of Round Rock, Texas
Purchasing Division
221 East Main Street
Round Rock, Texas 78664-5299
www.roundrocktexas.gov

INVITATION FOR BID (IFB)

HVAC SERVICES

SOLICITATION NUMBER 18-022

June 2018

Exhibit "A"

HVAC SERVICES PART I GENERAL REQUIREMENTS

- PURPOSE:** The City of Round Rock, herein after "the City" seeks an agreement with a qualified firm(s) to provide on-site Heating, Ventilation and Air Conditioning (HVAC) System Installation, Repair and Maintenance Services, hereafter known as HVAC Services, for various City owned or occupied buildings on an as needed basis.

The City intends to award one primary contract and one secondary contract based on the Best Value for the City. The City may contact the Prime Contractor and/or Secondary Contractor to request a quote by project and will select the Contractor that best meets the needs of the City. An anticipated total contract award will be made by the City in an amount not to exceed \$300,000 per year.

- BACKGROUND:** The City has approximately 800,000 square feet of maintained property and occupies approximately 46 facilities. The buildings consist of both commercial and residential type structures. Facilities that may require professional HVAC services include but are not limited to office buildings, fire stations, parks facilities, police facilities and parking garages.
- SOLCITATION PACKET:** This solicitation packet is comprised of the following:

Description	Index
Part I – General Requirements	Pages 2-5
Part II – Definitions, Standard Terms and Conditions and Insurance Requirements	Page 6
Part III – Supplemental Terms and Conditions	Pages 6-9
Part IV – Specifications	Pages 10-14
Attachment A – Bid Sheet	Page 15
Attachment B – Reference Sheet	Page 16
Attachment C – Prevailing Wage	Page 17
Attachment D – Respondent Questionnaire	Page 18
Attachment E- City HVAC Equipment Listing	Page 19

Exhibit "A"

4. **AUTHORIZED PURCHASING CONTACT:** For questions or clarification of specifications, you may contact:

Oscar Wise, CTCM
Purchaser
Purchasing Division
City of Round Rock
Phone: 512-218-5456
E-mail: owise@roundrocktexas.gov

The individual listed above may be contacted by e-mail for clarification of the specifications only. No authority is intended or implied that specifications may be amended or alterations accepted prior to solicitation opening without written approval of the City of Round Rock through the Purchasing Department.

5. **SCHEDULE OF EVENTS:** It is the City's intention to follow the solicitation timeline below.

EVENT	DATE
Solicitation released	June 4 th 2018
Optional Pre-Bid meeting	June 14 th , 2018 @ 10:00 AM, CST
Deadline for submission of questions	June 19 th , 2018 @ 5:00 PM, CST
City responses to questions or addendums	June 21 st , 2018 @ 5:00 PM, CST
Deadline for submission of responses	June 28 th , 2018 @ 3:00 PM, CST

All questions regarding the solicitation shall be submitted in writing by 5:00 PM, CST on the due date noted above. A copy of all the questions submitted and the City's response to the questions shall be posted on the City's webpage in the form of an addendum at: <http://www.roundrocktexas.gov/bids>

Questions shall be submitted in writing to the "Authorized Purchasing Contact". The City reserves the right to modify these dates. Notice of date change will be posted to the City's website <http://www.roundrocktexas.gov/bids>.

6. **SOLICITATION UPDATES:** Respondents shall be responsible for monitoring the City's website at <http://www.roundrocktexas.gov/bids> for any updates pertaining to the solicitation described herein. Various updates may include addendums, cancellations, notifications, and any other pertinent information necessary for the submission of a correct and accurate response. The City will not be held responsible for any further communication beyond updating the website.
7. **OPTIONAL PRE-BID MEETING:** A pre-bid meeting will be conducted to fully acquaint Respondents with the specifications and bid submittal requirements. The pre-bid meeting will be conducted on the date specified in PART I Section 5-Schedule of Events.
- 7.1. Attendance at the pre-bid meeting is optional. Respondents shall sign-in at the pre-bid meeting to document their attendance.
- 7.2. **Executive Conference Room - City Hall**
221 East Main St
Round Rock, Texas 78664
On-Site Cell Phone: 512-534-1287
- 7.3. Respondents are strongly encouraged to bring a copy of the solicitation document with them to the pre-bid meeting.

Exhibit "A"

8. **RESPONSE DUE DATE:** Signed and sealed responses are due at or before 3:00 PM, on the due date noted in PART I, Section 5 – Schedule of Events. Mail or hand deliver sealed responses to:

**City of Round Rock
Attn: Oscar Wise
Purchasing Department
221 E. Main Street
Round Rock, Texas 78664-5299**

- 8.1. Sealed responses shall be clearly marked on the outside of packaging with the Solicitation title, number, due date and "DO NOT OPEN".
- 8.2. Facsimile or electronically transmitted responses are not acceptable.
- 8.3. Responses cannot be altered or amended after opening.
- 8.4. No response can be withdrawn after opening without written approval from the City for an acceptable reason.
- 8.5. The City will not be bound by any oral statement or offer made contrary to the written specifications.
- 8.6. Samples and/or copies shall be provided at the Respondent's expense, and shall become the property of the City.
9. **BIDDER RESPONSE REQUIREMENTS:** The City of Round Rock makes no warranty that this checklist is a full comprehensive listing of every requirement specified in the solicitation. This list is only a tool to assist participating Respondents in compiling their final responses. Bidders are encouraged to carefully read the entire solicitation.

Bidders shall submit one (1) evident signed "Original" and four (4) copies of the response requirements including any required attachments and one (1) electronic copy of the IFB response on a flash drive. The samples and/or copies shall be provided at the Respondent's expense, and shall become the property of the City.

This invitation for bid (IFB) does not commit the City to contract for any supply or service. Respondents are advised that the City will not pay for any administrative costs incurred in response preparation to this IFB; all costs associated with responding to this IFB will be solely at the interested parties' expense. Not responding to this IFB does not preclude participation in any future RFP/RFQ/IFB.

For your bid to be responsive, the attachments identified below shall be submitted with your proposal.

Attachment A: BID SHEET: The bid response shall be submitted on itemized, signed Bid Sheet provided in the solicitation packet. Failure to complete and sign the bid sheet may result in disqualification. If there is a conflict between the unit price and extended price, the unit price will take precedence. Submission of responses on forms other than the City's Solicitation Document may result in disqualification of the response.

Attachment B: REFERENCE SHEET: Provide the name, address, telephone number and E-MAIL of at least three (3) valid Municipal, Government agencies or firms of comparable size that have utilized services that are similar in type and capacity within the last two (2) years. City of Round Rock references are not applicable. References may be checked prior to award. If references cannot be confirmed or if any negative responses are received it may result in the disqualification of submittal.

Attachment D: RESPONDENT QUESTIONNAIRE: Complete the respondent questionnaire and submit with bid packet. Attach additional pages as needed. Failure to complete the respondent questionnaire may result in disqualification

Exhibit "A"

10. BEST VALUE EVALUATION AND CRITERIA: The City reserves the right to reject any or all responses, or to accept any response deemed most advantageous, or to waive any irregularities or informalities in the response received that best serves the interest and at the sole discretion of the City. All solicitations received may be evaluated based on the best value for the City. In determining best value, the City may consider:

- 10.1. Purchase price;
- 10.2. Reputation of Respondent and of Respondent's goods and services;
- 10.3. Quality of the Respondent's goods and services;
- 10.4. The extent to which the goods and services meet the City's needs;
- 10.5. Respondent's past performance with the City;
- 10.6. The total long-term cost to the City to acquire the Respondent's goods or services;
- 10.7. Any relevant criteria specifically listed in the solicitation.

Respondents may be contacted for clarification of bid and/or to discuss details of the services they are proposing. This may include a presentation and/or the request for additional material/information.

10.8. EVALUATION FACTORS

Total 100% Points

- Cost-60% Points
- Response to Attachment D – Respondent Questionnaire – 40% Points
 - Training and development 10% Points
 - Vehicle and equipment list 5% Points
 - Company and individual work experience 25% Points

11. CONFIDENTIALITY OF CONTENT: As stated in Section 16 of City of Round Rock Purchasing Definitions, Standard Terms and Conditions, all documents submitted in response to a solicitation shall be subject to the Texas Public Information Act. Following an award, responses are subject to release as public information unless the response or specific parts of the response can be shown to be exempt from the Texas Public Information Act. Pricing is not considered to be confidential under any circumstances

11.1. Information in a submittal that is legally protected as a trade secret or otherwise confidential must be clearly indicated with stamped, bold red letters stating "CONFIDENTIAL" on that section of the document. The City will not be responsible for any public disclosure of confidential information if it is not clearly marked as such.

11.2. If a request is made under the Texas Public Information Act to inspect information designated as confidential, the Respondent shall, upon request from the City, furnish sufficient written reasons and information as to why the information should be protected from disclosure. The matter will then be presented to the Attorney General of Texas for final determination.

12. CERTIFICATE OF INTERESTED PARTIES: Section 2252.908 of the Texas Government Code requires the successful offeror to complete a Form 1295 "Certificate of Interested Parties" that is signed and notarized for a contract award requiring council authorization. The "Certificate of Interested Parties" form must be completed on the Texas Ethics Commission website, printed, signed and submitted to the City by the authorized agent of the Business Entity with acknowledgment that disclosure is made under oath and under penalty of perjury prior to final contract execution. Link to Texas Ethics Commission Webpage: https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

Exhibit "A"

PART II DEFINITIONS, STANDARD TERMS AND CONDITIONS AND INSURANCE REQUIREMENTS

1. **DEFINITIONS, STANDARD TERMS AND CONDITIONS:** By submitting a response to this solicitation, the Bidder agrees that the City's Definitions, Standard Terms and Conditions, in effect at the time of release of the solicitation, shall govern unless specifically provided otherwise in a separate agreement or on the face of a purchase order. Said Definitions, Terms and Conditions are subject to change without notice. It is the sole responsibility of Bidders to stay apprised of changes. The City's Definitions, Standard Terms and Conditions can be viewed and downloaded from the City's website at: <https://www.roundrocktexas.gov/departments/purchasing/>
2. **INSURANCE:** The Respondent shall meet or exceed all insurance requirements set forth in Standard Insurance Requirements. The City's Standard Insurance Requirements document can be viewed and downloaded from the City's website at: <https://www.roundrocktexas.gov/departments/purchasing/>

PART III SUPPLEMENTAL TERMS AND CONDITIONS

1. **AGREEMENT TERM:** The terms of the awarded agreement shall include but not be limited to the following:
 - 1.1 The term of the Agreement shall begin from date of award and shall remain in full force for sixty (60) months.
 - 1.2 Upon expiration of the contract term, the Contractor agrees to hold over under the terms and conditions of this agreement for such a period as is reasonably necessary to re-solicit and/or complete the project up to 90 days.
2. **RESPONDENT QUALIFICATIONS:** The City has established the following minimum qualifications. Respondents who do not meet the minimum qualifications will not be considered for award. The Respondent shall:
 - 2.1 Be firms, corporations, individuals or partnerships normally engaged in providing commercial HVAC services as specified herein and have adequate organization, facilities, equipment, financial capability, and personnel to ensure prompt and efficient service to the City;
 - 2.2 The selected respondent(s) shall provide all labor, supplies and materials required to satisfactorily perform the services as specified herein and own or acquire at no cost to the City all construction aids, appliances, and equipment Respondent deems necessary and maintain sole responsibility for the maintenance and repair of Respondent's vehicles, equipment, tools and all associated costs. The City shall not be responsible for any Respondent's tools, equipment or materials lost or damaged during the performance of the services specified herein;
 - 2.3 Commercial Business location from which work crews are dispatched is required to be in a 35-mile radius of downtown Round Rock.
3. **SUBCONTRACTORS:** Respondent shall not subcontract or otherwise engage subcontractors to perform required services. The City seeks to do business directly with a company experienced in commercial HVAC services.

Exhibit "A"

4. **PREVAILING WAGE:** Pursuant to Chapter 2258 of the Texas Government Code, a worker employed on a public work project by a city must be paid: (1) not less than the general prevailing wage rate of per diem wages for work of a similar character in the locality in which the work is performed; and (2) not less than the general prevailing rate of per diem wages for legal holiday and overtime work. In accordance with Chapter 2258.022, the City adopted through Resolution No. R-2016-3760 the wage rates set forth by the Texas Workforce Commission for the Austin-Round Rock Area as the general prevailing wage rate for the City's public works contracts. A contractor or subcontractor who is awarded a contract by the City shall pay not less than the rates set forth in Attachment C and comply with all applicable sections of Chapter 2258.

Attachment C- Prevailing Wage Rates are posted in Solicitation Documents for IFB No. 18- 022 HVAC Services on the City of Round Rock website at:

<https://www.roundrocktexas.gov/departments/purchasing/purchasing-active-solicitations/>

5. **PRICING:** The Bidder shall determine and submit a fixed cost for the work and shall include all incidental costs, labor, overhead charges, travel, payroll expenses, freight, equipment acquisition and maintenance, demurrage, fuel surcharges, delivery charges, costs associated with obtaining permits, insurance, bonds and risk management. No separate line item charges shall be permitted for either response or invoice purposes.

6. **PRICE INCREASE:** Contract prices for HVAC Services shall remain firm throughout the initial twelve (12) month term of the contract. A price increase to the agreement may be considered on the anniversary date of the Contract each year and shall be equal to the consumer price index for that year, but at no time can the increase be greater than 5% for any single line item.

6.1 **Consumer Price Index (CPI):** Price adjustments will be made in accordance with the percentage change in the U.S. Department of Labor Consumer Price Index (CPI-U) for all Urban Consumers. The price adjustment rate will be determined by comparing the percentage difference between the CPI in effect for the base year six-month average (January through June OR July through December); and each (January through June OR July through December six month average) thereafter. The percentage difference between those two CPI issues will be the price adjustment rate. No retroactive contract price adjustments will be allowed. The Consumer Price Index (CPI) is found at the Bureau of Labor Statistics, Consumer Price Index website: <http://www.bls.gov/cpi/>

6.2 Procedure to Request Increase:

- 6.2.1 Mail the written price increase request with the rate detail comparison and comprehensive calculation and any supporting documentation to the designated City Contract Specialist a minimum of 45 days prior to the annual Contract anniversary date. The detailed written calculation will be verified and confirmed. All written requests for increases must include the City of Round Rock contract number, solicitation reference information and contact information for the authorized representative requesting the increase. Price increase requests shall be sent by mail to:

**City of Round Rock
Purchasing Department
Attn: Contract Specialist
221 East Main Street
Round Rock, TX 79664-5299**

- 6.2.2 Upon receipt of the request, the City reserves the right to either, accept the escalation and make change to the purchase order within 30 days of the request, negotiate with the Vendor or cancel the agreement or purchase order if an agreement cannot be reached on the value of the increase.

Exhibit "A"

7. **PERFORMANCE REVIEW:** The City reserves the right to review the awarded respondents' performance anytime during the contract term.
8. **ACCEPTANCE/INSPECTION:** Acceptance inspection should not take more than five (5) working days. The awarded respondent will be notified within the time frame if the services delivered are not in full compliance with the specifications. In the event the services are not performed to the satisfaction of the City; the vendor shall agree to reperform services to specification at no additional cost to the City. If any agreement or purchase order is cancelled for non-acceptance, the needed services may be purchased elsewhere and the vendor may be charged liquidated damages.
9. **ORDER QUANTITY:** The quantities shown on the solicitation are estimates only. No guarantee of any minimum or maximum purchase is made or implied. The City will only order the services/goods needed to satisfy requirements within budgetary constraints, which may be more or less than indicated.
10. **WORKFORCE:** Contractor shall:
 - 10.1 Ensure Respondent's employees perform the services in a timely, professional and efficient manner;
 - 10.2 Ensure Respondent's employees, wear a company uniform that clearly identifies them as the Respondent's employee, while working on City property.
 - 10.3 Employ all personnel for work in accordance with the requirements set forth by the United States Department of Labor. The City reserves the right to verify citizenship or right to work in the United States.
 - 10.4 The Respondent shall provide background checks on all employees assigned to a project prior to commencement of work to the City's designated representative.
 - 10.5 The City will provide the Contractor, the Designated Contact person, and any employees required for the work, access to the sites where services are required upon approval of the City's designated representative. The City's designated representative shall issue security badges to all Respondent's employees assigned to a project. All employees shall be required to wear the badge in a visible manner at all times while on City property.
11. **PERMITS:** The Contractor shall verify and obtain all necessary permits, licenses, and/or certificates required by federal, state and local laws, ordinances, rules or regulations for the completion of the services as specified if required for the project.
12. **AWARD:** The City reserves the right to enter into an Agreement or a Purchase Order with a single award, split award, primary and secondary award, non-award, or use any combination that best serves the interest and at the sole discretion of the City. Award announcement will be made upon City Council approval of staff recommendation and executed agreement. Award announcement will appear on the City's website at <http://www.roundrocktexas.gov/bids>.
13. **POST AWARD MEETING:** The City and Successful Respondent(s) may have a post award meeting to discuss, but not be limited to the following:
 - 13.1 The method to provide a smooth and orderly transition of services performed from the current contractor;
 - 13.2 Provide City contact(s) information for implementation of agreement.
 - 13.3 Identify specific milestones, goals and strategies to meet objectives.

Exhibit "A"

14. POINT OF CONTACT / DESIGNATED REPRESENTATIVE:

14.1 Contractor's point of contact: In order to maintain consistent standards of quality work performed across the City, the City shall be provided with a designated and identified point of contact upon award of the contract to include contact information. The City's designated representative shall be notified by the Respondent immediately should the point of contact change.

14.2 The City's designated representative: The City's designated representative shall be:

Pete Dominguez
Facility Maintenance Manager
General Services
Phone: 512-801-4547
E-mail: pdominguez@roundrocktexas.gov

15. INTERLOCAL PURCHASING AGREEMENTS

15.1 The City has entered into Interlocal Agreements with other Governmental agencies pursuant to the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code. The Contractor agrees to offer the same price and terms and conditions to other eligible agencies that have an interlocal agreement with the City.

15.2 The City does not accept any responsibility or liability for the purchases by other government agencies through an interlocal cooperative agreement.

Exhibit "A"

PART IV SPECIFICATIONS

1. **HISTORY:** The City has approximately 800,000 square feet of maintained property and occupies approximately 46 facilities. The buildings consist of both commercial and residential type structures. Facilities maintained vary and can include but are not limited to office buildings, Police department, fire stations, parks facilities and parking garages.
 - Projects vary and are under the supervision of the City's designated representative:
Pete Dominguez, Facilities Manager
Phone #: 512-341-3144
Email: pdominguez@roundrocktexas.gov
2. **SCOPE OF WORK:** The Contractor shall provide on-site services including all materials and labor necessary to perform HVAC installation, repair and maintenance for various City owned or occupied locations. Services performed shall require prior authorization from the City's Facility Maintenance Department.
3. **WORKMANSHIP:** Only first-class work shall be performed and all materials furnished in carrying out this agreement shall be of character and quality as required by the project specifications. Where no standard is specified, for such work or materials, they shall be the best of their respective trade and be compliant with all applicable code requirements.
 - 3.1 All materials used in any project shall be "new" unless pre-approved by the City's designated representative. All HVAC installation, repair and maintenance shall be in compliance with manufactures specification.
 - 3.2 At the conclusion of each project the Contractor shall demonstrate to the City's designated representative that the work is fully operational and in compliance with contract specifications and codes. Any unsatisfactory work done or materials furnished at whatever time they may be discovered shall be promptly and permanently corrected at the sole expense of the Contractor prior to final acceptance of work when notified to do so by the authorized City representative.
 - 3.3 The Contractor shall at all times keep the adjacent areas of the work site free from rubbish and the accumulation of any waste materials. It is the Contractor's responsibility to properly dispose of all rubbish and waste materials according to applicable federal, state, and local health, safety, and environmental laws, ordinances, rules and regulations.
Should the Contractor neglect or refuse to remove such unsatisfactory work or materials within forty eight (48) hours of notice by the City, or if they fail to make satisfactory progress in doing so, the City may cause said work or materials to be removed and satisfactorily replaced by contract or otherwise and the expense thereof shall be charged to the Contractor. Such expense shall be deducted from any monies due or shall become due to the City by the Contractor under the agreement.
4. **WORKFORCE:** Contractor and all employees shall perform the services in a timely, professional and efficient manner. The City reserves the right to remove any employee from City property for violation of federal, state, and local health, safety and environmental laws, ordinances, rules and regulations.
 - 4.1 The Contractor shall employ all personnel for work in accordance with the requirements set forth by the United States Department of Labor. The City reserves the right to verify citizenship or right to work in the United States.
 - 4.2 The Respondent shall provide background checks on all employees assigned to a project prior to commencement of work to the City's designated representative. The background check method will be approved by the City in advance,

Exhibit "A"

- 4.3 The City will provide the Contractor, the Designated Contact person, and any employees required for the work, access to the sites where services are required upon approval of the City's designated representative. The City's designated representative shall issue security badges to all Respondent's employees assigned to a project. All employees shall be required to wear the badge in a visible manner at all times while on City property.
5. **HVAC CONTRACTOR REQUIREMENTS:** The following contains the minimum requirements and experience for HVAC installation, repair and maintenance services required by the City. The Contractor shall ensure that all personnel are skilled and qualified to perform the services as requested.
- 5.1 Contractor shall have a working knowledge of commercial and residential HVAC installation, repair and maintenance work and be qualified to work on HVAC systems currently installed in City locations.
- 5.2 Contractor shall be licensed to perform HVAC work as required by the Texas Department of Licensing and Regulation as an air-conditioning and refrigeration Contractor. Respondents shall submit a copy of the Contractor's license with the solicitation response.
- 5.3 The HVAC licensed Contractor shall have at least five (5) years of experience.
- 5.4 Only certified technicians shall perform, installation, repair or maintenance on City HVAC units. A copy of the Technicians certifications shall be submitted by the Contractor with the response to this IFB. If new Technicians are hired proof of certification shall be provided to the City before work begins.
- 5.5 The HVAC functions shall include but not be limited to: installation, repair and regular maintenance as scheduled by the City's Facilities Manager.
- 5.6 Contractor must be familiar with and have a working knowledge of all tools and equipment applicable to the HVAC trade, and have extensive knowledge of HVAC operating systems.
- 5.7 It is the responsibility of the Contractor to supervise their employees and to assure that the work crew acts in a professional manner in regards to conduct, dress and language. Employees that are found to be non-compliant with these requirements shall be removed by the Contractor from City property.
6. **DESIGNATED CONTACT PERSON:** In order to maintain consistent standards of quality work performed across the City, the City shall be provided with a designated and identified crew leader/point of contact upon award of the contract.
- 6.1 The City shall be provided with the designated person's name and telephone number.
- 6.2 This contact person shall remain the same throughout the term of the contract or upon termination of the contact person. If a change has been made in the contact person due to termination, the City's designated representative shall be notified by the Contractor immediately at the time of the change. NO substitutions of key personnel shall be permitted without written approval of the authorized City's designated representative.
- 6.3 Answering machines are unacceptable as a point of contact.
- 6.4 The contact person shall be identified on the Solicitation document and may be required to attend an oral presentation to the selection team prior to award of contract.
7. **WARRANTY:** Successful Respondent shall provide a five (5) year warranty on all workmanship and parts including but not limited to manufacturer's warranty, workmanship defects, and installation. All warranty work shall be completed within five (5) working days from notice of defect.

Exhibit "A"

8. RESPONSE TIME: Response times shall be as follows:

8.1 Non-Emergency Service Calls: Successful Respondent shall respond and provide a written estimate for non-emergency service calls within two (2) days and begin work within five (5) days of the original request.

8.2 Emergency Calls: The City may require emergency HVAC repair, maintenance or replacement services during regular business hours or after hours.

8.2.1 The Contractor shall respond to emergency calls within two (2) hours after being contacted by the City.

8.2.2 The Contractor shall arrive onsite within four (4) hours of receiving work notification from the City.

9. WORK HOURS:

9.1. Regular Business Hours: are 7:00 am to 6:00 pm Monday through Friday (excluding weekends and holidays).

9.2. Overtime Hours: consist of hours outside the designated regular business hours will be allowed by the City if deemed necessary and is approved by the City's designated representative in advance of work. Overtime shall be based on the rate of regular labor not to exceed 1 ½ times the fixed hourly rate for the tradesman performing the service.

9.3. Emergency Calls: Contractor shall only respond to an emergency call placed by the Facilities Manager or his designee.

10. SAFETY: The Successful Respondent and their respective employees are required and shall comply with all Occupational Safety and Health Administration (OSHA), State and City Safety and Occupational Health Standards and any other applicable federal, state, and local health, safety, and environmental laws, ordinances, rules and regulations in the performance of the services. All Successful Respondents shall be held responsible for the safety of their employees and any unsafe acts or conditions that may cause injury or damage to any persons or property within and around the work site area under this contract. In case of conflict, the most stringent safety requirement shall govern. The Contractor shall indemnify and hold the City harmless from and against all claims, demands, suits, actions, judgments, fines, penalties and liability of every kind arising from the breach of the Contractor's obligations under this paragraph.

10.1. Material Safety Data Sheets: Successful Respondent shall be required to have in their possession at the location of each project and available upon request, material safety data sheets applicable to hazardous substances.

11. SERVICE/REPAIR PARTS: At the time the City calls for services, and the Contractor determines a location needs repairs:

11.1. Eighty-five percent (85%) of all parts shall be on-site within twenty-four (24) business hours;

11.2. All remaining parts shall be normally on-site within forty-eight (48) business hours;

11.3. The Facilities Manager shall be consulted when it is determined major components are in need of replacement. A major component shall be considered any single item or part whose estimated cost is in excess of \$500.

Exhibit "A"

- 12. ESTIMATES:** Contractor shall provide a non-binding written "Not to Exceed" estimate on all projects at no charge to the City upon request. It is the Contractor's responsibility to ensure that all information is complete to provide an accurate estimate. The City will not incur charges from the Contractor until the Contractor arrives on site and begins work. In certain circumstances a sample of materials to be used in a project may be requested by the City's designated representative for approval before work commences. Any single project shall not exceed \$50,000.

Each written estimate shall include the following information:

- Department name and location of the project;
- Contractor's designated contact name and telephone number;
- Breakdown of Labor costs (Number of workers, hourly rate);
- Materials (Detailed description, quantity, unit price and extended price amounts);
- Cost of Equipment rented to complete project;
- Total Cost (Labor and materials);
- Description specifying work to be done;
- Time projected to complete the project.

- 13. SITE INSPECTION:** It shall be the responsibility of the Contractor to visit and inspect the locations prior to the submittal of a proposal. No variation in price or conditions shall be permitted based on claims of not being knowledgeable, aware, or informed of all requirements and specifications for a job assignment. Submittal of the proposal is evidence the Contractor has familiarized himself with the nature and extent of the work and any local conditions that may, in any manner, affect the scope of the work to be done and the equipment, materials and labor required. Inspection must be scheduled by contacting the City's designated representative.

- 14. DELIVERY AND STORAGE:** It shall be the responsibility of the Contractor to make all arrangements for delivery, unloading, receiving and storing HVAC units and parts for each project. The City will not assume any responsibility for receiving these shipments. The Contractor shall verify with the City's designated representative and make necessary arrangements for security and storage space in the building during the project.

- 15. WORK REPORTS:** Respondent shall complete and furnish a work report for each project. A copy of each work report shall be presented with time and material used. Reports shall include, at a minimum, the following information:

- Location of the worksite;
- Date and time of arrival at worksite;
- Time spent for repair;
- Date and time work at location is completed;
- Part(s) ordered and Equipment rented, if necessary
- A detailed description of all the completed repair work certifying the location is in working order, shall be signed by the City's designated representative at the time the work is performed.

Exhibit "A"

16. ORDER QUANTITY: The quantities shown on the solicitation are estimates only. No guarantee of any minimum or maximum purchase is made or implied. The City will only order the services needed to satisfy requirements within budgetary constraints, which may be more or less than indicated.

- Prices for materials may be on a cost-plus basis. The percentage (%), if any, of markup will be designated by the Respondent on the Solicitation Document. Invoices for work performed, shall require a copy of supplies receipt to be included. Failure to provide the cost-plus percentage (%) on an invoice may result in payment at cost.

17. INVOICE REQUIREMENTS: Each project shall be invoiced separately; the Contractor shall include detailed information on each invoice:

- The total hours worked and hourly rate for labor. Labor hours shall include costs of labor, overhead charges, travel, and payroll expenses.
- Supplies and materials: The cost of supplies and materials shall be listed separately from labor. A maximum percentage markup, as indicated on Attachment A-Bid Sheet, will be allowed for material.
- Invoices shall have attached a copy of paid materials receipt from the supplier.

Exhibit "A"

ATTACHMENT A BID SHEET

1. **ATTACHMENT A- BID SHEET** is posted in Solicitation Documents for IFB No. 18-022 HVAC Services in an Excel format on the City of Round Rock website at:

<https://www.roundrocktexas.gov/departments/purchasing/purchasing-active-solicitations/>

- 1.1 In order to be considered responsive Attachment A- Bid Sheet must be completed, signed by an authorized representative and returned by the deadline for submission of response indicated in Part I Section 5 – Schedule of Events.
- 1.2 The Respondent, by submitting and signing Attachment A – Bid Sheet, acknowledges that he/she has received and read the entire document packet sections defined above including all documents incorporated by reference, and agrees to be bound by the terms therein.
- 1.3 In order to do business with the City of Round Rock you must be registered with the City's Vendor Database. To register, go to: <https://roundrock.munisselfservice.com/Vendors/default.aspx>.
- 1.4 By the signature affixed on Attachment A-Bid Sheet, the Respondent hereby certifies that neither the Respondent nor the entity represented by the Respondent, or anyone acting for such entity has violated the antitrust laws of this State, codified in Section 15.01 et seq., Texas Business and Commerce Code, or the Federal antitrust laws, nor communicated directly or indirectly, the response made to any competitor or any other person engaged in such line of business.
- 1.5 The Respondent agrees, if this Offer is accepted within 120 calendar days after the Due Date, to fully comply in strict accordance with the Solicitation, specifications and the amounts shown on bid sheet.



**ATTACHMENT A
BID SHEET**

Exhibit "A"



**Attachment A- Bid Sheet
HVAC Services
IFB-No. 18-022**

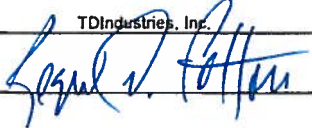
The Respondent represents by their signature below that he/she is submitting a binding offer and is authorized to bind the respondent to fully comply with the solicitation documents contained in IFB No. 18-022 HVAC Services. The Respondent acknowledges that he/she has received and read the entire solicitation packet, attachments and all documents incorporated by reference, and agrees to be bound by the terms therein. An anticipated total contract award will be made by the City in an amount not to exceed \$300,000 per year.

Special Instructions: All prices must be quoted in order to be considered responsive. Be advised that exceptions taken to any portion of the solicitation may jeopardize acceptance of the bid.

Cost - Total 60% Points			
No.	Description	Unit	Unit Cost
1	Certified HVAC Technician Hourly Labor Rate	Per Hour	\$84.00
2	Certified HVAC Technician Overtime Hourly Labor Rate. The overtime rate shall not exceed one and one half times the regular hourly rate.	Per Hour	\$126.00
3	HVAC Helper Regular Hourly Labor Rate	Per Hour	\$72.00
4	HVAC Helper Overtime Hourly Labor Rate. The overtime rate shall not exceed one and one half times the regular hourly rate.	Per Hour	\$108.00
5	(Information Only) Prices for Material shall be on a cost-plus basis. The Percentage (%) if any, of markup will be:	Percentage Markup	30%

Attachment D - Respondent Questionnaire- Total 40% Points
 *10% Points for staff training and development
 * 5% Points for vehicle and equipment list
 * 25% Points for company and individual work experience

COMPANY NAME: TDIndustries, Inc.

SIGNATURE OF AUTHORIZED REPRESENTATIVE: 

PRINTED NAME: Roger Cotton

PHONE NUMBER: 512-289-4907

EMAIL ADDRESS: roger.cotton@tdindustries.com



**ATTACHMENT B
BIDDERS REFERENCE SHEET**

Exhibit "A"



City of Round Rock
HVAC Services
FB No. 18-022
Class/Item: 910-36
June 2018

**ATTACHMENT B:
BIDDERS REFERENCE SHEET**

PLEASE COMPLETE AND RETURN THIS FORM WITH THE SOLICITATION RESPONSE

SOLICITATION NUMBER: 18-022
RESPONDENT'S NAME: Matthew Thornton **DATE:** 6/28/2018

Provide the name, address, telephone number and E-MAIL of at least three (3) valid Municipal, Government agencies or firms of comparable size that have utilized services that are similar in type and capacity within the last two (2) years. City of Round Rock references are not applicable. References may be checked prior to award. If references cannot be confirmed or if any negative responses are received it may result in the disqualification of submittal.

1. **Company's Name** Texas Facilities Commission
Name of Contact Dan Simms
Title of Contact HVAC/Plumbing Supervisor
E-Mail Address dan.simms@tfc.state.tx.us
Present Address 1711 San Jacinto Boulevard
City, State, Zip Code Austin, TX 78701
Telephone Number (512) 936-0647 **Fax Number:** (512) 236-6179

2. **Company's Name** Texas Department of Transportation
Name of Contact Allen Stroud
Title of Contact Plumbing Supervisor
E-Mail Address allen.stroud@txdot.gov
Present Address 150 East Riverside Drive
City, State, Zip Code Austin, TX 78701
Telephone Number (512) 832-7064 **Fax Number:** ()

3. **Company's Name** City of Austin
Name of Contact Lynnette Hicks
Title of Contact Procurement Specialist
E-Mail Address lynnette.hicks@austintexas.gov
Present Address 124 West 8th Street
City, State, Zip Code Austin, TX 78701
Telephone Number (512) 974-3349 **Fax Number:** ()

FAILURE TO PROVIDE THE REQUIRED INFORMATION WITH THE SOLICITATION RESPONSE MAY AUTOMATICALLY DISQUALIFY THE RESPONSE FROM CONSIDERATION FOR AWARD.

Exhibit "A"

ATTACHMENT C PREVAILING WAGE

1. **Attachment C- Prevailing Wage Rates are posted in Solicitation Documents for IFB No. 18-022 HVAC Services on the City of Round Rock website at:**

<https://www.roundrocktexas.gov/departments/purchasing/purchasing-active-solicitations/>

2. **PREVAILING WAGE:** Pursuant to Chapter 2258 of the Texas Government Code, a worker employed on a public work project by a city must be paid: (1) not less than the general prevailing wage rate of per diem wages for work of a similar character in the locality in which the work is performed; and (2) not less than the general prevailing rate of per diem wages for legal holiday and overtime work. In accordance with Chapter 2258.022, the City adopted through Resolution No. R-2016-3760 the wage rates set forth by the Texas Workforce Commission for the Austin-Round Rock Area as the general prevailing wage rate for the City's public works contracts. A contractor or subcontractor who is awarded a contract by the City shall pay not less than the rates set forth in Attachment C and comply with all applicable sections of Chapter 2258.



**ATTACHMENT C
PREVAILING WAGE**

Exhibit "A"



ATTACHMENT C- PREVAILING WAGE

2016 ANNUAL TEXAS WORKFORCE COMMISSION WAGE

RATES

Construction and Extraction Occupations	Hourly	\$12.32
First-Line Supervisors of Construction Trades and Extraction Workers	Hourly	\$18.79
Brickmasons and Blockmasons	Hourly	\$20.94
Carpenters	Hourly	\$13.28
Floor Layers, Except Carpet, Wood, and Hard Tile	Hourly	\$12.00
Tile and Marble Setters	Hourly	\$12.20
Cement Masons and Concrete Finishers	Hourly	\$12.92
Construction Laborers	Hourly	\$10.81
Paving, Surfacing, & Tamping Equipment Operators	Hourly	\$12.41
Pile-Driver Operators	Hourly	\$14.65
Operating Engineers and Other Construction Equipment	Hourly	\$13.80
Drywall and Ceiling Tile Installers	Hourly	\$14.28
Electricians	Hourly	\$15.80
Glaziers	Hourly	\$13.08
Insulation Workers, Floor, Ceiling, and Wall	Hourly	\$13.29
Insulation Workers, Mechanical	Hourly	\$14.52
Painters, Construction and Maintenance	Hourly	\$12.25
Pipelayers	Hourly	\$13.19
Plumbers, Pipefitters, and Steamfitters	Hourly	\$14.46
Reinforcing Iron and Rebar Workers	Hourly	\$13.87
Roofers	Hourly	\$12.38
Sheet Metal Workers	Hourly	\$13.25
Structural Iron and Steel Workers	Hourly	\$14.75
Helpers – Brickmasons, Blockmasons, Stonemasons, and Tile and Marble Setters	Hourly	\$12.36
Helpers – Carpenters	Hourly	\$8.17
Helpers – Electricians	Hourly	\$8.78
Helpers – Pipelayers, Plumbers, Pipefitters, and Steamfitters	Hourly	\$10.04
Helpers – Construction Trades, All Other	Hourly	\$10.34
Construction and Building Inspectors	Hourly	\$19.15
Fence Erectors	Hourly	\$12.17
Hazardous Materials Removal Workers	Hourly	\$12.98
Highway Maintenance Workers	Hourly	\$13.44
Septic Tank Servicers and Sewer Pipe Cleaners	Hourly	\$12.05
Construction and Related Works, All Others	Hourly	\$13.34
Derrick Operators, Oil and Gas	Hourly	\$10.38
Service Unit Operators, Oil, Gas and Mining	Hourly	\$13.22
Earth Drillers, Except Oil and Gas	Hourly	\$16.45
Rock Splitters, Quarry	Hourly	\$10.65
Roustabouts, Oil and Gas	Hourly	\$11.69
Installation, Maintenance, and Repair Occupations	Hourly	\$12.59
First-Line Supervisors of Mechanics, Installers, and Repairers	Hourly	\$19.61



**ATTACHMENT C
PREVAILING WAGE**

Exhibit "A"



ATTACHMENT C- PREVAILING WAGE

2016 ANNUAL TEXAS WORKFORCE COMMISSION WAGE RATES

Computer, Automated Teller & Office Machinery Repairers	Hourly	\$10.93
Radio Mechanics	Hourly	\$14.11
Telecommunications Equipment Installers and Repair	Hourly	\$15.62
Electric Motor, Power Tool, and Related Repairs	Hourly	\$13.76
Electrical and Electronics Repairers, Commercial and Residential	Hourly	\$16.12
Electrical and Electronic Repairers, Powerhouse Substation, and Relay	Hourly	\$22.18
Electronic Equipment Installers and Repairers, Motor Vehicles	Hourly	\$13.30
Security and Fire Alarm Systems Installers	Hourly	\$17.79
Aircraft Mechanic and Service Technicians	Hourly	\$21.97
Automotive Body and Related Repairs	Hourly	\$15.89
Automotive Glass Installers and Repairers	Hourly	\$14.29
Automotive Service Technicians and Mechanics	Hourly	\$13.38
Bus & Truck Mechanics & Diesel Engine Specialists	Hourly	\$15.61
Farm Equipment Mechanics	Hourly	\$11.52
Mobile Heavy Equipment, Except Engines	Hourly	\$14.84
Motorboat Mechanics	Hourly	\$13.38
Motorcycle Mechanics	Hourly	\$10.79
Outdoor Power Equipment & Other Small Engine Mechanics	Hourly	\$10.31
Recreational Vehicle Service Technicians	Hourly	\$12.75
Tire Repairers and Changers	Hourly	\$10.45
Control and Valve Installers and Repairers, Except Mechanical Door	Hourly	\$14.82
Heating, Air Conditioning and Refrigeration Mechanics and Installers	Hourly	\$16.15
Home Appliance	Hourly	\$13.04
Industrial Machinery Mechanics	Hourly	\$15.74
Maintenance Workers, Machinery	Hourly	\$15.31
Millwrights	Hourly	\$15.79
Electrical Power-Line Installers and Repairers	Hourly	\$15.94
Telecommunications Line Installers and Repairers	Hourly	\$13.68
Medical Equipment Repairers	Hourly	\$19.05
Precision Instrument Repairers, Other	Hourly	\$14.40
Maintenance and Repair Workers, General	Hourly	\$11.42
Coin, Vending, and Amusement Machine Servicers and Repairers	Hourly	\$10.00
Locksmiths and Safe Repairers	Hourly	\$12.93
Helpers – Installation, Maintenance, and Repair Workers	Hourly	\$8.30
Installation, Maintenance & Repair Workers, Other	Hourly	\$10.61
Production Occupations	Hourly	\$10.43
First Line Supervisors of Production and Operating Workers	Hourly	\$19.08
Electrical and Electronic Equipment Assemblers	Hourly	\$11.81
Electromechanical Equipment Assemblers	Hourly	\$15.04
Structural Metal Fabricators and Fitters	Hourly	\$14.88
Team Assemblers	Hourly	\$9.19
Timing Device Assemblers, Adjusters & Calibrators	Hourly	\$16.33



**ATTACHMENT C
PREVAILING WAGE**

Exhibit "A"



ATTACHMENT C- PREVAILING WAGE

2016 ANNUAL TEXAS WORFORCE COMMISSION WAGE RATES

Assemblies and Fabricators, All Other	Hourly	\$10.10
Computer Controlled Machine Tool operators, Metal and Plastic	Hourly	\$12.70
Numerical Tool and Process Control Programmers	Hourly	\$20.26
Extruding and Drawing Machine Setters	Hourly	\$12.14
Cutting, Punching, and Press Machine Setters, Operators	Hourly	\$10.91
Grinding, Lapping, Polishing and Buffing Machine	Hourly	\$10.58
Lathe and Turning Machine Tool Setters, Operators	Hourly	\$13.47
Machinists	Hourly	\$14.96



**ATTACHMENT D
RESPONDENT QUESTIONNAIRE**

Exhibit "A"



City of Round Rock
HVAC Services
IFB No. 18-022
Class/Item: 910-36
June 2018

**ATTACHMENT D
RESPONDENT QUESTIONNAIRE
40% Points**

Name of Business:	TDIndustries, Inc.
Physical Address of Headquarters (HQ):	13850 Diplomat Drive Dallas, TX 75234
Physical Address of Serving Branch: (if different address from HQ)	2701 Gattis School Road, Bldg. A Ste. 101 Round Rock, TX 78664

1. On a separate sheet of paper describe training and development provided to staff. **(10% Points)**.
2. **EQUIPMENT LIST:** Attach a separate sheet of paper that describes the type of vehicles and equipment that will be used to support this contract. **(5% Points)**
3. Number of full time employees that are eligible to work on City of Round Rock projects:

Number of Employees:	18 Partners
-----------------------------	-------------

4. How many years has your company been in the Commercial HVAC Business?

Number of years in the commercial HVAC business:	72 Years
---	----------

5. **EXPERIENCE:** On a separate sheet of paper describe relevant company and individual experience for the personnel who will be actively engaged in the performance of this contract. **(25% Points)**
 - **Company work experience:** Describe recent company work experience (2 years or less) for at least 2 commercial contracts for HVAC Services.
 - **Individual Work Experience-** Include the resume of the owner and lead personnel as well as supporting documentation as applicable; such as certifications, licenses and years of experience.

Exhibit "A"

ATTACHMENT E City HVAC Equipment Listing

1. **Attachment E- City HVAC Equipment Listing is posted in Solicitation Documents for IFB No. 18-022 HVAC Services on the City of Round Rock website at:**

<https://www.roundrocktexas.gov/departments/purchasing/purchasing-active-solicitations/>



ATTACHMENT D RESPONDENT QUESTIONNAIRE

Exhibit "A"



1. TDINDUSTRIES TRAINING AND DEVELOPMENT

TDIndustries recognizes continuous aggressive improvement as an integral component of our company's mission. TDIndustries provides yearly training and certification opportunities for all HVAC service technicians on various brands of HVAC equipment. TD has training and certifications on all major brands of DX Cooling Systems. TD is also ABB Drive Certified. TD is certified to work on Liebert, Stulz, Data Aire CRAC (Computer Room Air Conditioning) Units.

TDIndustries HVAC technicians receive the following training:

- Trane Intellipak
- LG, Mitsubishi, and Daikin VRF (Variable Refrigerant Flow) Certified
- Trane Chiller Teardown
- Various Trane courses on Centrifugal, Air-Cooled, and Water-Cooled Chillers
- York Chiller Teardown
- York Optixview Training
- Carrier Flotronic
- Servant Leadership
- Seven Habits of Highly Successful People
- Performance Management
- Goal Setting
- Quality Assurance
- Personal Protection Equipment (PPE)
- CPR First Aid

2. TDINDUSTRIES EQUIPMENT

Each HVAC Service Technician has a 2015 or newer service van that carries all the equipment needed to perform various HVAC services.

TOOLS AVAILABLE ON EACH VAN

- Torches
- Recovery Machine
- Micron Gauges
- Vacuum Pumps
- Leak Detector
- Along with the normal hand tools that an HVAC services partner will need to perform his or her daily tasks.

TOOLS READILY AVAILABLE IN TD'S ROUND ROCK OFFICE

- Duct Lifts
- Tube Brush Machine

5. RELEVANT EXPERIENCE AND APPROACH TO HVAC SERVICE

THE TD DIFFERENCE

- Total life-cycle maintenance
- On demand 24/7
- 2-hour onsite response

TDIndustries' vast experience enables us to handle every type of HVAC, and mechanical trade service repair for the City of Round Rock HVAC Contract. We have 18 local technicians and supervisors in the Austin area, and additional resources in our surrounding offices that can be called upon for support on larger, more challenging projects. The City of Round Rock can rest assured that all of your needs will be met in both response and quality of work to protect your assets.

HVAC

TD offers comprehensive services for boilers, chillers and air handlers, pumping systems, control systems and water treatment. Our strength in commercial HVAC services is based on long experience, broad expertise, high-level technology and the discipline to think ahead. That's why TD Partners (our employees) are often so quick to discover the root causes of system failures and to offer exceptional HVAC solutions, such as:

- State-of-the-art leak-detection technology for faster and less disruptive repairs
- Vibration analysis that reduces your equipment downtime and extends equipment life
- Variety of service plans and agreements to suit your particular situation, with no manufacturer bias

Our expertise with HVAC maintenance and repair is respected throughout the industry, simply because we employ all our skill and all our technology to put you first. Our service maintenance technicians know how to keep your systems running and your assets protected.

The goals of this plan are as follows:

- Keep the HVAC equipment owned by the City of Round Rock in excellent condition
- Provide the City of Round Rock with the best value in terms of maintenance and repair of mechanical equipment
- Maintain the City of Round Rock's systems to increase the life-span of the equipment
- Repair/replace equipment before breakdowns occur to reduce downtime and cost to the City of Round Rock.





5. RELEVANT EXPERIENCE

- TD has been providing HVAC Services for commercial clients for more than 70 years.
- TD'S Austin office opened in 1986 with local technicians to live and work in the area.
- Large base of commercial only clients in the Central Texas area for whom we provide HVAC services
- Licensed technicians and supervisors
- Our robust training program encourages all of our employee (Partners) to take 32 hours of training annually to retain the highest level of experience working on critical systems.
- Highly skilled technicians that can service, replace, retrofit and provide system configurations with an understanding of urgency when systems are inoperable.
- Experience with various types of equipment including small DX Cooling Systems, large Chillers, CRAC units, AHU's, Compressors and Centrifugal and Inline Pumps.
- Types of customers include many mission critical facilities including hospitals, data centers, school districts, municipalities and banks.

We understand that our customers require a timely response and a provider that can resolve their issue quickly, safely and as cost effective as possible.

It is our goal to provide the added value, on every visit, that our customers have come to expect from us.

TDIndustries has helped me streamline my maintenance and repairs with their service technicians. Without their help my office complex would not be able to perform. We have several hundred split systems that they maintain on a quarterly basis.

-TD Austin
Service Customer



Exhibit "A" ATTACHMENT D RESPONDENT QUESTIONNAIRE



5. RECENT RELEVANT EXPERIENCE

LUMINEX CORPORATION
12112 Technology Blvd.
Austin, TX 78727



TDIndustries provides bi-annual planned maintenance on five (5) buildings HVAC Equipment.

Jason Scott
512-819-8020
jscott@luminexcorp.com

Experience on these facilities and other commercial customers includes:

- ✓ All DX cooling systems (more than 100 units)
- ✓ Exhaust fans
- ✓ Ice machines
- ✓ Walk-in coolers/freezers
- ✓ Complete replacement of DX equipment and ductwork for office and lab areas

CHATSWORTH PRODUCTS
3004 South Austin Ave.
Georgetown, TX 78626



TDIndustries provides quarterly planned maintenance on three (3) buildings' HVAC equipment.

Henry Kubicek
512-868-6063
hkubicek@chatsworth.com

Experience on these facilities and other commercial customers includes:

- ✓ All DX cooling systems (more than 50 units)
- ✓ Complete replacement of DX cooling systems



5. MANAGEMENT RESUMES

ROGER COTTON - VICE PRESIDENT SERVICE

27 years property management and service experience

Education: Bachelor of Science Degree in Architectural Engineering; University of Texas Austin; OSHA 30

Training: Servant Leadership; Performance Management; Goal Setting; Total Quality Management

Roger has extensive experience leading teams on large projects. He has a proven track record of creating success for his customers and will be available to help the team ensure the highest levels of service are provided for the City of Round Rock.

MATT THORNTON - ACCOUNT MANAGER

10 years of service sales and management experience

Education: Bachelors in Management; University of Texas at Arlington

Training: Servant Leadership; Goal Setting

Matt will serve as the Contract Administrator for the City of Round Rock. He will ensure that customer satisfaction levels are exceeded with the delivery of services by our team.

ORGANIZATIONAL CHART

The team we are proposing for the City of Round Rock's Plumbing Services Contract has significant experience with this type of work. Our team is committed to being fully engaged, accountable, and willing to listen to your needs to deliver service excellence. By combining the talents of our local senior managers, safety and quality managers and the project delivery team we believe we can offer the City of Round Rock the best value. All of our assigned technicians have the experience and meet the requirements necessary to deliver service excellence to the City of Round Rock.

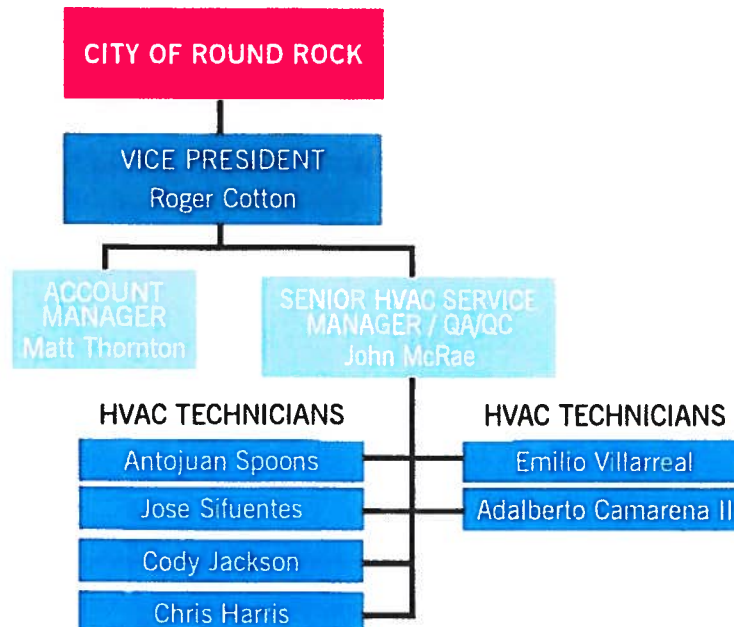




Exhibit "A"

ATTACHMENT D RESPONDENT QUESTIONNAIRE



5. TDINDUSTRIES LEAD PERSONNEL RESUMES

JOHN MCRAE - SENIOR HVAC SERVICE MANAGER & QUALITY CONTROL

27 years experience

License/Certifications: TX Air Conditioning & Refrigeration Contractor's TACLA #27827C, Universal EPA Certification

Training: EEW; First Aid and CPR; Lock-Out/Tag-Out; OSHA 10-Hour; OSHA 30-Hour

John is our Senior HVAC Service Manager and he will support the team to ensure our technicians are providing responsive and consistent quality services City of Round Rock.

ANTOJUAN SPOONS - HVAC TECHNICIAN

23 years experience

License/Certifications: Air Conditioning Technician Registered License # 9616, Universal EPA Certification

Training: Trane Teardown; York Teardown; York Optixview; Carrier Flotronic; Centrifugal, Air-Cooled and Water Cooled Trane Chillers; OSHA 10-Hour; Fall Protection; Ladder Safety; EEW; First Aid and CPR; Lock-Out/Tag-Out

Antojuan will be one of the primary technicians responding to work orders for the City of Round Rock. He has 23 years in the industry and is familiar with a variety of systems including AHU's, pumps, compressors and CRAC units. He dedicates himself to providing consist services and doing the job the right way, the first time.

JOSE SIFUENTES - HVAC TECHNICIAN

14 years experience

License/Certifications: TDLR #44793; NATE HVAC Excellence #8461781; Universal EPA Certification

Training: Daikin, Trane, Mitsubishi Systems, Data Air Certified Training; EEW; First Aid and CPR; Lock-Out/Tag-Out; OSHA 10-Hour

Jose will continue to be one of the primary technicians assigned to City of Round Rock contract. He is one of our best troubleshooters and has experience with controls and critical data equipment. Jose likes to work with HVAC, electrical and plumbing. He believes in continuing education, always up for expanding his knowledge in related fields in order to grow his own technical skills and serve our customers better.

CODY JACKSON - HVAC TECHNICIAN

12 years experience

Licenses/Certifications: TX Contractor's License #TACLB48729E, Universal EPA Certification

Training: Trane Intellipak; Liebert; ABB Drive; Teco Drive; Lg Mini Split; Mitsubishi Mini Split; Superheat sub-cool seminar; O6d Compressor Teardown class; Copeland Scroll Compressor; EEW; First Aid and CPR; Lock-Out/Tag-Out

Cody will be one of the primary technicians assigned to the City of Round Rock contract. He brings 12 years of industry experience to the team. He has been working for TDIndustries for 9 years and has proven to be a great asset to the team, always willing to go the extra mile to provide quality work and keep our customers happy.



ATTACHMENT D RESPONDENT QUESTIONNAIRE

Exhibit "A"



5. TDINDUSTRIES PRIMARY TECHNICIANS RESUMES

CHRIS HARRIS - HVAC TECHNICIAN

13 years experience

Licenses/Certifications: Certified Air Conditioning and Refrigeration Technician #25126, Journeyman Plumber J-3706; Trane Intellipack Certified; Liebert Certified; Dataire Certified; Universal EPA Certification

Training: CEF HVAC Commercial Service I & II; Fall Protection; Ladder Safety; Lock-Out/Tag-Out; EEW; OSHA 10-Hour

Chris will be one of the primary technicians assigned to the City of Round Rock contract. He brings 13 years of industry experience at TD to the team. Chris started as a plumbing apprentice working in Construction and Service. Chris understands that relationships have to be nurtured and maintained. His customers frequently request him specifically because of his excellent service knowledge and attitude.

EMILIO VILLARREAL - HVAC TECHNICIAN

13 years experience

License/Certifications: Certified Air Conditioning and Refrigeration Technician #54145

Training: EEW; CPR and First Aid; Lock-Out/Tag-Out; OSHA 10-Hour; Daikin VRF Training; Mitsubishi VRF Training

Emilio will be one of the primary technicians assigned to the City of Round Rock contract. He brings 13 years HVAC/Sheetmetal industry experience at TD to the team. Emilio understands that relationships have to be nurtured and maintained. His customers frequently request him specifically because of his excellent service knowledge and attitude.

ADALBERTO CAMARENA II - HVAC TECHNICIAN

5 years experience

License/Certifications: Certified Air Conditioning and Refrigeration Technician #24154

Training: EEW; CPR and First Aid; Lock-Out/Tag-Out; Daikin VRF Training; Mitsubishi VRF Training

Adalberto will be one of the primary technicians assigned to the City of Round Rock contract. He brings five years HVAC/Sheetmetal industry experience at TD to the team. Adaalberto understands that relationships have to be nurtured and maintained. His customers frequently request him specifically because of his excellent service knowledge and attitude.



Exhibit "A"

ATTACHMENT E CITY HVAC EQUIPMENT LISTING



Attachment E - HVAC Equipment Listing

City of Round Rock Facilities / HVAC Equipment Listing

Facility	Square Footage	Make	Model
City Hall - 4 units	24,000		
		RTU #1	50A3B03MZQ611GB
		RTU #2	50A3B020MXQ611GB
		RTU #3	50A3B025MXQ611GB
		Mitsubishi CU #1	POY-A18NHAZ
Business Center Complex - 4 units	18,500		
		RTU #1	50A3B027AEG01934
		RTU #2	50A3B027AEG01934
		Mitsubishi CU #1	PUY-A18NHAZ
		Mitsubishi CU #2	PUY-A18NHAZ
Library - 22 units	42,000		
		Carrier	25HBC360A600
		Carrier	25HBC360A600
		Carrier	25HBC366A600
		Carrier	25HBC366A600
		Carrier	38AUQA16A0A6A0A0A0
		Carrier	25HBC360A600
		Carrier	38AUQA08A0A6A0A0AC
		Carrier	38AUQA08A0A6A0A0A0
		Carrier	25HBC360A600
		Carrier	38AUQA08A0A6A0A0A0
		Carrier	25HBC360A600
		Carrier	25HBC360A600
		Carrier	25HBC518A300
		Carrier	25HBC518A300
		Carrier	25HBC324A300
		Carrier	25HBC518A300
		Trane	25HBC336A600
		Carrier	38AUQA08A0A6A0A0A0
		Carrier	2TWA3060A400AA
		Trane	2TWA3060A400AA
		Carrier	25HBC360A600
		Carrier	25HBC324A300
Public Works - 8 units	11,722		
		Carrier	4BHJ006-531
		Carrier	4BHJ006-531
		Carrier	4BHJ008-531
		Carrier	24ABB360A320
		Carrier	14AIA48A01
		Trane	4TTR3048A1000AA
		Trane	4TTR3048A1000AA
		Friedrich	MR30C3F
General Services Division - 6 units	5,046		
		Lennox - Unit #1	NO DATA
		Lennox - Unit #2	NO DATA
		Lennox - Unit #3	NO DATA
		Lennox - Unit #4	NO DATA
		Lennox - Unit #5	NO DATA
		Lennox - Unit #6	NO DATA
Utility Support / Storage Buildings - 2 units	4,250		
		Carrier Pag Unit	50GX-042-301A0
		Rheem	PRF036JAS
Vehicle Maintenance Facility - 4 units	9,540		
		Rheem	RAK8060CAI



ATTACHMENT E CITY HVAC EQUIPMENT LISTING

Exhibit "A"



City of Round Rock Facilities / HVAC Equipment Listing

Facility	Square Footage	Make	Model
		Rheem	RAK8036CAI
		Rheem	RAK8060CAI
		Lennox	13HPX-018-230-110
Small Engine Shop - 1 unit	1,500		
		American Standard (WallPak)	PTHC1201GCA
Water Treatment Plant Lab - 2 units	2,435		
		Lennox	HP290601Y
		Lennox	HP290361Y
Water Plant Phase III - 7 units	14,876		
		York	E1FD0185060A
		Rheem	RAK8060DAZ
		Rheem	RAK8060DAZ
		York	E1RA030506D
		York	E1RB048546A
		Carrier	38YCC06062D
		Carrier	SAHJ004621
Water Plant Phase V - 5 units	14,876		
		Carrier	38AKS014621
		Carrier	38CKC0607D
		Carrier	38CKC04806D
		Carrier	38BRC2433D
		Carrier	38CKC06067D
Police Facility - 52 units	124,000		
		MAUIA	FWA175/DJE20/0
		MAUIE	FWA175/DJE20/0
		MAUIF	FWA175/DJE20/0
		RTU #1A	LGA090H2B53G
		RTU #1B	LGA060H2B52G
		RTU #1C	LGA090H2B53G
		RTU #1D	NO DATA
		RTU #1E	NO DATA
		RTU #1F	LGA060H2B52G
		RTU #2A	LGA060H2B52G
		RTU #2B	NO DATA
		RTU #2C	LGA120H2B3M3G
		RTU #2D	NO DATA
		RTU #2E	NO DATA
		RTU #2F	NO DATA
		RTU #3A	LGA060H2B52G
		RTU #3B	LGA048H2B53G
		RTU #3C	NO DATA
		RTU #3D	LGA048H2B53G
Police Facility - 52 units Con't	124,000		
		RTU #3E	LGA048H2B53G
		RTU #3F	LGA090H2B53G
		RTU #4A	LGA048H2B53G
		RTU #4B	LGA060H2B52G
		RTU #4C	LGA060H2B52G
		RTU #4D	LCA048H2D3G
		RTU #4E	LGA060H2B52G
		RTU #4F	LGA090H2B53G
		RTU #5A	LCA072H2H2BF1G
		RTU #5B	LGC156H2B52G



Exhibit "A"

ATTACHMENT E CITY HVAC EQUIPMENT LISTING



City of Round Rock Facilities / HVAC Equipment Listing

Facility	Square Footage	Make	Model
		RTU #5C	LGA090H2B53G
		RTU #5D	NO DATA
		RTU #5E	LGA060H2B52G
		RTU #5F	LGA036H2B52G
		RTU #6A	LGA102H2B54G
		RTU #6C	LGA036H2B52G
		RTU #6E	LGAD48H2B53G
		RTU #6F	LGA060H2B52G
		RTU #7A	LGA090H2B53G
		RTU #7C	LGC07252B1G
		RTU #7D	NO DATA
		RTU #7E	NO DATA
		RTU #7F	LGA090F2B53G
		RTU #8A	LGA072H2B12G
		RTU #8F	LGA036H2B52G
		RTU #9A	LGA090H2B53G
		RTU #9F	LGC07252B1G
		RTU #10A	LGA072H2B12G
		RTU #10F	LGAD48H2B53G
		RTU #11A	LGA090H2B53G
		RTU #11F	LCC180H2B1G
		RTU #12A	LCA036H2B1G
		RTU #12F	LCC180H2B1G
Central Fire Station - 7 units	17,468		
		Carrier	4BHCDA0602MSA0K3CO
		Carrier	4BHCDA052MSA0K3CO
		York	D2NH048N09025A
		Comfort Star	CCH024CD-A10
		Trane	2A780036A100AA
		Trane	TWR036C100A2
		Trane	TWR060C100A2
Fire Station No. 2 - 3 units	7,677		
		Trane	2TTB304BA1000AA
		Trane	2TTB304BA100AA
		Trane	2TTB3036A100AA
Fire Station No. 3 - 2 units	6,550		
		Carrier	24ABB34BA310
		Carrier	24ABB34BA300
Fire Station No. 4 - 2 units	6,550		
		Carrier	24ABB336A310
		Carrier	24ABB360A320
Fire Station No. 5 - 2 units	6,500		
		Carrier	3B8YC060310
		Carrier	3B8YC04B310
Fire Station No. 6 - 5 units	11,850		
		Lennox	LGAD48H2B53Y
		Addison	NO DATA
		Lennox	LGA072H213524
		Lennox	LGA060H2B5Y
		Lennox	LGA048A2B5Y
Fire Station No. 7 - 3 units	6,500		
		Lennox	5S8060H4541Y
		Lennox	5S8048H4541Y
		Lennox	5S8036H4541Y
Traffic Signals & Signs - 2 units	8,510		
		Lennox	NO DATA



Exhibit "A"

ATTACHMENT E CITY HVAC EQUIPMENT LISTING



City of Round Rock Facilities / HVAC Equipment Listing

Facility	Square Footage	Make	Model
McConico Building - 14 units	27,284	Lennox	NO DATA
		Trane	TED330A4AKIC6D508C00FDHI00M0
		Trane	TED330A4AKIC6D508C00FDHI00M0
		Trane	TED330A4AKIC6D508C00FDHI00M0
		Trane	TED330A4AKIC6D508C00FDHI00M0
		Trane	TED330A4AKIC6D508C00FDHI00M0
		Trane	TED330A4AKIC6D508C00FDHI00M0
		Trane	TED330A4AKIC6D508C00FDHI00M0
		Trane	TED330A4AKIC6D508C00FDHI00M0
		Trane	TED330A4AKIC6D508C00FDHI00M0
		Trane	TED330A4AKIC6D508C00FDHI00M0
		Lennox	LCA203HN3G
		Lennox	LCA120HM1G
		Mitsubishi	PU24EK
		Trane	TED330A4AKIC6E508C00FDHI00M0
Chlorinating Building - 2 units	2,000		
		Bard (wall mount)	WL192-A0ZEPXX31
		Bard (wall mount)	WL142-A0ZEPXX31
High Service Building @ WTP - 7 units	800		
		Carrier	24AB330A310
		Carrier	24AB330A310
		Carrier	24AB330A310
		Carrier	50TC-D12A2G6A0A0A0
		Carrier	50TC-D12A2G6A0A0A0
		Carrier	50PG-M07-A-60
		Carrier	50PG-M07-A-60
Public Safety Training Center 2801 North Mays	55,615	N/A	



Exhibit "A"

ATTACHMENT E CITY HVAC EQUIPMENT LISTING



City of Round Rock Facilities / HVAC Equipment Listing

Facility	Square Footage	Make	Model
Pump Station Building @ Lake Georgetown - 6 units	3,750	Bard Bard Carrier Carrier Aaon Aaon	WA602-A00 WA602-A00 50PM-C15HE50-DM 50PM-C15HE50-DM RM104808681-000X2 RM104808681-000X2
Lake Creek Pump Station - 1 unit	400	Trane	4TWB301BA1000BA
Rock N River - 2 units	1,500	Lennox Lennox	5 ton 5 ton
PARD Yard - 4 units	10,000	Trane Trane RUUD Trane	2TWA0060A300AB 2TWAD04BA300AB R5KA-A0185K00 2TVA0060A300AB
Allen R. Baca Senior Center, Bldg. 2 - 4 units	28,435	Carrier Carrier Carrier Carrier	4BHGD016B-6AE 4BHJD009H-641RQ 4BHJED04H-641 50ZND0908DL610CH
Allen R. Baca Senior Center, Parking Garage - 1 unit	40,000	Mitsubishi	3 ton
Kinningham Park House - 1 unit	2,829	No Data	5 ton
Stone Oak - 1 unit		Bard	3 ton



Exhibit "A"

CITY OF ROUND ROCK ADDENDUM



CITY OF ROUND ROCK INVITATION FOR BID (IFB) HVAC SERVICES

IFB No. 18-022 Addendum No. 1 Date of Addendum: 06/21/18

Addendum No. 1, dated Thursday, 06/21/18 is being issued to respond to all questions submitted by the deadline on Tuesday, 06/19/18 @ 5 p.m. for IFB No. 18-022 – HVAC Services, as outlined below:

SECTION A: QUESTIONS And ANSWERS:

1. Question: Warranty. Is this a 5 (Five) year warranty on everything?
Answer: The 5 (five) year warranty is for new equipment parts and labor.
2. Question: Can we lock in pricing for the first 3 (Three) years and propose an increase for years 4 (four) and 5 (five)?
Answer: No. Per page 6, No. 6 of the solicitation, **PRICE INCREASE:** Contract prices for HVAC Services shall remain firm throughout the initial twelve (12) month term of the contract. A price increase to the agreement may be considered on the anniversary date of the Contract each year and shall be equal to the consumer price index for that year, but at no time can the increase be greater than 5% for any single line item
3. Question: Page 2, section 1 – Purpose, it states award to one primary and one secondary contract. Will all work be divided equally over the primary and secondary contracts or is the secondary contract just a backup in case the primary cannot perform the work?
Answer: The common practice will be to ask both vendors to quote on the job. The vendor will be selected based on price and availability. The City reserves the right to select either Vendor per job.
4. Question: On page 6, section 3 – Subcontractors, are there exceptions to use subcontractors for sheet metal fabrication and installation on equipment change outs and new installations?
Answer: No.
5. Question: On page 7, section 5 – Pricing, it states the "fixed cost" shall include travel, freight, equipment acquisition and maintenance, delivery charges and costs associated with permits. Can you please clarify that the "fixed cost" is defined as the hourly rates (items 1-4) listed in Attachment A – Bid Sheet.
Answer: Yes, fixed costs is defined as the hourly rates (items 1-4) listed in Attachment A-Bid Sheet.

Page 1 of 2



Exhibit "A"
CITY OF ROUND ROCK
ADDENDUM



- 6. Question: Does the City expect the quoted hourly rates to include costs for freight and delivery charges for parts and material used, time taken to acquire (pickup) parts from local vendors and permit fees charges by the City
 Answer: Yes, the City expects the quoted hourly rates to include costs for freight and delivery charges for parts and material used, time taken to acquire (pickup) parts from local vendors and permit fees charges by the City

- 7. Question: On page 7, section 5 – Pricing, will the awarded vendor be able to charge travel time from vendor shop to City facility when responding to a service call?
 Answer: No

- 8. Question: What about charging travel time from City facility to City facility when providing HVAC services?
 Answer: No

- 9. Question: On page 12, section 11 – Service/Repair Parts, are Hotshot services (overnight or same day delivery) pre-approved for "E call" jobs if 85% of parts need to be onsite within 24 business hours?
 Answer: No

- 10. Question: On page 13, section 13 – Site Inspection – is time spent by the vendor performing a site inspection and/or meeting with City staff billable time that we can include in our proposal?
 Answer: No.

- 11. Question: Based on the past 5 years of historical data, how often does the HVAC contractor get after-hour emergency calls from the City?
 Answer: 10 to 15 calls per year.

- 12. Question: Does the City want awarded vendor to perform Preventative Maintenance on HVAC units? If so, what frequency does the City want the preventative maintenance performed (i.e. quarterly, semiannually, annually)?
 Answer: No, preventive maintenance is not required at this time.

Approved by: Oscar Wise Date: 6/21/18
 Oscar Wise, Purchaser

By the signatures affixed below this addendum is hereby incorporated into and made a part of the above referenced solicitation.

ACKNOWLEDGED:
TD Industries Vendor [Signature] Authorized Signature 6/28/18 Date

RETURN ONE COPY SIGNED COPY OF THIS ADDENDUM TO THE PURCHASING OFFICE WITH YOUR SEALED PROPOSAL. FAILURE TO DO SO MAY AUTOMATICALLY DISQUALIFY YOUR RESPONSE FROM CONSIDERATION FOR AWARD.

Exhibit "A"



At the Heart of Your Building

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