



**COUNTY OF ERIE  
DIVISION OF PURCHASE  
MEMORANDUM**

**To:** All Using Departments

**From:** Jamie Kucewicz, Buyer

**Date:** 8/20/19

**Subject:** CHILLER MAINTENANCE - LIBRARY

**Bid No.:** 219166-002

**Effective Dates:** August 15, 2019 through August 14, 2022

**Vendor #:** 116433

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

**Telephone:** 585-254-4375

**Contact:** Thomas F. Devine II

**Pricing:** per attached document



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

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

County of Erie  
Division of Purchase  
Attention: James D. Kucewicz, Buyer (716) 858-6336  
95 Franklin Street, Room 1254  
Buffalo, New York 14202-3967

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

BID NUMBER: 219166-002

OPENING DATE: AUGUST 7, 2019 TIME: 11:00 AM

FOR: CHILLER MAINTENANCE – LIBRARY

NAME OF BIDDER: Van Hook Service co Inc

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

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

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

(Rev. 1/00)

**County of Erie**  
**DIVISION OF PURCHASE**  
**NON-COLLUSIVE BIDDING CERTIFICATION**

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

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

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

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

**NOTICE**

(Penal Law, Section 210.45)

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

**BID NOT ACCEPTABLE WITHOUT FOLLOWING CERTIFICATION:**

Affirmed under penalty of perjury this 1 day of August, 20 19

TERMS \_\_\_\_\_ DELIVERY DATE AT DESTINATION \_\_\_\_\_

FIRM NAME Van Hook Service Co Inc

ADDRESS 76 Seneca Avenue

Rochester NY ZIP 14620

AUTHORIZED SIGNATURE [Signature]

TYPED NAME OF AUTHORIZED SIGNATURE \_\_\_\_\_

TITLE Sales Manager TELEPHONE NO. 585-254-4375



County of Erie  
DIVISION OF PURCHASE  
BID SPECIFICATIONS

Page 2 of 6 Pages

BID NO. 219166-002

Ship to:  
Attention:  
Address:

Ship Via:  
Date Required at Destination:

ITEM NO.	QUANTITY	U/M	CATALOG NO./DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	1		Please furnish pricing for preventive maintenance for chillers		
1	1		at the Buffalo & Erie County Public Library's Central Library,		
			1 Lafayette Square, Buffalo, NY 14203		
			per the attached specifications.		
			Term of contract is		
			August 15, 2019 through August 14, 2022.		
			For questions in regard to the specifications of this bid		
			please contact Mark Kross at (716) 858-7185.		

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

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

NAME OF BIDDER

Van Hook Service Co Inc

(Rev. 9/95)

ERIE COUNTY OFFICE BUILDING, 95 FRANKLIN STREET, BUFFALO, NEW YORK 14202 (716) 858-6395

## SPECIFICATIONS

### Description

Screw chiller – water cooled:

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

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

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

- 1) One annual Spring (cooling season) startup
- 2) Two routine operating inspections
- 3) On annual inspection/Preventive Maintenance work up as follows:

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

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

### **Frequency: ANNUALLY**

#### **Task and Actions for Annual Maintenance**

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

**Task and Actions for Routine Inspections (2 Total)**

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



PRICING PAGE

Base Contract:

Year One (8/15/2019-8/14/2020): Base Price \$ 5,176.<sup>00</sup>

Year Two: (8/15/2020-8/14/2021): Base Price \$ 5,383.<sup>04</sup>

Year Three: (8/15/2021-8/14/2022): Base Price \$ 5,598.<sup>32</sup>

TOTAL CONTRACT PRICE \$ 16,157.<sup>36</sup>

Additional Labor & Parts beyond scope of contract:

Labor:

\$ 110.<sup>00</sup> / hour on site M-F, 8-5

\$ 165.<sup>00</sup> / hour on site other than M-F, 8-5

Subcontractor Markup 20 %

Parts and Materials:

COST + 35 % or contract (State, Federal or Local) price whichever is lower