



THE AIR CONDITIONING PROFESSIONALS

NJ Master HVACR Lic. # 19HC00066500

**The Township of Fredon
443 Route 94
Fredon, New Jersey 07860**

March 26, 2024

Attention: Suzanne Boland, RMC

Subject: HVAC Maintenance Agreement - Renewal

Gentlemen:

As your maintenance agreement is due for renewal, we would like to thank you for your patronage in the past year. We hope to continue providing you with quality service throughout the coming year.

Our price to perform preventative maintenance two times per year is \$2,330.00.

Should this agreement meet with your approval, please sign and return a copy to our office.

Thank you for considering AIRPRO Associates, Inc. We are eager to serve you in the near future. Should you have any questions or require additional information, please feel free to give us a call at any time.

**Very truly yours,
AIRPRO Associates, Inc.**

Terrence O'Connor



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HVAC Maintenance Agreement

This agreement is between AIRPRO Associates, Inc., hereinafter referred to as the Seller, and the Township of Fredon, hereinafter referred to as the Purchaser, for the service on the air conditioning, refrigeration, heating and/or ventilating equipment located at: Fredon Township Municipal Building and Municipal Garage, 443 Route 94, Fredon, New Jersey 07860.

This agreement includes the following equipment:

Municipal Building

- (4) Lennox Gas Fired Furnaces - Mo.#ML193UH090P36C-02**
- (2) Lennox Horizontal Furnaces with Cooling Coils – Mo.#G61MPV-36B-045-12**
- (2) Lennox Condensing Units – Mo.#XC-14-1030-230-03**
- (1) Fujitsu Minisplit Dual Zone Heat Pump System**

Municipal Garage

- (2) Goodman Furnaces – Mo.#GKS91155DXAD**

The Purchaser Agrees:

1. To provide free access to all equipment during normal working hours so that inspections may be completed as called for under this contract.
2. To accept the judgment of the Seller as to the best means and methods to be employed for any corrective or repair work necessary.
3. To have repairs made promptly.
4. That any alterations, additions, adjustments or repairs made by others, unless authorized by the Seller, will release and terminate all obligations of the Seller.
5. That the Seller's work under this contract (unless specifically stated herein) will not include major air distribution balancing, alteration or cleaning of ductwork, chimneys, alteration or rebuilding of fire chambers, repair or replacement of insulation, boilers, tubes, sanitary water supply or drain plumbing, electrical service and disconnect switches, thermocouples, pneumatic controls, air pressure system or any other major repairs.
6. That the Purchaser will assume responsibility and pay extra for all service and material required due to electrical power failure, low voltage, burnt out main branch fuses, low water pressure, well water pumping equipment or water contamination.
7. That the Seller shall not be liable for any damage due to labor disturbances, freeze up, fire, commercial delays, spoilage, loss of business, war conditions, and/or acts of God or circumstances beyond our control, and it is expressly agreed that the Seller assumes no liability for negligence or failure whatsoever, than to perform the services set forth and in no event, is the Seller's liability for any reason whatsoever, to exceed the amount of the service charge for one monthly period.
8. That either party hereto shall, at least thirty days prior to the anniversary date hereof, notify the other in writing of its desire to terminate this agreement on such date. This agreement shall continue on for a further period of one year and thereafter from year to year unless terminated as provided herein.

9. That as part of this service agreement, the Seller shall not be required to furnish any items of equipment which may be recommended or required by insurance companies, Government, State, Municipal or other authorities.
10. That the Seller shall not be required to remove or replace or alter any part of the building structure in the performance of this agreement.
11. That the Seller shall not be bound to make any correction in design or equipment.

The Seller Agrees:

1. To give the Purchaser preferential service over non-contract customers.
2. That all work is to be performed only during regular working hours. If for any reason work is requested beyond regular working hours, the Purchaser agrees to pay the difference between regular and overtime labor at prevailing billing rates.
3. To prepare the equipment for seasonal change in the Fall and Spring. This service will be included in the regular inspections indicated in this contract as follows: January February March April May June July August September October November December
4. To inspect regularly and perform necessary work on all of the listed equipment, check its performance in operation, eliminate as much as possible, rattles, noise, vibration (not including design changes), oil grease, adjust water and refrigerant valves and controls, adjust belts, check strainers and dehydrators, compressor oil, oil pump and safety devices, thermostats, float controls, test for refrigerant leaks, clean and flush drain pans and screens, make minor balancing adjustments (not including design changes) to air distribution duct system including grills, registers, dampers and controls. To check flues, fire chambers, service gas and oil burners and controls only when heating boilers and furnaces are part of this contract.

The Seller agrees to have a qualified mechanic regularly perform the inspection services listed below as indicated:

AIR CONDITIONING AND REFRIGERATION SYSTEMS

- Rooftop _____ Chiller _____
Package _____ Built up ☒
- _____ 1. Lubricate motor bearings
 - _____ 2. Check drives, align and adjust belt or coupling
 - ☒ 3. Check suction, oil and discharge pressure
 - ☒ 4. Check for leaks.
 - _____ 5. Check oil level, add if required
 - _____ 6. Check oil pressure and compressor safety controls
 - ☒ 7. Check refrigerant controls and adjust as required
 - _____ 8. Check rotation
 - ☒ 9. Check refrigerant charge, add if required
 - _____ 10. Pump down refrigerant system
 - _____ 11. Check water regulating valve, adjust if required
 - _____ 12. Check operation of unloaders
 - _____ 13. Drain chiller

CONDENSING MEDIUM

- Tower _____ Evaporative _____ Air Cooled ☒
- _____ 1. Lubricate motor bearings
 - _____ 2. Lubricate fan bearings
 - _____ 3. Check and adjust driver belts
 - ☒ 4. Check rotation of fan
 - _____ 5. Check spray nozzles, and clean if necessary
 - _____ 6. Check basin and sump
 - _____ 7. Check float control; adjust water level
 - _____ 8. Clean line strainer
 - _____ 9. Check oil in gear box
 - _____ 10. Check condition of coils for scale
 - _____ 11. Clean air intake screen
 - _____ 12. Check bleeder flow and adjust
 - ☒ 13. Drain system
 - ☒ 14. Clean condenser tubes chemically
 - ☒ 15. Clean condenser tubes mechanically
 - _____ 16. Water Treatment Service
- Materials part of this contract _____
Materials extra ☒

CONTROLS

- ☒ 1. Check all thermostats
- _____ 2. Check all humidistats
- _____ 3. Check all recorders
- _____ 4. Check all damper operators
- _____ 5. Check automatic control valves
- ☒ 6. Check other controls

WATER PUMPS

- Condenser _____ Chilled _____ Hot _____
- _____ 1. Lubricate motor and pump bearings
 - _____ 2. Clean line strainers
 - _____ 3. Check pressure gauges
 - _____ 4. Inspect packing glands
 - _____ 5. Check mechanical seals
 - _____ 6. Drain pumps
 - _____ 7. Drain lines
 - _____ 8. Check alignment

AIR HANDLING SYSTEMS

- _____ 1. Lubricate motor bearings
- _____ 2. Lubricate fan bearings
- _____ 3. Check and adjust drive belts
- ☒ 4. Check fan and fan drive alignment
- _____ 5. Clean OA intake screens
- _____ 6. Check fan coil units
- ☒ 7. Check drains and drip pans
- _____ 8. Drain water coils
- ☒ 9. Filter service:
Check ☒ Change ☒
Furnish _____ Materials extra ☒
Materials part of this contract _____

AIR COMPRESSOR

- _____ 1. Clean air intake screen
- _____ 2. Drain water tank
- _____ 3. Lubricate
- _____ 4. Check drive
- _____ 5. Check and adjust air pressure

HEATING SYSTEM

- _____ 1. Check heating coils
- _____ 2. Check and clean, as required, traps, strainers, valves, etc.
- _____ 3. Clean boiler, drain, flush and refill
- _____ 4. Check, clean and adjust boiler safety and operating controls
- _____ 5. Check boiler water level
- _____ 6. Check condensate return pump
- _____ 7. Check automatic valves
- ☒ 8. Inspect burner operation; lubricate and adjust if required
- ☒ 9. Clean burner
- ☒ 10. Check and adjust burner control
- _____ 11. Check convectors
- _____ 12. Check electric heating elements and controls
- _____ 13. Check and clean humidifier

NOTE: Any additional labor required beyond the terms of this agreement will be invoiced at the prevailing contract rate.

Service will be furnished by the Seller from May 1, 2024 to April 30, 2025, inclusive, for the sum of \$2,330.00.

Bi-annually - \$1,165.00/inspection

All prices are subject to New Jersey state sales tax where applicable.

The terms of this agreement are stated herein in their entirety and shall become effective when accepted by both the Purchaser and the Seller.


The above agreement is hereby accepted with the definite understanding that there are no verbal agreements or understandings changing or modifying this agreement as written.

PURCHASER: The Township of Fredon

By: _____

Date: _____

SELLER: AIRPRO ASSOCIATES, Inc.

By:  _____

Date: March 26, 2024