



**Advanced Building Services, Inc.**  
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March 5, 2015

P-213

John Jay Sergent, Engineer  
Town of Vienna, Town Hall  
127 Center Street, South  
Vienna, VA 22180

Ref: HVAC Work Based Mechanical Report

John,

This proposal will address all corrections for winter operations of the cooling tower system.

### **PROPOSAL**

We will provide materials and labor to perform the following:

#### **Tower Setup- Winter Operations:**

This scope of work will be for the usage of the cooling tower system during winter operation. Currently you have to drain the system prior to winter freeze. The drawings on the new design s where not complete and these changes need to be made for system to operate properly without freeze up.

This work will consist of relocation of pump into mechanical room and making new water connections. All joints to be welded my certified welder. Installing bleed valves into piping for venting purposes. Rework piping once pump is removed. Provide 120 volts for the adding of heat tape on all outdoor above ground piping to tower. Install outdoor jacketed insulation on all water piping above ground to the tower. Install a sump heater and controls to maintain 50 degree sump temperature. Install an automatic feed water system with electronic water feed valve. Have EMS controls write program to operate tower and chiller based on OA set points.

#### **TOTAL JOB COSTS\$23,455.00**

Notes: Cooling system will not run during portions of this work.

*Payment to be made as follows: Deposit of 50% down \$12,000.00and total amount due upon completion of proposed work. A service charge of 1 ½ % per month (annual percentage rate of 18%) will be added monthly on invoices unpaid 30 days after billing. Proposal may be withdrawn if not accepted in thirty (30) days.*

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**Submitted by:**  
**Mike Kaminski**  
**President**

**Read and accepted by:**

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Signature Date

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Print