

RESOLUTION

No. 25-443Date of Adoption DEC 02 2025

Approved as to Form and Legality

Factual content certified by

Wesley Bridges, Esq. CITY ATTORNEYWahab Onitiri, Director of Public Works

Councilman/woman _____

presents the following Resolution:

SPONSORED BY: _____

RESOLUTION ACCEPTING A BID AND AWARDING A CONTRACT TO CORE MECHANICAL, INC. FOR HVAC SYSTEM PREVENTIVE MAINTENANCE, REPAIRS, AND/OR REPLACEMENT AT THE CITY OF TRENTON FACILITIES FOR THE DEPARTMENT OF PUBLIC WORKS, DIVISION OF PUBLIC PROPERTY FOR A PERIOD OF TWO (2) YEARS IN AN AMOUNT NOT TO EXCEED \$450,000.00 (\$92.75 PER HOUR) WITH THE OPTION TO EXTEND TWO (2) ADDITIONAL YEARS - BID2025-84

WHEREAS, five (5) sealed bids were received on October 9, 2025, at 11:00 am, by the Purchasing Agent for HVAC System Preventive Maintenance, Repairs, and/or Replacement at the City of Trenton Facilities for the City of Trenton, Department of Public Works, Division of Public Property for a period of two (2) years with the option to extend two (2) additional years; and

WHEREAS, the low bid of Core Mechanical, Inc., 7905 Browning Road, Suite 110, Pennsauken, NJ 08109 is made pursuant to the advertisement, be and is hereby accepted, as the lowest and legally responsible bidder complying with the terms and specifications on file in the Division of Purchasing; and

WHEREAS, funds in an amount not to exceed \$450,000.00 (\$92.75 per hour) for a period of two (2) years have been certified to be available in the following account: 6-01- -55-5530-280 (\$225,000.00) and 7-01- -55-5530-280 (\$225,000.00). This contract shall be awarded for a period of two (2) years with the option to extend two (2) additional years in an amount not to exceed \$450,000.00 (\$92.75 per hour) contingent upon the temporary and final adoption of CY'28 8-01- -55-5530-280 (\$225,000.00) and CY'29 9-01- -55-5530-280 (\$225,000.00); and

NOW, THEREFORE, IT IS RESOLVED, by the City Council of the City of Trenton that the Mayor is hereby authorized to execute a contract with Core Mechanical, Inc., 7905 Browning Road, Suite 110, Pennsauken, NJ 08109 for HVAC System Preventive Maintenance, Repairs, and/or Replacement at the City of Trenton Facilities for the Department of Public Works, Division of Public Property for a period of two (2) years in an amount not to exceed \$450,000.00 (\$92.75 per hour) with the option to extend two (2) additional years for the said purposes in the manner prescribed by law.

MOTION: 7-14-2020					SECOND: Feliciano									
	Aye	Nay	Abstain	Absent		Aye	Nay	Abstain	Absent		Aye	Nay	Abstain	Absent
EDWARDS	<input checked="" type="checkbox"/>				FRISBY				<input checked="" type="checkbox"/>	GONZALEZ	<input checked="" type="checkbox"/>			
FELICIANO	<input checked="" type="checkbox"/>				HARRISON				<input checked="" type="checkbox"/>					
FIGUEROA	<input checked="" type="checkbox"/>				WILLIAMS	<input checked="" type="checkbox"/>								
KETTENBURG	<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>								

This Resolution was adopted at a Meeting of the City Council of the City of Trenton on

DEC 02 2025President of CouncilCity Clerk

A G R E E M E N T
CITY OF TRENTON, NEW JERSEY
BID2025-84

RES. NO. 25-443

AWARDED TO CORE MECHANICAL, INC.

**FOR HVAC SYSTEM PREVENTIVE MAINTENANCE, REPAIRS, AND/OR REPLACEMENT AT THE
CITY OF TRENTON FACILITIES FOR THE DEPARTMENT OF PUBLIC WORKS, DIVISION OF
PUBLIC PROPERTY**

This Agreement, entered into this 3rd Day of DECEMBER 2025 between the City of Trenton, a municipal corporation of the State of New Jersey, 'CITY' **319 EAST STATE STREET, TRENTON, NEW JERSEY 08608** and **CORE MECHANICAL, INC., 7905 BROWNING ROAD, SUITE 110, PENNSAUKEN, NJ 08109** ("Contractor"), witnesseth that:

WHEREAS, Contractor has bid, proposed or offered to furnish and deliver to the City the materials, supplies and/or goods to perform the services **IN AN AMOUNT NOT TO EXCEED \$450,000.00 (\$92.75 PER HOUR) FOR A PERIOD OF TWO (2) YEARS WITH THE OPTION TO EXTEND TWO (2) ADDITIONAL YEARS IN AN AMOUNT NOT TO EXCEED \$450,000.00 (\$92.75 PER HOUR);**

FIRST, A. Contractor, under the penalty expressed in the bond hereinafter mentioned, will furnish, supply and deliver to the City of Trenton the following materials, supplies or services as authorized by:

**RESOLUTION ACCEPTING A BID AND AWARDED A CONTRACT TO CORE MECHANICAL,
INC. FOR HVAC SYSTEM PREVENTIVE MAINTENANCE, REPAIRS, AND/OR REPLACEMENT AT
THE CITY OF TRENTON FACILITIES FOR THE DEPARTMENT OF PUBLIC WORKS, DIVISION OF
PUBLIC PROPERTY FOR A PERIOD OF TWO (2) YEARS IN AN AMOUNT NOT TO EXCEED
\$450,000.00 (\$92.75 PER HOUR) WITH THE OPTION TO EXTEND TWO (2) ADDITIONAL YEARS -
BID2025-84**

B. The contract shall be submitted with contracts with the following:

UPDATED CERTIFICATE OF INSURANCE WITH SIGNED CONTRACTS

Such performance by Contractor will be in strict accordance with the terms and conditions of the bid specifications, the bid response and the authorizing resolution, which are included above and is incorporated by reference. Additionally, Contractor will furnish good and ample security in a sum equal to the said contract price for the said articles and services.

SECOND. The City of Trenton will pay Contractor the total sum mentioned herein when the appropriate Department Director has executed a certification that the said articles or services have been furnished, delivered, and accepted in full conformity to the aforementioned specifications and offer or proposal.

THIRD. The City of Trenton reserves the right to order a greater or lesser quantity, not to exceed twenty-five percent, of any or all of the articles named in the said offer or proposal than is stated therein, and it is distinctly agreed between the said parties that the price quoted in the offer or proposal of Contractor shall be regarded as a standard of prices, and the total sum mentioned herein as the consideration of this contract shall not be regarded as limiting the right of the City of Trenton to order such greater or lesser quantity.

FOURTH. In the event of the failure of Contractor to deliver to the City of Trenton, such articles or perform such work or labor as described in such quantities as ordered at the time stated for such delivery by the City of Trenton, or in the event that such articles as are delivered or work and labor performed do not meet the specifications or standards, as established by the City of Trenton for such articles or acceptance of such work and labor, then such delivery shall be rejected by telephone or written notice to the Agent or address indicated by the Contractor and by simultaneous and like notice to his surety. Additionally, if Contractor or his surety does not cure the default within the time set by the said Agent on behalf of the City of Trenton, then the said Agent on behalf of the City, shall have the right to procure such services or purchase

such articles in their place and stead in the open market as are needed for replacement, and from the best source available in the judgment of the said Agent and to charge the expense of such articles or work performed to Contractor and to deduct the amount thereof from any moneys due or to become due to Contractor by virtue of this agreement. Provided, however, that the surety on the bond of Contractor for the faithful performance of this agreement shall be first notified of the necessity for such replacement and given the same time allowance for such replacement as is given Contractor.

FIFTH. This contract shall not be amended, assigned or subcontracted without the consent of the City of Trenton in writing (if the total compensation payable thereunder shall thereby exceed \$2,500.00, approval by Resolution of the Governing Body shall be required), and any breach of this convenient shall authorize the City of Trenton, by its said Agent, to declare this contract null and void and to refuse to make any further payments thereunder to Contractor.

SIXTH. In case of any conflict between the provisions of this agreement and of any of the provisions of the specifications, the latter shall govern and control.

Applicable for Public Construction Contracts Only: "Dispute Resolution Procedures (NJSA 40A:11-50). Disputes arising under this contract shall be subject to mediation or non-binding arbitration at the sole discretion of the City of Trenton, before a construction industry mediator or arbitrator or panels thereof. The City of Trenton shall have the right to select a third party to mediate any disputes arising under this agreement and the mediation shall be conducted informally in a manner decided upon by the mediator".

SEVENTH. Contractor hereby agrees to pay all workmen as a minimum the prevailing wages rate in accordance with Chapter 150 of the New Jersey Laws of 1963, Prevailing Wages on Public Contracts and U.S. Department of Labor Wage Rates with the higher rate for any given occupation being the governing rate, and N.J.S.A. 10:2-1 et seq., prohibiting discrimination in employment on public contracts.

EIGHTH. During the performance of this contract, the contractor agrees as follows:

a. CONTRACTOR or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, or sex. CONTRACTOR will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, gender identity or expression, affectional or sexual orientation, disability, nationality or sex. Such action shall include, but not be limited to the following: employment, up-grading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause. (N.J.S.A. 10:5-33; N.J.A.C. 17:27-3.4)

b. CONTRACTOR or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of CONTRACTOR, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, gender identity or expression, affectional or sexual orientation, disability, nationality or sex. (N.J.S.A. 10:5-33; N.J.A.C. 17:27-3.4)

c. CONTRACTOR or subcontractor where applicable, will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of CONTRACTOR's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment. (N.J.S.A. 10:5-33; N.J.A.C. 17:27-3.4)

d. THE CONTRACTOR or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to P.L. 1975, c.127, as amended and supplemented from time to time. (N.J.A.C. 17:27-3.4)

Note: A public works contract for a subcontractor with a total work force of four or fewer employees or for a contractor or subcontractor performing under an existing Federally approved or sanctioned affirmative action program shall contain as mandatory language only paragraphs a, b, and c above, and the contract shall not contain any other mandatory language prescribed by N.J.A.C. 17:27. (N.J.A.C. 17:27-3.4) (c)

- e. All bidders and all contractors who are negotiating for a procurement or service contract with the public agency which is not subject to a federally approved or sanctioned affirmative action program are required to submit to the public agency, prior to or at the time the contract is submitted for signing by the public agency (in accordance with N.J.A.C. 17:27-4.3 promulgated by the Treasurer pursuant to P.L. 1975, c. 127), one of the following three documents:
 - 1. Appropriate evidence that the contractor is operating under an existing federally approved or sanctioned affirmative action program; or
 - 2. A certificate of employee information report approval issued in accordance N.J.A.C. 17:27-4; or
 - 3. An initial employee information report consisting of forms provided by the affirmative action office and completed by the contractor in accordance with N.J.A.C. 17:27-4. (N.J.A.C. 17:27-3.3) (a)
- f. CONTRACTOR or subcontractor agrees to attempt in good faith to employ minority and female workers consistent with the applicable county employment goals prescribed by N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time or in accordance with a binding determination of the applicable county employment goals determined by the affirmative action office pursuant to N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time. (N.J.A.C. 17:27-5.3)(a) (1)
- g. CONTRACTOR or subcontractor agrees to inform in writing appropriate recruitment agencies in the area, including employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status or sex, gender identity or expression, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices. (N.J.A.C. 17:27-5.3) (a) (2)
- h. CONTRACTOR or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey, and as established by applicable Federal law and applicable Federal court decisions. (N.J.A.C. 17:27-5.3) (a) (3)
- i. CONTRACTOR or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, or sex, and conform with the applicable employment goals, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions. (N.J.A.C. 17:27-5.3) (a) (4)
- j. CONTRACTOR agrees that in the hiring of persons for the performance of work under this contract or any subcontract hereunder, or for the procurement, manufacture, assembling or furnishing of any such materials, equipment, supplies or services to be acquired under this contract, no contractor, nor any person acting on behalf of such contractor or subcontractor, shall, by reason of race, creed, color, national origin, ancestry, marital status, gender identity, or expression, affectional or sexual orientation or sex, discriminate against any person who is qualified and available to perform the work to which the employment relates. (N.J.S.A. 10:2-1) (a)
- k. No contractor, subcontractor, nor any person on his behalf shall, in any manner, discriminate against or intimidate any employee engaged in the performance of work under this contract or any subcontract hereunder, or engaged in the procurement, manufacture, assembling or furnishing of any such materials, equipment, supplies or services to be acquired under such contract, on account of race, creed, color, national origin, ancestry, marital status, gender identity or expression, affectional or sexual orientation or sex. (N.J.S.A. 10:2-1) (b)
- l. There may be deducted from the amount payable to the contractor by the contracting public agency, under this contract, a penalty of \$50.00 for each person for each calendar day during which such person is discriminated against or intimidated in violation of the provisions of the contract. (N.J.S.A. 10:2-1) (c)
- m. This contract may be canceled or terminated by the contracting public agency, and all money due or to become due hereunder may be forfeited, for any violation of this section of the contract occurring after notice to the contractor from the contracting public agency of any prior violation of this section of the contract. (N.J.S.A. 10:2-1) (d)

n. The parties of this contract do hereby agree that the provisions of N.J.S.A. 10:2-1 through 10:2-4, dealing with discrimination in employment on public contracts, and the rules and regulations promulgated pursuant thereto, are hereby made a part of this contract and are binding upon them. (N.J.A.C. 13:6-1.1)

o. Contractor and subcontractor agree and guarantee to afford equal opportunity in performance of the contract and, except with respect to affectional or sexual orientation, and gender identity or expression in accordance with an affirmative action program approved by the State Treasurer. (N.J.S.A. 10:5-32 and 10:5-35) (a)

p. The parties of this contract do hereby agree that the provisions of Title II of the Americans with Disabilities Act of 1990, 42 U.S.C. Section 12101 et seq., which prohibits discrimination on the basis of disability by public entities in all services programs and activities provided or made available by public entities, and the rules and regulations promulgated pursuant thereto, are made a part of this contract. The contractor agrees to conduct all activities in compliance with the provisions of Title VI of the Civil Rights Act of 1964, the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Title IX of the Education Amendments of 1972, and the U.S. Department of Labor's regulations at 29 CFR Parts 31, 32 and 34.

Contractor shall cooperate with any state or federal reviews aimed at determining compliance with nondiscrimination laws and regulations authorized by State Law and expressly specified herein.

IN WITNESS WHEREOF, the City of Trenton has caused this agreement to be signed by the Mayor of the City of Trenton and its corporate seal to be hereto affixed, attested by the City Clerk, and Contractor has likewise caused this agreement to be executed the day and year first above written.

CITY OF TRENTON

Attest:


Brandon L. Garcia, RMC
Municipal Clerk

1/22/26
Date


W. Reed Gusciora, Esq. Mayor

1-16-25
Date

and

CORE MECHANICAL, INC., 7905 BROWNING ROAD, SUITE 110, PENNSAUKEN, NJ 08109

CONTRACTOR SIGNATURE

DATE

Attest:


Secretary


President

12-26-25
Date

PROPOSAL FORM

We, the undersigned, propose providing the services outlined in these bid specifications for the **all-inclusive hourly rate** listed for a period of two (2) years with an option to extend it to two (2) years. **The City shall pay the awarded contractor 1.5 x the hourly rate for approved work performed after hours and holidays.**

ALL INCLUSIVE HOURLY RATE

\$ 92.75 per hr.


(ORIGINAL SIGNATURE BY AUTHORIZED REPRESENTATIVE)

The undersigned is a Corporation, Partnership or Individual under the laws of the State of New Jersey having its principal office at 7905 Browning Rd Ste 110 Pennsauken NJ 08109

COMPANY

Core Mechanical Inc.

ADDRESS

7905 Browning Rd Ste 110

ADDRESS

Pennsauken NJ 08109

FED. ID #

522361492

NAME

Daniel G Meissler Sr.

TELEPHONE

856-665-0636

FAX

856-488-2241

EMAIL

Contracts@coreiaa.com

DATE

9-18-25

SIGNATURE



CONTRACT AWARD

Upon opening bids, pricing shall remain firm for a period of sixty (60) calendar days. If the award is not made within sixty (60) calendar days, bidders may hold their bid consideration beyond sixty days or until the contract is awarded.



Check here if you are willing to hold the pricing consideration beyond sixty days or until the contract is awarded.



Check here if you are not willing to hold the pricing consideration beyond sixty days or until the contract is awarded.

AUTHORIZED SIGNATURE

A handwritten signature in black ink, appearing to be "J. P. [unclear]", is written over a horizontal line.

**CITY OF TRENTON
DEPARTMENT OF PUBLIC WORKS
DIVISION OF PUBLIC PROPERTY
HVAC SYSTEMS PREVENTIVE MAINTENANCE, REPAIR AND/OR REPLACEMENT
AT VARIOUS CITY OF TRENTON FACILITIES**

1. GENERAL PURPOSE

This Request for Bid (RFB) is being issued by the City of Trenton Department of Public Works, Division of Public Property. The purpose of this Request for Bid is to solicit sealed bids for preventive maintenance, repair and/or replacement of HVAC Systems in various City of Trenton Facilities. The City of Trenton has thirty-three (33) facilities that require service. Bidders should provide an hourly rate based upon labor classification to service HVAC units. When service is required, preventive maintenance and repair, the city representative will notify the contractor of the work required. The city representative will define the designated work site and anticipated nature of the work to be performed. This contract shall be awarded for a period of two (2) years with an option to extend two (2) additional years. The estimated hours worked monthly are three hundred and fifty (350); however, this amount may be less or more.

2. FREON CERTIFICATION

Bidders shall provide a copy of their Freon Certification.

3. LABOR AND MATERIALS

- a. All costs for services rendered are to be included in the hourly costs of the appropriate labor categories. This includes all overhead expenses and travel costs. Payment will be made only for the time spent on site as determined by the sign in/sign out times as recorded.
- b. Bidders should provide an hourly rate for journeyman. All costs associated with providing the required services shall be included in the prices stated on the proposal page. Bidder shall comply with the New Jersey Prevailing Wage Act, shall be registered as a Public Works Contractor, and shall have all qualifications, licenses, training, or certifications required.

- c. Contractors shall be responsible for the repair and/or replacement related to any HVAC system and boilers. When providing repairs and/or replacement services, there will be a maximum 15% markup rate over the supplier's invoice for any equipment, supplies or repair parts. Only new systems, parts and supplies are acceptable. A copy of the supplier's invoice verifying the contractor's cost shall accompany all requests for payment of equipment, materials, and supplies. Purchases should be made at the most favorable rate available to the contractor. Handling costs must be reflected on the contractors' invoice, which must be attached to the supplier's invoice. The City of Trenton will audit invoices during the contract period.

4. NORMAL SERVICE

Normal service includes service that is required within a two (2) working day period after a request is made by the City. Service shall be conducted during normal working hours (7:30 AM – 5:00 PM). Overtime hours must be approved by the city before work is initiated.

5. EMERGENCY SERVICE

Emergency Service is defined as service which requires a response and action at the site within twenty-four (24) hours of notification by the City. This service will be conducted during any time of the day or night, which may include both overtime and normal hours. The contractor(s) will be required to maintain a twenty-four (24) hour per day, seven (7) days a week emergency telephone contact.

6. OVERTIME SERVICE/LEGAL HOLIDAY SERVICE

Overtime Service includes service rendered between the hours of 5:01 PM – 7:29 AM on weekdays, and/or service rendered on Saturdays, Sundays, and legal holidays. No contractor employee shall be authorized to work at any time without a City representative being on site. The City shall pay the awarded contractor 1.5 x the hourly rate as stated in the bid proposal for approved work performed after hours and holidays.

7. PROPOSALS

In conjunction with obtaining proposals from the awarded contractors, all costs associated with a specific task, which includes labor and parts, shall be provided to the City designer. It is the responsibility of the vendor to provide the quote to ensure all costs required to complete the task are included in the quoted price.

8. EQUIPMENT TO BE INSTALLED AND SERVICED

Equipment to be provided and installed includes all HVAC systems in the listed facilities. Facilities may be added up or subtracted by the City at any time during the duration of the contract. Contractors shall perform repair in accordance with manufacturer's requirements

9. TYPES OF ITEMS TO BE REPAIRED AND/OR REPLACED

Items to be maintenance and/or serviced will include but are not limited to hermetic compressors, expansion valves, starting relays, evaporator and condenser fan motors, refrigerant piping, capillary tubes, timers, window air conditioners, reach-in and walk-in boxes, split-type air conditioning systems, electric heaters, water valves and portable air conditioning units. Other items included may include centrifugal and reciprocal compressors, electric and pneumatic controls, evaporators and condensers, oil pumps and heaters, purge units, glycol pumps and dry coolers, filters, fans and motors, coils, dampers, bearings, drain pans, supports, humidifiers, plumbing, ductwork, fill and drift eliminators, screens, gear boxes, pulleys, belts, guards, louvers, motor starters, wiring, hand rails, ladders, valves, cooling towers, hatches, access doors, shafts, couplings, seals, and structures. These are typical but not all-inclusive items. Qualifications of welders shall be based on the requirements of the American Welding Code and contractor shall certify all welds.

10. PREVENTIVE MAINTENANCE

- All preventive maintenance shall include but be limited to:
- Inspect and clean condenser coils
- Inspect voltage and amperage on motors
- Inspect primary/secondary condensate lines and pans; clean if necessary
- Inspect operating pressure for proper refrigerant charge
- Inspect air filters and clean or replace
- Test temperature rises and drops in furnace, AC, and heat pump
- Inspect thermostat operation
- Lubricate all moving parts where necessary
- Inspect all wiring and connections in furnace and AC units
- Inspect belts and pulleys and adjust if necessary
- Check and clean drains and tubing
- Make sure the unit cycles on and off properly
- Visual inspection of furnace chambers and burners
- Check controls and safety and furnace

11. MANUFACTURERS

Contractors shall have proper equipment and personnel familiar with the systems in the listed City of Trenton Facilities.

12. MECHANIC CLASSIFICATION

Contractors shall have adequate Journeymen and apprentice (or required classifications as required by the New Jersey Prevailing Act) on staff to perform the required tasks as outlined in the RFB.

13. CITY SUPERVISION

- a. Contractors are reminded that no work will be done without the direct approval of a city authorized representative. At no time will the contractor work without a city representative on site unless authorized.
- b. Contractors should have proper equipment and qualified personnel to service centrifugal chillers, which require tube analysis of the evaporator and condenser section in addition to oil analysis. The condenser tubes and evaporator may require cleaning and/or replacement.

14. EQUIPMENT TAG OUT

Each piece of equipment that is served must be tagged or labeled at the time of service. This tag will show the name of the contractor, date and type of service performed and the name and signature of the mechanic who performed the work. This will create a record of which mechanic is most familiar with this piece of equipment and the most recent work accomplished. All lock out/tag events shall be coordinated with the City's HVAC Mechanic.

15. MECHANICAL ASSIGNMENT

The same mechanic assigned to a specific job site should be sent in response to subsequent jobs concerning that specific site.

16. MALFUNCTIONING OR DEFECTIVE EQUIPMENT

Any malfunctions or defective equipment must be reported to the city as soon as it is discovered. If repairs of equipment are needed, the contractor will be required to give a detailed time and materials estimate for repairs.

If equipment must be shut down for service or repairs, the contractor is required to coordinate the schedule with the city. A timeline shall be submitted and approved by the duly authorized City representative.

17. CONTRACTOR SIGN IN/OUT

The contractor must sign in/out at a location designated by the city. Payment will be made only for the time spent on site as determined by the sign in/sign out times as recorded. Failure to sign in/out may cause delays or no payment for services rendered.

18. RESTRICTED AREA ACCESS

Contractor's access to sensitive or specialized areas is permitted only by agreement with the city.

19. CONTRACTOR PERFORMANCE RATING

If a contractor earns an "Unsatisfactory" or "Poor" rating during the course of the contract, the contractor's management and supervisory staff must meet immediately with the City's representative to present a plan for improving performance and for making necessary corrections to meet satisfactory standards.

20. SECURITY CLEARANCES

As a condition of performing work at any City facility and for purposes of determining a person's qualifications as contracted personnel, the contractor may be required to **provide a criminal history record background check for all personnel assigned to work at any City facility.** Contractor personnel may be required to produce a photo I.D. upon request. Certain areas of City owned facilities are monitored by video surveillance. Surveillance videos may and can be used to determine working characters on specific jobs.

21. METHOD OF AWARD

This contract shall be awarded to the bidder responsible with the lowest hourly rate.

22. CODES ADHERENCE

All work performed under contract must conform to all applicable building, electrical, plumbing and safety codes. If permit or code violations are found with work performed by the contractor, the contractor must correct all violations at no additional charge to the city. Failure to do so may affect the contractor's performance security and/or performance record.

23. REQUIRED PERMITS

Contractor shall be responsible for all Permits. The cost of the required permits should be included in the cost of the project. This should include permits to handle refrigerants and specialty chemicals required in industry.

24. PARKING

Parking space will be provided for the unloading and loading of material and equipment but, at other times, contractor vehicles must be legally parked. Special parking assignments will be provided for rigging equipment when necessary. The building maintenance supervisor will assign and enforce temporary assignments.

25. CONTRACT TERM

The term of the contract shall be for a period of two (2) years with the option to extend two (2) years.

26. AVAILABILITY OF FUNDS

The City's obligation to pay the contractor is contingent upon the availability of appropriate funds from which payment for contract purposes is made.

27. INCLUSIONS

The City shall provide a maximum 15% markup rate over the supplier's invoice for any system, equipment, supplies or repair parts. A copy of the supplier's invoice verifying the contractor's cost shall accompany all requests for payment of equipment, materials, and supplies. Purchases should be made at the most favorable rate available to the contractor. Handling costs must be reflected in the contractors' invoice: which must be attached to the supplier's invoice. The City of Trenton will audit invoices during the contract period.

**City of Trenton Facilities
HVAC Equipment**

Mill Hill Playhouse

205 East Front Street
Trenton, New Jersey 08608

- Split System Air Handling Units w/ Electric Heat
- Condensing Units
- Fans

Ellarslie Museum / Parks Garage

Cadwalader Park
Parkside & Stuyvesant Avenues
Trenton, New Jersey 08618

- Air Conditioning Units
- Boilers
- Pumps
- Units'/Cabinet/ Wall Heater
- Fans
- Chiller
- Cooling Tower

Jennye Stubblefield Center

301 Prospect Street
Trenton, New Jersey 08618

- Gas Fired Air Conditioning Unit
- Kitchen Hood Make Up Air Unit
- Exhaust Fans

Health Center

218 North Broad Street
Trenton, New Jersey 08608

- Gas Fired Air Conditioning Units
- Exhaust Fan
- Electric Unit Heaters (4) Rooftop Units
- 5kw Electric Unit Heaters
- (2) 40 Gallon Gas Fired Tank Type Water Heaters

West Police Precinct

220 Hermitage Avenue

Trenton, New Jersey 08618

- Gas Fired Air Conditioning Units
- Ductless Split System A/C Unit
- Wall Mounted Electric Heaters
- Fans
- (2) 10-ton Rooftop Units
- 100 Gallon Electric Tank Type Water Heater

East Ward Police Precinct

1102-1104 Greenwood Avenue

Trenton, New Jersey 08611

- Exhaust Fans
- Split System A/C Unit
- Electric Wall Mounted Unit Heaters
- (2) 10 Ton Rooftop Units
- 100 Gallon Electric Tank Type Water Heater

Fire Headquarters & Museum

244-320 Perry Street

Trenton, New Jersey

- (2) Water Cooled 80 Ton Chillers
- VAV Air Distribution System
- (2) Gas Fired Boilers/ 1084 MBH
- (2) Commercial 300 Gallon Gas Fired Tank
- HVAC System – Staefa Honeywell Controls

Firehouse Engine 1

460 Calhoun Street

Trenton, New Jersey

- (2) Trane Single Zone, Gas Fired Roof-Top Units
- Electric Baseboard Heat
- (3) Ductless Split Systems
- Exhaust Fan
- Gas Fired Make-Up Unit
- (2) Electric Tank Type Water Heaters

Fire House Engine 7

502 Hamilton Avenue

Trenton, New Jersey

- 330 MBH Hot Water Boiler
- Circulator Pump
- Hot Water Piping Distribution
- Floor Standing Cast Iron Radiators
- Hot Water Unit Heaters

Fire House Engine 6

561 North Clinton Avenue

Trenton, New Jersey

- 330 MBH Hot Water Boiler
- Circular Pump
- Hot Water Piping Distribution
- Floor Standing Cast Iron Radiators
- Hot Water Unit Heaters

Fire House Engine 8

696 Stuyvesant Avenue

Trenton, New Jersey

- Hot Water Boiler
- Circulator Pump
- Hot Water Unit Heater

Fire House Engine 3

714 South Broad Street

Trenton, New Jersey

- (3) 3 Ton Split System
- A/C Units
- 100 Gallon Gas Fired Tank Water Heater
- 75 Gallon Gas Fired Tank Type Water Heater

Fire House Signal 22

1005 South Clinton Avenue

Trenton, New Jersey

- A/C Units
- Gas Fired Steam Boiler
- Cast Iron Radiators
- Baseboard Fin Tube Radiator
- 50 Gallon Gas Fired Tank Type Water Heater

Fire House Engine 9

1464 West State Street

Trenton, New Jersey

- 20 Ton DX Spit System
- (2) Gas Fired Boilers
- Gas Fired Air Heater
- 2 Ton Split System
- Radian Heater
- Exhaust Fans
- Gas Fired Tank Type Water Heater

Police Crime Scene Unit

59 South Olden Avenue

Trenton, New Jersey

- 330 MBH Hot Water Boiler
- Circulator Pump
- Hot Water Unit Heaters
- Gas Fired Atmospheric Type Boiler
- A/C Unit
- Residential Gas Fired Tank Type Water Heater

Police Headquarters

225 North Clinton Avenue

Trenton, New Jersey

- (2) Water Cooled 75 Ton Chillers
- (2) Gas Fired Boilers/2773 MBH Hot Water
- (2) 10 Top Roof Top Units
- (2) DX Split Systems
- (3) Ductless Split Systems
- Commercial Gas Fired Hot Water Supply Boiler
- 38 Gallon Electric Tank Type Water Heater

Police Evidence

255 North Clinton Avenue

Trenton, New Jersey

- Rooftop Unit
- Numerous Gas Fired Unit Heaters
- Exhaust Fans

South Ward Community Center/Police Vice Squad

870 South Broad Street

Trenton, New Jersey

- Ductless Split Systems
- Gas Fire Steam Boiler / 800 MBH Steam Output
- Cast Iron Radiators
- Baseboard Fin Tube Radiation
- 75 Gallon Gas Fired Tank Type Water Heater

Trent House

15 Market Street

Trenton, New Jersey

Visitor Center:

- (2) 3 Ton DX Split Systems
- Oil Fired Boiler
- 45 Gallon Electric Tank Water Heater

Trent House:

- 15 Ton Air Cooled Chiller
- (2) Chilled Water Climate Changer
- Oil Fired Steam Boiler
- Electric Tank Type Water Heater

Artworks

19 Everett Alley

Trenton, New Jersey

- (2) 25 Ton Rooftop Units
- (1) 15 Ton Rooftop Unit
- Electric Baseboard Heat
- Ceiling Mounted Gas Fired Unit Heaters
- 1 Ton Ductless Split System
- Gas Fired Gas Tank Type Water Heater

Reading Senior Center

15 Ringold Street
Trenton, New Jersey

- (5) Ton Split System
- Gas Fired Boiler
- Baseboard Fin Tube Radiation
- Commercial 75 Gallon Gas Fired Type Tank Water Heater

Animal Shelter

56 Escher Street
Trenton, New Jersey

- (2) 5 Ton Rooftop Units
- (1) 4 Ton Rooftop Unit
- New Split System / Gas Fired Furnace
- 100 Gallon Gas Fired Tank Type Water Heater

CEAS Center

509 Perry Street
Trenton, New Jersey

- Control systems equipment
- (exact equipment unknown at this time)

West Ward Recreation Center

351 Prospect Avenue
Trenton, New Jersey

- (2) 7.5 Ton DX Split Systems
- (1) 15 Ton Rooftop Unit
- 1 Ton Ductless Split Systems
- Wall Mounted Propeller Fans
- Gas Fired Boiler
- Commercial Gas Fired Hot Water Supply Boiler

N. Clinton Community Center

454 North Clinton Avenue
Trenton, New Jersey

- Rooftop Air Conditioners
- Gas Fired Boiler
- Hot Water Baseboard Heaters
- 30 Gallon Electric Tank Type Water Heater

Sam Naples Community Center

611 Chestnut Avenue

Trenton, New Jersey

- (2) 5 Ton & (1) 6.5 Ton DX Split Systems
- Gas Fired Furnaces
- (1) 10 Ton DX Split System w/Twin Furnaces
- Rooftop Unit
- 50 Gallon Electric Tank Type Water Heater

Ike Williams Community Center

238 Clay Street

Trenton, New Jersey

- 3 Ton DX Split System w/Oil Fired Furnace
- Oil Tank
- Electric Tank Type Water Heater

Sign Shop

250 North Alley

Trenton, New Jersey

- (2) 3 Top Rooftop Units
- DX Split System
- Ceiling Mounted Gas Fired Unit
- Electric Tank Water Heater

Property Maintenance Garage

410 Hanover Street

Trenton, New Jersey

- (1) 7.5 Ton Rooftop Units
- (2) 3 Ton Rooftop Units
- (4) 5 Ton Rooftop Units
- Ceiling Mounted Gas Fired Unit Heaters
- Electric Tank Type Water Heater

Street Division Garage

476 Brunswick Avenue

Trenton, New Jersey

- Window Air Conditioners
- (6) Reznor Gas Fired Hanging Heat Units
- Electric Baseboard Heating
- Air Motion Filtration Type Air Cleaners
- Pressure Relief Fans
- Electric Tank Type Water Heater

Roebling Building

675 Clinton Avenue

Trenton, New Jersey

- Rooftop Unit
- Electric Baseboard Heaters

Solid Waste Management

707 Calhoun Street

Trenton, New Jersey

- 2 Ton Ductless Split System
- Gas Fired Unit Heaters
- Air Motion Filtration Type Air Cleaners
- Pressure Relief Fans
- 40 Gallon Gas Fired Tank Type Water Heater