



**RFP 2023-7002**  
**HVAC Maintenance and Repair Services for Campus**

**Attachment B: Contractor's Fee Submission Form**

The fees shall be a firm fixed price inclusive of all elements required to deliver the services, including but not limited to: employee costs and benefits, clerical support, supplies, materials, licensing, insurance, travel, fuel surcharges, franchise fees, etc. Please note that such cost is inclusive of all elements required to provide these services as specified herein and each fee proposed shall be fully "burdened" with profit and overhead costs.

Description	Firm Fixed Hourly Rate During Regular Business Hours	Firm Fixed Hourly Rate for Emergency Services During Regular Business Hours	Firm Fixed Hourly Rate After Regular Business Hours
<b>HVAC Maintenance Service and Repairs</b>			
Licensed HVAC Technician	\$ _____	\$ _____	\$ _____
HVAC Mechanic	\$ _____	\$ _____	\$ _____
HVAC Laborer	\$ _____	\$ _____	\$ _____
A/C Duct Cleaning	\$ _____	\$ _____	\$ _____
<b>Servicing Equipment Over 25-Tons</b>			
State Licensed HVAC Technician	\$ _____	\$ _____	\$ _____
HVAC Mechanic	\$ _____	\$ _____	\$ _____
Laborer	\$ _____	\$ _____	\$ _____
<b>Crane and Operator</b>			
Crane Operator	\$ _____	\$ _____	\$ _____
HVAC Rigger	\$ _____	\$ _____	\$ _____
Laborer	\$ _____	\$ _____	\$ _____
Crane	\$ _____	\$ _____	\$ _____
<b>Chiller/Controls Work</b>			
Chiller Work	\$ _____	\$ _____	\$ _____
Controls Work	\$ _____	\$ _____	\$ _____



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**QUARTERLY MAINTENANCE/INSPECTION AND SERVICING OF ALL HVAC SYSTEMS**

Description	Firm Fixed Cost Per Quarter
Quarterly Maintenance/Inspection/Servicing/Report for all HVAC equipment and systems (FOUR PER YEAR)	\$ _____

**PARTS/SUPPLIES AND MATERIALS**

Description	Discount to Contractor's List Price
Supplies and Parts	_____ %
Equipment	_____ %
"On Shelf" Products	_____ %

Does discount include drop ship items? \_\_\_\_ Yes \_\_\_\_ No

Notes and Exclusions:

**Additional Services**

Provide a firm fixed hourly rate for related services

Name/Position	Firm Fixed Hourly Rate
	\$ _____
	\$ _____



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	\$ _____
	\$ _____

**DISCOUNT OFFERED FOR EARLY PAYMENT:** \_\_\_\_\_ % if invoice paid within \_\_\_\_\_ days of properly submitted invoice as stated in the RFP.

**PROPOSER'S STATEMENT**

The undersigned proposer hereby states that by completing and submitting this Form and all other documents within this submittal, he/she is verifying that all information provided herein is, to the best of his/her knowledge, true and accurate, and that if the Authority discovers that any information entered herein to be false, such shall entitle the Authority to not consider or make award or to cancel any award with the undersigned party. Pursuant to all RFP Document including attachments, this Fee Submission Form, and pursuant to all documents submitted, the undersigned proposes to supply the Authority with the services and/or products described herein for the fee(s) submitted pertaining to this RFP.

Date: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

By: \_\_\_\_\_  
(Signature of Offerer)

By: \_\_\_\_\_ Title: \_\_\_\_\_  
(Print Name)

Fed Tax ID: \_\_\_\_\_