

Proposal #: JDK-20200803-01 Date: 8/3/2020
Project HCPS - ASHRAE School Re-Opening Prepared By: Dan Knox, PE
Info: Henrico County Public Schools Sr. Sales Engineer

COVID-19 UPDATE

Automated Logic is committed to the safe performance of our work during the COVID-19 pandemic. To that end, we have implemented safety procedures to protect our employees, our customers & others who may be working on shared sites. The procedures are available for review upon request.

Failure of a customer or contractor to implement & enforce proper safety precautions on their sites may prevent our ability to work or may result in pricing adjustments to cover the costs of additional safety efforts by Automated Logic.

Compliance with safety procedures other than our own, may have an impact on the scope/price of this proposal.

Project Description:

Automated Logic Contracting Services, Inc. is pleased to provide the enclosed proposal for the above referenced project per the Scope of Work listed below and based on the following:

- Meeting / Discussion on HCPS School Reopening guidance and recommendations on Wednesday July 29, 2020

Scope of Work

Inclusions:

- Programming and Equipment modifications based on CDC and ASHRAE guideline summary provided by Henrico County Public Schools for the following buildings: (Individual recommendations and scope of work described in detail below)
 - Deep Run High School
 - Glen Allen High School
 - Holman Middle School
 - Short Pump Middle School
 - Tuckahoe Middle School
 - Chamberlayne Elementary School
 - Crestview Elementary School
 - Harvie Elementary School
 - Pemberton Elementary School
 - Seven Pines Elementary School
 - Skipwith Elementary School

In order to meet both CDC and ASH RAE guidelines for reopening schools the summary of work is to:

Note: For simplification, roof top units, air conditioning units, package roof top and ground installed units, dehumidification units, energy recovery units, etc. will collectively be called air handling units for purpose of this summary. HCPS has identified 98 units controlled by ALC.

- **Heat Wheels:** Turn off energy wheels installed AHUs. Modify control programming to stop return and supply air cross contamination (as heat wheels rotate they enter both supply and return air streams). Program modifications necessary to adjust unit performance to prevent degrading indoor air quality (IAQ) due to loss of the energy wheel.
- **Purge Mode:** Modify scheduling and AHU sequence of operation to run a Purge Mode 2 hours prior to occupancy. Purge Mode includes 100% outside air ventilation at unoccupied heating and cooling setpoints.
- **Unoccupied Setpoints:** Revise unoccupied space temperature setpoints to 68 degrees F heating, 78 degrees F cooling.
- **Increased Outside Air:** Increase fresh air (FA) supply by modifying sequence of operation for each AHU to ensure maximum fresh air without degrading indoor air quality (IAQ) and space conditioning. Adjust Demand Control Ventilation strategies to allow to maximum FA or eliminate DCV if it will not adversely impact the overall operation of the system. This is a temporary recommendation while operating under infectious disease crisis.
- **In ADDITION to the scope of work provided by HCPS above,** ALC is also including calibrating all existing CO2 sensors in the AHU's to ensure accuracy, and providing HCPS with list of CO2 sensors needing replacement, to enable proper operation of DCV at the conclusion of the current infectious disease crisis.
- Connection to existing WebCTRL Server
- Provide / modify standard ALC color graphic displays as necessary
- Furnish and install all required low voltage electrical wiring, conduit and terminations for provided control devices
- Provide all required engineering / submittal drawings / project management for provided systems
- Provide system commissioning & validation for ALC provided devices. (Does not include third party Cx or FPT)
- One (1) year Warranty on all provided components, from time of beneficial use.

Scope Exclusions & Clarifications

Exclusions:

- Bonding is not included for this project, but a bond may be provided at additional cost.
- Controls for equipment not listed in "Inclusions" above.
- Cutting, patching and painting of finished surfaces / Access Doors for concealed areas
- Testing and Balancing of air or hydronic systems

Clarifications:

- **DEVICE / INSTALLATION STANDARDS:** All controls will be Automated Logic standard devices. All installation shall be per ALC Installation standards. *Where the specifications conflict with these standards, the standards used previously for Henrico County Public Schools projects shall take precedence.*
- **ALC SYSTEM COMMISSIONING AND VALIDATION:** ALC controls startup consists of field wiring verification, end to end testing for all inputs and outputs, software configuration, and sequence of operation verification. ALC controls startup does not include functional performance testing or third-party commissioning. Third party commissioning assistance and function performance testing are only included to the limits outlined in the Inclusions section above. In addition to the standard startup work, functional performance testing support can be provided by ALC technicians. Pricing is available upon request.
- **REUSE EXISTING COMPONENTS:** Where possible we intend to reuse existing components to the extent possible, including but not limited to controls enclosures, power supplies, relays, current switches, etc. Temperature sensors will be replaced with standard Automated Logic devices. ALC will test and calibrate all reused components. In the event of an existing component failure, ALC will report the defective device to the owner for replacement. Pricing for replacing defective devices is available upon request.

Schedule:

- ALC shall commence work on this project within thirty (30) days of receiving a fully executed subcontract.
- The work of this proposal shall be performed during normal working hours unless expressly stated otherwise above.
- The project shall be complete according to the project schedule as defined in the project specifications. If no project schedule is defined in the contract documents, a mutually agreeable schedule shall be developed between ALC and the Buyer. Schedule, and any changes thereto, shall be in writing and agreed to by both parties.
- This quote is valid for thirty (30) days from the date of proposal.
- This proposal is based upon a purchase order or contract agreement, subject to the attached terms of sale. This contract document shall be issued to Automated Logic Contracting Services, Inc. Any departure from this contracting method may result in pricing changes.
- This proposal letter shall be incorporated into the final contract documents. This proposal shall be binding at such time as such clarifications and changes are mutually developed and accepted it therefore being understood that no order issued pursuant to this proposal shall be binding until duly accepted by an authorized representative of Automated Logic.

Pricing

Base Price

\$32,300.00

(Thirty-Two Thousand, Three Hundred & 00/100 Dollars)

Thank you for your consideration of Automated Logic Contracting Services, Inc. for this project. We look forward to working with you and your team on this opportunity. Please feel free to contact me anytime with questions.

Respectfully,

Dan Knox, PE
Sr. Sales Engineer
Automated Logic Contracting Services
(804) 836-5302
dan.knox@carrier.com

Authority to Proceed

I hereby accept the provisions of this proposal and the attached terms and conditions in their entirety. Automated Logic is authorized to commence work on this project immediately. If a formal purchase order or contract is not provided within 30 days, Automated Logic is authorized to invoice against this notice to proceed.

Date: _____
Buyer's Agent (Signature): _____
Buyer's Agent (Printed): _____
Title: _____
PO Number: _____

TERMS AND CONDITIONS OF SALE

1. PAYMENT AND TAXES – Payment shall be made net 30 days from date of invoice. Automated Logic reserves the right to require cash payment or other alternative method of payment prior to shipment or completion of work if Automated Logic determines, in its sole discretion, that Customer or Customer's assignee's financial condition at any time does not justify continuance of the net 30 days payment term. In addition to the price, the Customer shall pay Automated Logic any taxes or government charges arising from this Agreement. If Customer claims any such taxes do not apply to transactions covered by this Agreement, Customer shall provide Automated Logic with acceptable tax exemption certificates. Payment for service agreements shall be due and payable in advance of services being rendered.

2. SCOPE OF WORK/EXCLUSIONS – Repair to building construction, plastering, patching and painting are excluded. Customer agrees to provide Automated Logic with required field utilities (electricity, toilets, drinking water, receiving dock, project hoist, elevator service, etc.) without charge. Automated Logic agrees to keep the job site clean of debris arising out of its own operations. Customer shall not back charge Automated Logic for any costs or expenses without Automated Logic's written consent. Unless specifically noted in the statement of the scope of work or services undertaken by Automated Logic under this Agreement, Automated Logic's obligations under this agreement expressly exclude any work or service of any nature associated or connected with the identification, abatement, clean up, control, removal, or disposal of environment hazards or dangerous substances, to include but not be limited to asbestos or PCBs, discovered in or on the premises. Any language or provision of the Agreement elsewhere contained which may authorize or empower the Customer to change, modify, or alter the scope of work or services to be performed by Automated Logic shall not operate to compel Automated Logic to perform any work relating to Hazards without Automated Logic's express written consent. Services performed at customer's direction outside of the scope of this Agreement will be billed at our scheduled rates.

3. EXTRAS – Work and material in addition to or different from that stated herein, and changes in drawings, specifications or time of performance, shall be considered as extras, and shall entitle Automated Logic to an adjustment in the contract price and the delivery schedule.

4. EMERGENCY SERVICE WORK – If emergency service is performed at Customer's request and inspection does not reveal any defects for which Automated Logic is liable under this Agreement, Customer shall pay for such work at Automated Logic's prevailing time and material rate.

5. SHIPMENT/PARTIAL SHIPMENT/RETURNS – All product shipments shall be F.C.A. shipping point (Incoterms 2010), freight prepaid and allowed to the job site. Shipment dates quoted are approximate. Automated Logic does not guarantee a particular date for shipment or delivery. Automated Logic shall have the right to ship any portion of equipment, goods or other materials included in this Agreement and invoice Customer for such partial shipment. No goods will be accepted for return without prior written authorization. Returned goods may be subject to a restocking charge. Special order and non-stock items cannot be returned.

6. DELAYS – Automated Logic shall not be liable for any delay in the performance of the work resulting from or attributed to acts or circumstances beyond Automated Logic's control, including, but not limited to, acts of God or of the public, acts of government, acts of terrorism, fire, floods, epidemics, freight embargoes, unusually severe weather, riots, strikes or labor disputes, conditions of the premises, acts or omissions of the Customer, Owner or other contractors, or delays caused by suppliers or subcontractors ("Force Majeure Event(s)"). In the event Automated Logic is delayed in manufacturing, shipping, delivery or any other performance under this Agreement by a Force Majeure Event and without the fault or negligence of Automated Logic, Automated Logic agrees to notify Customer in writing as soon as practicable of the causes of such delay, and Automated Logic shall further be entitled to an extension of the time equivalent to the duration of any such delay and a reasonable time in which to recover from said delay to resume performance. In the event any materials or equipment to be provided by Automated Logic under this Agreement becomes permanently unavailable as a result of a Force Majeure Event, Automated Logic shall be excused from furnishing said materials or equipment.

7. WARRANTY – Automated Logic warrants to Customer that the Work performed by Automated Logic hereunder will comply in all material respects with the attached Scope of Work or Statement of Services and will be free from material defects in workmanship. Automated Logic warrants that all equipment manufactured by Automated Logic Corporation and all Automated Logic equipment, parts or components supplied hereunder will be free from defects in material and workmanship. Automated Logic shall at its option repair or replace, F.C.A. point of sale (Incoterms 2010), any equipment, part or component sold by Automated Logic and determined to be defective within one (1) year from the date Customer has beneficial use. Automated Logic does not warrant products not manufactured by Automated Logic, but it does pass on to Customer any available manufacturer's warranty for such products. Automated Logic warrants that all services provided by Automated Logic hereunder shall be performed in a workmanlike manner. In the event any such service is determined to be defective within ninety (90) days of completion of that service, Automated Logic shall at its option re-perform or issue a credit for such service. Automated Logic's obligations as set forth herein shall be Customer's exclusive remedy. Automated Logic shall not be responsible for labor charges for removal or reinstallation of defective equipment, parts or components, for charges for transportation, handling and shipping, or for repairs or replacement of such equipment, parts or components required as a consequence of faulty installation when not installed by Automated Logic, misapplication, vandalism, abuse, exposure to chemicals, improper servicing, unauthorized alteration or improper operation by persons other than Automated Logic. THIS WARRANTY IS GIVEN IN LIEU OF ALL OTHER WARRANTIES, EXPRESS, IMPLIED OR STATUTORY INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

Customer's use of any software provided under this Agreement is licensed (if applicable) and governed by the applicable end user license agreement.

8. WORKING HOURS – All services performed under this Agreement, including major repairs, are to be provided during Automated Logic's normal working hours unless otherwise agreed in writing.

9. CHANGE ORDERS/ADDITIONAL WORK – Automated Logic will not perform additional work until such time as Automated Logic receives a change order, duly executed by each party, setting forth the scope and an agreed upon price for the additional work, as well as any appropriate adjustments to the delivery schedule. Additional work and/or materials supplied under any change order shall be subject to the terms of this Agreement.

10. CUSTOMER RESPONSIBILITIES – Customer shall: provide safe and reasonable access to the job site and equipment being serviced; provide a safe work environment; keep areas adjacent to equipment free of extraneous material; move any stock, fixtures, walls, partitions, ceilings, enclosures or such other property as may be necessary to perform the specified work; promptly notify Automated Logic of any unusual operating conditions; operate any equipment supplied hereunder properly and in accordance with instructions; and identify and label any asbestos containing material that may be present. The Customer will provide, in writing, prior to the start of a job, a signed statement regarding the absence or presence of asbestos for any job where the building or the equipment to be serviced is older than 1981. Should this document state that no asbestos is present, the Customer will also provide in writing the method used to determine the absence of asbestos. If online service via modem is being provided, the Customer shall provide and maintain, at Customer's cost, a voice grade dial-up telephone line or internet connection installed in a mutually agreed upon location.

11. LIMITATION OF LIABILITY – Under no circumstances shall Automated Logic be liable for any direct, incidental, special or consequential damages, including loss of revenue, loss of use of equipment or facilities, loss of data, or economic damages howsoever arising. Automated Logic shall be liable for damage to property, other than equipment provided under this Agreement, and to persons, to the extent that Automated Logic's negligent acts or omissions directly contributed to such injury or property damage. To the extent permitted by law, Automated Logic's aggregate liability for any reason, whether in contract, tort (including negligence) or otherwise, will be limited to the value of the payments received by Automated Logic under this Agreement. The aggregate liability shall not limit the liability of Automated Logic for any injury to, or death of a person, caused by its gross negligence.

12. CUSTOMER TERMINATION FOR DEFAULT – Customer shall have the right to terminate this Agreement for Automated Logic's default provided Automated Logic fails to cure such default within thirty (30) days after having been given prior written notice of the default. Upon early termination or expiration of this Agreement, Automated Logic shall have free access to enter Customer locations to disconnect and remove any and all Automated Logic-owned parts, tools and personal property. Additionally, Customer agrees to pay Automated Logic for all incurred but unamortized service costs performed by Automated Logic including overhead and a reasonable profit.

13. AUTOMATED LOGIC TERMINATION – Automated Logic reserves the right to discontinue its service or performance under this Agreement any time payments have not been made as agreed or if alterations, additions or repairs are made to equipment during the term of this Agreement by others without prior agreement between Customer and Automated Logic. Should Customer fail to make payment in accordance with the terms of this Agreement and such failure continues without cure for a period of five (5) days following Customer's receipt of written notice of such payment default, Automated Logic may terminate this Agreement without liability.

14. CLAIMS / ALC EMPLOYEES – Any lawsuits arising from the performance or nonperformance of this Agreement, whether based upon contract, negligence, strict liability or otherwise, shall be brought within one (1) year from the date the claim arose. The Customer acknowledges that Automated Logic's employees are valuable assets to Automated Logic. During the Term of this Agreement or one hundred eighty (180) days from the effective date, whichever is greater, if Customer hires an Automated Logic employee who worked at the Customer's facility at any time, the Customer agrees to 1) pay Automated Logic an amount equal to twelve (12) months' salary for such employee, and 2) reimburse Automated Logic for all costs associated with any training Automated Logic provided to such employee.

15. GOVERNMENT PROCUREMENTS –
(a) COMMERCIAL ITEMS – The components, equipment and services provided by Automated Logic under this Agreement are "commercial items" as defined in Section 2.101 of the Federal Acquisition Regulations ("FAR"), and the prices of such components, equipment and services are based on Automated Logic's commercial pricing policies and practices (which do not consider any special requirements of U.S. Government cost principles, FAR Part 31, or any similar procurement regulations). As such, Automated Logic will not agree to provide or certify cost or pricing data, nor will Automated Logic agree to comply with the Cost Accounting Standards (CAS). In addition, no government procurement regulations, such as FARs or DFARs, shall apply to this Agreement except those regulations expressly accepted in writing by Automated Logic.

(b) WHERE AUTOMATED LOGIC IS SUBCONTRACTOR – Where Automated Logic is subcontractor, Automated Logic is agreeing to perform a private subcontract for the sale of a commercial item on a fixed-price basis to Customer (a private entity) and as such there shall be no Federal Acquisition Regulations (FARs), DFARs, CFRs, or any other government procurement regulations of any kind which apply to this Agreement, except those regulations expressly accepted in writing by Automated Logic. In addition, Automated Logic will not agree to provide or certify cost or pricing data nor will Automated Logic agree to comply with the Cost Accounting Standards (CAS). Automated Logic refers to FAR 52.244-6, "Subcontracts for Commercial Items and Commercial Components."

16. HAZARDOUS MATERIALS – If Automated Logic encounters any asbestos or other hazardous material while performing this Agreement, Automated Logic may suspend its work and remove its employees from the project, until such material and any hazards associated with it are abated. The time for Automated Logic's performance shall be extended accordingly, and Automated Logic shall be compensated for the delay.

17. OCCUPATIONAL SAFETY AND HEALTH – Automated Logic and Customer agree to notify each other immediately upon becoming aware of an inspection under, or any alleged violation of, the Occupational Safety and Health Act ("OSHA") relating in any way to the performance of work under this Agreement, the project or the job site.

18. ENTIRE AGREEMENT, ASSIGNMENT AND MODIFICATION – This Agreement contains the complete and exclusive statement of the agreement between Automated Logic and Customer and supersedes all previous or contemporaneous, oral or written, statements. Customer may assign this Agreement only with Automated Logic's prior written consent. No change, modification, amendment or waiver of any of the terms or conditions of this Agreement shall be binding upon the parties unless made in writing and duly executed by both parties hereto.

19. CUSTOMER CONSENT – Customer consents and agrees that Automated Logic may, from time to time, publicize Automated Logic related projects with Customer, including the value of such projects, in all forms and media for advertising, trade, and any other lawful purposes.

20. FOR WORK BEING PERFORMED IN CALIFORNIA – Contractors are required by law to be licensed and regulated by the Contractors' State License Board which has jurisdiction to investigate complaints against contractors if a complaint regarding a patent act or omission is filed within four years of the date of the alleged violation. A complaint regarding a latent act or omission pertaining to structural defects must be filed within 10 years of the date of the alleged violation. Any questions concerning a contractor may be referred to the Registrar, Contractors' State License Board, P.O. Box 26000, Sacramento, California 95826.

21. INTELLECTUAL PROPERTY – Notwithstanding anything to the contrary stated herein, Automated Logic retains ownership of its intellectual property and no license to Automated Logic's intellectual property is granted except as necessary for Customer to use any deliverables and/or services provided hereunder.

22. DATA PRIVACY – Each party will comply with applicable data privacy laws governing personal information collected and processed under this Agreement.

23. REMOTE MONITORING
(a) DATA RIGHTS – Customer hereby grants and agrees to grant to Automated Logic a worldwide, non-exclusive, non-terminable, irrevocable, perpetual, paid-up, royalty free license to any Source Data, with the right to sub-license to its affiliates and suppliers for (i) Automated Logic's performance of services pursuant to this Agreement, (ii) the improvement of Automated Logic services, and Automated Logic's Analytics Platform; (iii) improving product performance, operation, reliability, and maintainability; (iv) to create, compile, and/or use datasets and/or statistics for the purposes of benchmarking, development of best practices, product improvement; (v) the provision of services to third parties; (vi) research, statistical, and marketing purposes, and/or (vii) in support of Automated Logic agreements. Source Data – shall mean data that is produced directly from a system, or device and received at a collection point or a central server (e.g. a Automated Logic's database, data lake, or third party cloud service). Analytics Platform – shall mean server algorithms or web interface systems used to (i) interpret, convert, manipulate, or calculate data, (ii) perform data processing, and/or (iii) the delivery of data to Automated Logic, affiliates or suppliers of Automated Logic, and/or Customer.

(b) RETURN OF DATA – Customer understands and acknowledges that Automated Logic will collect Source Data that will be stored on and/or transmitted to Automated Logic's servers and to suppliers or affiliates that are contracted by Automated Logic and used to transmit, process, extract or store such Source Data for purposes of Automated Logic's performance of the service in accordance with this Agreement. Once such data and information has been stored and/or transmitted to Automated Logic's servers, Customer agrees that such data and information shall become part of Automated Logic's database and therefore subject to the license terms under section 23(a).

(c) DATA DELIVERY – During the term of the Agreement Customer shall (i) make reasonable efforts to ensure that the hardware remains powered on, (ii) avoid intentional action to impede, block or throttle collection and transmission of Source Data by Automated Logic, and (iii) avoid intentional action to disable, turn off, or remove the data collection hardware or software without Automated Logic's express written consent, which consent shall not be unreasonably withheld.

07-01-19