

FM CONTROLS, INC.

3226 180th Street * Duncombe * Iowa * 50532 * 515-570-1048

Date **4/27/18**

<u>Name</u>	New Hampton Community Schools	
<u>Facility</u>	<u>Elementary School</u>	<u>High School</u>
<u>Address</u>	206 W. Main St.	710 W. Main St.
<u>City, State, Zip Code</u>	New Hampton, IA 50659	

Dear John Bear:

Thank you for your time and interest in a service proposal for the automation systems at Elementary, Middle, and High Schools. We are proud of our capabilities to assist with your comfort issues.

Our employees undergo continuous training in order to stay on the cutting edge of technology.

Benefits to you that result from utilizing our Service Contract in lieu of our “shop rate” service include:

- a. You can better budget service costs.
- b. You save money with our Preferred Customer Rates for materials.
- c. You can save money on Labor Rates.
- c. You will receive faster response times.
- d. We will keep your Reliable system firmware up to date.
- e. Problems may be avoided through preventative maintenance.
- f. On-line support is included at no extra cost.

We look forward to discussing these items with you.

Sincerely,

Jim Dunston
FM Controls, Inc.
(319) 290-5398 cell
fmcontrolsinc@outlook.com



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PREVENTATIVE MAINTENANCE PROGRAM PROPOSAL

PREPARED FOR

New Hampton Community Elementary and High Schools
206 & 710 West Main St
New Hampton, IA 50659

April 27, 2018

HVAC CONTROL SYSTEM PREVENTATIVE MAINTENANCE AGREEMENT

FM CONTROLS, INC. agrees to provide temperature control system inspection(s), support, preventative maintenance and repairs for New Hampton Elementary & High Schools (hereafter referred to as the Customer).

FM Controls, Inc. will:

1. Perform (Two) onsite visits per year, (24 hours each visit). Preventative maintenance on the control automation system will be performed. Any time remaining to be used at the owners' discretion.

Inspections shall include the following work:

- A. Inspect all devices on the DDC Control System.
- B. Inspect the Heating and Cooling Plant.
- C. Cleaning of control equipment, including interior and exterior surfaces.
- D. Perform operations checks of system equipment, workstation and peripherals.
- E. Perform control system analysis and inspect any problem areas.
- F. Perform system wide back up.
- G. Replace controller batteries as necessary.
- H. Download new Reliable controller firmware on Reliable System as necessary.
- I. Inspect any problem areas the Customer has.

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J. Check and calibrate field devices as necessary.

K. Assist the Customer with concerns regarding the control system

2. Furnish Customer with report of each inspection and of any conditions observed which may require repairs or corrective action. **If authorized by the customer, FM Controls, Inc. will make the repairs at the Customer service rate quoted in this agreement.**
3. Provide any recommendations for system modifications in writing to the Customer. **No modifications will be made without prior approval and proper authorization from the Customer.**
4. Provide on-line support, **up to 4 hours per year, customer to provide broadband connection.**
5. Respond to any customer problem within 4 hours either on-line or on-site.
6. Provide services at a cost of (\$ 3,000.00 Dollars) billed semi-annually at the beginning of the contract period. (\$6,000.00 Annually).
7. Emergency calls made outside of normal business hours will be billed at time and half rates. Holiday calls will be billed at double time rates.
8. Terms are due upon receipt.

It Is Further Understood That:

1. FM CONTROLS, INC. reserves the right to discontinue this maintenance service agreement at any time without notice, unless all payments under this agreement shall have been made as agreed.
2. This agreement shall remain in effect for ONE year, and shall automatically continue from year to year thereafter unless either party gives 30 days written notice (prior to end of contract term) to the other party of it's intentions to terminate or renegotiate the terms and conditions set forth within.
3. All materials required for control system repair and service will be billed at applicable rates (see Table A).

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4. By accepting this proposal, the customer shall receive Preferred Customer Rates

TABLE A

	Preferred Customer Rates	Standard Rates
Engineering Labor	\$95.00 per hour	\$125.00 per hour
Technician Labor	\$85.00 per hour	\$115.00 per hour
On-line labor	No Charge	\$105.00 per hour
Mileage	No Charge	\$1.00 per mile
Controller Materials	30% discount off list price	10% discount off list price
Other Materials	10% discount off list price	List price

A signature by an authorized representative will initiate this agreement. We look forward to providing service to New Hampton Community Schools.

Accepted:

Facility

By: _____

Title _____

Date _____

FM CONTROLS, INC.

By: Jim Dunston
Project Manager/ Outside Sales
3226 180th St.
Duncombe, IA 50532

(319)290-5398
fmcontrolsinc@outlook.com

Date: _____