

ATTACHMENT A
SCOPE OF WORK
Monroe Library HVAC Equipment Replacement

Location: Monroe Library, 1070 Village Way Monroe, WA

1. Project Overview

Sno-Isle Libraries seeks a qualified HVAC vendor to provide all labor, equipment, materials, and permits necessary to remove and replace the following units:

- a. Three (3) Lennox HS29-072-1Y 6-ton rooftop cooling units
- b. One (1) McQuay ALP019DS42-ER10 10-ton rooftop unit

The awarded Bidder (“Contractor”) will also be required to repair, replace, or refurbish existing heating and cooling coils.

2. Statement of Work

The Contractor will be responsible for purchasing, removing and installing these rooftop units with like in-kind models or an approved equivalent that meet current equipment specifications.

New equipment must be 454B compatible, UL Listed and meet ASHRAE requirements as applicable.

New equipment must be “like for like” or an approved equivalent in capacity according to manufacturer’s specifications of current models and must be compatible with existing mechanical and must be compatible with Delta EnteliWeb automated building control system.

The Contractor is required to coordinate with the Library District’s Facilities Team for decommissioning old equipment and commissioning new equipment, and installing and integrating new components with Delta EnteliWeb automated building control system.

2.1 Demolition and Removal

- a. Safely disconnect, decommission, and remove four (4) existing rooftop units and associated hardware.
- b. Remove and inspect existing cooling and heating coils to determine if coils should be repaired, refurbished, or replaced.
- c. Recover all noncompliant refrigerants and dispose in accordance with EPA guidelines.
- d. Plan and execute rigging, crane, or hoisting for removal and installation of the Lennox and McQuay rooftop units.

- e. All access points and work areas must be restored to original condition.

2.2 Equipment Procurement & Replacement

- a. Purchase and install three (3) rooftop units equivalent in capacity and functional specifications to the Lennox HS29-072-1Y (6-ton cooling units). New units must be R-454B, and compatible to support and interface with Delta Controls systems.
 - i. Replace any damaged or worn plumbing to include valves, piping and insulation.
 - ii. Replace any damaged, worn or incompatible electrical components.
- b. Purchase and install one (1) rooftop unit equivalent in capacity and functional specification to the McQuay ALP019DS42-ER10 (10-ton unit). New units must be R-454B, and compatible to support Delta control systems.
 - i. Replace any damaged or worn plumbing to include valves, piping and insulation.
 - ii. Replace any damaged, worn or incompatible electrical components.
 - iii. Replace all refrigerant line sets and ensure that all non-complaint refrigerant recovery and disposal is in accordance with established local, state and federal guidelines.
- c. Repair, purchase, or refurbish and install existing cooling and heating coils to meet existing system design and capacity. All components must be 454B compatible. (Bidders must include line-item estimate to either repair, refurbish, or replace in Attachment B, Proposal Form).

2.3 Utility & Control Integration

- a. Replace all refrigerant piping, water piping, electrical, gas, venting (if applicable), and system controls.
- b. Ensure all refrigerant lines are filled with the correct type and ratio of glycol.
- c. Integrate new equipment into building automation or control systems for monitoring and operation. Coordinate with the Library District's Facilities Team.

2.4 Commissioning and Testing

- a. Start-up all new installed equipment per manufacturer specifications and instructions. Coordinate with the Library District's Facilities Team.
- b. Perform functional and performance testing on each rooftop unit and heating coil.
- c. Verify airflow, refrigerant charge, electrical connections, and heating/cooling performance.

- d. Balance air systems as necessary to accommodate new equipment.

2.5 Inspections and Documentation

- a. Coordinate inspections with Library District representatives and local authorities.
- b. Provide all necessary equipment submittals and O&M manuals.
- c. Deliver warranty documents and start-up reports.
- d. Provide training for on-site facility personnel on the operation and maintenance of the new systems.

3. Contractor Responsibilities

- a. Obtain all necessary permits and scheduling of inspections.
- b. Comply with local, state (WA), and federal mechanical, plumbing, and electrical codes.
- c. Execute project with minimal disruption to library operations during regular working hours.
- d. Maintain safe and clean work environment, including confined areas.

4. Project Schedule

- a. Notice to Proceed: After contract signature
- b. Substantial Completion Goal:

All work must be completed no later than May 29, 2026, scheduled work will be coordinated between the Contractor and Library District, Facilities Representative to ensure the May 29, 2026 deadline is met.

The Contractor will have 40 business days to complete the work once new equipment has been received and a schedule has been established. Any deviation from this timeline must be negotiated and approved by the Library District.

- c. Key milestones:
 - i. Equipment delivery
 - ii. Mobilization
 - iii. Demolition
 - iv. Rigging
 - v. Installation
 - vi. Inspection
 - vii. System startup and commissioning