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24 HOUR, LTD.

NAVARRO COUNTY
AUDITOR'S OFFICE

Air Conditioning • Refrigeration • Heating • Engineering • Fabrication • Maintenance

September 29, 2022

BQ-40111.1

Ms. Chris Lunger
Texoma HIDTA
6303 Commerce Dr., #100, #150
Irving, TX 75063

RE: Heating/Ventilation/Air-Conditioning Maintenance Proposal
Texoma HIDTA, 6303 Commerce Dr., #100, #150, Irving, TX 75063

Dear Ms. Lunger:

Thank you for allowing **24 Hour, Ltd.** to offer the following maintenance proposal.

24 Hour, Ltd. will automatically send a technician four (4) times per year to do the following preventative maintenance work for **10 RTUs & 1 Split System:**

1. Provide and change air filters.(Quarterly) (Pleated)
2. Provide and change fan belts. (Once per year)
3. Check and adjust all belts and pulleys.(Four times per year)
4. Oil and grease motors.(Once per year)
5. Check refrigerant levels.(Three times per year)
6. Inspect drain pan(s) and blow out p-trap(s).(Three times per year)
7. Check amperages and voltage.(See attached checklist) (Four times per year)
8. Inspect heating system in fall and winter. (Once per year)
9. Clean condenser coils with power washer.(Once per year)
10. Perform complete visual inspection of equipment.(Four times per year)
11. Provide customer with comprehensive service reports.

Total investment for the above will be **\$1,540.00 (tax exempt) per visit**, based upon acceptance within 30 days from the proposal date above. The above does not include parts or labor for any additional service work. This quote will be guaranteed for at least one year from the first visit.

P.O. Box 142179
Austin, Texas 78714-2179
(512) 926-0998
(512) 363-4649 Fax

8911 Directors Row
Dallas, Texas 75247
(214) 630-3000
Fax (214) 638-8378

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September 29, 2022
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Fan Powered Box Option #1

ADD: Price to physically check **11 Fan Powered Boxes** operations one time a year including one time changing of filters, checking of electrical voltage, amp-draws, tightening of electrical connections and temperature delta check = **\$3,600.00 tax exempt.**

Initial to Approve ✓

Fan Powered Box Option #2

ADD: Price to change filters only one time per year on the ~~11 Fan Powered Boxes~~ = **\$720.00 tax exempt.** (We only recommend one time per year, if additional changes are required, the price per replacement would be the same)

Initial to Approve ✓

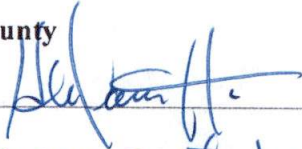
Note: Option 2 excludes physical check of boxes, filter replacement only.

ADD: Service and replace belts on **(1) Roof Mounted Exhaust Fan** one time per year for the additional once per year cost of **\$100.00 tax exempt.**

Initial to Approve ✓

Navarro County

Signature



Title

NAVARRO County Judge

Date

10-24-22

24 Hour, Ltd.

Brian Mills
Estimator

September 29, 2022

Regulated by the Texas Department of Licensing and Regulations, P. O. Box 12157, Austin, Texas 78711, 1-800-803-9202, 512-463-6599.

**SIGN
HERE**

EQUIPMENT CHECK LIST

Date: _____	Mtc#: _____	Service Technician: _____
Customer: _____		Outside Temperature: _____
Unit: _____		Manufacturer: _____
Model #: _____		Serial #: _____

AIR CONDITIONER:	Voltage _____	Rated _____	Phase _____	Actual _____	Refrigerant _____
Suction Line Pressures	Comp #1 _____	Comp #2 _____	Comp #3 _____	Comp #4 _____	
Suction Line Temp	Comp #1 _____	Comp #2 _____	Comp #3 _____	Comp #4 _____	
Superheat	Comp #1 _____	Comp #2 _____	Comp #3 _____	Comp #4 _____	
Discharge Pressure	Comp #1 _____	Comp #2 _____	Comp #3 _____	Comp #4 _____	
Liquid Line Temp	Comp #1 _____	Comp #2 _____	Comp #3 _____	Comp #4 _____	
Sub Cooling	Comp #1 _____	Comp #2 _____	Comp #3 _____	Comp #4 _____	
Compressor Amp Draw	Rated #1 L1 _____ L2 _____ L3 _____	Rated #2 L1 _____ L2 _____ L3 _____			
Metering Device	Actual #1 L1 _____ L2 _____ L3 _____	Actual #2 L1 _____ L2 _____ L3 _____			
Fixed _____	Rated #3 L1 _____ L2 _____ L3 _____	Rated #4 L1 _____ L2 _____ L3 _____			
TXV _____	Actual #3 L1 _____ L2 _____ L3 _____	Actual #4 L1 _____ L2 _____ L3 _____			

Compressor Terminal Checked	Comp #1 _____	Comp #2 _____	Comp #3 _____	Comp #4 _____
Condenser Motor Amps	Rated _____	Rated _____	Rated _____	Rated _____
Motor Amps	Mot #1 _____	Mot #2 _____	Mot #3 _____	Mot #4 _____
Motor Bearings/Lubricated	Yes _____	No _____	Sealed _____	
Condenser Coil Condition	Clean _____	Dirty _____	Cleaned: _____	Yes No
Indoor Motor Amps	Rated _____	L1 _____	L2 _____	L3 _____
Motor Bearings/Oil				
Belt Size _____	Belt Condition	Ok _____	Needs Replaced _____	
Fan Bearings/Lubricated	Yes _____	No _____	Sealed _____	
Evaporator Coil Cond	Dirty _____	Dusty _____	Clean _____	
Fan Condition	Dirty _____	Dusty _____	Clean _____	
R/A Temperature	Dry Bulb _____	Wet Bulb _____		
S/A Temperature	Dry Bulb _____	Wet Bulb _____		
Secondary Control Voltage	Rated _____	Actual _____		
Controls	LP: _____	HP: _____	Lockout _____	Contacts/Relays _____

HEATER:	Rated _____	Actual _____
Gas Pressure	_____	_____
Gas Valve Operation	_____	_____
Combustion Fan Motor Operation	_____	_____
Amps	_____	_____
Heat Exchanger Condition	_____	_____
Flue Pipe Condition	_____	_____
Control	High Limit _____	Pilot Safety _____
Electric Heat Model#	_____	Combustion Blower Wheel _____
Contactors	1st _____ 2nd _____	Serial # _____
Amp Draw	1st L1 _____ L2 _____	L3 _____
	2nd L1 _____ L2 _____	L3 _____
Disconnect specs/condition	_____	Outside air filter condition _____

Economizer	Yes _____ No _____	Model/Serial: _____
Powered Ex	Yes _____ No _____	Model/Serial: _____
Fuse Size	_____	Condition _____
Filter Size & Qty: _____	Condition: _____	Clean _____ Dirty _____ Filter Date _____
Repairs Made: _____		

Comments: _____
