Service Being Requested:
Emergency Power Generator Service & Maintenance

Firm Name:______________________________________________
Location: ________________________________________________
E-mail address: __________________________________________
Phone No. _______ Name: (print)__________________
Number of Employees: _______ ______________________________
Date: ______________ Signature

Emergency and non-maintenance repair services:

As part of this agreement, the vendor shall provide owner-authorized emergency repair response or owner authorized non-maintenance repairs. Mileage and travel time to be included in the hourly rate.

- Standard Labor rate: $________________
- After hours (evenings, weekends): $________________
- Holiday rates: $________________
- Trip Charge: $________________

Vendor will provide parts, materials or sub-contracted assistance at their cost plus a maximum mark-up.

- Maximum mark-up: ____________%

List three (3) most recent projects completed for MSU/other:

<table>
<thead>
<tr>
<th>Project</th>
<th>Location</th>
<th>Brief Description</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>
**Statement of Availability:**

- Vendor agrees to respond within _____ hours of being called in case of emergency repair on campus emergency generators.

- Vendor has a 24/7 emergency response contact YES____ or NO____ (please check)
  
  If yes, please provide an emergency phone number:________________________

**Qualifications & Technical Competence:**

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

**Geographic Location (nearest vendor service site):**

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________
Annual Maintenance and Service:

Service Frequency Table

<table>
<thead>
<tr>
<th>Maintenance Item</th>
<th>FY'20</th>
<th>FY'21</th>
<th>FY'22</th>
<th>FY'23</th>
<th>FY'24</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Inspections</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Annual Service</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
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<tr>
<td>Cooling System Service</td>
<td></td>
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<td>X</td>
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<tr>
<td>Battery Service (30 month cycle) per NFPA</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>

Provide an annual cost for each generator with the above service frequency:

**FY’20**

Carkoski Commons -- Katolight 210K W Diesel: $________
Utility Plant North Unit – Katolight 600KW Diesel: $________
Utility Plant South Unit – Katolight 600KW Diesel: $________
Wiecking Center (Security) – Kohler 100KW Natural Gas: $________
University Dining Center – MTU 30KW Diesel: $________

**FY’20 Total:** $________

**FY’21**

Carkoski Commons -- Katolight 210K W Diesel: $________
Utility Plant North Unit – Katolight 600KW Diesel: $________
Utility Plant South Unit – Katolight 600KW Diesel: $________
Wiecking Center (Security) – Kohler 100KW Natural Gas: $________
University Dining Center – MTU 30KW Diesel: $________

**FY’21 Total:** $________

**FY’22**

Carkoski Commons -- Katolight 210K W Diesel: $________
Utility Plant North Unit – Katolight 600KW Diesel: $________
Utility Plant South Unit – Katolight 600KW Diesel: $________
Wiecking Center (Security) – Kohler 100KW Natural Gas: $________
University Dining Center – MTU 30KW Diesel: $________

**FY’22 Total:** $________

**FY’23**

Carkoski Commons -- Katolight 210K W Diesel: $________
Utility Plant North Unit – Katolight 600KW Diesel: $________
Utility Plant South Unit – Katolight 600KW Diesel: $________
Wiecking Center (Security) – Kohler 100KW Natural Gas: $________
University Dining Center – MTU 30KW Diesel: $________

**FY’23 Total:** $________
FY’24

Carkoski Commons – Katolight 210K W Diesel: $________
Utility Plant North Unit – Katolight 600KW Diesel: $________
Utility Plant South Unit – Katolight 600KW Diesel: $________
Wiecking Center (Security) – Kohler 100KW Natural Gas: $________
University Dining Center – MTU 30KW Diesel: $________

FY’24 Total: $________

Annual Reporting Requirements:

After each annual inspection the vendor shall provide a report showing all maintenance service items checked. Vendor shall also include any repair issues or observed problems along with recommendation in the annual report.

Vendor shall attach a sample report with this RFP submission showing a typical format of the report.