

Minutes of the Facilities Council Meeting – 8 December 2021

Meeting Location: This Meeting was conducted via Zoom at 10:00am

Members Present: Al Parmentier, Joe Hardy, Jan Mathrani, Woody Sutton, Paul Gleaves, Larry Phillips

Staff Present: Administrator Kim McIntyre, Sexton Kristy O’Neal

Members Absent: Lisa Turano, Jack Siplak, Jim Brewer

Guests Attending: None

Check-In: Chairman, Al Parmentier Conducted a Check-in.

Previous Meeting Minutes: Minutes were approved for 10 November 2021 Meeting.

Unfinished Business:

- A. The Facilities Council reviewed 25 projects using seven categories:
 - 1) Building Interior
 - 2) Building Exterior
 - 3) Landscaping and Grounds
 - 4) Equipment
 - 5) Bridges
 - 6) Sexton House
 - 7) Other
- B. Attachment #1 summarizes status of each project in the seven categories.
- C. Attachment #2 provides detailed information about each project.
- D. 25 Projects were reviewed this meeting. There are currently 23 open projects; no projects on-hold; and 2 projects were closed.
- E. Attachment #3 is the open projects assignments report.

New Business: Six new projects were added:

- A. Building Interior – No Projects Added
- B. Building Exterior – One Project Added – See B.297
- C. Landscaping and Grounds: One Project Added - See C.298
- D. Equipment – Two Projects Added - See D.299 and D.300
- E. Bridges – Two Projects Added – See E.301 and E.302
- F. Sexton House – No Items Added
- G. Other – No Items Added

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Any Other Business: None.

Items Approved by Member Vote: Two HVAC systems must be replaced. The Council voted to approve \$13,550.00 to replace the Upstairs Classrooms and the North Green HVAC Systems. See Items D.235 and D.294.

Adjourn: The Meeting adjourned at 11:05am.

Next Meeting: The next meeting is 12 January 2022 at 10:0am on Zoom.

Prepared by:

Joe Hardy,
Secretary, Facilities Council

Five Attachments:

- Summary Project Status Report 8 December 2021, 2 Pages
- Detailed Project Status Report 8 December 2021, 15 Pages
- Open Projects Assignments 8 December 2021, 2 Pages
- Smith Services Bids for Items D.235 and D.291 6 December 2021, 2 Pages
- Preliminary HVAC Systems Audit 8 December 2021, 5 Pages

Facilities Council Minutes - Addendum

Project Status Report Information: The project status report presented here is prepared using Microsoft Access. The Access database allows us to record and report Facilities Council projects and status in one place year after year.

The Project Index in Column 1 is a database assigned identifier used for each project record. The letter left of the decimal (A-G) corresponds to the seven project categories shown in Old and New Business. The number right of the decimal is the record identifier for that project. These numbers are not sequential in a category but are sorted numerically for the specific project category.

Status of each project is highlighted in the last column. The Project status identifiers are described in the Notes at end of the report. Closed projects will not be shown in subsequent Minutes. The value under the status represents the number of days this project has been open. The “Days Open” value counts from the date the project was opened.

Facilities Council Minutes - Project Summary

Meeting Date **Wednesday, December 8, 2021**

Index	Project Category	Open Date	Status	Close Date
A.288	Building Interior	07-Sep-21	Open-NC	
A.292	Building Interior	13-Oct-21	Closed	08-Dec-21
A.262	Building Interior	10-Mar-21	Open-Mod	
A.287	Building Interior	07-Sep-21	Open-Mod	
A.289	Building Interior	18-Mar-20	Open-Mod	
A.290	Building Interior	13-Oct-21	Open-Mod	
6	Project(s) This Category			
B.222	Building Exterior	08-Jan-20	Open-NC	
B.275	Building Exterior	12-May-21	Open-NC	
B.297	Building Exterior	08-Dec-21	Open-New	
3	Project(s) This Category			
C.269	Landscaping and Grounds	14-Apr-21	Open-NC	
C.293	Landscaping and Grounds	10-Nov-21	Closed	08-Dec-21
C.285	Landscaping and Grounds	14-Jul-21	Open-Mod	
C.294	Landscaping and Grounds	10-Nov-21	Open-Mod	
C.295	Landscaping and Grounds	10-Nov-21	Open-Mod	
C.298	Landscaping and Grounds	08-Dec-21	Open-New	
6	Project(s) This Category			

Facilities Council Minutes - Project Summary

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Index	Project Category	Open Date	Status	Close Date
D.235	Equipment	18-Mar-20	Open-Mod	
D.276	Equipment	12-May-21	Open-Mod	
D.284	Equipment	14-Jul-21	Open-Mod	
D.291	Equipment	13-Oct-21	Open-Mod	
D.296	Equipment	10-Nov-21	Open-Mod	
D.299	Equipment	08-Dec-21	Open-New	
D.300	Equipment	08-Dec-21	Open-New	

7 Project(s) This Category

E.258	Bridges Facility	13-Jan-21	Open-NC	
E.301	Bridges Facility	08-Dec-21	Open-New	
E.302	Bridges Facility	08-Dec-21	Open-New	

3 Project(s) This Category

25 Projects This Actions Report

UUFVB Facilities Council - Minutes Project Status Report

Meeting Date Wednesday, December 8, 2021

Index			Open Date	
Category			Close Date	
Project Type	Description	Project Status	Assigned Contractor	
			Status Days Open	
A.262 Building Interior Replace	<p>Glass windows in the Administrator's and Minister's Offices and the Library require replacement . The windows are fogged and some are cracked.</p> <p>Reverend Alexander received a donation for \$13k to cover cost of this repair the driveway repair at Item at B.260. Item B.260 is complete for \$4500 and will be closed this Report</p>	<p>Vero Glass and Mirror bid \$7,000 to replace 11 windows. However, the labor cost may exceed the estimate depending upon the difficulty encountered removing and reinstalling one or more windows. The balance of funds from the donation is \$8,500.</p> <p>Jim Brewer Moved to approve up to \$8,500 to replace 11 windows. Lisa Turano Seconded. In discussion Al Parmentier stated the lead time to start is 4-6 weeks depending upon materials availability. The Motion passed unanimously.</p> <p>A \$2,300 down payment was paid the contractor, but the contractor cannot provide a start date for the window installation.</p> <p>Per info in the 14 July 2021 FC meeting, contractor is having difficulty with materials backlog.</p> <p>Per info in the 11 August 2021 FC meeting, contractor has become unresponsive to telephone inquiries about status of the work.</p> <p>Per info in the 7 September 2021 FC meeting , the contractor has 9 good windows and two defective windows available. The contractor will not install any windows until all windows are on hand. The contractor has no delivery date for the remaining two windows.</p> <p>Per info in the 13 October 2021 FC Meeting, there is no status from the contractor.</p>	<p>Al Parmentier</p> <p>Vero Glass and Mirror</p>	<p>10-Mar-21</p> <p style="background-color: #00FFFF; padding: 2px;">Open-Mod</p> <p>273 Days</p>

UUFVB Facilities Council - Minutes Project Status Report

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Open Date

Index

Close Date

Category

Assigned

Status

Project Type

Description

Project Status

Contractor

Days Open

Per info in the 10 November 2021, Vero Glass and Mirror now has no record of the UUFVB order. Al Parmentier will investigate.

Vero Glass and Mirror arrived onsite 7 December 2021 to begin the work. Four windows in the Minister's office were replaced. Two windows in the Administrator's Office were found to be the wrong size and must be reordered. The crew did not have time to replace five windows in the Library and this work must be rescheduled.

A.287	The Sanctuary carpet is old, worn and needs replacing.	A Committee was formed consisting of Elizabeth Bourne, Kim McIntyre, Kelly Stephens, Jan Mathrani, Woody Sutton, Patty Walker and Al Parmentier to pursue replacing all Sanctuary carpeting.	Jan Mathrani TBD	07-Sep-21
Building Interior Upgrade		Jan Mathrani sent measurements and specifications to a contractor in North Carolina and a second contractor in Connecticut. We are awaiting quotations and lead times to begin work.		Open-Mod 92 Days
		Kathy Cossa reported the Endowment Committee will contribute \$12K towards replacing Sanctuary carpet. Source of remaining funds is TBD.		
		Jan Mathrani will request at least two references from the both contractors to validate credentials and workmanship history.		

UUFVB Facilities Council - Minutes Project Status Report

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Close Date

Category

Assigned

Status

Project Type

Description

Project Status

Contractor

Days Open

Per the 13 October 2021 FC Meeting, Jan Mathrani reported the Connecticut contractor quoted \$32,000 plus additional cost for travel and possible other expenses to replace the carpet. This contractor requires UUFVB to provide the roll-off refuse dumpster. Full cost for the work is TBD.

The North Carolina contractor has not responded with a bid.

Per info in the 10 November 2021 meeting, the project is expected to cost \$42k-45k to complete. Current funds available is \$16k. Woody Sutton will pursue using the bank line of credit for \$30k additional funds. Contractor final bids and cost will be determined upon confirmation that funds are available.

Per info in the 8 December 2021 meeting a third firm with facilities in Melbourne, Florida was located and carpet samples to review was requested.

A.288	We are seeing wear out issues with our "storefront" glass entry doors hinges. The model storefront door assemblies installed throughout UUFVB were made by Vista Wall.	Joe Hardy purchased a door hinge set from Amazon that appears to be identical to the installed hinges.	Al Parmentier	07-Sep-21
Building Interior			Self Help	
Repair	The doors are no longer supported by Vero Beach contractors; and there are no local parts available.	Joe and Al will confirm if this hinge set is acceptable for UUFVB doors.		Open-NC
				92 Days

UUFVB Facilities Council - Minutes Project Status Report

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Index				Open Date
Category			Assigned	Close Date
Project Type	Description	Project Status	Contractor	Status
				Days Open
A.289	The Green Rooms AC Systems (North and West) do not have properly connected ground wires to install Wi-Fi thermostats.	<p>Inspection confirms the blue ground wires are not connected in the air-handlers to power Wi-Fi thermostats in the Green Rooms.</p> <p>Per info from Al Parmentier in the 8 December 2021 meeting, Smith Services agreed to properly connect the blue ground wires inside the air handlers of both the North and West Green Rooms.</p>	<p>Al Parmentier</p> <p>Smith Services</p>	18-Mar-20
Building Interior				Open-Mod
Inspection				630 Days
A.290	There are several fluorescent light fixtures in the Lobby and adjacent hallways that require replacing.	<p>A second 4-pack carton of 24"x 48" LED fixtures at cost \$339.00 was ordered from Amazon. This is a cost increase from \$289.00 for the last order.</p> <p>A second 4-pack carton of 24"x 24" LED fixtures at cost \$158.21 was ordered from Amazon. This is cost decrease from \$198.99 for the last order.</p> <p>Al Parmentier has a donor who proposes to fund replacing these fixtures up to \$2,000.00.</p>	<p>Al Parmentier</p> <p>Self Help</p>	13-Oct-21
Building Interior				Open-Mod
Replace				56 Days
A.292	Someone is using the Fellowship Hall and Kitchen doors to exit and reenter the building without locking the doors upon reentry.	<p>Kim McIntyre placed signs on each door instructing everyone to keep the door locked.</p> <p>Door appears to be kept locked.</p> <p>Project closed.</p>	<p>Kim McIntyre</p> <p>Self Help</p>	13-Oct-21
Building Interior				08-Dec-21
Security	This is a significant security issue because the doors remain unlocked sometimes overnight.			Closed
				55 Days

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Index				Open Date
Category			Assigned	Close Date
Project Type	Description	Project Status	Contractor	Status
				Days Open
6 Project(s) Reviewed for Building Interior				
B.222	When the parking area was sealed and restriped, five Handicap Parking spaces were not lined and painted. Handicap parking signs are also missing.	Kristy installed the handicap signs and poles. However, the wheelchair symbols and the tire bumpers require painting. Kristy will purchase a \$69.00 handicap wheelchair stencil to complete the markings. The stencil is on hand. Kristy reports two new handicap areas are complete. Kristy will inspect old handicap areas to determine if repainting these markings is needed.	Kristy O'Neil Self Help	08-Jan-20 Open-NC 700 Days
B.275	The lightning rod on the Fellowship Hall Steeple is damaged. Photos taken by a drone indicate several problems with the lightning rod.	It has become difficult to find qualified contractors willing to bid this work. One contractor surveyed the issue using Google Earth then quoted \$2,000 for an onsite inspection. No other contractors responded. At the 7 September 2021 meeting it was determined the only work needed is securing the grounding cables to the roof and wall down to the ground rod. Al Parmentier will find insulated standoffs to secure the ground cables.	Al Parmentier TBD	12-May-21 Open-NC 210 Days
B.297	The Fire Escape steps are soiled and molded. Mold holds moisture and can lead to corrosion.	Paul Gleaves volunteered to loan his electric pressure washer to clean the steps. Kristy will clean the steps.	Kristy O'Neil Self Help	08-Dec-21 Open-New 0 Days

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Category		Assigned	Close Date
Project Type	Description	Contractor	Status
			Days Open

3 Project(s) Reviewed for Building Exterior

C.269	This project was revised in the 14 July 2021 FC Meeting.	Al Parmentier reports an additional light is needed at the end of the north walkway.	Al Parmentier Cliff Ruff	14-Apr-21
Landscaping and Grounds Service	The area to the left (north) of Door A and the Portico requires additional lighting.	Al will discuss with Cliff Ruff how best to install this lighting.		Open-NC 238 Days
C.285	A neighbor complained about vegetation overgrowth on the west side of the west parking lot.	Al Parmentier discussed this problem with neighboring property owner Laura Craft. Ms. Craft wants to improve vegetation along the property line. Al Parmentier located the hidden survey pins and the property line.	Al Parmentier Self Help	14-Jul-21
Landscaping and Grounds Cleaning		Some vegetation is on our side and needs trimming, but most of the vegetation infringing on Laura Croft's property is another property owner.		Open-Mod 147 Days
		Kristy reports the original vegetation was planted to mask headlights striking adjacent residences as vehicles use the parking area.		
		Per info in the 8 December 2021, discussions are ongoing about how best to remove the vegetation.		

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Category			Assigned	Close Date
Project Type	Description	Project Status	Contractor	Status
				Days Open
C.293	The south property line hedgerow requires significant pruning and cleaning.	Al Parmentier reports Christo's landscaping s trimmed the south hedgerow for a cost of \$1050.00. Project closed.	Al Parmentier	10-Nov-21
Landscaping and Grounds			Christo's Landscape Solut	08-Dec-21
Cleaning				Closed 27 Days
C.294	The west parking lot has dead trees that must be removed.	Al Parmentier is soliciting bids for this and other tree removal work.	Al Parmentier	10-Nov-21
Landscaping and Grounds			TBD	Open-Mod
Cleaning				28 Days
C.295	There are dead trees in the drainage canal along 16th street. This area is not UUFVB's responsibility to maintain, but the waterway authority responsible for maintaining drainage canals is unresponsive. The dead tress are of sufficient size that if a tree fell onto 16h street or the adjacent parking lot, property damage or personnel injuries could occur.	Paul Gleaves contacted Indian River County and Vero Beach City authorities. A person named "Sara" agreed to investigate and prepare a Work Order to remove the dead trees.	Paul Gleaves	10-Nov-21
Landscaping and Grounds			TBD	Open-Mod
Cleaning				28 Days

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Category				Close Date
Project Type	Description	Project Status	Contractor	Status
				Days Open
C.298	The sprinkler system in the west south parking lot needs attention. The pump, electrical panel and controls are open and exposed to the elements.	Al and Joe will investigate to determine the best method to prevent water from entering the devices.	Al Parmentier Self Help	08-Dec-21 Open-New 0 Days

6 Project(s) Reviewed for Landscaping and Grounds

D.235	The north Green Room AC evaporator coils are freezing up after a short run time. The system requires very long run times to cool the room.	Smith Services bid \$5,350.00 to replace the system. Woody Sutton Moved to approve the Smith Services bid of \$5,350.00 for the work. Larry Phillips Seconded. In discussion Al Parmentier stated Smith will also replace the Classroom system at the same time and will charge only one crane rental fee. See Item D.291. The Motion passed by unanimous consent. It is noted this is a Heat Pump system.	Al Parmentier Smith Services	18-Mar-20 Open-Mod 630 Days
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UUFVB Facilities Council - Minutes Project Status Report

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Index			Open Date
Category			Close Date
Project Type	Description	Project Status	Status
			Days Open
D.276	There is a problem with the Chancel HVAC system.	Al Parmentier will contact Smith Services and ask that they investigate why the left compressor unit is not running.	12-May-21
Equipment			
Replace	A survey revealed The Chancel air handler is a dual unit above the ceiling behind the stained glass panel. The dual air handler is visible in the attic space above the Green Rooms lobby. It has left and right air intakes on the walls shared with the speaker lofts. The Chancel condenser is a dual compressor unit on the roof to the left of the access ladder. When the unit is turned on, only the right compressor starts. The left compressor remains off.		<div style="background-color: #00FFFF; padding: 2px;">Open-Mod</div> 210 Days
D.284	The Balcony AC unit is not working effectively,. It takes several hours to cool the balcony four degrees.	As of 13 August the unit was totally inoperative. A Smith Services tech reported the unit must be replaced but gave no further information.	14-Jul-21
Equipment			
Repair		<p>Bids were received from Smith Services, Barker and Seacoast HVAC firms. Seacoast is the highest bid and is a turnkey solution. Barker is the lowest bid and is NOT a turnkey solution. Smith Services appears to be the best bid but some adjustments are needed.</p> <p>Woody Sutton Moved to accept Smith Services bid and approved up to \$20,000 to replace the AC system. Jim</p>	<div style="background-color: #00FFFF; padding: 2px;">Open-Mod</div> 147 Days

UUFVB Facilities Council - Minutes Project Status Report

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Close Date

Category

Assigned

Status

Project Type

Description

Project Status

Contractor

Days Open

Brewer Seconded. There was no further discussion. The Motion passed by unanimous consent.

All and Joe removed the suspended ceiling; Smith Services replaced the air-handler and compressor; and Al and Joe reinstalled the suspended ceiling.

Smith Services cannot certify the air-handler duct smoke detector because the unit is not programmed into the fire alarm panel and the first smoke test failed. TLC corrected the alarm panel problem and Smith Services will rerun to re-test the duct smoke detector.

The project will remain open until the final inspection is complete.

D.291

There is a problem with the upstairs classroom HVAC system freezing up and not operating correctly. The unit is leaking Freon.

Equipment

Repair

Smith Services bid \$8,200.00 to replace the system.

Al Parmentier

13-Oct-21

Woody Sutton Moved to approve the Smith Services bid of \$8,200.00 for the work. Larry Phillips Seconded. In discussion Al Parmentier stated Smith will also replace the North Green Room system at the same time and will charge only one crane rental fee. See Item D.235.

Smith Services

Open-Mod

56 Days

The Motion passed by unanimous consent.

UUFVB Facilities Council - Minutes Project Status Report

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Index				Open Date
Category			Assigned	Close Date
Project Type	Description	Project Status	Contractor	Status
				Days Open
D.296	UUFVB must prepare to upgrade computer assets to support Windows 11 in the next 12 months.	Joe Hardy is testing computer systems and will report results periodically.	Joe Hardy	10-Nov-21
Equipment Upgrade	We should not miss the free upgrade period for Windows 11 and later incur cost to purchase upgrades after the grace period expires.		Self Help	<div style="background-color: #00FFFF; padding: 2px;">Open-Mod</div> 28 Days
D.299	The Fire Alarm Systems Zone Descriptions are inaccurate. Some descriptions indicate locations that do not match the Fellowship physical layout.	A full Alarm System test is scheduled for 15 January 2022. This will require 4 to 5 volunteers to perform the following tasks: (1) Mark up a new set of Fellowship drawings showing location of alarm system sensors. (2) Trigger each sensor in turn and observe the Zone Description that appears on the alarm panel. (3) Record the actual location on an Excel spreadsheet together with the revised Zone Description. (4) Provide TLC the revised Zone Descriptions to update the alarm panel database.	Joe Hardy	08-Dec-21
Equipment Inspection			Self Help	<div style="background-color: #00FF00; padding: 2px;">Open-New</div> 0 Days

UUFVB Facilities Council - Minutes Project Status Report

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Index			Assigned	Open Date
Category				Close Date
Project Type	Description	Project Status	Contractor	Status
				Days Open
D.300 Equipment Inspection	<p>A recent survey of the Fellowship HVAC systems indicates some systems cooling capacity and the requirement for air duct smoke detectors are inaccurately described.</p> <p>We also find that some air duct smoke detectors are inoperative.</p>	<p>Joe Hardy and Al Parmentier conducted a 100% audit of the 20 Fellowship HVAC systems. A preliminary copy of the audit results is attached to the 8 December 2021 meeting Minutes.</p> <p>To complete the audit requires inspecting each electrical panel and mapping circuit breakers for HVAC condensers and air handlers.</p>	<p>Joe Hardy Self Help</p>	<p>08-Dec-21</p> <p style="background-color: #00FF00; color: black; text-align: center;">Open-New</p> <p>0 Days</p>

7 Project(s) Reviewed for Equipment

E.258 Bridges Facility Replace	<p>In an inspection of the Bridges attic it was found that up to 25% of the attic insulation is either compromised or missing. There are areas where HVAC and other contractors have pushed insulation aside and other areas with no insulation visible. This situation significantly increases the air conditioning burden in the entire Bridges facility.</p>	<p>Two bids received to replace the insulation:</p> <p>Sustainable Solutions of the Treasure Coast One bid \$6,694 to install 8,295 square feet of R19 insulation .</p> <p>The second bid from Breathe Kleen Aire Clean was \$4,549 to install 6,690 square feet of R30 insulation.</p> <p>These bids are too far apart to evaluate. Al will contact each contractor to understand their approach to the work and confirm both are covering all of Bridges attic and the Fellowship Hall and Fair Trade entry attic area.</p> <p>Al and Joe will investigate improving access to attic mount air-handlers to prevent HVAC contractors from spoiling the replaced insulation.</p>	<p>Al Parmentier TBD</p>	<p>13-Jan-21</p> <p style="background-color: #FFFF00; color: black; text-align: center;">Open-NC</p> <p>329 Days</p>
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UUFVB Facilities Council - Minutes Project Status Report

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Index				Open Date
Category			Assigned	Close Date
Project Type	Description	Project Status	Contractor	Status
				Days Open
E.301	There is a noticeable buckling in the new Bridges roof along a diagonal line running from the roof north peak to the south soffit area.	Al Parmentier will contact Roof Authority to investigate the issue and make corrections.	Al Parmentier	08-Dec-21
Bridges Facility			Roof Authority	
Inspection				Open-New
				0 Days
E.302	Bridges contracted with AT&T to install a phone line and Wi-Fi in the Nursery building. The contract price is \$74.xx per month for the period August 2021 to August 2022. However, there is existing cable running from the main building the Nursery that can be used to provide internet and phone services currently avialble from Comcast.	Kim will locate a copy of the AT&T contract and Joe and Al will determine if the contract can be cancelled before August 2022 thus saving Bridges \$500 in AT&T fees. Joe tested the Ethernet cable and it is correctly terminated and all cable pairs are operational. Joe will install a Unifi Wi-Fi access point in the Nursery using the existing Ethernet cable and confirm the cable is serviceable.	Kim McIntyre	08-Dec-21
Bridges Facility			Self Help	
Upgrade				Open-New
				0 Days

3 Project(s) Reviewed for Bridges Facility

UUFVB Facilities Council - Minutes Project Status Report

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Index			Open Date	
Category		Assigned	Close Date	Status
Project Type	Description	Project Status	Contractor	Days Open

Minutes Notes

Total Reviewed	25
Open-NC	5
Open-Mod	12
Open-New	6
Open-Hold	0
Closed	2

Project Status Explanation

There are five Project Status Levels used in this Minutes report

1. Open-NC: Project previously opened but there is no change in this report
2. Open-Mod: Some Project information changed in this report from last Minutes report.
3. Open-New: New Project opened not previously reported.
4. Open-Hold: No action planned for this project; it remains open for now.
5. Closed: Project information updated and closed this report period.

Facilities Council - Project Assignments

Meeting Date **Wednesday, December 8, 2021**

Assigned	Index	Project Category	Project Type	Open Date	Days Open
Al Parmentier	A.262	Building Interior	Replace	10-Mar-21	273 Days
Al Parmentier	A.288	Building Interior	Repair	07-Sep-21	92 Days
Al Parmentier	A.289	Building Interior	Inspection	18-Mar-20	630 Days
Al Parmentier	A.290	Building Interior	Replace	13-Oct-21	56 Days
Al Parmentier	B.275	Building Exterior	Upgrade	12-May-21	210 Days
Al Parmentier	C.269	Landscaping and Grounds	Service	14-Apr-21	238 Days
Al Parmentier	C.285	Landscaping and Grounds	Cleaning	14-Jul-21	147 Days
Al Parmentier	C.294	Landscaping and Grounds	Cleaning	10-Nov-21	28 Days
Al Parmentier	C.298	Landscaping and Grounds	Repair	08-Dec-21	0 Days
Al Parmentier	D.235	Equipment	Replace	18-Mar-20	630 Days
Al Parmentier	D.276	Equipment	Replace	12-May-21	210 Days
Al Parmentier	D.284	Equipment	Repair	14-Jul-21	147 Days
Al Parmentier	D.291	Equipment	Repair	13-Oct-21	56 Days
Al Parmentier	E.258	Bridges Facility	Replace	13-Jan-21	329 Days
Al Parmentier	E.301	Bridges Facility	Inspection	08-Dec-21	0 Days

15 Projects for Al Parmentier

Kristy O'Neil	B.222	Building Exterior	Repair	08-Jan-20	700 Days
Kristy O'Neil	B.297	Building Exterior	Cleaning	08-Dec-21	0 Days

2 Projects for Kristy O'Neil

Jan Mathrani	A.287	Building Interior	Upgrade	07-Sep-21	92 Days
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1 Projects for Jan Mathrani

Facilities Council - Project Assignments

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Assigned	Index	Project Category	Project Type	Open Date	Days Open
Joe Hardy	D.296	Equipment	Upgrade	10-Nov-21	28 Days
Joe Hardy	D.299	Equipment	Inspection	08-Dec-21	0 Days
Joe Hardy	D.300	Equipment	Inspection	08-Dec-21	0 Days

3 Projects for Joe Hardy

Kim McIntyre	E.302	Bridges Facility	Upgrade	08-Dec-21	0 Days
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1 Projects for Kim McIntyre

Paul Gleaves	C.295	Landscaping and Grounds	Cleaning	10-Nov-21	28 Days
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1 Projects for Paul Gleaves

23 Projects This Report



HVAC Proposal & Agreement

SMITH SERVICES, INC.

Serving Brevard, Indian River, Martin, and St. Lucie Counties

Toll Free
(866) 592-8268

Corporate Office
1306 29th Street
Vero Beach, FL 32960

Customer Name: <u>UVFVB - CLASSROOM A/C SYSTEM</u>	Comfort Advisor: <u>OFFICE</u>
Address: <u>1590 27TH AVE</u>	Job Address: <u>AS LISTED (AL)</u>
City, State, Zip: <u>VERO BEACH FL 32960</u>	Home Phone: <u>(772) 778 5880</u> Work Phone: <u>(772) 979 2543</u>

We will furnish, install and service the equipment listed below at the price, terms and conditions/outlined as in the Customer Agreement.

Start Date:	Expected Completion:
Installation Shall Include:	
* REMOVAL + PROPER DISPOSAL OF EXISTING 5 TON A/C SYSTEM (R-22)	
* INSTALL NEW 5 TON 14 SEER (3 PHASE) A/C TRANE SYSTEM AND CONNECT TO EXISTING COPPER REFRIGERANT LINES, DRAIN LINE, DUCTWORK AND HIGH / LOW VOLTAGE ELECTRICAL WIRING AND ROOF STAND.	
* START UP NEW SYSTEM AND SET TO MANUFACTURER SPECIFICATIONS	
* PRICE INCLUDES ALL LABOR - MATERIALS - PERMITS - TAXES (PAID BY SMITH.)	

Equipment Information: (attached additional list of equipment if necessary)

<input checked="" type="checkbox"/> Condenser/Heat Pump #1	Qty <u>1</u>	Model # <u>YTTA4060A3000 - TRANE</u>
<input type="checkbox"/> Condenser/Heat Pump #2	Qty _____	Model # _____
<input checked="" type="checkbox"/> Furnace/Air Handler #1	Qty <u>1</u>	Model # <u>TEM4A060SSIS - TRANE</u>
<input type="checkbox"/> Furnace/Air Handler #2	Qty _____	Model # _____
<input type="checkbox"/> Extended Warranty	Qty _____	Model # _____
<input checked="" type="checkbox"/> Resistance Heater	Qty <u>1</u>	Model # <u>BAYHTRISID - TRANE</u>
<input type="checkbox"/> Coil	Qty _____	Model # _____
<input checked="" type="checkbox"/> Thermostat	Qty <u>1</u>	Model # <u>DIGITAL / PROGRAM (OR) KEEP EXISTING</u>
<input type="checkbox"/> Air Cleaner / UV Light	Qty _____	Model # _____
<input type="checkbox"/> Humidifier	Qty _____	Model # _____
<input checked="" type="checkbox"/> Other	Qty <u>1</u>	Model # <u>CRANE / LIFT SERVICES</u>
<input type="checkbox"/> Other	Qty _____	Model # _____

X in boxes = Yes

<input type="checkbox"/> New _____ AMP disconnect	<input checked="" type="checkbox"/> Remove existing equipment from premises	<input checked="" type="checkbox"/> New condensate drain system
<input checked="" type="checkbox"/> New properly sized circuit breakers	<input checked="" type="checkbox"/> Install energy saving setback thermostat	<input type="checkbox"/> New condensate pump
<input type="checkbox"/> New low voltage wiring	<input checked="" type="checkbox"/> New hurricane tie down straps	<input type="checkbox"/> New plywood top on AHU stand
<input type="checkbox"/> New weather resistant equipment stand	<input type="checkbox"/> New return air grille	<input type="checkbox"/> New Insulation inside AHU stand
<input type="checkbox"/> New reinforced equipment pad	<input checked="" type="checkbox"/> Make air tight plenum transition	<input type="checkbox"/> Install aux condensate drain pan
<input checked="" type="checkbox"/> New vibration isolation pads	<input type="checkbox"/> _____ new supply diffuser(s)	<input checked="" type="checkbox"/> New return air filter
<input type="checkbox"/> New properly sized refrigerant lines	<input type="checkbox"/> New duct from _____ to _____	<input checked="" type="checkbox"/> Meet all code requirement and all federal, state & local laws
<input checked="" type="checkbox"/> New water safety shut off switch	<input type="checkbox"/> Rust proofing	<input checked="" type="checkbox"/> Complete system start up
<input checked="" type="checkbox"/> Insulate refrigerant suction line(s)	<input type="checkbox"/> Balance for uniform supply air distribution	<input checked="" type="checkbox"/> <u>5</u> year parts warranty
<input checked="" type="checkbox"/> Install refrigerant drier(s)	<input checked="" type="checkbox"/> Clean work area to customer's satisfaction	<input checked="" type="checkbox"/> <u>1</u> year labor warranty
<input checked="" type="checkbox"/> Evaluate refrigerant system	<input checked="" type="checkbox"/> <u>CRANE / LIFT SERVICES</u>	<input checked="" type="checkbox"/> <u>5</u> year compressor warranty
<input checked="" type="checkbox"/> Charge to manufacturer's specs		<input type="checkbox"/> _____ year service agreement

Any work that is required in order to pass electrical, plumbing or any other Building Code inspections, which does not fall under the scope of HVA is the sole responsibility of the Homeowner and not of Smith Services, Inc.
Note: Clogged Drain Lines And Dirty Filters Are Not Covered Under Any Warranty.

Prices quoted will be VALID for a period of three (3) months from date of the contract.	Additional Payment or Manufacturer Rebate Notes	Total Investment	\$ <u>8,200.00</u>
		Permit Fees	\$ <u>INCL.</u>
NOTICE TO THE OWNER: DO NOT SIGN THIS CONTRACT IF BLANK. YOU ARE ENTITLED TO A COPY OF THIS CONTRACT AT THE TIME YOU SIGN.	\$ _____	Less: Rebate	\$ <u>N/A</u>
		Total Amount	\$ <u>8,200.00</u>
		Down Payment	\$ <u>4,100.00</u>
		Balance Due	\$ <u>4,100.00</u>

Terms: 50% DEPOSIT - 50% BALANCE BILLED OUT UPON COMPLETION

Acceptance (Customer) By (X) Date _____ Acceptance (Company) By (X) MIKE Gentry Date 12/6/21

Payment to be made as follows:

Upon completion Personal Check or Money Order Visa Mastercard Discover Amex Financed

Credit Card # _____ Date of Expiration _____ CVC _____

Name as it appears on the card _____



HVAC Proposal & Agreement

SMITH SERVICES, INC.

Serving Brevard, Indian River, Martin, and St. Lucie Counties

Toll Free
(866) 592-8268

Corporate Office
1306 29th Street
Vero Beach, FL 32960

Customer Name: <u>VOFVB - NORTH GREEN ROOM</u>	Comfort Advisor: <u>OFFICE</u>
Address: <u>1590 27TH AVE</u>	Job Address: <u>AS LISTED (AL)</u>
City, State, Zip: <u>VERO BEACH FL 32960</u>	Home Phone: <u>(772) 778 5880</u> Work Phone: <u>(772) 979 2543</u>

We will furnish, install and service the equipment listed below at the price, terms and conditions/outlined as in the Customer Agreement.

Start Date:	Expected Completion:
Installation Shall Include:	
* <u>REMOVAL + PROPER DISPOSAL OF EXISTING 1.5 TON A/C SYSTEM (R-22)</u>	
* <u>INSTALL NEW 1.5 TON 14 SEER TRANE/1ST COMPANY A/C SYSTEM AND CONNECT TO EXISTING COPPER REFRIGERANT LINES, DRAIN LINE, DUCTWORK, HIGH/LOW ELECTRICAL WIRING, ROOF STAND</u>	
* <u>START UP NEW SYSTEM AND SET TO MANUFACTURER SPECIFICATIONS</u>	
* <u>PRICE INCLUDES ALL LABOR - MATERIAL - PERMITS - TAXES (PAID BY SMITH)</u>	

Equipment Information: (attached additional list of equipment if necessary)

<input checked="" type="checkbox"/> Condenser/Heat Pump #1	Qty <u>1</u>	Model # <u>4TTR4018 - TRANE</u>
<input type="checkbox"/> Condenser/Heat Pump #2	Qty _____	Model # _____
<input checked="" type="checkbox"/> Furnace/Air Handler #1	Qty <u>1</u>	Model # <u>19HX5R410ATXY - 1ST COMPANY</u>
<input type="checkbox"/> Furnace/Air Handler #2	Qty _____	Model # _____
<input type="checkbox"/> Extended Warranty	Qty _____	Model # _____
<input checked="" type="checkbox"/> Resistance Heater	Qty <u>1</u>	Model # <u>5KW - BUILT IN</u>
<input type="checkbox"/> Coil	Qty _____	Model # _____
<input checked="" type="checkbox"/> Thermostat	Qty <u>1</u>	Model # <u>DIGITAL PROGRAM (OR) KEEP EXISTING</u>
<input type="checkbox"/> Air Cleaner / UV Light	Qty _____	Model # _____
<input type="checkbox"/> Humidifier	Qty _____	Model # _____
<input checked="" type="checkbox"/> Other	Qty <u>1</u>	Model # <u>CRANE / LIFT SERVICES</u>
<input type="checkbox"/> Other	Qty _____	Model # _____

X in boxes = Yes

<input type="checkbox"/> New _____ AMP disconnect	<input checked="" type="checkbox"/> Remove existing equipment from premises	<input type="checkbox"/> New condensate drain system
<input checked="" type="checkbox"/> New properly sized circuit breakers	<input checked="" type="checkbox"/> Install energy saving setback thermostat	<input type="checkbox"/> New condensate pump
<input type="checkbox"/> New low voltage wiring	<input checked="" type="checkbox"/> New hurricane tie down straps	<input type="checkbox"/> New plywood top on AHU stand
<input type="checkbox"/> New weather resistant equipment stand	<input type="checkbox"/> New return air grille	<input type="checkbox"/> New Insulation inside AHU stand
<input type="checkbox"/> New reinforced equipment pad	<input checked="" type="checkbox"/> Make air tight plenum transition	<input type="checkbox"/> Install aux condensate drain pan
<input checked="" type="checkbox"/> New vibration isolation pads	<input type="checkbox"/> _____ new supply diffuser(s)	<input checked="" type="checkbox"/> New return air filter
<input type="checkbox"/> New properly sized refrigerant lines	<input type="checkbox"/> New duct from _____ to _____	<input checked="" type="checkbox"/> Meet all code requirement and all federal, state & local laws
<input checked="" type="checkbox"/> New water safety shut off switch	<input type="checkbox"/> Rust proofing	<input checked="" type="checkbox"/> Complete system start up
<input checked="" type="checkbox"/> Insulate refrigerant suction line(s)	<input type="checkbox"/> Balance for uniform supply air distribution	<input checked="" type="checkbox"/> <u>5</u> year parts warranty
<input checked="" type="checkbox"/> Install refrigerant drier(s)	<input checked="" type="checkbox"/> Clean work area to customer's satisfaction	<input checked="" type="checkbox"/> <u>1</u> year labor warranty
<input checked="" type="checkbox"/> Evaluate refrigerant system	<input checked="" type="checkbox"/> <u>CRANE / LIFT SERVICES</u>	<input checked="" type="checkbox"/> <u>5</u> year compressor warranty
<input checked="" type="checkbox"/> Charge to manufacturer's specs		<input type="checkbox"/> _____ year service agreement

Any work that is required in order to pass electrical, plumbing or any other Building Code inspections, which does not fall under the scope of HVA is the sole responsibility of the Homeowner and not of Smith Services, Inc.
Note: Clogged Drain Lines And Dirty Filters Are Not Covered Under Any Warranty.

Prices quoted will be VALID for a period of three (3) months from date of the contract.	Additional Payment or Manufacturer Rebate Notes	Total Investment	\$ <u>5,350.00</u>
		Permit Fees	\$ <u>INCL</u>
NOTICE TO THE OWNER: DO NOT SIGN THIS CONTRACT IF BLANK. YOU ARE ENTITLED TO A COPY OF THIS CONTRACT AT THE TIME YOU SIGN.	\$ _____	Less: Rebate	\$ <u>N/A</u>
		Total Amount	\$ <u>5,350.00</u>
		Down Payment	\$ <u>2,675.00</u>
		Balance Due	\$ <u>2,675.00</u>

Terms: 50% DEPOSIT - 50% BALANCE PAID OUT UPON COMPLETION

Acceptance (Customer) By (X) Date _____ Acceptance (Company) By (X) MIRE GRAY Date 12/6/21

Payment to be made as follows:

Upon completion Personal Check or Money Order Visa Mastercard Discover Amex Financed
Credit Card # _____ Date of Expiration _____ CVC _____
Name as it appears on the card _____

UUFVB HVAC and Electrical Systems
HVAC Condensers

Unit ID	Area Served	Cooling Capacity See Notes 5 and 7	Cooling Tons See Note 7	Duct Detector Required See Note 8	Data Plate Model Number	Data Plate Serial Number	Condenser Location	Condenser AC Disconnect	Electrical Panel	Breaker Number	Power Notes	MFR Date	System Age	System Notes
1	Library	18,000 BTU	1.50 Tons	No	2TTR3018A1000AA	7195LHF5F	Ground West	Bldg West Wall	Panel B	19-21 HPU 23-25 FPU	1-Phase System	May-07	14.60 Years	XR13 Heat pump
2	Choir Room	18,000 BTU	1.50 Tons	No	2TTR3018A1000AA	7201S3G5F	Ground West	Bldg West Wall	Panel B	27-29 HPU 21-33 FCU	1-Phase System	May-07	14.60 Years	XR13 Heat pump
3	West Sanctuary	60,000 BTU	5.0 Tons	Yes	TTA060D300A1	Z4046413F	Ground West	Bldg West Wall	Panel B	1-3-5 HPU 7-9-11 FCU	3-Phase System	Oct-01	20.18 Years	
4	North Sanctuary	60,000 BTU	5.0 Tons	Yes	4TTA3060D3000DA	16332RP35F	Ground North	Bldg North Wall	Panel B	2-4-6 HPU 8-10-12 FCU	3-Phase System	Aug-16	5.34 Years	
5	Balcony	120,000 BTU	10.0 Tons	Yes	TTA12043CAB01AE00	21362811YA	Roof Right of Ladder	Attached to Condenser	Panel C	32 HPU 36 FCU	3-Phase System	Sep-21	0.25 Years	
6	Chancel	180,000 BTU	15.0 Tons	Yes	TTA180B300FA	Data Plate Not Readable	Roof Left of Ladder (Twin Unit)	Attached to Condenser	Panel C	33 HPU 39 FCU	3-Phase System	Jul-05	16.43 Years	Dual Unit - 2 Systems in 1 Package
7	Upstairs Classrooms	60,000 BTU	5.0 Tons	Yes	2TTA0060A3000AA	5344SB43F	Kitchen Roof	Attached South FSH Wall	Panel C	37 HPU 34 FCU	3-Phase System	Aug-05	16.35 Years	
8	Main Lobby	120,000 BTU	10.0 Tons	Yes	Data Plate Not Readable	Data Plate Not Readable	Roof in Front of Ladder	Attached to Condenser	Panel C	31 HPU	3-Phase System	Jul-05	16.43 Years	Air Pack - Combined Condenser and Air Handler
9	Admin Office	60,000 BTU	5.0 Tons	Yes	Data Plate Not Readable	Data Plate Not Readable	Roof Above Admin Office	Attached to Condenser	Panel D	19-21-23 HPU	3-Phase System	Jul-05	16.43 Years	Air Pack - Combined Condenser and Air Handler
10	Kitchen and Toilets	60,000 BTU	5.0 Tons	Yes	Data Plate Not Readable (XE1200)	5366LM43H	Kitchen Roof	Attached to Condenser	Panel C	35 HPU	3-Phase System	Jul-05	16.43 Years	Air Pack - Combined Condenser and Air Handler (Trance Info Says Heat Pump)
11A	West Green Room	30,000 BTU	2.50 Tons	No	2TTR1030A1000AA	52937C45F	Upper Roof Far North (Right)	Bldg Wall Behind Condenser	?	?	1-Phase System	Jul-05	16.43 Years	XR11 Heat Pump
11B	North Green Room	18,000 BTU	1.50 Tons	No	2TTR1018A1000AA	44928TJ5F	Upper Roof Far North (Left)	Bldg Wall Behind Condenser	?	?	1-Phase System	Nov-04	17.09 Years	XR11 Heat Pump
12	Bridges Classroom #1	60,000 BTU	5.0 Tons	Yes	4TTA3060D3000DA	19254YHG5F	Ground East	Bldg East Wall	?	? Kitchen	3-Phase System	Jun-19	2.50 Years	
13	Bridges North and Youth Classroom	60,000 BTU	5.0 Tons	Yes	2TTA0060A3000AA	5213LWW3F	Ground East	Bldg East Wall	Panel 1	13-15-17	3-Phase System	May-05	16.60 Years	

**UUFVB HVAC and Electrical Systems
HVAC Condensers**

Unit ID	Area Served	Cooling Capacity See Notes 5 and 7	Cooling Tons See Note 7	Duct Detector Required See Note 8	Data Plate Model Number	Data Plate Serial Number	Condenser Location	Condenser AC Disconnect	Electrical Panel	Breaker Number	Power Notes	MFR Date	System Age	System Notes
14	Bridges Hall and West Classroom	60,000 BTU	5.0 Tons	Yes	2TTA0060A3000AA	5213L1N3F	Ground East	Bldg East Wall	Panel 1		3-Phase System	May-05	16.60 Years	
15	Bridges South Classroom / Fair Trade	60,000 BTU	5.0 Tons	Yes	2TTA0060A3000AA	5213L023F	Ground East	Bldg East Wall	Panel 1	23-25-27	3-Phase System	May-05	16.60 Years	
16	Fellowship Hall	90,000 BTU	7.50 Tons	Yes	TTA090A300FA	5111LS4AD	Ground Northwest	Bldg NW Wall	Panel 1	7-9-11	3-Phase System	Mar-05	16.76 Years	
17	Bridges Nursery Glass Classroom	42,000 BTU	3.50 Tons	No	4TTR3042D1000AA	11305NWX5F	Ground North	Bldg North Wall	?	?	1-Phase System	Jul-11	10.43 Years	XR Series Heat pump
18	Bridges Nursery Main Room	30,000 BTU	2.50 Tons	No	4TTR4030L1000AA	19254RRFT5F	Ground South	Bldg South Wall	?	?	1-Phase System	Jun-19	2.50 Years	XR13 Heat pump
19	Sexton House	42,000 BTU	3.50 Tons	No	4TTR4042L1000AA	19043JH43F	Ground West	House West Wall	Utility Room	?	1-Phase System	Jan-19	2.92 Years	XR Series Heat Pump

UUFVB HVAC and Electrical Systems HVAC Air Handlers

Unit ID	Area Served	Cooling Tons See Note 7	Duct Detector Required See Note 8	AH Location	AC Panel	AH AC Breaker	Power Notes	Filter Location	Thermostat Location	Thermostat Type	System Notes
1	Library	1.5 Tons	No	Library NE Ceiling	Panel B	19-21 HPU 23-25 FPU	1-Phase System	NE Room Ceiling	Library SE Wall	Wi-Fi Smart	XR13 Heat pump
2	Choir Room	1.5 Tons	No	Choir Room NE Ceiling	Panel B	27-29 HPU 21-33 FPU	1-Phase System	Choir Room NE Ceiling	Choir Room NW Wall	Wi-Fi Smart	XR13 Heat pump
3	West Sanctuary	5.0 Tons	Yes	Emerson Art Closet	Panel B	1-3-5 HPU 7-9-11 FCU	3-Phase System	Sanctuary Wall Near West Door	Sanctuary Wall Near West Door	Wi-Fi Smart	
4	North Sanctuary	5.0 Tons	Yes	Emerson Closet	Panel B	2-4-6 HPU 8-10-12 FCU	3-Phase System	Sanctuary Wall Near North Door	Sanctuary Wall Near North Door	Wi-Fi Smart	
5	Balcony	10.0 Tons	Yes	Top of Steps in Ceiling	Panel C	32 HPU 36 FCU	3-Phase System	Balcony Ceiling Above Thermostat	180 Degree Turn Left of Entry Door	Wi-Fi Smart	
6	Chancel	15.0 Tons	Yes	Attic Above Green Room Lobby	Panel C	33 HPU 39 FCU	3-Phase System	Left and Right Speaker Loft Walls (High)	Wall Right of Right Steps	Wi-Fi Smart	Dual Unit - 2 Systems in 1 Package
7	Upstairs Classrooms	5.0 Tons	Yes	Closet Next to Toilet	Panel C	37 HPU 34 FCU	3-Phase System	Ceiling at Balcony Doors	Right of Olympia Room Door	Wi-Fi Smart	
8	Main Lobby	10.0 Tons	Yes	Air-Pack / AH is Part of Condenser	Panel C	31 HPU	3-Phase System	Lobby Ceiling Center	Right of Left Sanctuary Door	Wi-Fi Smart	Air Pack - Combined Condenser and Air Handler
9	Admin Office	5.0 Tons	Yes	Ceiling Above Copy Room	Panel D	19-21-23 HPU	3-Phase System	Ceiling Above Copy Room	Left of Mail Boxes	No Wi-Fi Dumb	Air Pack - Combined Condenser and Air Handler
10	Kitchen and Toilets	5.0 Tons	Yes	Air-Pack / AH is Part of Condenser	Panel C	35 HPU	3-Phase System	Ceiling Above Kitchen	Right Above Triple Sinks	Wi-Fi Smart	Air Pack - Combined Condenser and Air Handler (Trance Info Says Heat Pump)
11A	West Green Room	2.5 Tons	No	Above West Green Room Toilet	?	?	1-Phase System	Wall Above Toilet Door	Left of Toilet Door	No Wi-Fi Dumb	XR11 Heat Pump

UUFVB HVAC and Electrical Systems HVAC Air Handlers

Unit ID	Area Served	Cooling Tons See Note 7	Duct Detector Required See Note 8	AH Location	AC Panel	AH AC Breaker	Power Notes	Filter Location	Thermostat Location	Thermostat Type	System Notes
11B	North Green Room	1.5 Tons	No	Above North Green Room Toilet	?	?	1-Phase System	Wall Above Toilet Door	Right of Toilet Door	No Wi-Fi Dumb	XR11 Heat Pump
12	Bridges Classroom #1	5.0 Tons	Yes	Bridges Hall Closet	?	? Kitchen	3-Phase System	Ceiling East Classroom	Bridges East Classroom	No Wi-Fi Dumb	
13	Bridges North and Youth Classroom	5.0 Tons	Yes	Bridges Attic	Panel 1	13-15-17	3-Phase System	Ceiling North Classroom	Bridges North Classroom	No Wi-Fi Dumb	
14	Bridges Hall and West Classroom	5.0 Tons	Yes	Bridges Attic Teacher Resource Room	Panel 1	35	3-Phase System	Bridges Attic Teacher Resource Room	Bridges North-South Hallway	No Wi-Fi Dumb	
15	Bridges South Classroom / Fair Trade	5.0 Tons	Yes	Bridges SW Attic	Panel 1	23-25-27	3-Phase System	Bridges South Classroom Ceiling	Bridges South Classroom	No Wi-Fi Dumb	
16	Fellowship Hall	7.5 Tons	Yes	Ceiling Above Doors	Panel 1	7-9-11	3-Phase System	Ceiling Above Doors	Left of Entry Doors	No Wi-Fi Dumb	
17	Bridges Nursery Glass Classroom	3.5 Tons	No	Utility Room	?	?	1-Phase System	Ceiling Glass Classroom	North Glass Room	No Wi-Fi Dumb	XR Series Heat pump
18	Bridges Nursery Main Room	2.5 Tons	No	Closet Access from Front Door	?	?	1-Phase System	Hallway	Nursery Main Room	No Wi-Fi Dumb	XR13 Heat pump
19	Sexton House	3.5 Tons	No	Hallway	Utility Room	?	1-Phase System	Hallway	Sexton House Hallway	No Wi-Fi Dumb	XR Series Heat Pump

**UUFVB HVAC and Electrical Systems
HVAC Notes**

System Notes

Duct Detectors Required	
Yes	13
No	7

System Age - Years	
Min	0.25
Max	20.18
Median	16.43

Notes:

1	This data was taken from a PDF file given to Kristy by persons unknown. Some information is missing and some is obsolete.
2	This electrical panel and circuit breaker data here is incomplete and will require a site inspection to confirm power panel and circuit breaker number.
3	In HVAC jargon "FCU" is said to mean "Fan Coil Unit" or "Air Handler" in layman's terms. In this data it is used to label the Air Handler Circuit Breaker.
4	In HVAC jargon there is no known meaning for the term "HPU". In other usage it means "Hydraulic Power Unit". The meaning here must be "Condenser circuit breaker."
5	Cooling capacity determined by physical inspection of the data plate. One "Ton" is 12,000 BTU. Or by estimate if data plate is unreadable.
6	Where a single circuit breaker is shown, this may be an error. Two circuit breakers may be 1-Phase 120/208VAC. Where three circuit breakers are shown this may be 3-Phase 440VAC. A field survey is required to confirm actual power arrangements.
7	In Trane HVAC Systems, the 7th and 8th characters in the model number specify cooling capacity in thousands of BTU. 12,000 BTU equal 1 Ton Cooling Capacity.
8	Per NFPA Standards, HFAC systems with cooling capacity equal to or greater than 5.0 Tons require smoke duct detectors in the air handler outlet air plenum.