Full Coverage Service & Maintenance Agreement

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| --- | --- |
| School District:School Name: | Site Address: |

**Service and Maintenance Agreement**

This **Service and Maintenance** Agreement consists of the pages beginning with this title page, the consecutively numbered pages immediately following such title page, **“Attachment No. 1**” entitled “SECTION 01 9310 – 3-YEAR EXTENDED SERVICE AND MAINTENANCE” and includes ”the list of “Covered Equipment” as “**Attachment No.2”, “Preventive Maintenance (PM) Task Instructions” as “Attachment No.3”,**  and any other documents attached and referenced below:

List additional attachments (if none, write “NONE”):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ agrees to service and maintain the Covered Equipment hereof according to the terms of this Agreement and those included in “Attachment No. 1”.

**Service Fee**

District agrees to pay to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ the total amount of $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ plus applicable tax for the entire 3-Year Term, payable at quarterly in equal portions of each annual fixed fee for the services described in “Attachment No.1” with respect to the Covered Equipment listed in “Attachment No.2”.

The total annual fixed fee for each year of service and maintenance as outlined in Section 01\_9310, Subparagraph 1.3-A-1 plus applicable tax shall be as follows:

YEAR ONE: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ plus applicable tax

YEAR TWO: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ plus applicable tax

YEAR THREE: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ plus applicable tax

**TOTAL:** **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** plus applicable tax

**Term**

The initial term of this Service and Maintenance Agreement shall be 3 years, effective \_\_\_\_\_\_\_\_\_ and expiring on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

|  |  |
| --- | --- |
| DISTRICT: | SERVICE AND MAINTENANCE CONTRACTOR: |
| District Name & Address: | Company Name & Address: |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Accepted by: Accepted by:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Name Printed Name:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title Title

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Date

The full service maintenance Scope of Services to be performed on Covered Equipment is described in the attached document entitled “Section 01 9310 - 3-Year Extended Service & Maintenance” (Attachment No.1) excerpted from the Project Manual for:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Name

The following “Covered Equipment” will be serviced and maintained under the project agreement ( Indicate all covered equipment included on the completed Equipment Data Collection Form required by Section 01\_7801 of the Specifications at Substantial Completion)

* ATTACH FULL FINAL PROJECT LIST OF COVERED EQUIPMENT AS ‘ATTACHMENT NO.2’

and

* **ATTACH COMPLETE LIST OF PM TASK INSTRUCTIONS AS ‘ATTACHMENT NO.3’ (MS WORD FORMAT).**

**Note: In addition to hard copies, provide electronic copy of Agreement to Owner including Attachment No.2 (MS Excel format) and Attachment No.3 (MS Word format).**