

## **NOTICE TO PROFESSIONALS**

The University of Central Florida has a need for several firms to provide professional services required for Testing, Adjusting, and Balancing (TAB) of HVAC systems, for all new construction, and major renovations projects with construction budgets of less than \$2,000,000. The HVAC systems include airflow systems (constant and variable volume), supply/return/relief/exhaust fan systems, energy recovery systems, hydronic systems (constant and variable), chiller testing, cooling tower testing, boiler testing, capacity testing, kitchen systems, laboratory systems (constant and variable), and interfacing with the commissioning process. The TAB professional will have acted as a principal TAB for at least five projects over 25,000 square feet.

The University of Central Florida wishes to enter into an open-ended contract with multiple companies for a period of one year, with an option to renew for three additional one-year periods. The University has the right to amend the terms of the contract at each annual renewal. Blanket professional liability insurance for the Architect/Engineer will be required for this project in the amount of \$2,000,000 and will be provided as a part of Basic Services.

TAB Firms will develop and coordinate the execution of a TAB Plan, which includes pre-TAB observations, field reports, participation in building system commissioning as part of the Commissioning Plan, implementation of air and water balancing, and documenting all systems' performance to ensure that the systems are functioning in accordance with the contract documents.

Instructions for submitting a proposal can be found on the Project Fact Sheet. The Project Fact Sheet and Continuing Services Contractor Form may be obtained on our website, [www.fp.ucf.edu](http://www.fp.ucf.edu), or by contacting: Gina Seabrook, email: [gina.seabrook@ucf.edu](mailto:gina.seabrook@ucf.edu), phone: (407) 823-5894.

We are accepting only electronic submissions, to be uploaded at:

<https://ucf.bonfirehub.com/opportunities/5430>

Submittals must be received by 5:00 p.m. local time March 6, 2018. Late submissions or additional documentation will not be accepted.