RANCHO SANTIAGO
Community College District

Building the future through quality education

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Santa Ana College • Santiago Canyon College

REQUEST FOR QUALIFICATIONS/REQUEST FOR PROPOSAL (RFP) #2122-323

HVAC PREVENTATIVE MAINTENANCE SERVICES

AT THE

DISTRICT OPERATIONS CENTER

Addendum #1
Issued: June 3, 2022

The following changes, additions, deletions, or corrections shall become part of the above-mentioned RFQ/RFP:

AD 1-1 The following is a revision to the Scope of Work which is to be included in pricing for Year One:

The VAV boxes do not have access panels to access reheat coils. In order to conduct the reheat coils maintenance tasks, the Contractor shall cut-in the access panels and install hinged 18" x18" sheet metal access panels to create access to clean the reheat coils in all VAV Boxes. There is a total of 60 VAV boxes with reheat coils as described in Exhibit A "Scope of Work" and the locations are denoted on the plans attached floor plans (Attachment AD 1-1). This floor plan was not included in the RFQ/RFP document.

AD 1-2 The following is a revision to the Scope of Work regarding Air Filter Change Requirements:

Refer to Exhibit A "Scope of Work": 20. Air Filter Change Requirements. This has been revised to include additional Air Handler Filter and Outside Air Vent Filters. Exhibit A, Revised June 3, 2022 is attached (Attachment AD 1-2).

AD 1-3 The following reference documentation has been provided, District Employee Calendar 2022-2023.

For reference, the District has provided the Rancho Santiago Community College District Employee Calendar 2022-2023 (Attachment AD 1-3).

AD 1-4 The following are responses to questions received:

1. **Question:** Is the district defining the schedule or will the contractor and district work together to schedule the maintenance?

   Response: *The District has defined the frequency and activities. The exact schedule will be coordinated between the District and the Contractor. For your information, please refer to the RSCCD Employee Calendar for the list of employee holidays denoting when the building is closed. Most of the PM tasks can be done during normal working hours except the indoor VAV work. The indoor tasks shall be done during the holiday breaks.*

2. **Question:** Is the liquidated damages enforced for missing a date of completion or start of completion? Ex. If the contractor starts maintenance that is scheduled for 5 days and we complete it in 4 days will the contractor be liable to the district?

   Response*: No.*

3. **Question:** During the job walk we were told that there were 5 "various exhaust fans". The task list has 7 plus 1 make-up air fan. Can you confirm the correct total of fans?

   ***Response*:** Please refer to the RFQ/RFP Exhibit A "Scope of Work" for the exact quantities. The task list is correct, 7 plus the makeup air unit.

4. **Question:** The electrical room and CRAC unit task list shows changing filters. The Filter Requirements does not list these filters. What is the filter count?

   Response: *There are (2) 28 x32 x2 filters per unit*

5. **Question**: The VAV box list appears to show 91 VAV boxes. The task list calls out 95 (35 without reheat coils and 60 with reheat coils). During the job walk, it sounded like there were 35 VAV boxes and 60 reheat coils (just the coils). Con you confirm the count?

   Response*: Please refer to the RFQ/RFP Exhibit A "Scope of Work" for the accurate quantities. Confirming the 60 count for reheat coils and 35 count for non-reheat VAV boxes. There is a total of 95 VAV boxes.*

6. **Question:** Are any of the VAV boxes fan powered (booster fan)? If so, how many?

   Response: *No*

7. **Question:** What software does the DDC system run on? Is the installer one of the bidders for the maintenance?

   Response: *The DDC system is Automated Logic running on the WebCTRL Building Automation System. The system is integrated through Vycon branded JACE devices into a central Niagara N4 Tridium.*

8. **Question:** Is the building is occupied year round?

   Response*: Yes. Please refer to the Employee Calendar for the list of employee holidays denoting when the building is closed.*

9. **Question:** It's on normal working hours, is that going to be a problem for the indoor VAVs?

   Response*: Please refer to the Employee Calendar for the list of employee holidays denoting when the building is closed. The indoor VAV work shall be done when the building is closed.*

10. **Question:** Please confirm all VAV boxes are accessible via T-bar or access doors.

    Response*: The VAV box is accessible from the T-bar ceiling. However, the interior of the VAV box is not accessible and requires a new access panel. Please refer to AD 1-1 (above) for more information.*

11. **Question:** Are there any special access requirements for any locations or equipment? i.e. special offices, IT CRAC units, etc.?

    Response*: There are no special access requirements including the ITS room. The District will coordinate access to the work areas with the Contractor.*

12. **Question:** Do the VAV boxes have drain pans under the reheat coils? Their might not be, if that is the case, rinse less coil cleaner would not be recommended. We also believe blowing out the coils will spread contaminants into the ductwork. We recommend vacuuming the coils and rinsing with a disinfecting solution.

***Response**: There are no drain pans underneath the reheat coils. The Contractor shall use a spray cleaner, wire brush the coils, and vacuum the coils dry.*

13 Question: Regarding the fire dampers, can you clarify if this work needs to be "stamped" by a certified fire life safety contractor? Typically it will, considering this equipment is part of the fire life safety system. Our intent would be to subcontract the current fire life safety contractor used by RSCCD. Will that information be provided?

***Response:** The purpose of this scope of work is to provide preventative maintenance tasks on the dampers to ensure they function properly. These maintenance task do not need to be "stamped" by a certified life safety contractor and are not part of the District's life safety contractor's testing, inspection, and maintenance program.*

End of Addendum 1

ATTACHMENT AD 1-1

IF THIS DRAWING IS NOT 42x30 IT HAS BEEN SCALED.

ABBREVIATIONS

ABBREV	DESCRIPTION	ABBREV	DESCRIPTION	ABBREV	DESCRIPTION	ABBREV	DESCRIPTION	ABBREV	DESCRIPTION
ABV	ABOVE	(E) or E	EXISTING	(L)	LINED	PI	PRESSURE INDICATOR (PRESSURE GAUGE)	V	VENT
AC or A/C	AIR CONDITIONING	E	EMERGENCY POWER	LAT	LEAVING AIR TEMPERATURE	POC	POINT OF CONNECTION	V	VOLTS
ACB	ACTIVE CHILLED BEAM	EA	EXHAUST AIR	LBS	POUNDS	POS	POSITION	VAC	VOLTS ALTERNATING CURRENT
AD	ACCESS DOOR	EAT	ENTERING AIR TEMPERTURE	LPC	LOW-PRESSURE CONDENSATE	PPM	PARTS PER MILLION	VAV	VARIABLE AIR VOLUME
AFF	ABOVE FINISHED FLOOR	EC	ELECTRICAL CONTRACTOR	LPD	LOW POINT DRAIN	PRESS.	PRESSURE	VD	MANUAL VOLUME DAMPER
AFS	AIRFLOW PROVING SWITCH	EER	ENERGY EFFICIENCY RATIO	LPS	LOW-PRESSURE STEAM	PRS	PRESSURE REDUCING STATION	VDC	VOLTS DIRECT CURRENT
AHU	AIR HANDLING UNIT	EF	EXHAUST FAN	LRA	LOCKED ROTOR AMPS	PRV	PRESSURE REGULATING VALVE	VERT	VERTICAL
AMB	AMBIENT	EFF	EFFICIENCY	LSH	LEVEL SWITCH HIGH	PS	PRESSURE SWITCH	VFD	VARIABLE FREQUENCY DRIVE
AMPS or A	AMPERES	EG	EXHAUST GRILLE	LSL	LEVEL SWITCH LOW	PSI	POUNDS PER SQUARE INCH	VTR	VENT THROUGH ROOF
AP	ACCESS PANEL	ELEV or EL	ELEVATION	LWT	LEAVING WATER TEMPERATURE	PSIA	POUNDS PER SQUARE INCH ABSOLUTE		
AS	AIR SEPARATOR	EQUIP	EQUIPMENT			PSIG	POUNDS PER SQUARE INCH GAGE	W	WATTS
ATM	ATMOSPHERE or ATMOSPHERIC	ER	EXHAUST REGISTER	M	MOTOR	PSV	PRESSURE SAFETY (RELIEF) VALVE	W/	WITH
AUX	AUXILIARY	ESP	EXTERNAL STATIC PRESSURE	MA	MIXED AIR	PT	PRESSURE TRANSMITTER	WB	WET BULB TEMPERATURE
AV	AUTOMATIC AIR VENT	ET	EXPANSION TANK	MAU	MAKE-UP AIR UNIT	P/T	PRESSURE/TEMPERATURE PORT (PETE'S PLUG)	WGT	WEIGHT
		EVAP	EVAPORATIVE or EVAPORATOR	MAX	MAXIMUM			W/O	WITHOUT
B	BOILER	EWT	ENTERING WATER TEMPERATUE	MBH	THOUSAND BTUH	(R)	RELOCATED	WPDS	WEATHERPROOF DISCONNECT SWITCH
BBD	BOILER BLOWDOWN	EXH	EXHAUST	MC	MECHANICAL CONTRACTOR	R	REDUNDANT	WSA	WIRE SIZING AMPS
BCU	BLOWER COIL UNIT			MCA	MINIMUM CIRCUIT AMPACITY	RA	RETURN AIR		
BDD	BACKDRAFT DAMPER	(F) or F	FUTURE	MCB	MAXIMUM CIRCUIT BREAKER	RAU	RECIRCULATION AIR UNIT	X'MER	TRANSFORMER
BF	BLIND FLANGE	°F	DEGREE FAHRENHEIT	MCC	MOTOR CONTROL CENTER	RDE	RECOMMENDED DUAL ELEMENT FUSE		
BF	BOTTOM FLAT	FCU	FAN COIL UNIT	MD	MOTORIZED DAMPER	RF	RETURN FAN		
BFW	BOILER FEED WATER	FCV	FLOW CONTROL VALVE (ISOLATION VALVE)	MECH	MECHANICAL	RG	RETURN GRILLE		
BHP	BRAKE HORSEPOWER	FD	FIRE DAMPER	MER	MECHANICAL EQUIPMENT ROOM	RH	RELATIVE HUMIDITY		
BLDG	BUILDING	FD	FLOOR DRAIN	MEZZ	MEZZANINE	RHC	REHEAT COIL		
BMS	BUILDING MANAGEMENT SYSTEM	FF	FINAL FILTER	MFS	MAXIMUM FUSE SIZE	RLA	RATED LOAD AMPS		
BOD	BOTTOM OF DUCT	FLA	FULL LOAD AMPS	MIN	MINIMUM	RM	ROOM		
BOP	BOTTOM OF PIPE	FLR	FLOOR	MIN	MINUTE	RPM	REVOLUTIONS PER MINUTE		
BTU	BRITISH THERMAL UNIT	F/LS	FIRE/LIFE SAFETY	MOD	MODULATING	RR	RETURN REGISTER		
BTUH	BRITISH THERMAL UNIT PER HOUR	FPF	FINS PER FOOT	MOP	MAXIMUM OVERCURRENT PROTECTION	RV	RELIEF VENT		
		FPI	FINS PER INCH	MPC	MEDIUM-PRESSURE CONDENSATE				
C	CONDENSER	FPIU	FAN POWERED INDUCTION UNIT	MPS	MEDIUM-PRESSURE STEAM	S	SWITCH		
CAP	CAPACITY	FPM	FEET PER MINUTE	MS	MEMORY STOP (ON A VALVE)	SA	SOUND ATTENUATOR		
CAV	CONSTANT AIR VOLUME	FPS	FEET PER SECOND	MTD	MOUNTED	SA	SUPPLY AIR		
CB	CIRCUIT BREAKER	FRP	FIBERGLASS REINFORCED PLASTIC	MUA	MAKE UP AIR	SCHED	SCHEDULE		
CC	COOLING COIL	FS	FLOOR SINK	MV	MANUAL AIR VENT	SD	SMOKE DETECTOR		
CD	CEILING DIFFUSER	FS	FLOW SWITCH			SD	SUCTION DIFFUSER		
CFM	CUBIC FEET PER MINUTE	FSD	FIRE/SMOKE DAMPER	(N) or N	NEW	SDC	STEAM DRAIN COOLER		
CFR	CHEMICAL FEED RETURN	FT	FEET	N/A	NOT APPLICABLE	SF	SUPPLY FAN		
CFS	CHEMICAL FEED SUPPLY	FT WC	FEET OF WATER COLUMN	NC	NOISE CRITERIA	SFL	SAND FILTER		
CHWP	CHILLED WATER PUMP			N.C.	NORMALLY CLOSED	SG	SUPPLY GRILLE		
CH	CHILLER	GC	GENERAL CONTRACTOR	NIC	NOT IN CONTRACT	SHT	SHEET		
CLG	CEILING	GPH	GALLONS PER HOUR	NO.	NUMBER	SI	INTERNATIONAL SYSTEM OF UNITS		
CLG	COOLING	GPM	GALLONS PER MINUTE	N.O.	NORMALLY OPEN	SOV	SHUT-OFF VALVE		
CMC	CALIFORNIA MECHANICAL CODE	GR	GRAINS OF MOISTURE	NP	NEGATIVE PRESSURE	SP	STATIC PRESSURE		
CONC	CONCRETE	GRH	GRAVITY RELIEF HOOD	NPSH	NET POSITIVE SUCTION HEAD	SR	SUPPLY REGISTER		
CONN	CONNECTION			NPSHA	NET POSITIVE SUCTION HEAD AVAILABLE	S/S	STAINLESS STEEL		
COP	COEFFICIENT OF PERFORMANCE	H	HUMIDIFIER	NPSHR	NET POSITIVE SUCTION HEAD REQUIRED	ST	STREAM TRAP		
CP	CONTROL PANEL	H	HUMIDISTAT	NPT	NATIONAL PIPE THREAD	STM	STEAM		
CPD	PUMPED CONDENSATE RETURN	HC	HEATING COIL	NPW	NON-POTABLE WATER				
CPF	CHEMICAL POT FEEDER	HHW	HEATING HOT WATER	N/R	NOT REQUIRED	△T	TEMPERATURE DIFFERENTIAL		
CRP	CONDENSATE RETURN PUMP	HHWP	HEATING HOT WATER PUMP	NTS	NOT TO SCALE	T	THERMOSTAT		
CU FT	CUBIC FEET	HORIZ	HORIZONTAL			TA	TRANSFER AIR		
CV	CONTROL VALVE	HP	HORSEPOWER	OA	OUTSIDE AIR	TCV	TEMPERATURE CONTROL VALVE		
		HP	HEAT PUMP	OBD	OPPOSED BLADE DAMPER	TDH	TOTAL DYNAMIC HEAD		
D or DR	DRAIN	HPV	HIGH POINT VENT	OC	ON CENTER	TEAO	TOTALLY ENCLOSED AIR OVER (MOTOR)		
D/L	DOOR LOUVER	HT	HUMIDITY TRANSMITTER	OD	OUTSIDE DIAMETER or DIMENSION	TEFC	TOTALLY ENCLOSED FAN COOLED (MOTOR)		
D/U	DOOR UNDERCUT	HTG	HEATING	OD	OVERFLOW DRAIN	TF	TOP FLAT		
dB	DECIBEL	HVAC	HEATING, VENTILATING AND AIR CONDITIONING	ODP	OPEN DRIP PROOF (MOTOR)	TG	TRANSFER GRILLE		
DB	DRY BULB TEMPERATURE	HX	HEAT EXCHANGER	OPD	OVERCURRENT PROTECTIVE DEVICE	TI	TEMPERATURE INDICATOR (THERMOMETER)		
DDC	DIRECT DIGITAL CONTROL	Hz	HERTZ	OS	OCCUPANCY SENSOR	TP	TOTAL PRESSURE		
DEFL	DEFLECTION (SPRING)			OSA	OUTSIDE AIR	TSP	TOTAL STATIC PRESSURE		
DIA or ø	DIAMETER	ID	INSIDE DIAMETER or DIMENSION			TT	TEMPERATURE TRANSMITTER		
DISCH	DISCHARGE	IN	INCHES	△P	PRESSURE DIFFERENTIAL	TYP	TYPICAL		
DN	DOWN	IN WC	INCHES OF WATER COLUMN	P	PUMP				
DOAU	DEDICATED OUTSIDE AIR UNIT	INC	INCREMENT	PC	PLUMBING CONTRACTOR	UC	UNDERGROUND		
DP	DIFFERENTIAL PRESSURE	ISO	ISOLATION	PDI	PRESSURE DIFFERENTIAL INDICATOR	UNO	UNLESS NOTED OTHERWISE		
DS	DISCONNECT SWITCH			PDS	PRESSURE DIFFERENTIAL SWITCH	UTR	UP THRU ROOF		
DV	DRAIN VALVE	kV	KILOVOLTS	PDT	PRESSURE DIFFERENTIAL TRANSMITTER				
DV	DISPLACEMENT VENTILATION	kVA	KILOVOLT AMPERES	PF	PRE-FILTER				
DWG	DRAWING	kW	KILOWATTS	PH	PHASE				

LEGEND

SYMBOL	ABBREV	DESCRIPTION	SYMBOL	ABBREV	DESCRIPTION	SYMBOL	ABBREV	DESCRIPTION
LPS	LPS	LOW-PRESSURE STEAM (15 PSIG)		–	CHECK VALVE	T	ST	STEAM TRAP
MPS	MPS	MEDIUM PRESSURE STEAM (70 PSIG)		–	CONTROL VALVE		–	LINED DUCT (INSIDE CLEAR SIZE SHOWN)
LPC	LPC	LOW-PRESSURE CONDENSATE		–	THREE-WAY VALVE		–	DUCT UP
MPC	MPC	MEDIUM-PRESSURE CONDENSATE		–	CONTROL VALVE (BUTTERFLY)		–	DUCT DOWN
CPD	CPD	PUMPED CONDENSATE RETURN (STEAM)		–	SOLENOID VALVE		–	DUCT SECTION (SUPPLY OR OSA)
BFW	BFW	BOILER FEED WATER		PSV	PRESSURE SAFETY (RELIEF) VALVE		–	DUCT SECTION (RETURN OR RELIEF)
BBD	BBD	BOILER BLOWDOWN		PRV	PRESSURE REGULATING VALVE		–	DUCT SECTION (EXHAUST)
OD	OD	OVERFLOW DRAIN		–	STRAINER		SG	CEILING DIFFUSER
D	D	DRAIN		–	STRAINER WITH BLOW-OFF		EG	EXHAUST GRILLE (CEILING OR WALL)
SV	SV	STEAM VENT		–	UNION		RG	RETURN GRILLE (CEILING OR WALL)
RV	RV	RELIEF VENT		–	CONCENTRIC REDUCER (OR INCREASER)		SG	SIDEWALL SUPPLY GRILLE
CFR	CFR	CHEMICAL FEED RETURN		–	ECCENTRIC REDUCER (OR INCREASER)		RG	SIDEWALL RETURN GRILLE
CFS	CFS	CHEMICAL FEED SUPPLY		–	PIPE ELBOW TURNED UP		VD	MANUAL VOLUME DAMPER
MPG	MPG	NATURAL GAS (MEDIUM PRESSURE 5 PSIG)		–	PIPE ELBOW TURNED DOWN		MD	MOTORIZED DAMPER
CW	CW	DOMESTIC COLD WATER		–	PIPE TEE, BRANCH OUTLET UP		BDD	BACKDRAFT DAMPER
ICW	ICW	INDUSTRIAL COLD WATER		–	PIPE TEE, BRANCH OUTLET DOWN	FSD	FSD	FIRE/SMOKE DAMPER
ISCW	ISCW	INDUSTRIAL SOFT COLD WATER		–	CAP		SD	SMOKE DETECTOR
CHWS	CHWS	CHILLED WATER SUPPLY		–	BLIND FLANGE		FLEX CONN	FLEXIBLE CONNECTION
CHWR	CHWR	CHILLED WATER RETURN		–	FLANGED JOINT		AD	ACCESS DOOR
HHWS	HHWS	HEATING HOT WATER SUPPLY		–	PIPE SUPPORT		AP	ACCESS PANEL
HHWR	HHWR	HEATING HOT WATER RETURN		–	ALIGNMENT GUIDE	T	T	THERMOSTAT
	V	SANITARY VENT		FLEX CONN	FLEXIBLE CONNECTION (METALLIC)	S	S	SWITCH
	W	SANITARY SEWER (ABOVE FLOOR)		FLEX CONN	FLEXIBLE CONNECTION (NEOPRENE)	D/L	D/L	DOOR LOUVER
	W	SANITARY SEWER (BELOW FLOOR OR GRADE)		PG	PRESSURE GAUGE	D/U	D/U	DOOR UNDERCUT
	–	BUTTERFLY VALVE	T	T	THERMOMETER	M	M	MOTOR
	–	BALL VALVE	AV	AV	AUTOMATIC AIR VENT		FS	FLOOR SINK
	–	GATE VALVE	MV	MV	MANUAL AIR VENT		FD	FLOOR DRAIN
	–	GLOBE VALVE	P/T	MV	PRESS/TEMP PORT (P/T PLUG)		POC	POINT OF CONNECTION
	–	PLUG VALVE	FS	FS	FLOW SWITCH (DIFFERENTIAL PRESSURE)		POD	POINT OF DEMOLITION

MECHANICAL DRAWING INDEX

GENERAL NOTES

1. BUILDING CODES
   - A. 2010 CALIFORNIA BUILDING CODE (CBC)
   - B. 2010 CALIFORNIA ELECTRICAL CODE (CEC)
   - C. 2010 CALIFORNIA MECHANICAL CODE (CMC)
   - D. 2010 CALIFORNIA FIRE CODE (CFC)
2. ALL PADS, OPENINGS, CURBS AND SUPPORTS FOR MECHANICAL EQUIPMENT ARE TO BE COORDINATED WITH APPROVED EQUIPMENT SUBMITTALS PRIOR TO CONSTRUCTION.
3. ACCESS DOORS AND ACCESS PANELS IN WALLS, FLOORS AND CEILINGS REQUIRED FOR PROPER ACCESS TO MECHANICAL EQUIPMENT ARE TO BE FIELD LOCATED DURING THE SHOP DRAWING PHASE AND ARE TO BE FURNISHED BY SOUTHLAND INDUSTRIES AND INSTALLED BY GC.
4. ALL REFERENCES MADE IN THE DOCUMENTS TO "SMACNA" REFER TO THE "HVAC DUCT CONSTRUCTION STANDARDS – METAL AND FLEXIBLE", THIRD EDITION – 2005.
5. ALL LOW VOLTAGE WIRING INSTALLED ABOVE A CEILING WILL BE INSTALLED WITHOUT CONDUIT AND WILL BE PLENUM RATED CABLE.
6. INSTALL MANUAL AIR VENTS AT ALL HIGH POINTS AS REQUIRED.
7. INSTALL LOW POINT DRAINS AT ALL LOW POINTS AS REQUIRED.
8. ALL DRAINS ARE TO BE PIPED FULL SIZE TO THE NEAREST APPROVED RECEPTOR OR IF NOT PRACTICAL ARE TO HAVE HOSE END DRAIN VALVES AND CAPS.
9. BALL VALVES AND BUTTERFLY VALVES USED FOR BALANCING/SHUT-OFF MUST BE EQUIPPED WITH MEMORY STOPS.
10. SUPPORT PIPING AS REQUIRED AT EQUIPMENT CONNECTION SO THAT THE EQUIPMENT CONNECTION IS NOT SUPPORTING THE PIPING.

STATE OF CALIFORNIA
ENVELOPE COMPONENT APPROACH
CEA-MECH-1C (Revised 03/13) — CALIFORNIA ENERGY COMMISSION

CERTIFICATE OF COMPLIANCE and FIELD INSPECTION ENERGY CHECKLIST (Part 5 of 5) **MECH-1C**

Project Name: Rancho Santiago Springs District Office Ugrade — Date: 05/06/2014

Documentation Author's Declaration Statement

- I certify that this Certificate of Compliance documentation is accurate and complete.

Name: Stephen Kazim — Signature: [signature] — Date: 05/06/2014
Company: Southland Industries
Address: 7390 Lincoln Way — If Applicable CEA # CEPE #
City/State/Zip: Garden Grove, CA, 92841 — Phone: 714-901-5800

Principal Mechanical Designer's Declaration Statement

- I am eligible under Division 3 of the California Business and Professions Code to accept responsibility for the mechanical design.
- This Certificate of Compliance identifies the mechanical features and performance specifications required for compliance with Title 24, Parts 1 and 6 of the California Code of Regulations.
- The design features represented on this Certificate of Compliance are consistent with the information provided to document this design on the other applicable compliance forms, worksheets, calculations, plans and specifications submitted to the enforcement agency for approval with this building permit application.

Name: — Signature:
Company Name: Southland Industries — Date: 05/06/2014
Address: 7390 Lincoln Way — License #
City/State/Zip: Garden Grove, CA, 92841 — Phone: 714-901-5800

Mandatory Measures
Indicate location on building plans of Note Block for Mandatory Measures _____

MECHANICAL COMPLIANCE FORMS & WORKSHEETS (check box if worksheet is included)

For detailed instructions on the use of this and all Energy Efficiency Standards compliance forms, refer to the 2008 Nonresidential Manual Note: The Enforcement Agency may require all forms to be incorporated onto the building plans.

☐	MECH-1C	Certificate of Compliance. Required on plans for all submittals.
☐	MECH-2C	Mechanical Equipment Summary is required for all submittals.
☐	MECH-3C	Mechanical Ventilation and Reheat is required for all submittals with mechanical ventilation.
☐	MECH-4C	Fan Power Consumption is required when for all prescriptive submittals.

2008 Nonresidential Compliance Forms *March 2010*

AS-BUILT 11/06/2014

Southland

REGISTERED PROFESSIONAL ENGINEER — RICHARD J. HARRISON — No. M26031 Exp. 6/30/13 — MECHANICAL — STATE OF CALIFORNIA

NO.	REVISION DESCRIPTION	DATE

DRAWN BY	SK	DATE	05/06/2014
DESIGNED BY	DH	SCALE	3/4"=1'0"
CHECKED BY		JOB NO.	5521088

KEYPLAN:

N

JOB TITLE:
RANCHO SANTIAGO SPRINGS DISTRICT OFFICE UPGRADE

DRAWING TITLE:
DRAWING LIST, GENERAL NOTES, ABBREVIATIONS AND SYMBOLS

DRAWING NO
M-1

IF THIS DRAWING IS NOT 42x30 IT HAS BEEN SCALED

CHILLER SCHEDULE

SYMBOL	MANUFACTURER MODEL	TYPE	LOCATION	SERVICE	NOMINAL CAPACITY (TONS)	KW/TON AT DESIGN	REFRIG TYPE	REFRIG QUANTITY (LBS)	NPLV (KW/TON)	EVAPORATOR							CONDENSER							ELECTRICAL DATA						VIBRATION ISOLATION	OPER WEIGHT (LBS)	REMARKS
										FLUID TYPE	FLOW (GPM)	EWT (°F)	LWT (°F)	ΔP (FT WC)	NUMBER PASSES	FOULING FACTOR	FLUID TYPE	FLOW (GPM)	EWT (°F)	LWT (°F)	ΔP (FT WC)	NUMBER PASSES	FOULING FACTOR	UNIT			COMPRESSOR (DESIGN)					
																								VOLTAGE	MCA	MOP	KW	RLA	LRA			
CH 1	MULTISTACK (3)MS080TCYH2W2AA-134A	TURBOCOR	CHILLER ROOM	CHILLED WATER	225	0.633	134-A	135	0.416	WATER	450	57.0	45.0	6.9		0.00010	WATER	640	82.0	92.0	15.1		0.00025	460-3-60	312	450	142.5	96		NONE	8,100	

COOLING TOWER SCHEDULE

SYMBOL	MANUFACTURER MODEL	TYPE	LOCATION	SERVICE	TOTAL TOWER CAPACITY (MBH)	DESIGN AMBIENT WB (°F)	NUMBER OF CELLS	CAPACITY PER CELL (MBH)	FLUID FLOW PER CELL (GPM)	EWT (°F)	LWT (°F)	ΔP (PSI)	AIR FLOW PER CELL (CFM)	CONNECTIONS PER CELL			ELECTRICAL DATA					VARIABLE FREQUENCY DRIVE	VIBRATION ISOLATION	PER CELL OPER WEIGHT (LBS)	TOTAL TOWER OPER WEIGHT (LBS)	REMARKS
														INLET (IN)	OUTLET (IN)	EQUALIZER (IN)	FAN MOTOR								
																	QTY	HP	VOLTAGE	MIN EFF	TYPE				
CT 1	EVAPCO LPT-5612	FORCED DRAFT	CHILLER ROOM	CHILLER CONDENSER WATER	3,200	72.0	1	3,200	640	92	82	4.60	40,110	12"	12"	12"	2	30	460-3-60	92.4%	TEAO	YES	NONE	7,520	7,520	STAINLESS STEEL BASIN, VIBRATION ISOLATION MASON SLRSEB,

PUMP SCHEDULE

SYMBOL	MANUFACTURER MODEL	TYPE	LOCATION	SERVICE	FLUID TYPE	FLOW (GPM)	TDH (FT WC)	NPSH REQUIRED (FT WC)	IMPELLER DIAMETER (IN)	PUMP EFFFICIENCY (%)	SUCTION CONNECTION (IN)	DISCHARGE CONNECTION (IN)	RPM	ELECTRICAL DATA					VARIABLE FREQUENCY DRIVE	OPER WEIGHT (LBS)	REMARKS
														PUMP MOTOR							
														BHP	HP	VOLTAGE	TYPE	MIN EFF			
CHWP 1	B & G 1510 4BC	END SUCTION CENTRIFUGAL	CHILLER ROOM	CHILLED WATER	WATER	450	65		8.625	78.45%	5	4	1800	9.60	15	460-3-60	ODP		NO	600	
CWP 1	B & G 1510 4BC	END SUCTION CENTRIFUGAL	CHILLER ROOM	CONDENSER WATER	WATER	640	70		9.250	83.32%	5	4	1800	14.57	20	460-3-60	ODP		NO	650	

TANK SCHEDULE

SYMBOL	MANUFACTURER MODEL	TYPE	LOCATION	SERVICE	TANK DIMENSIONS (IN)	TANK VOLUME (GAL)	ACCEPTANCE VOLUME (GAL)	OPER WEIGHT (LBS)	REMARKS
BT 1	HANSON ASME	BUFFER TANK	ROOF	CHILLED WATER LOOP	36" DIA X 146" OA	600.0	N/A	6,200	(2) 6" 150 # FLANGES

AS-BUILT 11/06/2014

Southland Industries

REGISTERED PROFESSIONAL ENGINEER
RICHARD J. HARRISON
No. M26031
Exp. 6/30/13
MECHANICAL
STATE OF CALIFORNIA

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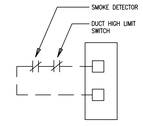
RANCHO SANTIAGO SPRINGS DISTRICT OFFICE UPGRADE

DRAWING TITLE:
MECHANICAL EQUIPMENT SCHEDULES

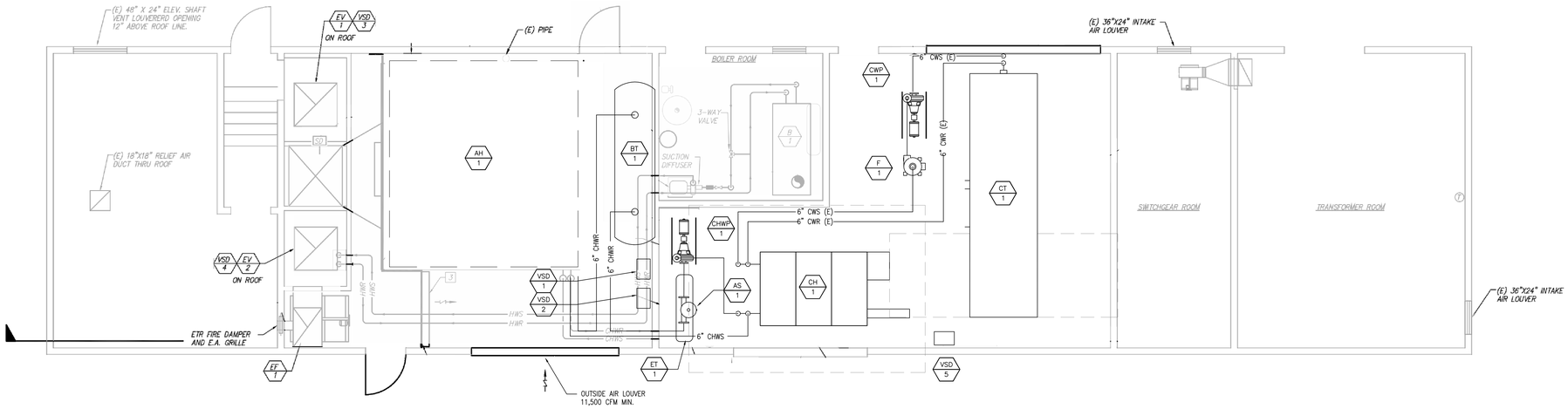
DRAWING NO
M-2

IF THIS DRAWING IS NOT 42x30 IT HAS BEEN SCALED.



3 AIR HANDLER SHUT DOWN WIRING

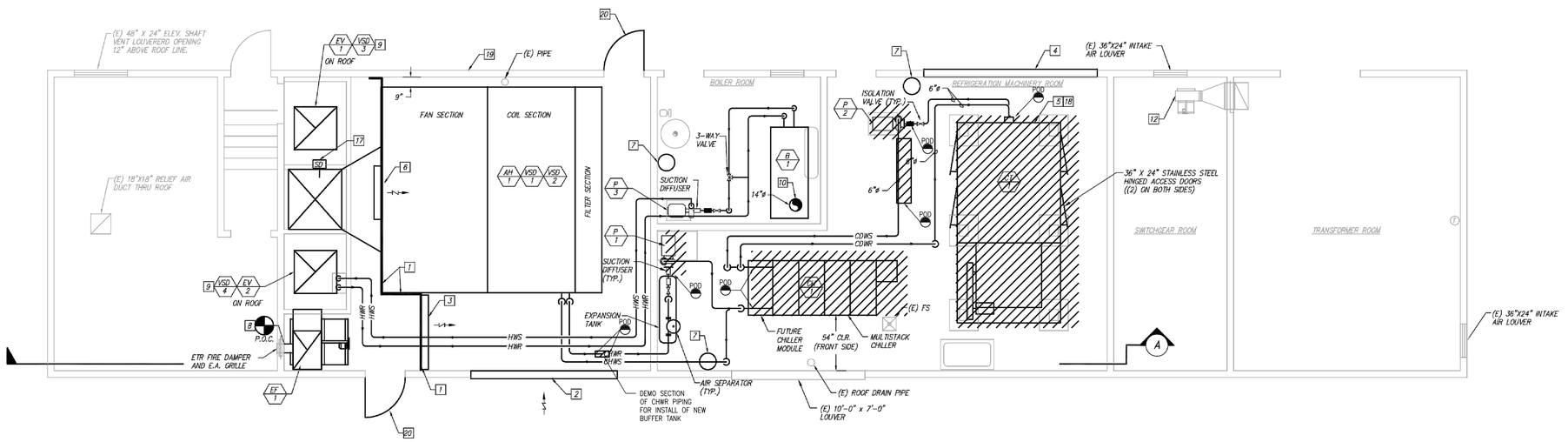
M-3 REF: SCALE: NONE



1 PENTHOUSE MECHANICAL PLAN

M-3 REF: SCALE: 1/4" = 1'-0"

PLAN NORTH



1 PENTHOUSE MECHANICAL DEMO PLAN

M-3 REF: SCALE: 1/4" = 1'-0"

PLAN NORTH

AS-BUILT 11/06/2014

Southland Industries

REGISTERED PROFESSIONAL ENGINEER — RICHARD J. HARRISON — No. M26031 Exp. 6/30/13 — MECHANICAL — STATE OF CALIFORNIA

REVISION DESCRIPTION	DATE
NO.	

DRAWN BY	SK	DATE	05/06/2014
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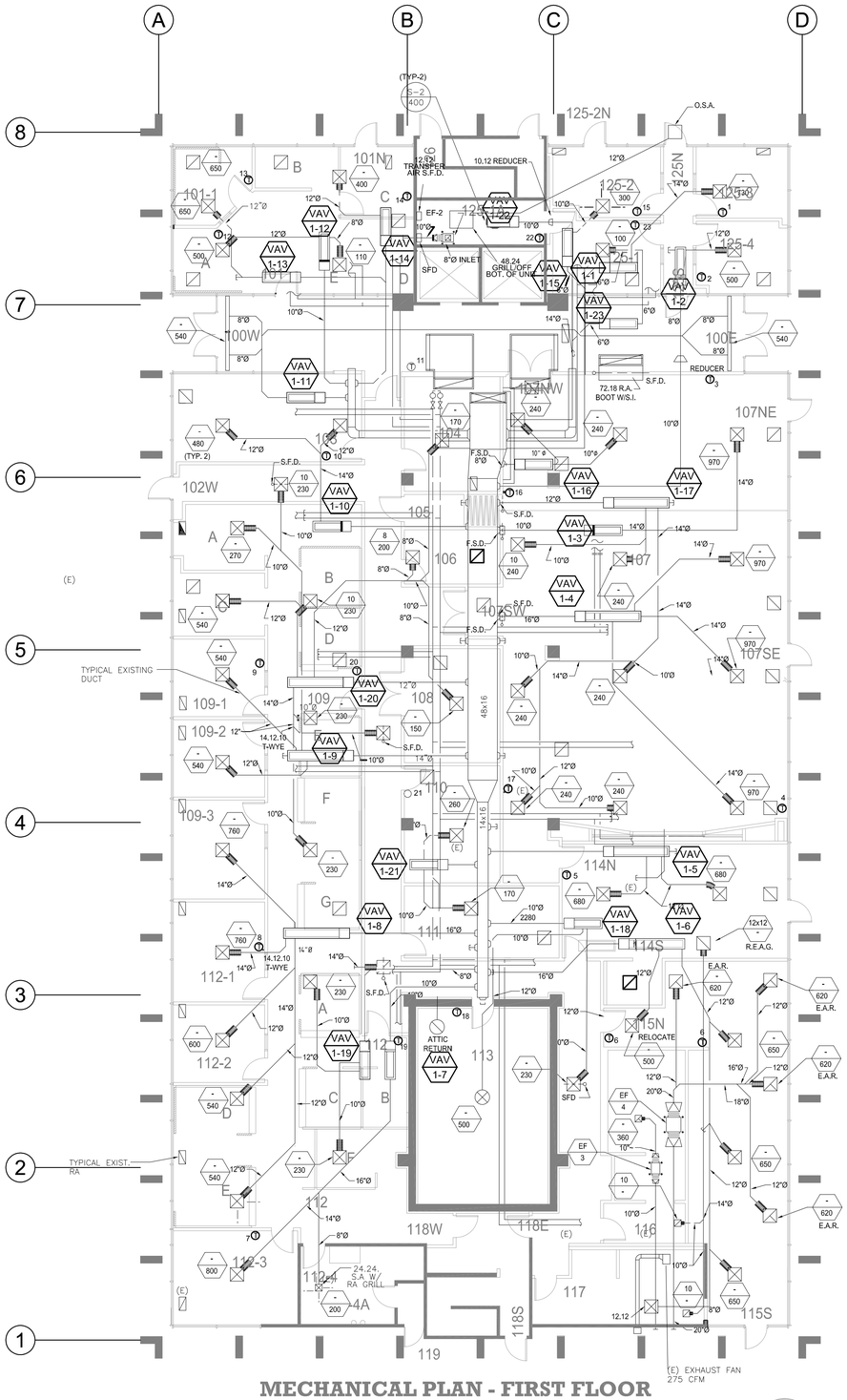
KEYPLAN:

JOB TITLE:
RANCHO SANTIAGO SPRINGS DISTRICT OFFICE UPGRADE

DRAWING TITLE:
PENTHOUSE MECHANICAL PLAN

DRAWING NO
M-3



MECHANICAL PLAN - FIRST FLOOR

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
DISTRICT OFFICE - FIRST FLOOR

VARIABLE AIR VOLUME TERMINAL UNIT SCHEDULE

UNIT	FLOOR	SYMBOL	SIZE	COOLING DESIGN AIRFLOW (CFM)	HEATING DESIGN AIRFLOW (CFM)	MINIMUM AIRFLOW (CFM)	REMARKS
VAV-1-1	1	1	10	730	370	120	
VAV-1-2	1	2	8	500	250	30	
VAV-1-3	1	3	10	970	490	50	
VAV-1-4	1	4	16	2910	1460	140	
VAV-1-5	1	5	12	1360	680	90	
VAV-1-6	1	6	16	2650	1330	230	
VAV-1-7	1	7	10	1000	500	70	
VAV-1-8	1	8	16	3200	1600	140	
VAV-1-9	1	9	14	2120	1060	140	
VAV-1-10	1	10	10	960	480	60	
VAV-1-11	1	11	10	1080	540	130	
VAV-1-12	1	12	8	610	310	70	
VAV-1-13	1	13	8	650	330	20	
VAV-1-14	1	14	6	400	200	40	
VAV-1-15	1	15	6	300	150	40	
VAV-1-16	1	16	8	480	N/A	60	
VAV-1-17	1	17	12	1440	N/A	190	
VAV-1-18	1	18	10	730	N/A	170	
VAV-1-19	1	19	8	460	N/A	120	
VAV-1-20	1	20	12	1210	N/A	290	
VAV-1-21	1	21	8	430	N/A	80	
VAV-1-22	1	22	10	800	N/A	20	
VAV-1-23	1	23	6	100	N/A	30	

AS-BUILT 12/1/2014

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KEYPLAN:

JOB TITLE:
RANCHO SANTIAGO SPRINGS DISTRICT OFFICE UPGRADE

DRAWING TITLE:
MECHANICAL FIRST FLOOR

DRAWING NO
TM-1

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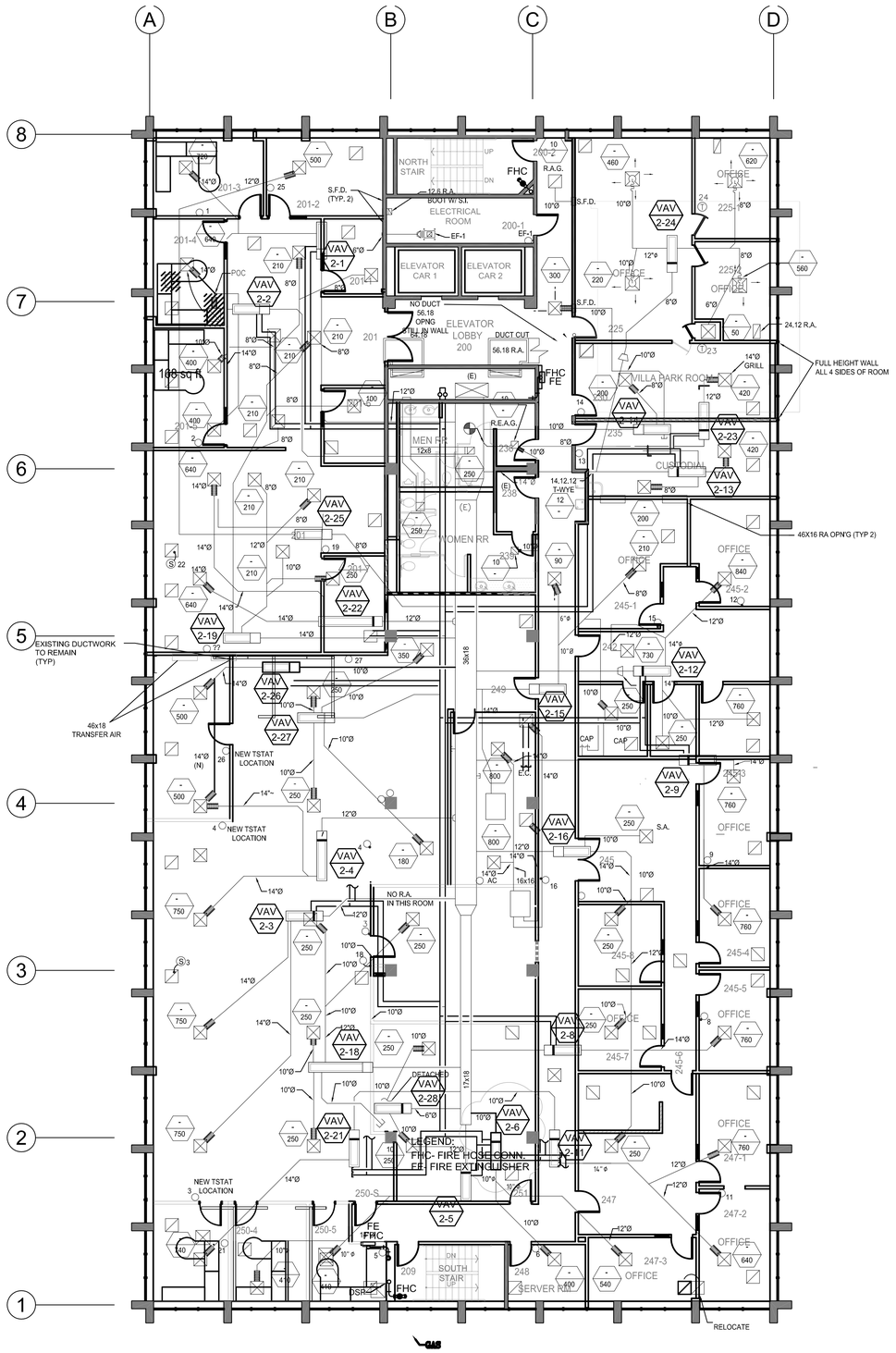

MECHANICAL PLAN - SECOND FLOOR

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
DISTRICT OFFICE - SECOND FLOOR

VARIABLE AIR VOLUME TERMINAL UNIT SCHEDULE

UNIT	FLOOR	SYMBOL	SIZE	COOLING DESIGN AIRFLOW (CFM)	HEATING DESIGN AIRFLOW (CFM)	MINIMUM AIRFLOW (CFM)	REMARKS
VAV-2-1	2	1	12	720	360	90	
VAV-2-2	2	2	14	1,440	720	60	
VAV-2-3	2	3	12	1,500	750	90	
VAV-2-4	2	4	12	900	450	70	
VAV-2-5	2	5	12	820	410	50	
VAV-2-6	2	6	6	940	470	50	
VAV-2-7	NOT USED						
VAV-2-8	2	8	12	760	380	30	
VAV-2-9	2	9	14	1,520	760	50	
VAV-2-10	NOT USED						
VAV-2-11	2	11	10	1,400	700	60	
VAV-2-12	2	12	12	1,300	650	110	
VAV-2-13	2	13	12	620	310	50	
VAV-2-14	2	14	10	500	N/A	80	
VAV-2-15	2	15	6	550	N/A	100	
VAV-2-16	2	16	14	1,000	500	280	
VAV-2-17	NOT USED						
VAV-2-18	2	18	12	1,000	500	200	
VAV-2-19	2	19	14	1,920	N/A	250	
VAV-2-20	NOT USED						
VAV-2-21	2	21	10	740	370	30	
VAV-2-22	2	22	12	1,280	640	60	
VAV-2-23	2	23	6	420	210	30	
VAV-2-24	2	24		1,910	960	140	
VAV-2-25	2	25	8	500	250	40	
VAV-2-26	2	26	10	1,000	500	50	
VAV-2-27	2	27	10	1,030	N/A	200	
VAV-2-28	2	28	6	500	N/A	100	

AS-BUILT 12/1/2014

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NO.	REVISION DESCRIPTION	DATE

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KEYPLAN:

JOB TITLE:
RANCHO SANTIAGO SPRINGS DISTRICT OFFICE UPGRADE

DRAWING TITLE:
MECHANICAL SECOND FLOOR

DRAWING NO
TM-2

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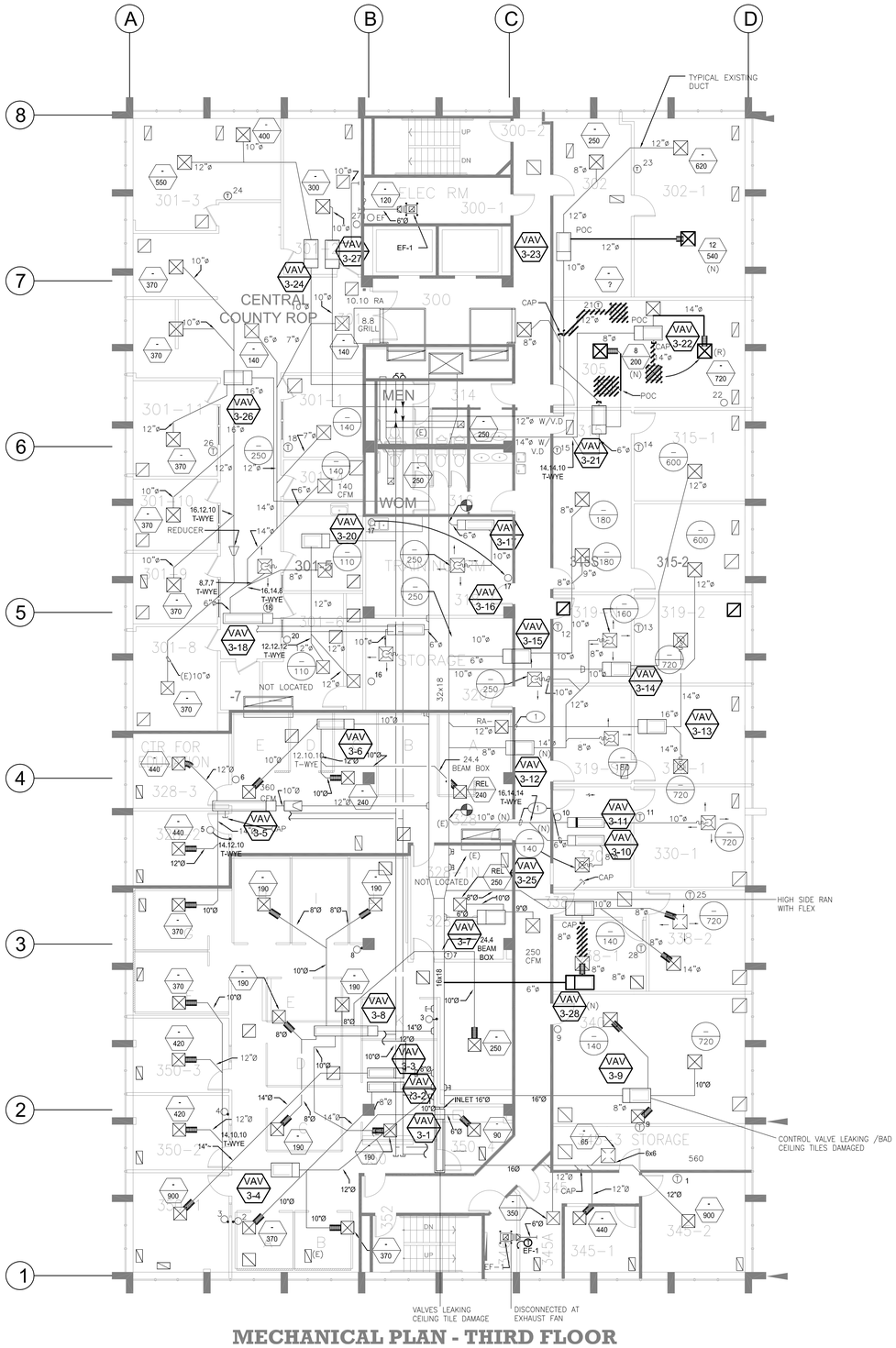

MECHANICAL PLAN - THIRD FLOOR

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

DISTRICT OFFICE - THIRD FLOOR

VARIABLE AIR VOLUME TERMINAL UNIT SCHEDULE

UNIT	FLOOR	SYMBOL	SIZE	COOLING DESIGN AIRFLOW (CFM)	HEATING DESIGN AIRFLOW (CFM)	MINIMUM AIRFLOW (CFM)	REMARKS
VAV-3-1	3	1	14	1,755	880	90	
VAV-3-2	3	2	10	740	370	50	
VAV-3-3	3	3	12	900	450	40	
VAV-3-4	3	4	12	1,210	610	80	
VAV-3-5	3	5	12	1250	630	80	
VAV-3-6	3	6	10	840	N/A	140	
VAV-3-7	3	7	6	500	N/A	110	
VAV-3-8	3	8	12	1480	N/A	270	
VAV-3-9	3	9	16	1000	500	120	
VAV-3-10	3	10	4	140	N/A	30	
VAV-3-11	3	11	8	720	360	40	
VAV-3-12	3	12	8	590	N/A	90	
VAV-3-13	3	13	12	1440	720	80	
VAV-3-14	3	14	12	1200	600	70	
VAV-3-15	3	15	6	360	N/A	50	
VAV-3-16	3	16	6	250	N/A	50	
VAV-3-17	3	17	6	250	N/A	50	
VAV-3-18	3	18	6	640	N/A	190	
VAV-3-19	NOT USED						
VAV-3-20	3	20	12	710	N/A	40	
VAV-3-21	3	21	6	350	N/A	100	
VAV-3-22	3	22	12	720	360	50	
VAV-3-23	3	23	10	1410	710	120	
VAV-3-24	3	24	10	950	480	50	
VAV-3-25	3	25	8	720	360	50	
VAV-3-26	3	26	16	2220	1110	170	
VAV-3-27	3	27	10	300	150	50	
VAV-3-28	3	28	6	140	N/A	30	

AS-BUILT 12/1/2014

NO.	REVISION DESCRIPTION	DATE

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CHECKED BY		JOB NO.	5521088

KEYPLAN:

JOB TITLE:

RANCHO SANTIAGO SPRINGS DISTRICT OFFICE UPGRADE

DRAWING TITLE:

MECHANICAL THIRD FLOOR

DRAWING NO

TM-3

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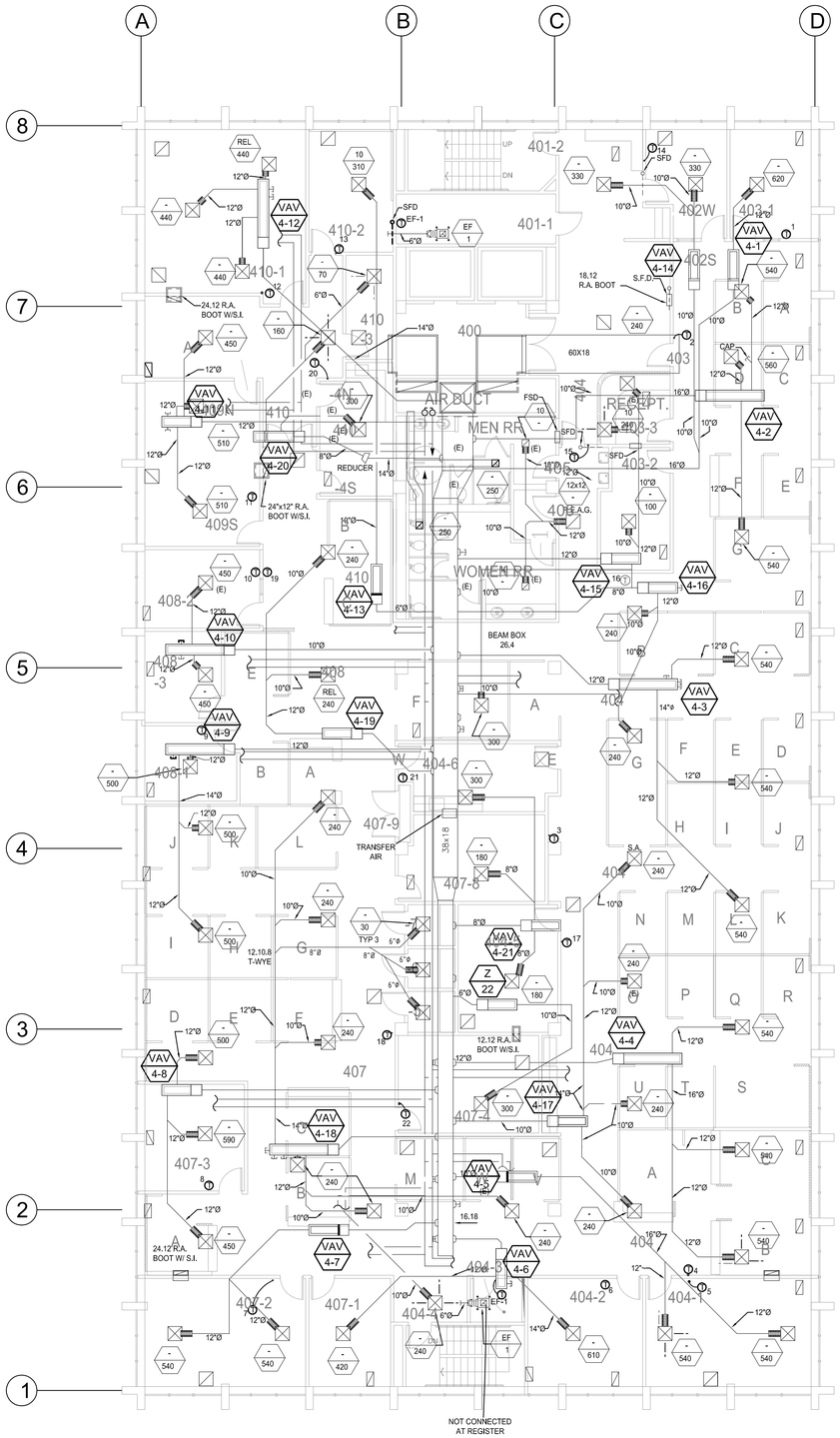

MECHANICAL PLAN - FOURTH FLOOR

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

DISTRICT OFFICE - FOURTH FLOOR

VARIABLE AIR VOLUME TERMINAL UNIT SCHEDULE

UNIT	FLOOR	SYMBOL	SIZE	COOLING DESIGN AIRFLOW (CFM)	HEATING DESIGN AIRFLOW (CFM)	MINIMUM AIRFLOW (CFM)	REMARKS
VAV-4-1	4	1	8	620	310	30	
VAV-4-2	4	2	12	1,640	820	150	
VAV-4-3	4	3	12	1,620	810	160	
VAV-4-4	4	4	12	1,620	810	130	
VAV-4-5	4	5	10	1,080	540	60	
VAV-4-6	4	6	10	1,030	520	70	
VAV-4-7	4	7	10	1,080	540	60	
VAV-4-8	4	8	12	1,540	770	120	
VAV-4-9	4	9	12	1,500	750	90	
VAV-4-10	4	10	10	900	450	50	
VAV-4-11	4	11	12	1,470	740	90	
VAV-4-12	4	12	12	1,320	660	80	
VAV-4-13	4	13	6	310	160	30	
VAV-4-14	4	14	8	660	330	70	
VAV-4-15	4	15	10	880	N/A	170	
VAV-4-16	4	16	8	480	N/A	70	
VAV-4-17	4	17	10	960	480	150	
VAV-4-18	4	18	12	1,770	N/A	290	
VAV-4-19	4	19	8	480	N/A	120	
VAV-4-20	4	20	8	530	N/A	80	
VAV-4-21	4	21	8	660	N/A	110	
VAV-4-22	4	22	6	300	150	40	

AS-BUILT 12/1/2014

NO.	REVISION DESCRIPTION	DATE

DRAWN BY	SK	DATE	05/06/2014
DESIGNED BY	DH	SCALE	⅛"=1'0"
CHECKED BY		JOB NO.	5521088

KEYPLAN:

JOB TITLE:

RANCHO SANTIAGO SPRINGS DISTRICT OFFICE UPGRADE

DRAWING TITLE:

MECHANICAL FOURTH FLOOR

DRAWING NO

TM-4

Exhibit A: Scope of Work Revised, June 3, 2022

RFQ/RFP #2122-323 HVAC Preventative Maintenance Services at the District Operations Center

General Scope of Services

This scope of work provides the equipment list and schedule for the Rancho Santiago Community College District's HVAC system at the District Operations Center. The selected Contractor is to provide comprehensive preventative maintenance and repair services for all equipment listed in this scope of work. The selected contractor will notify the District of any and all repairs needed or recommended. The repairs will be performed per proposed hourly rate submitted by the contractor in the RFQ/RFP response. The District will authorize repairs and allowance expense after proper notification by the contractor.

Task Checklist and Outline

All preventative maintenance tasks are to be documented in the RSCCD's Onuma Preventative Maintenance program. The selected contractor will provide a task list for all equipment listed in work scope that documents the completion of the task per the provided schedule. Forms shall include inspection procedures required to maintain the systems at maximum performance and meet manufacture's maintenance requirements.

It is the successful contractor's responsibility to develop a preventative maintenance program based on the requirements below along with the equipment manufacturer's recommended maintenance procedures.

District Operations Center HVAC Equipment List Summary (Refer to detailed list for additional information)

Quantity	Unit Description	Manufacture	Model No.	Serial No.	Room	PM Schedule
1	Boiler	RayPak	H9-1532B	1604420683	503	(2) times a year
1	Hot Water Pump	Bell & Gossett	1 1/48C	TBD	503	(4) times a year
1	Condenser Water Pump	Bell & Gossett	1510	1B086LFF41	504	(2) times a year
1	Chilled Water Pump	Bell & Gossett	1510	1BF087LF	504	(2) times a year
1	Water Cooled Chiller	Multistack	MS80T1H2W-V	JD-06-25	504	(12) times a year
1	Air Handler w/ 2 Supply Fans and Motors	Temtrol	WF-DH137PL	77982	502	(4) times a year
2	Economizer	Custom	N/A	N/A	505	(4) times a year
1	Cooling Tower	Evapco	LPT5612	14691556	504	(12) times A year
2	CRAC Air Handler	Liebert	PX018UA1CPS155		250	(2) times a year
2	CRAC Condenser Unit	Liebert	MSM040E1YD0W225		250	(2) times a year
As noted below	Various Exhaust Fans + Makeup Air Fan	Various	Various	Unknown	Various	(1) time a year
1	DX Split AC Unit	Liebert PDX	MM018A-P000	209N60571	1st Fl	(2) times per year
1	Tankless Water Heater	Noritz	NRC 111		503	(1) time per year

1	Domestic Water Pump	Syncroflo	22DL03XX-3V-SWF-	340547	1st Fl	(2) times a year
As noted below	Filters	Various	N/A	N/A	Various	As noted below
6	VFD	ABB	Various	Various	Various	(1) time per year
49	Fire/Smoke Dampers	Various	Various	Various	Various	(1) time per year
35	VAV Boxes	Various	Various	Various	Various	(1) time per year
60	VAV Reheat & Valves	Various	Various	Various	Various	(1) time per year

Detailed List of Equipment

1. Boiler

A. Manufacturer: Ray Pak, Model: H9-1532B, Serial No.: 1604420683, Quantity: 1

B. Preventative Maintenance: **2** times per year (semiannual) Check boiler and system for leaks.

1) Check flame signal strength for both pilot and main flame. Check igniter and burner operation.
2) Check main burner fuel safety shutoff valves for leakage. Check high pressure/temperature interlocks.
3) Manually lift safety valve by hand.
4) Check pressure reducer valve (PRV).
5) Inspect burner components.
6) Check flame failure system components.
7) Check piping and wiring of all interlocks and shutoff valves. Recalibrate all instruments, indicating and recording gauges. Perform a slow drain test for low water cut-off.
8) Check combustion control system.
9) Test boiler safety valves according to ASME.

2. Hot Water Inline Pump

A. Manufacturer: Bell & Gossett, Model: #1 1/48C, Serial No.: TBD, Quantity: 1

B. Preventative Maintenance: **4** times per year (1x per quarter)

1) Lubricate drive motors utilizing means and methods prescribed by the equipment manufacturer.
2) Check all electrical connections and service as needed.
3) Check variable frequency drives and service per manufacturer's recommendations (if applicable).
4) Check motor starters, contactors and overloads for proper operation and condition, service, repair or replace as needed.
5) Check motor temperatures.
6) Check water seals.
7) Verify operation and accuracy of controls. Interlocks and input and output devices associated with the pump.

3. Condenser Water Pump

A. Manufacturer: Bell & Gossett, Model #1510, Serial No.: 1B086LFF41, Quantity: 1

B. Preventative Maintenance: **2** times per year (semiannual)

1) Lubricate drive motors utilizing means and methods prescribed by the equipment manufacturer.
2) Check all electrical connections and service as needed.
3) Check variable frequency drives and service per manufacturer's recommendations (if applicable).
4) Verify operation and accuracy of controls, interlocks and input and output devises associated with the pump.
5) Submit report stating existing conditions and any additional repairs or modifications that may be required.
6) Check motor temperatures.

7) Check water seals.
8) Check motor starters, contactors and overloads for proper operation and condition service, repair or replace as needed.

4. Chilled Water Pump

A. Manufacturer: Bell & Gossett, Model: 1510, Serial No.: 1BF087LF, Quantity: 1
B. Preventative Maintenance: **2** times per year (semiannual)
   1) Lubricate drive motors utilizing means and methods prescribed by the equipment manufacturer.
   2) Check all electrical connections and service as needed.
   3) Check motor starters, contactors and overloads for proper operation and condition, service, repair or replace as needed.
   4) Check variable frequency drives and service per manufacturer's recommendations (if applicable).
   5) Verify operation and accuracy of controls, interlocks and input and output devises associated with the pump.
   6) Submit report stating existing conditions and any additional repairs or modification that may be required.
   7) Check motor temperatures.
   8) Check water seals.

5. Multistack Chiller System (Water Cooled System) – ONLY FILTER CLEANING

A. Manufacturer: MULTSTACK Model: MS80T1H2W-V, Serial No.: JD-06-25, Quantity: 1
B. Preventative Maintenance: **Monthly** 12 times per year
   1) Clean filter cartridges
   2) Check auto blow down settings
   3) Turn-of chillers and condensers, drain the condenser and header pipe
   4) Remove the filters
   5) Install backup clean filters and re-fill the system and restart the system
   6) Clean filters with hose, power washer, or wire brush
   7) Check pressure differential between inlet and outlets of condensors

6. Air Handler

A. Manufacturer: Temtrol, Model: WF-DH137PL, Serial No.: 77982, Quantity: 1
B. Preventative Maintenance: **4** times per year (1x per quarter)
   1) Perform a visual inspection and check for unusual noise or vibration.
   2) Check for particulate accumulation on filters.
   3) Check associated Variable Speed Drive and service per manufacturer's recommendations. Contractor is to provide a separate task list for annual VFD inspections. Inspections must be conducted by a manufacturer certified technician. **(See inventory table for frequency)**
   4) Inspect cooling coils and clean as required.
   5) Inspect drain pan, condensate drain line and trap. Clean and renew pan chemical.
   6) Check piping serving unit for damage or deterioration, replace or repair as needed, and repair or replace damaged insulation on piping.
   7) Check operation of chilled water control valves, check position feedback for accuracy, and calibrate, repair or replace as needed.
   8) Inspect fan wheels for damage. Clean at least one per year and as needed.
   9) Inspect drive sheaves for wear and damage. Repair or replace as needed.
   10) Check belt condition, alignment, and tension. Repair or replace as required.
   11) Lubricate motor and blower bearings as required **(twice per year).**
   12) Check bearing and motor mounting. Service as needed.
   13) Check motor operating voltage and amperages. Record readings.
   14) Check variable frequency drive and service per manufacturer's recommendations.
   15) Check electrical connections, motor starters, relay overload and associated electrical equipment for condition and proper operation. Service, repair or replace as needed.

16) Check dampers for proper operation and adjust, if necessary or applicable.
17) Check equipment interlocks in the ALC controls.
18) Replace and properly secure any doors or access panels removed during inspection.
19) Maintain service records and record conditions for each piece of equipment. Attach reports with service ticket closeout.
20) Submit report stating existing conditions and any additional repairs or modifications that may be required.

7. Economizer

A. Manufacturer: N/A, Quantity: 1
B. Preventative Maintenance: **4** times per year (1x per quarter)
   1) Perform a visual inspection, check all louvers and dampers for unusual noise or vibration.
   2) Blades should be checked in a closed position to insure tight closured.
   3) Check all blades for freedom of movement. Blades should be disconnected from their operators and manually checked.
   4) Check all linkage, pins, bushings, connection bars and operator connectors for proper alignment, fit, wear, corrosion or rust.
   5) Check motor dampers through an operation cycle to ensure the HVAC system controls are properly sending and receiving commands.

8. Cooling Tower

A. Manufacturer: Evapco, Model: LPT5612, Serial No.: 14691556, Quantity: 1
B. Preventative Maintenance: **12** times per year (1x per month).
   1) Inspect, clean and service makeup valve and valve control.
   2) Lubricate fan drive motor (one (1) time per year.
   3) Verify operation and accuracy of controls, interlocks, input and output devices associated with the tower and tower operation.
   4) Check associated Variable Speed Drive and service per manufacturer's recommendations. Contractor is to provide a separate task list for annual VFD inspections. Inspections must be conducted by a manufacturer certified technician. (See inventory table for frequency)
   5) Check all electrical connections (one (1) time per year).
   6) Inspect blown down or drain valve. Clear all debris and ensure proper operation.
   7) Submit report stating existing conditions and any additional repairs or modifications that may be required.
   8) Drain, flush, and refill monthly.
   9) Remove foreign matter and scale.
   10) Check fan rotation.
   11) Check all motors and belts.

9. Computer Room Air Conditioning Unit (CRAC) Air Handler Unit

A. Manufacturer: Liebert, Model: PX018UA1CPS155, Serial No. N/A, Quantity: 2
B. Preventative Maintenance: **2** times per year (semiannual)
   1) Perform Monthly and Semi Annual per manufacture's recommendations
   2) Check oil level and check for oil leaks
   3) Check compressor mounts
   4) Clean coil and check fans for debris
   5) Check/Re-torque wire connections
   6) Check all refrigerant lines for leaks and vibration isolation
   7) Check blower fan impeller, check sail switch
   8) Check motor amp draw and compare with nameplate
   9) Charge refrigerant pressures
   10) Check operation sequence/set points
   11) Perform a visual inspection and check for unusual noise or vibration.
   12) Check tension, condition and alignment of blower belts. Adjust or replace as necessary.
   13) Check condition of condensate removal system and components. Service or repair as needed.

14) Check all operating and safety controls.
15) Replace and properly secure any doors or access panels removed during inspection.
16) Change filters

10. Computer Room Air Conditioning Unit (CRAC) Condenser Unit

A. Manufacturer: Liebert, Model: MSM040E1DOW225, Serial No. N/A, Quantity: 2
B. Preventative Maintenance: **2** times per year (semiannual)
   1) Perform Monthly and Semi Annual per manufacture's recommendations
   2) Check/Replace filters
   3) Clean coil and condensate pan, condensate drain
   4) Check/Test filter clog switch operation
   5) Check blower fan impeller, check sail switch
   6) Check motor amp draw and compare with nameplate
   7) Check contactors for pitting
   8) Check condenser fan motor mounts, motor(s), and blade(s) for damage.
   9) Check refrigerant system pressures and temperatures.
   10) Check oil level in compressor (where applicable).
   11) Check control systems and devised for proper operation.
   12) Check fan blades and fan housing. Clean or replace as needed to ensure proper operation.
   13) Inspect blower assembly components for wear or damage. Correct or repair as needed. Lubricate motor and blower bearings if applicable.
   14) Submit report stating existing conditions and any additional repairs or modifications that may be required.

11. Building Static Exhaust Fans

A. Manufacturer: Greenheck, Model: LBP, Serial Nos.: Unknown, Quantity: 2
B. Preventative Maintenance: **1** time per year
   1) Check operation of the units.
   2) Check associated Variable Speed Drive and service per the manufacturer's recommendations.
   3) Check electrical wiring and electrical components for proper operation.
   4) Check operation of the control circuit and the system interlocks.
   5) Inspect fan wheel or blades for damage.
   6) Inspect shaft and motor bearings.
   7) Verify proper pulley alignment.
   8) Inspect belts and replace as required.
   9) Verify proper fan belt tension.
   10) Lube all motors and bearings.
   11) Brush clean fan wheel or blades.
   12) Check all associated dampers and damper assemblies for proper operation. Clean and lubricate per manufacturer's recommendations. This includes the gravity dampers, intake, and exhaust dampers. On motor driven dampers, exercise the dampers. Check for full range of motion without binding. Check position feedback for accuracy. Service and repair as needed.
   13) Measure motor voltage and amperage.
   14) Verify integrity of housing and connections.
   15) Inspect starter/contractor and associated wiring including electrical connections for tightness. Replace or repair as needed.
   16) Check associated Variable Speed Drive and service per manufacturer's recommendations. Contractor is to provide a separate task list for annual VFD inspections. Inspections must be conducted by a manufacturer certified technician. (See inventory table for frequency)
   17) Assess field-serviceable bearing. Lubricate as necessary.
   18) Visually inspect exposed ductwork and external piping.
   19) Maintain service records and record conditions for each piece of equipment.
   20) Submit report stating existing conditions and any additional repairs or modifications that may be required.

12. Electrical Room Exhaust Fans

A. Manufacturer: Broan, Model: L300, Serial Nos.: Unknown, Quantity: 4 (one per floor)
B. Preventative Maintenance: **1** time per year
   1) Check operation of the units.
   2) Check electrical wiring and electrical components for proper operation.
   3) Check operation of the control circuit and the system interlocks.
   4) Inspect fan wheel or blades for damage.
   5) Inspect shaft and motor bearings.
   6) Lube all motors and bearings.
   7) Brush clean fan wheel or blades.
   8) Measure motor voltage and amperage.
   9) Verify integrity of housing and connections.
   10) Assess field-serviceable bearings. Lubricate as necessary.
   11) Visually inspect exposed ductwork and external piping.
   12) Maintain service records and record conditions for each piece of equipment.

13. Kitchen Exhaust Fan

A. Manufacturer: Greenheck, Model: USA-160-IMJK-OD, Serial No.: 98C06213, Quantity: 1
B. Preventative Maintenance: **1** time per year
   1) Check operation of the unit.
   2) Check electrical wiring and electrical components for proper operation.
   3) Check operation of the control circuit and the system interlocks.
   4) Inspect fan wheel or blades for damage.
   5) Inspect shaft and motor bearings.
   6) Verify proper pulley alignment.
   7) Inspect belts and replace as required.
   8) Verify proper fan belt tension.
   9) Lube all motors and bearings.
   10) Brush clean fan wheel or blades.
   11) Measure motor voltage and amperage.
   12) Verify integrity of housing and connections.
   13) Inspect starter/contractor and associated wiring including electrical connections for tightness, replace or repair as needed.
   14) Assess field-serviceable bearings. Lubricate as necessary.
   15) Visually inspect exposed ductwork and external piping.
   16) Maintain service records and record conditions for each piece of equipment.

14. 1st Floor Restroom Exhaust Fan

A. Manufacturer: Greenheck, Model: CSP-250, Serial No.: 97K07074, Quantity: 1
B. Preventative Maintenance: **1** time per year
   1) Check operation of the unit.
   2) Check electrical wiring and electrical components for proper operation.
   3) Check operation of the control circuit and the system interlocks.
   4) Inspect fan wheel or blades for damage.
   5) Inspect shaft and motor bearings.
   6) Verify proper pulley alignment.
   7) Inspect belts and replace as required.
   8) Verify proper fan belt tension.
   9) Lube all motors and bearings.
   10) Brush clean fan wheel of blades.
   11) Measure motor voltage and amperage.
   12) Verify integrity of housing and connections.
   13) Inspect starter/contractor and associated wiring including electrical connections for tightness. Replace or repair as needed.
   14) Assess field-serviceable bearings. Lubricate as necessary.
   15) Visually inspect exposed ductwork and external piping.
   16) Maintain service records and record conditions for each piece of equipment.

15. Main Building Restroom Exhaust Fan

A. Manufacturer: Marathon, Model: 6VN182TTDB4D26A, Serial No.: None, Quantity: 1
B. Preventative Maintenance: **1** time per year
   1) Check operation of the unit.
   2) Check electrical wiring and electrical components for proper operation.
   3) Check operation of the control circuit and the system interlocks.
   4) Inspect fan wheel or blades for damage.
   5) Inspect shaft and motor bearings.
   6) Verify proper pulley alignment.
   7) Inspect belts and replace as required.
   8) Verify proper fan belt tension.
   9) Lube all motors and bearings.
   10) Brush clean fan wheel or blades.
   11) Measure motor voltage and amperage.
   12) Verify integrity of housing and connections.
   13) Inspect starter/contractor and associated wiring including electrical connections for tightness, replace, or repair as needed.
   14) Assess field-serviceable bearings. Lubricate as necessary.
   15) Visually inspect exposed ductwork and external piping.
   16) Maintain service records and record conditions for each piece of equipment.

16. Edison Makeup Air Fan

A. Manufacturer: Dayton, Model: CG03, Serial No.: U5P2D, Quantity:1
B. Preventative Maintenance: **1** time per year
   1) Check operation of the unit.
   2) Check electrical wiring and electrical components for proper operation.
   3) Check operation of the control circuit and the system interlocks.
   4) Inspect fan wheel or blades for damage.
   5) Inspect shaft and motor bearings.
   6) Verify proper pulley alignment.
   7) Inspect belts and replace as required.
   8) Verify proper fan belt tension.
   9) Lube all motors and bearings.
   10) Brush clean fan wheel or blades.
   11) Measure motor voltage and amperage.
   12) Verify integrity of housing and connections.
   13) Inspect starter/contractor and associated wiring including electrical connections for tightness.
   14) Assess field-serviceable bearings. Lubricate as necessary.
   15) Visually inspect exposed ductwork and external piping.
   16) Maintain service records and record conditions for each piece of equipment.

17. Electrical Room 1st Floor DX Unit

A. Manufacturer: Liebert, Model: MM018A-P0000, Serial No.: 209N60571, Quantity: 1
B. Preventative Maintenance: **2** times per year
   1) Perform a visual inspection, check for unusual noise or vibration.
   2) Check condenser coil for fin damage. Straighten bent fins as needed.
   3) Check all operating and safety controls.
   4) Replace and properly secure any doors or access panels removed during inspection.
   5) Maintain service records and record conditions for each piece of equipment.
   6) Check refrigerant circuit for leaks.
   7) Check refrigerant system pressures and temperatures.
   8) Check condenser fan motor mounts, motor(s), and blade(s) for damage. Repair as needed. Lubricate motor bearings if applicable.
   9) Check control systems and devices for proper operation.
   10) Change filters (20x20x1) (See Filter Requirements Table).

11) Check condition of condensate removal system and components. Service or repair as needed.

18. Tankless Water Heater Model: Noritz NRC111

A. Manufacturer: Noritz, Quantity: 1

B. Preventative Maintenance: **1** time per year

1) Check venting system for any leaks or corrosion.
2) Check burner flame for a proper blue color and consistency.
3) Check and clean gas manifold
4) Check for obstruction in flow of combustion and ventilation air.
5) Operate pressure relief valve once a year.
6) Check and clean water line filters
7) Clean flame rod, sensor and ignition plug annually
8) Inspect and clean fan
9) Descale water tank annually

19. Domestic Water Pumping System

A. Manufacturer: SyncroFlo Quantity: 1

B. Preventative Maintenance: **2** time per year

1) Check for excessive noise and vibration
2) Visually inspect motor casing and base for abnormalities
3) Visually inspect electrical connections
4) Lubricate motor and pump bearings
5) Check temperatures and operating pressure
6) Check pump bearings for unusual operating temperatures
7) Check pump seal for excessive leakage

20. Air Filter Change Requirements

1) Filter changing frequency and filter types are listed in the Filter Requirements Chart.

FILTER REQUIREMENTS			
Air Handler Filters			
Quantity	Size	Type	Replacement Frequency
(35)	24x24x2	Standard/Pleated	(4) times per year
(5)	12x24x2	Standard/Pleated	(4) times per year
(35)	24x24x12	MERV 13 Pleated Filter	(1) time per year
(5)	12x24x12	MERV 13 Pleated Filter	(1) time per year
(4)	28x32x2	Standard /Pleated	(2) times per year
Outside Air Vent Filters			
(47)	24x24x2	Standard/Pleated	(2) times per year
(5)	20x24x2	Standard/Pleated	(2) times per year

21. Variable Speed Drives (VFD)Preventive Maintenance

A. Manufacturer: ABB, Quantity: 5

B. Preventative Maintenance: **1** time per year

1) Variable frequency drives are to be serviced per manufacturer recommendations.
2) VFD's manufacturer, model and serial number and location are listed in VFD chart.

ABB Preventive Maintenance Minimum Recommendations

Recommended annual actions by the user	
Connections and environment	
Cabinet door filters IP54	**R**
Quality of supply voltage	**P**
Spare parts	
Spare parts	**I**
DC circuit capacitors reforming, spare modules and spare capacitors	**P**
Inspections by user	
IP22 and IP42 air inlet and outlet meshes	**I**
Tightness of terminals	**I**
Dustiness, corrosion and temperature	**I**
Heat sink cleaning	**I**
Other	
ABB-SACE Air circuit breaker maintenance	**I**

Legend

- **I** **Inspection** (visual inspection and maintenance action if needed)
- **P** **Performance** of on/off-site work (commissioning, tests, measurements or other work)
- **R** **Replacement**

Variable Frequency Drive Inventory

Quantity	Description	Manufacture	Model No.	Serial No.	Located/Area Servicing	PM Schedule
1	VFD #1	ABB	ACH550-VCR-072A-4	Missing	Air Handler	(1) time a year
1	VFD #2	ABB	ACH550-VCR-072A-4	Missing	Air Handler	(1) time a year
1	VFD #3	ABB	ACH5401600532	Missing	Exhaust Ventilator #1	(1) time a year
1	VFD #4	ABB	ACH401600532	1984601219	Exhaust Ventilator #2	(1) time a year
1	VFD #5	ABB	ACH550-VCR-072A-4	Missing	Cooling Tower	(1) time a year

22. <u>Smoke Duct Fire Dampers and Actuators</u>

A. Manufacturer: Various, Quantity: (49) (25 – Electric; 24 – Mechanical)

B. Preventive Maintenance: **1** time per year

1) Observe damper motors and actuators through an operating cycle to check for defects or binding.
2) Linkages from actuators should be adjusted to insure blades fully open and close within the stroke or travel of the actuator
3) Blades should be checked in closed position to be sure all close tightly. Adjust as necessary.
4) Damaged blades should be replaced. Dirt, soot, lint should be removed
5) Check blade edge and side seal. Replace as necessary
6) Check pins, bushings for wear, rust and corrosion
7) Lubricate all mechanisms and moving parts
8) Caulking where used to make damper frames tight to structure should be checked and repaired as needed
9) See Fire Damper Chart Below

Fire Duct Damper Chart

DAMPER	TYPE	DAMPER	TYPE	DAMPER	TYPE	DAMPER	TYPE
1-001	Electric	2-001	Electric	3-001	Mechanical	4-001	Electric
1-002	Electric	2-002	Electric	3-002	Mechanical	4-002	Electric
1-003	Electric	2-003	Electric	3-003	Electric	4-003	Mechanical
1-004	Mechanical	2-004	Electric	3-004	Electric	4-004	Electric
1-005	Mechanical	2-005	Mechanical	3-005	Mechanical	4-005	Mechanical
1-006	Electric	2-006	Mechanical	3-006	Mechanical	4-006	Mechanical
1-007	Electric	2-007	Mechanical	3-007	Mechanical	4-007	Mechanical
1-008	Electric	2-008	Mechanical	3-008	Mechanical	4-008	Electric
1-009	Mechanical	2-009	Mechanical	3-009	Mechanical	4-009	Electric
		2-010	Mechanical	3-010	Electric	4-010	Electric
		2-011	Mechanical	3-011	Electric	4-011	Electric
		2-012	Mechanical	3-012	Electric		
		2-013	Mechanical	3-013	Electric		
		2-014	Mechanical				
		2-015	Electric				
		2-016	Electric				

23. HVAC Variable Air Volume (VAV) Boxes, Reheat Coils and Hot Water Valves

A. Manufacture: Various Quantity: (95) (60)- Reheat (35) - No Reheat

B. Perform annual preventive maintenance tasks per VAV PM Task List Chart below

Note: The District will assist Contractor with building automation control adjustments to complete PM tasks.

VAV Preventive Maintenance Task List

Component	Action	Annually
VAV Box – Duct Connections	Check VAV box duct connections for leakage or movement. Verify that hangers and mountings are secure.	X
VAV Box Zone Temperature Sensor (Thermostat)	Verify function and accuracy (compared to calibrated value). Check signal to controller to verify corresponding control, damper action, and minimum setting.	X
VAV Box – Airflow Sensor	Verify function of flow sensor (compared to calibrated value) and corresponding control of box damper. Clean sensor per manufacturer's recommendations.	X
VAV Box – Controls	Verify function by technology type and per manufacturer's recommendations: Pneumatic – check for air leaks in hoses and fittings. Electronic – check for proper electrical connections. Direct Digital Control (DDC) – check for proper connections corresponding to damper action.	
VAV Box – Damper	Check seals and alignment in duct.	X
VAV Box – Damper Linkage and Control	Check linkage for tension and position relative to control point. Lubricate per manufacturer's recommendation. Verify minimum and maximum positions are correct.	X
VAV Box – Filter (if present)	Check, clean, and/or replace filters on all fan-powered VAV boxes. Change per manufacturer's recommendations.	X
VAV Box – Hydronic Reheat (if present)	Check and clean reheat coil using spray cleaner, wire brush and air pressure. **Check control valve and fittings for water leaks**, and check coil for cleanliness and fin condition.	X

		BOX INFORMATION								REHEAT VALVES			
Item#	Floor / Rm #	Zone # (Tag #)	Served By	AAR Addres	CM Address	Box Size	Cool Max CFM	Heat Max CFM	Cool/Heat Min CFM	Valve+Actuator #	Valve Size	Config. Type	Proportional /
1	3rd Floor / 2530	VAV3-1	AHU-1	13	1	14	1690	500	500	B-312+LR24	1/2"	3-Way	Floating
2	3rd Floor / 2214	VAV3-2	AHU-1	13	2	10	740	190	190	B-210+LR24	1/2"	2-Way	Floating
3	3rd Floor / 2258	VAV3-3	AHU-1	13	3	12	900	230	230	B-212+LR24	1/2"	2-Way	Floating
4	3rd Floor / 2147	VAV3-4	AHU-1	13	4	12	1210	320	320	B-212+LR24	1/2"	2-Way	Floating
5	3rd Floor / 2254	VAV3-5	AHU-1	13	5	10	1250	330	330	B-210+LR24	1/2"	2-Way	Floating
6	3rd Floor / 2120	VAV3-6	AHU-1	13	6	10	700	-	180				
7	3rd Floor / 2498	VAV3-7	AHU-1	13	7	6	500	-	110				
8	3rd Floor / 2282	VAV3-8	AHU-1	13	8	12	1480	-	370				
9	3rd Floor / 2169	VAV3-9	AHU-1	13	9	16	2000	500	500	B-312+LR24	1/2"	3-Way	Floating
10	3rd Floor / 2277	VAV3-10	AHU-1	13	10	4	140	-	40				
11	3rd Floor / 2458	VAV3-11	AHU-1	13	11	8	720	180	180	B-210+LR24	1/2"	2-Way	Floating
12	3rd Floor / 2543	VAV3-12	AHU-1	13	12	8	610	-	180				
13	3rd Floor / 2125	VAV3-13	AHU-1	13	13	12	1440	300	300	B-211+LR24	1/2"	2-Way	Floating
14	3rd Floor / 2253	VAV3-14	AHU-1	13	14	12	1440	360	360	B-211+LR24	1/2"	2-Way	Floating
15	3rd Floor / 2154	VAV3-15	AHU-1	13	15	6	360	-	90				
16	3rd Floor / 2256	VAV3-16	AHU-1	13	16	5	250	-	80				
17	3rd Floor / 2313	VAV3-17	AHU-1	13	17	5	250	-	80				
18	3rd Floor / 2213	VAV3-18	AHU-1	13	18	10	600	-	150				
19	-	VAV3-19	NOT USED										
20	3rd Floor / 2449	VAV3-20	AHU-1	13	20	12	830	-	230				
21	3rd Floor / 2168	VAV3-21	AHU-1	13	21	6	450	-	110				
22	3rd Floor / 2160	VAV3-22	AHU-1	13	22	12	1440	370	370	B-212+LR24	1/2"	2-Way	Floating
23	3rd Floor / 2429	VAV3-23	AHU-1	13	23	10	800	-	400				
24	3rd Floor / 2408	VAV3-24	AHU-1	13	24	12	800	-	400				
25	3rd Floor / 2285	VAV3-25	AHU-1	13	25	6	345	90	90		1/2"	2-Way	Floating
26	3rd Floor / 2139	VAV3-26	AHU-1	13	26	-	2670	665	665		1/2"	2-Way	Floating
27	3rd Floor / 2319	VAV3-27	AHU-1	13	27	8	400	-	200				

		BOX INFORMATION								REHEAT VALVES			
Item#	Floor / Rm #	Zone #	Served	AAR	CM	Box Size	Cool	Heat	Cool/Heat	Valve+Actua	Valve	Config.	Proportional
1	4th Floor / 2203	VAV4-7	AHU-1	14	7	10	1080	210	210	B-311+LR24	1/2"	2-Way	Floating
2	4th Floor / 2430	VAV4-8	AHU-1	14	8	12	1540	350	350	B-212+LR24	1/2"	2-Way	Floating
3	4th Floor / 2279	VAV4-9	AHU-1	14	9	12	1500	360	360	B-212+LR24	1/2"	2-Way	Floating
4	4th Floor / 2351	VAV4-10	AHU-1	14	10	10	900	240	240	B-210+LR24	1/2"	2-Way	Floating
5	4th Floor / 2248	VAV4-11	AHU-1	14	11	12	1470	350	350	B-210+LR24	1/2"	2-Way	Floating
6	4th Floor / 2435	VAV4-12	AHU-1	14	12	12	1320	310	310	B-212+LR24	1/2"	2-Way	Floating
7	4th Floor / 2423	VAV4-13	AHU-1	14	13	6	310	130	130	B-209+LR24	1/2"	2-Way	Floating
8	4th Floor / 2464	VAV4-14	AHU-1	14	14	8	620	210	210	B-210+LR24	1/2"	2-Way	Floating
9	4th Floor / 2365	VAV4-15	AHU-1	14	15	10	880	220	220	B-211+LR24	1/2"	2-Way	Floating
10	4th Floor / 2377	VAV4-16	AHU-1	14	16	8	480	120	120	B-210+LR24	1/2"	2-Way	Floating
11	4th Floor / 2339	VAV4-17	AHU-1	14	17	10	960	240	240	B-211+LR24	1/2"	2-Way	Floating
12	4th Floor / 2334	VAV4-18	AHU-1	14	18	12	1680	420	420	B-212+LR24	1/2"	2-Way	Floating
13	4th Floor / 2393	VAV4-19	AHU-1	14	19	8	480	120	120	B-210+LR24	1/2"	2-Way	Floating
14	4th Floor / 2333	VAV4-20	AHU-1	14	20	8	430	140	140	B-210+LR24	1/2"	2-Way	Floating
15	4th Floor / 2260	VAV4-21	AHU-1	14	21	8	660	-	170				
16	4th Floor / 2385	VAV4-22	AHU-1	14	22	6	300	80	80	B-209+LR24	1/2"	2-Way	Floating

ATTACHMENT AD 1-3

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
EMPLOYEE CALENDAR 2022-2023

	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Holidays
						1	2	
JULY	3	**4**	5	6	7	8	9	Independence Day: July 4
	10	11	12	13	14	15	16	
	17	18	19	20	21	22	23	
	24	25	26	27	28	29	30	
	31	1	2	3	4	5	6	
AUGUST	7	8	9	10	11	12	13	
	14	15	16	17	18	19	20	
	21	22	23	24	25	26	27	
	28	29	30	31	1	2	3	
SEPTEMBER	4	**5**	6	7	8	9	10	Labor Day: September 5
	11	12	13	14	15	16	17	
	18	19	20	21	22	23	24	
	25	26	27	28	29	30	1	
OCTOBER	2	3	4	5	6	7	8	
	9	10	11	12	13	14	15	
	16	17	18	19	20	21	22	
	23	24	25	26	27	28	29	
	30	31	1	2	3	4	5	
NOVEMBER	6	7	8	9	10	**11**	12	Veterans Day: November 11
	13	14	15	16	17	18	19	
	20	21	22	23	**24**	**25**	26	Thanksgiving: November 24-25
	27	28	29	30	1	2	3	
DECEMBER	4	5	6	7	8	9	10	
	11	12	13	14	15	16	17	
	18	19	20	21	22	23	24	
	25	**26**	**27**	**28**	**29**	**30**	31	Holiday Recess: December 26-30
JANUARY	1	**2**	3	4	5	6	7	New Year's Day: January 1; January 2 (Observed)
	8	9	10	11	12	13	14	
	15	**16**	17	18	19	20	21	Martin Luther King Jr. Day: January 16
	22	23	24	25	26	27	28	
	29	30	31	1	2	3	4	
FEBRUARY	5	6	7	8	9	10	11	
	12	13	14	15	16	**17**	18	Lincoln's Birthday: February 12; February 17 (Observed)
	19	**20**	21	22	23	24	25	Presidents Day: February 20
	26	27	28	1	2	3	4	
MARCH	5	6	7	8	9	10	11	
	12	13	14	15	16	17	18	
	19	20	21	22	23	24	25	
	26	27	28	29	30	**31**	1	César Chávez Day: March 31
APRIL	2	3	4	5	**6**	**7**	8	Spring Break: April 6-7 (Days for Cont. Ed. will be different)
	9	10	11	12	13	14	15	
	16	17	18	19	20	21	22	
	23	24	25	26	27	28	29	
	30	1	2	3	4	5	6	
MAY	7	8	9	10	11	12	13	
	14	15	16	17	18	19	20	
	21	22	23	24	25	26	27	
	28	**29**	30	31	1	2	3	Memorial Day: May 29
JUNE	4	5	6	7	8	9	10	
	11	12	13	14	15	16	17	
	18	**19**	20	21	22	23	24	Juneteenth: June 19
	25	26	27	28	29	30		

Board Approved: February 14, 2022