

ANNEX 1
TERMS OF REFERENCE
OAS – Main Building (MNB) – Heat Pump Rooftop Units Replacement

The Department of General Services (DGS) of the General Secretariat of the Organization of American States (GS/OAS) is seeking to improve the condition of the Main Building located at the corner of 17th St., NW and Constitution Ave., NW Washington DC 20006, by renovating existing mechanical equipment.

1. Objective

This performance contract's objective is to replace two (2) existing rooftop units (RTUs) at the MNB with two (2) new Heat Pump rooftop units (RTUs), servicing the Secretary General Office and Chief of Staff's office area. See the plan attached.

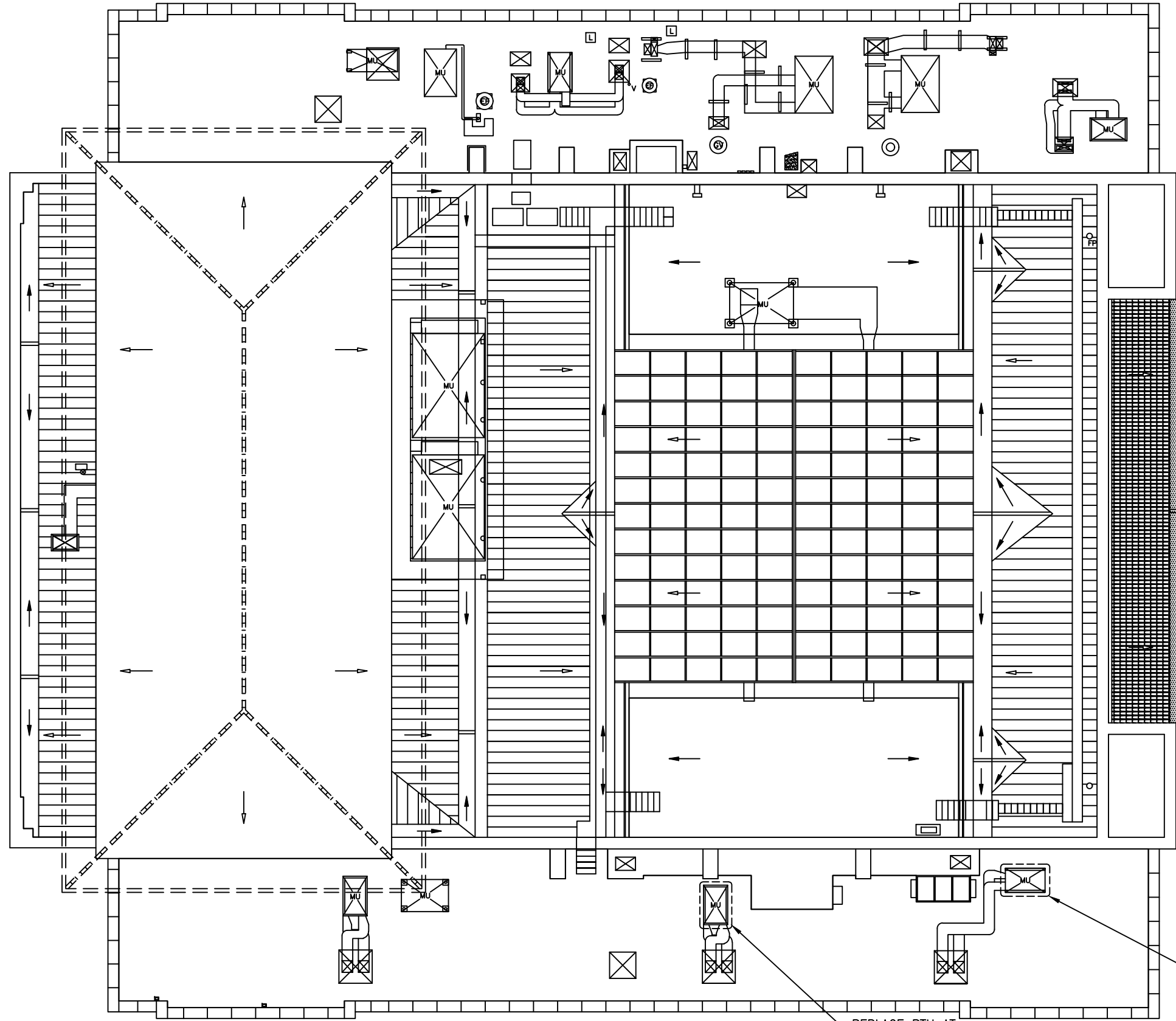
2. Scope of Work (items included but not limited to)

- Removal and installation work of RTUs to be completed on the weekend (Friday to Monday), starting with the disconnection of units on a Friday evening after 2 pm, with project completion by the following Monday, weather permitting.
- Disconnect all power wiring, control wiring, ductwork, and condensate lines from two (2) existing RTUs.
- Recover refrigerant and dispose according to EPA guidelines.
- Remove the (2) existing rooftop units and ductwork as needed.
- Remove 2 RTUs from the roof. OAS to keep old RTUs.
- Prepare ductwork connections for the new RTUs.
- Remove the roofing membrane to expose the metal decking where the existing RTUs were resting. (for roof curbs installation).
- Provide and install 16" tall roof curbs for new RTUs to rest on.
- Flash the roof curbs to the roof before RTU installation.
- Provide and install (2) new RTUs on roof curbs. *See specifications below.
- Provide and install new return and new supply duct for the (2) new RTUs.
- All new ductwork to be 1" sound lined.
- Provide and install insulation as needed on new duct work, for the supply and the return for new RTUs.
- Upgrade existing electrical wiring, disconnects, etc., as needed.
- Reconnect the existing power/control wiring & ductwork to the new RTUs.
- Provide and install economizers and manual outside air kits on each of the (2) new RTUs.
- Provide and install new 1" condensate drain lines on the (2) new RTUs. Drain lines will be installed to the nearest roof drains.
- Provide and install new 7-day programmable (NEST) thermostats for the new RTUs.
- Perform the startup of each new RTU.
- Test and balance new RTUs.
- Record operational readings on new (2) RTUs.
- Clean up all work areas of all debris.
- Provide a full (3) three-year warranty on workmanship.
- Provide a full (3) three-year equipment manufacturer's warranty.

Additional Items:

- Any additional repairs/adjustments outside the scope of work as listed above.

*New (2) RTUs to be High-Efficiency heat pumps, 5 TON min. with heat kits, and BacNet interface cards to connect to BAS communications capability.



MAIN BUILDING ROOF PLAN

NOT TO SCALE

DRAWN DESIGNED CHECKED SCALE	RVC	REFERENCES	DATE	SEPT. 30, 2024
		PLAT Bk. PLAT No.	SHEET	1 OF 1
		LIBER	JOB No.	MNB-02-24
		FOLIO	CLIENT	
		FIELD BOOK PAGE No.	ORGANIZATION OF AMERICAN STATES	
	NTS		OAS MNB RTUs REPLACEMENT 200 17th STREET, NW WASHINGTON DC 20006	