



404 S. CENTRE DRIVE
GENOA, IL 60135

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HVAC@SERVICECONCEPTSINC.COM

MECHANICAL MAINTENANCE AGREEMENT
PREPARED FOR

Central School District # 301
275 South Street
Burlington, Illinois 60109

Dan Polowy
Director of Maintenance

Terms of Agreement

It is mutually understood that the listed equipment is in proper operating condition. Upon the initial service or seasonal start-up, would any repairs be necessary, this agreement will not be binding until these repairs have been performed by Service Concepts Inc. at prevailing labor and material rates.

This agreement does not provide any additional labor or material which might be necessary in the replacement or repair of obsolete equipment and non-moving parts as indicated in limitations.

Alterations, additional, adjustments or repairs by others, unless authorized by Service Concepts, Inc. shall, at the option of Service Concepts, Inc. terminate our obligation under this agreement.

Repairs required as a result of improper operation, negligence, misuse, rust or corrosion, or obsolescence of equipment, or by any cause beyond Service Concepts, Inc. control shall be paid by the Owner at the prevailing labor and material rates.

It is further understood that reasonable access will be provided to equipment. Any modifications necessary to provide access to equipment will be at the Owner's expense.

Owner shall provide effective air filter service if not included as a optional service under this agreement.

Service Concepts, Inc. is not responsible for loss of business, consequential damages, delays or repairs caused or necessitated by damage due to freezing, flooding, fire, willful abuse, accidents, strikes, lockouts, acts of God, or acts of Governments, war, civil commotion, riots, explosions, delay in transporation, corrosion or malicious mischief.

In the event of delinquency of payment, Service Concepts, Inc., at its options may withhold performance of scheduled services. In the event collection action is take, Owner shall be obligated for collection costs including reasonable attorney's fees and court cost.

No other agreement, expressed or implied, oral or written, shall limit or qualify the terms of this agreement unless evidenced by an additional written agreement signed by both parties.

PREVENTATIVE MAINTENANCE AGREEMENT

Central School District # 301

Purchaser agrees to pay seller for sum of **1800** hours of service labor per year for a period of three (3) years at the following rates with the effective date of July 1, 2025 and payable as follows:

1st year-\$144.00 per hour (\$21,600.00 per month)
2nd year-\$150.00 per hour (\$22,500.00 per month)
3rd year-\$156.00 per hour (\$23,400.00 per month)

REPAIR AND EMERGENCY SERVICE

Services performed at other times outside the 7:00 AM and 3:30 PM times shall be billed at time and a half rates and reduce the hours remaining within the 1800 hours accordingly.

Services performed on Holidays or Sundays shall be charged at double rates and reduce the hours remaining within the 1800 hours of service labor purchased accordingly.

All necessary repairs and emergency service labor will be provided per the terms and conditions of this agreement by Service Concepts, Inc. All repair and emergency service labor will be invoiced in addition to this agreement.

ANNUAL AGREEMENT REVIEW

This contract may be reopened to purchase additional blocks of service hours. They may be purchased in 100 hour blocks at the current year's contract rate until June 30, 2029, where upon the contract will be reviewed for renewal.

Notice of proposed adjustments to the annual price will be provided to purchaser at least thirty (30) days prior to the agreement renewal date.

Service Concepts Inc. agrees to allow employee background checks by the District at the District's expense for any employees working on school property.

Contract #_ 34922



SERVC-1

OP ID: SA

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/02/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
AssuredPartners - Vernon Hills
977 Lakeview Parkway, Ste 105
Vernon Hills, IL 60061
Scott J. Anderson

847-367-2633

CONTACT Scott J. Anderson

PHONE (A/C, No, Ext): 847-367-2633

FAX (A/C, No): 847-367-2638

E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: SECURA Insurance Companies

22543

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

INSURED
Service Concepts, Inc.
404 S. Centre Drive
Genoa, IL 60135

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENTL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	X	CP3415784	07/13/2024	07/13/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPROP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			A3415785	07/13/2024	07/13/2025	COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTIONS 10,000			CU3415787	07/13/2024	07/13/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WC3415786	07/13/2024	07/13/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER EL. EACH ACCIDENT \$ 1,000,000 EL. DISEASE - EA EMPLOYEE \$ 1,000,000 EL. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Additional Insured is added to the GL policy with respects to work performed by the named Insured as required by written contract/agreement: Central Unit School District 301. A GL & WC Waiver of Subrogation applies in favor of the additional Insured.

CERTIFICATE HOLDER

CUSD301

Central Unit School District
301
PO Box 396
Burlington, IL 60109

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

EFFECTIVE DATE

This Service Concepts, Inc. maintenance agreement shall begins on the above mentioned date and shall continue for a period of (1) year and from year to year thereafter until terminated. Either party may terminate this agreement upon thirty (30) days written notice prior to the anniversary of the agreement. A finance charge of 1.1/2% per month will be added to all invoices more than thirty (30) days old.

All parts and material cost shall be extra and shall be invoices as needed.

BY Service Concepts Inc.

BY _____

SIGN *Russ Harrelson*

SIGN _____

TITLE President

TITLE _____

DATE 04-11-2025

DATE _____

Contract # 34922

SCHEDULE OF MECHANICAL SERVICES

Split Systems

Service Concepts Inc. agrees to perform the services described below as part of our inspections of the split systems as required.

Two inspections during the year will be made to include the following:

1. Energize crankcase heater
2. Lubricate motor bearings
3. Lubricate fan bearings
4. Check drives and adjust belt
5. Inspect and tighten electrical connections
6. Check suction, oil and discharge pressures
7. Leak test and advise
8. Check oil pressure and compressor safety controls
9. Check refrigerant controls and adjust if required
10. Check starter contactors
11. Check refrigerant charge, add if required, invoice additionally
12. Clean and inspect heat exchangers
13. Check combustion controls and clean burner
14. Check rotation of fans
15. Check compressor voltage and amperage
16. Check operation of burner sequence, also safety check same
17. Lubricate fan motors
18. Replace all disposable filter twice per year
19. Replace belts once per year

Note: Power washing of condenser coils will be invoiced additionally, if required, with prior authorization.

SCHEDULE OF MECHANICAL SERVICES

Package Rooftop Units

Service Concepts Inc. agrees to perform the services described below as part of our inspection of the package rooftop units as required.

Two inspections during the year will be made to include the following

1. Energize crankcase heater
2. Lubricate motor bearings
3. Lubricate fan bearings
4. Check drives and adjust belt
5. Inspect and tighten electrical connections
6. Check suction, oil and discharge pressures
7. Leak test and advise
8. Check oil pressure and compressor safety controls
9. Check refrigerant controls and adjust if required
10. Check starter contactors
11. Check refrigerant charge, add if required, invoice additionally
12. Clean and inspect heat exchangers
13. Check combustion controls and clean burner
14. Check rotation of fans
15. Check compressor voltage and amperage
16. Check operation of burner sequence, also safety check same
17. Lubricate fan motors
18. Replace all disposable filter twice per year
19. Replace belts once per year

Note: Power washing of condenser coils will be invoiced additionally, if required, with prior authorization.

SCHEDULE OF MECHANICAL SERVICES

Evaporative Condensers

Service Concepts Inc. agrees to perform the services described below as part of our inspection of the evaporative condensers as required.

Two inspections during the year will be made to include the following:

1. Inspect the cooling towers two times during the cooling season
2. Clean the surfaces of the units
3. Lubricate blower shaft bearings
4. Check operation of the units
5. Check control system for these units
6. Change belts at the start of the cooling season
7. Drain and wash out the units at the end of the cooling season

SCHEDULE OF MECHANICAL SERVICES

Hot Water Boilers

Service Concepts Inc. agrees to perform the services described below as part of our inspection of the hot water boilers.

One inspection during the year will be made to include the following:

1. Inspect combustion controls
2. Check safety relief valves
3. Check and clean pilot assemblies
4. Check flue piping for corrosion and down drafting
5. Replace thermocouple (if applicable)
6. Inspect piping and connections
7. Check low water cutoff
8. Check water makeup system
9. Check combustion air damper assembly
10. Inspect water level gauge glass and controls
11. Inspect and tighten all electrical connections
12. Check for downdrafting