



VENTILATION LTD

AIR CONDITIONING
VENTILATION
DUST & FUME CONTROL
DESIGN
INSTALLATION
MAINTENANCE

Reference C 4538.M
Dated: 19th October 2020

Cloudwater Brew Co.
7-8, Piccadilly Trading Estate,
Manchester
M1 2NP

For the attention of Ms Dianne Tanner

Dear Dianne,

Re: Cloudwater Brew Co. 7-8 Piccadilly Trading Estate, Manchester, M1 2NP.

Maintenance Proposal

Our proposal would be to carry out two visits at regular six-monthly intervals during a twelve-month period. This service would be carried out in accordance with our standard checklist applicable to the equipment. The checklist is used during each visit and applicably completed as each operation is carried out. On completion this would be presented to a site representative for signature and a copy sent to you after each visit for future reference.

Minor adjustments found to be necessary to improve the performance of the equipment would be carried out during the service. Major repairs or replacement parts would only be carried out or installed upon receipt of your instructions.

This offer does not include for replacement parts, emergency call outs or building management control systems.

Our offer provides regular maintenance of your equipment by specialist operatives. Regular maintenance can ensure that any malfunction is detected and corrected in good time and minimizes the possibility of serious damage. Regular maintenance also ensures the maximum operating life of your equipment and can prevent possible warranty problems.

We would at your request be pleased to submit our contract documents for your approval.

We hope this correspondence meets with your approval, but should you have any queries whatsoever please do not hesitate to contact the undersigned.

We trust the above is sufficient for your immediate requirements and look forward to receiving your further instructions.

Yours faithfully
AC Ventilation Limited

Corey Fairweather

Email: corey@acventilation.com
Phone: 01706 656 204

Equipment List

Air Conditioning

Twin Split System

2no Mitsubishi PLA-RP71 Ceiling Mounted Indoor Cassette Units
1no Mitsubishi PUHZ-P140 Outdoor Condensing Unit

Ventilation

HRU

1no Systemair TOPVEX FR08-HW/A Heat Recovery Ventilation Unit

Costing Schedule.

To carry out all the works as described within this correspondence our charges would be as follows: -

£960.00 nett

Total per annum

Based on Two Visits per annum @ £480.00 per visit.

Chargeable in two equal installments after each visit, **all units assumed accessible.**

All prices quoted do not include for Value Added Tax, which would be charged at the applicable rate at the time of invoice.

Payment

The agreed terms of payment shall be 30 days from the date of invoice unless otherwise agreed in writing between both parties and must be strictly observed. Any query must be notified in writing, within 7 days of the invoice date.

Call Out Procedure

TEL: 01706 656 204

1. State Name of Company and Nature of the Call out.
2. When Possible Please Quote the Warranty Ref No. (Where applicable)
3. Urgency of the Call Out (i.e. response time required)

This information will be taken by a member of our staff and passed to one of our Supervisor, who will allocate the call out to one of our engineers.

Maintenance Method Statement

Air Cooled Condensing Unit

- 1a) External inspection for signs of weathering and general deterioration, i.e., control panels, Fan guards, isolators, fixing and holding down fasteners.
- 2a) Check operation and condition of all external interlocks.
- 3a) Check fan motors and drives.
- 4a) Remove condenser guards, carry out clean on condensers if required.
- 5a) Remove all control panel covers; inspect all mechanical and electrical components.

Compressors

- 1b) Carry out earth insulation tests on motor windings.
- 2b) Connect system analyser to compressors, record discharge and suction temperatures, Pressures and hours run if applicable.
- 3b) Check operation and condition.
- 4b) Check operation of oil sump heaters.
- 5b) Check operation of unloader assembly and solenoid valves.
- 6b) Check noise and vibration.
- 7b) Check compressor starting and running currents. Supply voltages, record.

Refrigerant Circuit

- 1c) Check operation and condition of thermostatic expansion valves, record superheats Condition.
- 2c) Check operation and conditions of all solenoid valves.
- 3c) Check pipe work brackets and insulation.
- 4c) Check system for refrigerant leaks.
- 5c) Check refrigerant charge – add refrigerant if required.
- 6c) Record system operation log.
- 7c) Check reversing valve if applicable.

Controls and Safety's

- 1d) Check operation of all high and low-pressure safety cutout controls.
- 2d) Check operation of all discharge pressure controls and three phase fan speed controllers, Where applicable.
- 3d) Check operations of liquid line injection valve control if applicable.
- 4d) Check operation and conditions of all printed circuit boards, time guard circuits and Winter start override relays.
- 5d) Check all timer relay set points.

Note: - All safety's and controls will be checked during routine maintenance.
Adjustments will be made is necessary.

Wiring and Starters

- 1e) Check all cable terminations, re-terminate and tighten if required.
- 2e) Check for moisture in electrical compartments.
- 3e) Check operations and condition of all controls, relays and electrical starters.
- 4e) Remove flash guards/covers from compressor star/data starter assembly and inspect.
- 5e) Check phase protection and voltage relay

General: -

Record conditioned space temperatures.
Report to site representative on commencement and completion of works.