ESTIMATE

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ESTIMATE #: EST-01210
VALID UNTIL: April 21, 2026

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SUBMITTED BY

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SUBMITTED TO

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SCOPE OF WORK

1. Project Overview

Alpha Tech Corporation will provide labor, materials, supervision, project coordination, startup support, and closeout documentation necessary to replace selected aging HVAC equipment, improve system reliability, upgrade control integration, and perform corrective and preventive maintenance measures throughout the property. The intent of this project is to restore dependable operation to the building's comfort cooling systems, reduce downtime, improve tenant comfort, and create a clearer maintenance baseline for future service.

This project includes the removal and replacement of identified split-system components, inspection and servicing of associated electrical and condensate systems, limited duct and air distribution corrections, thermostat/control upgrades where noted, and operational testing of affected equipment. In addition, Alpha Tech Corporation will document deficiencies observed during the work and provide

recommendations for future phases that may further improve efficiency, indoor comfort, and maintainability.

The work is intended to be completed in occupied commercial space. Because the property will remain active during construction, Alpha Tech Corporation will coordinate scheduling to minimize disruption to tenants and staff wherever reasonably possible.

2. Objective

The primary objectives of this project are as follows:

- Replace failed or end-of-life HVAC components serving selected suites and common areas.
- Restore reliable cooling performance and proper airflow.
- Correct visible installation deficiencies affecting operation, drainage, accessibility, or serviceability.
- Improve temperature control through upgraded thermostats and basic control verification.
- Establish a documented post-project maintenance condition for the serviced systems.
- Reduce service calls caused by recurring nuisance issues such as clogged drain lines, poor condensate management, dirty evaporator coils, failed capacitors, weak contactors, and deteriorated insulation.
- Provide the property with a cleaner operational baseline for future budgeting and maintenance planning.

3. Existing Conditions

Based on the initial walkthrough and preliminary field observations, the property currently presents a mix of aging HVAC equipment, inconsistent maintenance history, and multiple recurring operational issues. Observed and reported concerns include, but are not limited to, the following:

- Several condensing units and air-handling units are beyond typical mid-life service condition.
- Certain suites experience insufficient cooling during peak afternoon load.
- Multiple drain lines show signs of poor slope, biological buildup, or prior overflow.
- Existing insulation on selected refrigerant lines is weathered, cracked, or missing.
- Electrical disconnects, whips, and low-voltage terminations in some areas appear disorganized or aged.
- Some thermostats are outdated, unreliable, or improperly located.

- Access panels and unit cabinets show signs of repeated service with missing screws or worn hardware.
- Filters at multiple units were found either heavily loaded or not installed to best practice.
- Existing controls are functional in some areas but inconsistent across the property.
- Deferred maintenance has likely contributed to repeated comfort complaints and higher service frequency.

These observations are preliminary and may expand once equipment is opened, tested under load, and inspected more closely during the performance of the work.

4. Scope of Work

Alpha Tech Corporation shall furnish all necessary labor, standard tools, supervision, and commonly required incidental materials to complete the following scope:

4.1 MOBILIZATION AND SITE COORDINATION

- Coordinate with property management to establish work sequence, access windows, staging areas, and tenant notification requirements.
- Confirm affected equipment tags, suite locations, and service areas prior to beginning removal or installation work.
- Protect adjacent finishes, flooring, and nearby work areas from dust, debris, and incidental damage resulting directly from the work.
- Maintain orderly work areas and perform daily housekeeping during active phases of the project.
- Comply with reasonable building access rules, sign-in procedures, and noise limitations communicated before work begins.

4.2 EQUIPMENT REMOVAL

- Isolate and disconnect designated HVAC equipment scheduled for replacement.
- Recover refrigerant in accordance with applicable practices and legal requirements.
- Remove selected condensing units, evaporator coils, air handlers, thermostats, damaged disconnects, compromised drain piping, and other specifically identified components as needed for the replacement work.
- Remove and legally dispose of replaced materials generated directly by this scope unless otherwise noted by owner.
- Cap, secure, or temporarily protect exposed openings and connections during transition phases.

4.3 INSTALLATION OF NEW HVAC EQUIPMENT

- Furnish and install new HVAC equipment as identified in the proposal schedule or equipment list.
- Set and secure condensing units on existing pads when serviceable, or furnish minor leveling/shimming as needed for stable installation.
- Install matching indoor components, including evaporator coils or air handlers, where part of the approved project.
- Reconnect refrigerant piping using best-practice workmanship standards.
- Pressure test, evacuate, and charge systems in accordance with manufacturer guidelines.
- Install or reconnect electrical whips, disconnects, low-voltage controls, and condensate piping associated with the replaced systems.
- Verify rotational direction, blower performance, refrigerant pressures, and temperature split during startup.
- Label newly installed equipment where practical for easier future maintenance identification.

4.4 REFRIGERANT LINE AND INSULATION WORK

- Reuse existing refrigerant lines only where line condition, size, length, accessibility, and compatibility are acceptable.
- Where approved or necessary, replace exposed line set sections that are damaged, leaking, or non-compliant with the needs of the new system.
- Insulate refrigerant suction lines with UV-resistant or exterior-suitable insulation in exposed areas.
- Seal wall penetrations at affected work points with standard finishing appropriate to mechanical scope.
- Perform nitrogen purge during brazing where applicable and feasible based on access and system conditions.

4.5 CONDENSATE DRAIN IMPROVEMENTS

- Inspect primary condensate drain piping serving the replaced or serviced units.
- Flush accessible drain lines and clear minor obstructions.
- Replace visibly cracked, improperly trapped, poorly sloped, or deteriorated drain piping directly associated with the equipment in scope.
- Install auxiliary drain safety devices, float switches, or overflow protection where included in the approved equipment/control configuration.

- Confirm proper drainage during startup and final testing.

4.6 ELECTRICAL AND CONTROLS WORK

- Verify proper voltage to each replaced unit before startup.
- Replace failed or unsafe disconnects, contactors, capacitors, and low-voltage wiring directly tied to the systems in this scope where required for functional startup.
- Furnish and install new programmable or smart thermostats where listed in the approved project package.
- Confirm thermostat communication, call sequence, fan operation, compressor engagement, and heating/cooling mode transitions where applicable.
- Perform basic control verification to ensure the new or serviced equipment responds correctly to user input and normal call conditions.
- Minor control integration may be performed where existing conditions reasonably allow; however, full BAS/BMS programming is excluded unless specifically stated elsewhere in writing.

4.7 AIR DISTRIBUTION AND MINOR DUCT CORRECTIONS

- Inspect accessible supply and return connections at the replaced units.
- Re-secure loose flex connections, repair minor accessible air leaks at plenum transitions, and improve visible airflow restrictions where practical.
- Straighten, seal, or reconnect short accessible duct sections directly impacted by the replacement work.
- Adjust supply registers and verify basic airflow balance to the extent reasonably achievable without a full test-and-balance scope.
- Recommend additional duct corrections separately if major leakage, sizing issues, collapsed flex, or inaccessible defects are discovered.

4.8 COIL CLEANING AND MECHANICAL SERVICE

- Clean accessible evaporator and condenser coils on affected systems where condition warrants and where safe access is available.
- Inspect blower wheel condition, motor amperage, and fan operation.
- Replace standard wear items such as contactors, capacitors, and air filters where included in the approved material list or where necessary for proper startup of the replaced equipment.
- Tighten accessible electrical terminals during service.

- Inspect for visible oil residue, vibration, corrosion, damaged insulation, or abnormal noise.

4.9 FUNCTIONAL TESTING AND STARTUP

- Start each affected system after installation or service completion.
- Verify cooling cycle operation, blower response, thermostat command, drain function, suction and liquid pressures, temperature differential, and overall operating condition.
- Observe equipment for abnormal vibration, noise, short cycling, or visible refrigerant issues.
- Make reasonable startup adjustments necessary to place the equipment into normal operation.
- Record startup readings for internal documentation and turnover summary.

4.10 DOCUMENTATION AND CLOSEOUT

- Provide a closeout summary listing work completed, replaced major components, startup status, and notable observations.
- Provide manufacturer information and standard warranty documentation for newly installed equipment where applicable.
- Identify any remaining deficiencies observed outside the approved scope that may require future attention.
- Provide recommended preventive maintenance intervals for the systems affected by this project.

5. Detailed Deliverables

At project completion, Alpha Tech Corporation shall provide the following deliverables:

- Completed installation and service work as described in this scope.
- Summary of equipment replaced and areas serviced.
- Startup and basic operational verification notes.
- Warranty documentation for installed equipment and major components, when supplied by manufacturer.
- List of observed deficiencies or recommended future repairs outside current scope.
- Final invoice package reflecting the approved scope, change orders if any, and project completion status.

6. Exclusions

Unless specifically included in writing, the following items are excluded from this scope of work:

- Structural modifications, roof framing changes, curb fabrication, crane service, or engineered structural review.
- Major roofing work, waterproofing, or permanent roof system restoration.
- Full building automation system integration, custom software programming, or third-party controls licensing.
- Test and balance by certified TAB contractor.
- Duct replacement beyond minor accessible corrections.
- Asbestos abatement, mold remediation, hazardous material testing, or environmental consulting.
- Painting, finish carpentry, drywall replacement beyond minor mechanical patching, or decorative restoration.
- Fire alarm modifications, fire damper certification, life safety engineering, or code consulting not directly tied to basic mechanical replacement.
- Utility company upgrades or service changes.
- Replacement of concealed piping, inaccessible ductwork, or hidden infrastructure unless discovered and approved by change order.
- Permits, permit expediting, inspection fees, or after-hours building fees unless specifically listed.
- Temporary cooling equipment unless separately quoted.
- Full load calculations, engineered design, stamped drawings, or energy modeling unless expressly included.
- Work on systems not identified in the approved proposal or later authorized in writing.

7. Assumptions

This proposal and scope are based on the following assumptions:

- Existing utility service is adequate for the equipment being installed.
- Equipment access is reasonably available during normal agreed work hours.
- Existing pads, supports, and mounting locations are generally reusable unless visibly unserviceable.
- Existing branch electrical circuits are suitable and code-acceptable for reconnection unless obvious deficiencies are discovered.
- Areas of work will be made accessible by owner or property management.
- Normal noise, temporary access interruption, and brief utility interruptions directly related to the work are acceptable within coordinated windows.
- Work will be scheduled in a sequence that allows efficient completion without excessive standby time.

- No concealed hazardous material or major hidden damage will be encountered.
- Tenant coordination will be supported by property management where access to occupied suites is required.

8. Change Order Conditions

Any work requested by the owner or found necessary due to concealed conditions that falls outside the original approved scope shall be treated as additional work. Such work may include, but is not limited to:

- Unexpected refrigerant line failure or incompatibility
- Hidden drain or electrical defects
- Major duct deficiencies
- Control system incompatibilities
- Structural support issues
- Code-required upgrades discovered after opening equipment or accessing concealed conditions
- Owner-directed additions, rescheduling, or extra service requests

Additional work will be documented and submitted for approval before proceeding whenever reasonably possible. Delays caused by awaiting change order approval may affect the project schedule.

9. Schedule

Alpha Tech Corporation anticipates performing the work over an estimated period of **10 to 15 business days**, subject to equipment lead times, site access, weather, occupancy coordination, inspection requirements if applicable, and unforeseen field conditions.

A typical work sequence may include:

- Day 1–2: Mobilization, verification, staging, and initial equipment isolation
- Day 3–6: Demolition and equipment replacement phase
- Day 7–10: Controls, drain, electrical, and duct corrections
- Day 11–13: Startup, adjustments, punch items, and tenant issue response
- Day 14–15: Documentation, final verification, and closeout

This schedule is an estimate only and may be revised based on actual project conditions.

10. Work Hours

Standard work is assumed to occur during normal business hours unless otherwise agreed in writing. If owner-requested night work, weekend work, restricted-hour work, or accelerated scheduling is required, additional charges may apply.

11. Owner Responsibilities

To support timely completion of the project, the owner or owner's representative shall:

- Provide timely access to all areas included in the scope.
- Identify preferred work hours and tenant notification procedures.
- Provide a point of contact authorized to make decisions or approve field adjustments.
- Ensure clear access to mechanical spaces, suites, and electrical panels serving affected equipment.
- Remove or protect sensitive contents near work areas unless otherwise agreed.
- Review and approve change orders promptly when additional work is identified.

12. Quality and Workmanship

All work shall be performed in a professional and workmanlike manner consistent with industry standards for commercial HVAC service and installation. Alpha Tech Corporation will make reasonable efforts to maintain neatness, minimize disruption, and deliver a final installation that is serviceable, organized, and suitable for ongoing maintenance.

Because existing building conditions may vary from location to location, final appearance and routing of exposed materials may be influenced by practical field constraints, safety, serviceability, and code considerations.

13. Warranty

Alpha Tech Corporation shall provide a workmanship warranty of **one (1) year** from substantial completion for installation labor directly performed under this scope, unless otherwise stated in the final agreement. Manufacturer warranties for equipment, compressors, thermostats, and other components shall apply according to the respective manufacturer's published terms.

Warranty does not cover abuse, tampering, lack of maintenance, power anomalies, water intrusion, acts of nature, owner-supplied equipment failure, pre-existing unrelated defects, or issues caused by systems or components outside the scope of work.

14. Safety and Site Conditions

Alpha Tech Corporation will perform the work using standard safety practices appropriate to the project. The owner shall disclose any known hazards, restricted areas, security procedures, or special site requirements before work begins.

If unsafe conditions are discovered, work may be paused until the area is made reasonably safe or until an approved plan is established to proceed.

15. Permits and Code Compliance

Where permit acquisition is specifically included in the contract, Alpha Tech Corporation will perform work in a manner intended to comply with applicable code requirements relevant to the approved scope. Where permits are excluded, the owner understands that certain jurisdictions may still require permitting for equipment replacement or related work. Code upgrades not visible or reasonably discoverable at the time of proposal may require additional cost.

16. Inspection and Acceptance

The project shall be considered substantially complete when the systems included in the approved scope are installed, started, and operating in basic functional condition, subject to punch-list items that do not materially impair use.

Owner shall have a reasonable opportunity to inspect the work and identify any incomplete items. Continued beneficial use of the equipment shall constitute acceptance unless otherwise disputed in writing within a reasonable period.

17. Payment Terms

Payment terms for this example scope may be structured as follows:

- **50% Deposit** upon approval and scheduling
- **40% Progress Payment** upon substantial equipment installation
- **10% Final Payment** upon completion and closeout

Late payments may be subject to service hold, delayed warranty processing, or applicable finance charges as permitted by the final agreement. Materials ordered specifically for this project may be non-

refundable once procurement has begun.

18. Recommended Future Phase Work

The following items are not necessarily part of the current scope but may be recommended for a future phase based on field condition:

- Full preventive maintenance contract for all remaining HVAC equipment
- Building-wide thermostat standardization
- Duct leakage review and balancing study
- Outdoor line-set insulation replacement in all exposed areas
- Condensate management upgrades in older suites
- BMS/BAS integration for remote monitoring
- Indoor air quality improvements, including UV or enhanced filtration where suitable
- Replacement planning for remaining aging units not included in this phase

19. Summary

This project is intended to provide the property with a meaningful mechanical improvement by replacing failed or aging equipment, correcting visible installation deficiencies, improving controls and drainage, and restoring more dependable HVAC performance in the affected areas. While this scope addresses the major items presently identified, Alpha Tech Corporation will also document additional observations discovered during the work so the owner can make informed decisions about future maintenance and capital planning.

MATERIALS & COST BREAKDOWN

Item	Qty	Price	Total
Test	1	$600.00	**$600.00**

Total Estimated Cost	$600.00
Tax (7%)	+$42.00
Grand Total	**$642.00**
Deposit Required (50%)	$321.00

TERMS & CONDITIONS

- Work will commence upon signed acceptance and receipt of the initial payment.
- Scope changes require written approval and may incur additional charges.
- Client agrees to provide timely access and approvals.
- Governing law: State of Florida, Miami-Dade County.

ACCEPTANCE AND AGREEMENT

	Abel Ortega	03/22/2026
Authorized Signer	**Print Name**	**Date**