NOTICE OF CONTRACT EXTENSION

TO: CTS SERVICES, LLC
11900-H BALTIMORE AVENUE
BELTSVILLE, MD 20705

DATE ISSUED: November 5, 2014
CURRENT REFERENCE NO: 546-12

DES - CRITICAL BUILDING SYSTEM PREVENTIVE & CORRECTIVE MAINTENANCE: NOC II

CONTRACT TITLE:

THIS IS A NOTICE OF AWARD OF CONTRACT AND NOT AN ORDER. NO WORK IS AUTHORIZED UNTIL THE VENDOR RECEIVES A VALID COUNTY PURCHASE ORDER ENCUMBERING CONTRACT FUNDS.

This is your notice that the above contract is extended. The Contract term covered by this Notice of Award is effective IMMEDIATELY and expires on DECEMBER 31, 2014.

ATTACHMENT:

AMENDMENT NO. 9 TO AGREEMENT NO. 546-12

EMPLOYEES NOT TO BENEFIT:

NO COUNTY EMPLOYEE SHALL RECEIVE ANY SHARE OR BENEFIT OF THIS CONTRACT NOT AVAILABLE TO THE GENERAL PUBLIC.

VENDOR CONTACT: RUSTY MOLLENCOP
VENDOR TEL. NO.: 800-791-7088
VENDOR PAYMENT TERMS: NET 30 DAYS
VENDOR FAX. NO.: 301-210-7103
EMAIL ADDRESS: RMOLLENCOP@CTSSERVICES.NET

COUNTY CONTACT: VISWANADHAN YALLAYI
COUNTY TEL. NO.: 703-228-0755

CONTRACT AUTHORIZATION

[Signature]
Krystyna Hepler, CPP
Procurement Officer

DATE
11/7/2014

DISTRIBUTION

VENDOR: 1
BID FOLDER: 2
ARLINGTON COUNTY, VIRGINIA
AGREEMENT NO. 546-12

AMENDMENT NUMBER 9

This Amendment Number 9 ("Amendment") is made on the date of execution of the Amendment by the County and amends Agreement Number 546-12 dated August 29, 2011 ("Main Agreement"), as amended by Amendments No. 1 thru 8, and made between CTS Services LLC, 11900-H Baltimore Avenue, Beltsville, MD 20705 ("Contractor") and the County Board of Arlington County, Virginia ("County").

Whereas the County and the Contractor desire to amend and the Contract Term the amounts to be paid under the Main Agreement, as amended, the Contractor and the County, in consideration of the promises and other good and valuable consideration specified in this Amendment, amend the Main Agreement, as amended, as follows:

1. PARAGRAPH NO. 3, CONTRACT TERM, SHALL BE AMENDED AS FOLLOWS:

3. CONTRACT TERM
The Work under this Agreement shall continue until December 31, 2014, subject to any modifications as provided for in the Contract Documents. No Work shall be deemed complete until it is accepted by the Project Officer.

2. ADD SCHEDULE 2-1 - NOC II, ATTACHED HERETO, WHICH INCLUDES TASKS TO BE PERFORMED AS PART OF THIS AMENDMENT.

3. SCHEDULE 3 SHALL BE AMENDED AS FOLLOWS TO ADD PRICING FOR THIS CONTRACT EXTENSION:

<table>
<thead>
<tr>
<th>November 2014:</th>
<th>$6,274.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>December 2014:</td>
<td>$5,374.00</td>
</tr>
<tr>
<td>Total:</td>
<td>$11,648.00</td>
</tr>
</tbody>
</table>

All other terms and conditions of the Main Agreement, as amended shall remain in full force and effect.
WITNESS THESE SIGNATURES:

THE COUNTY BOARD OF ARLINGTON COUNTY, VIRGINIA

SIGNED BY: Kysheena Titeher
PRINT NAME: RICHARD D. WARREN, JR.
AND TITLE: PURCHASING AGENT
DATE: 11/7/2014

CTS SERVICES, LLC

SIGNED BY: Thomas P. Mollenhauer
PRINT NAME: Thomas Mollenhauer
AND TITLE: VP Finance
DATE: 11/7/2014
1. SCOPE OF WORK

1.1 AIR HANDLERS

Chilled Water, Hot Water, Gas, Electric, Steam and Inspection

- Check in with County to discuss any operating issues or deficiencies.
- Check unit for proper operation, interlocks, tagging and excessive noise or vibration. Perform preventive maintenance and fill out maintenance report; note any problems.
- Visually inspect coils for damage, obstructions and cleanliness. Brush, if needed, or schedule chemical cleaning per contract terms.
- Pressure wash coils and fans with biodegradable coil cleaning solution, when needed per contract terms.
- Check condition of and lubricate motors and/or shaft bearings, if applicable.
- Inspect fans and blowers for bent blades, imbalance, trash, dirt, proper rotation and airflow.
- Check belts for condition, proper tensions, and alignment; adjust and/or replace as needed per contract terms.
- Inspect electrical wiring, components and connections for signs of wear or overheating and correct/tighten if necessary.
- Remove any loose debris or old parts around equipment; notify County if excessive.
- Check unit controls, thermostat, economizer, valves, dampers, louvers, linkage and shutters; lubricate pivot points, if applicable.
- Clean evaporator drain-pan and condensate drain piping as necessary. Install pan tablets and perform preventive maintenance on condensate pump, if applicable.
- Replace air filters and/or media as needed per contract terms; clean reusable filters.
- Check operation of freeze protection devices, if subject to freezing, note any deficiencies, if applicable.

Electric Heat

- Check operation and condition of electric heat elements, controls, interlocks and safety devices, if applicable.

Gas Heat

- Visually inspect combustion chamber, heat exchanger, and flue; note any deficiencies, if applicable.

Oil Heat

- Check operation of oil burner, blower, controls and safety devices; note any deficiencies, if applicable.
- Inspect fuel lines for leakage; replace oil filter element as needed, if applicable.
Steam Heat

- Check condition and operation of steam coil, trap, valves and accessories, if applicable.
- Inspect steam piping valves and accessories for leakage; check condition of pipe insulation, if applicable.

1.2 PACKAGE ROOFTOP UNITS


- Check in with County to discuss any operating issues or deficiencies.
- Check unit for proper operation, interlocks, tagging and excessive noise or vibration. Perform PM and fill out maintenance report; note any problems.
- Visually inspect units, piping and accessories for any signs of oil or refrigerant leakage; note any found and schedule necessary repairs.
- Visually inspect coils for damage, obstructions and cleanliness. Brush if needed, or schedule chemical cleaning.
- Pressure wash condenser coils and fans with biodegradable coil cleaning solution when needed, per contract terms.
- Check condition of and lubricate motors and/or shaft bearings, if applicable.
- Inspect fans or blowers for bent blades, imbalance, trash, dirt, proper rotation and airflow.
- Check belts for condition, proper tensions and alignment; adjust and/or replace as needed per contract terms.
- Check operation and settings of fan cycling, fan speed and temperature controls if applicable.
- Check operation and condition of head pressure dampers and/or bypass valve, if applicable.
- Inspect electrical wiring, components and connections for signs of wear or overheating and correct/tighten if necessary.
- Remove any loose debris or old parts around equipment; notify County if excessive.
- Check unit controls thermostat, economizer, valves dampers, louvers, linkage and shutters; lubricate pivot points if applicable.
- Clean evaporator drain pan and condensate drain piping as necessary; install pan tablets.
- Replace air filters and/or media as needed per contract terms; clean reusable filters.
- Check operation of refrigeration cycle, pump down cycle, controls, refrigerant charge and oil level if applicable; note any deficiencies.
- Check operation of compressor; note any deficiencies.
- Perform seasonal startup or while performing preventive maintenance inspection; check operation of low ambient options installed; note any deficiencies.
1.3 DRYCOOLERS

- Check in with County to discuss any operating issues or deficiencies.
- Check unit for proper operation, interlocks, tagging and excessive noise or vibration. Perform PM and fill out maintenance report; note any problems.
- Visually inspect coils for damage, obstructions and cleanliness. Brush if needed or schedule chemical cleaning.
- Pressure wash coils and fans with biodegradable coil cleaning solution, when needed per contract terms.
- Check condition of and lubricate motors and/or shaft bearings if applicable.
- Inspect fans or blowers for bent blades, imbalance, trash, dirt, proper rotation and air flow.
- Check belts for condition, proper tensions and alignment; adjust and/or replace as needed per contract terms.
- Check operation and settings of fan cycling, fan speed and temperature controls, if applicable.
- Inspect electrical wiring, components and connections for signs of wear or overheating and correct/tighten if necessary.
- Remove any loose debris or old parts around equipment and notify County if excessive.
- Check unit controls, thermostat, economizer, valves, dampers, louvers, linkage and shutters; lubricate pivot points if applicable.
- Check for proper water/glycol flow and heat exchange; note any deficiencies.
- Check operation of water/glycol regulating valves, flow safeties, changeover controls and pumps if applicable.
- Check condition of water/glycol piping, valves, hoses, supports, gauges, thermometers, etc.; note any deficiencies.
- Check glycol concentration and level; note any problems and schedule corrective actions to prevent freezing or other related problems.
- Check corrosion, operation and proper liquid/air levels in expansion tank. Should have positive pressure, if applicable.

1.4 PUMPS

- Check in with County to discuss any operating issues or deficiencies.
- Check unit for proper operation, interlocks, tagging and excessive noise or vibration. Perform PM and fill out maintenance report; note any problems.
- Inspect electrical wiring, components and connections for signs of wear or overheating and correct/tighten if necessary.
- Remove any loose debris or old parts around equipment; notify County if excessive.
- Check and lubricate pump and motor per manufacturer's specifications, do not grease sealed bearings.
- Check pump and system pressures, note deficiencies, i.e.: cavitations, hi/low pressures, etc.
- Check condition of pump seals and seal flush lines if applicable; note any deficiencies.
• Check condition and operation of gauges and thermometers; note any deficiencies.
• Check pressure differential across unit and strainer, pull and clean when needed, per contract terms.
• Check motor amp draw and surface temperature; note any deficiencies.
• Check condition and alignment of coupling assembly and inserts if applicable; note any deficiencies.
• Verify proper check valve operation; check balancing valve and shut off valve positions if applicable; note any deficiencies.
• Check operation of pump controls and interlocks, rotate lead/lag if applicable; note any deficiencies.

1.5 DIESEL GENERATOR, ELECTRICAL/MECHANICAL SYSTEMS, INSPECTION AND TESTING

• Check in with customer to discuss any operating issues or deficiencies.
• Fill out maintenance check list and report any deficiencies.
• Check generator oil and coolant levels, visually inspect for any leaks or worn components.
• Check tachometer, governor throttle linkage and shutdown, reset liner for proper operation.
• Check fan, fan bolt, fan drive pulley and adjust as necessary.
• Check fan and alternator belt tension, adjust as necessary.
• Check jacket water heater and radiator operation.
• Check turbo charger and play.
• Check air cleaner elements, air inlet piping and exhaust piping.
• Clean crank case breather.
• Start generator and check cranking time, oil pressure, no load frequency and general voltage.
• Check engine noise, vibration, oil leaks, and CVRS valve.
• Check selector switch and rack solenoid operation.
• Check safety shut down operation, battery water levels, electrical terminals and lugs, and battery charger operation.
• Check control panel and junction box terminals, excitor, voltage regulator and charging system.
• Check governor voltage and hertz.
• Check engine hold down bolts, air inlet and exhaust louvers.
• Take oil sample analysis, drain oil and replace, replace oil filter and air cleaner (annually).
• Perform generator load test per contract terms.

1.6 TRANSFER SWITCHES

• Check in with customer to discuss any operating issues or deficiencies.
• Fill out maintenance checklist and report any deficiencies.
• Notify proper customer personnel prior to testing, transferring and shutting down of any electrical equipment.
• Visually inspect all electrical components and enclosures for debris and cleanliness and clean as necessary.
• Inspect all components for proper settings and calibrations and adjust as necessary.
• Visually inspect all wiring and cabinet safety ground, conductors and fastenings.
• Check all access panels for proper closure.
• Check to be certain that there are not exposed high voltage terminals within normal access of operating personnel.

1.7 UNINTERRUPTIBLE POWER SYSTEMS (UPS)

There are no UPS scheduled services during this contract extension.

1.8 THERMOGRAPHIC INFRARED TESTING

There are no gas fire suppression system inspections to be performed during this contract extension.

1.9 SEALED BATTERY SYSTEMS

There are no battery inspections to be performed during this contract extension.

1.10 FIRE DETECTION SYSTEMS

Halon, FM-200 and Inergen

There are no gas fire suppression system inspections to be performed during this contract extension.

1.11 FIRE DETECTION SYSTEMS

Sprinkler Wet and Pre-Action

There are no pre-action fire system inspections to be performed during this contract extension.

1.12 POWER DISTRIBUTION UNITS

There are no scheduled services on the PDUs during this contract extension.
## 2. COUNTY SITE & EQUIPMENT LIST

### 2.1 Equipment at 2780 South Taylor Street in Arlington, Virginia

<table>
<thead>
<tr>
<th>Qty</th>
<th>Equipment Type</th>
<th>Mfg</th>
<th>Model #</th>
<th>Serial #</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Generator</td>
<td>Generac</td>
<td>12000G010200</td>
<td>2106910</td>
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<td>1</td>
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<tr>
<td>1</td>
<td>EMH</td>
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<tr>
<td>1</td>
<td>UPS 1</td>
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<td>GWUPS200 200 KVA</td>
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<td>1</td>
<td>UPS 2</td>
<td>MGE</td>
<td>GWUPS200 200 KVA</td>
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<tr>
<td>1</td>
<td>Batteries</td>
<td>MGE</td>
<td>1 STRING - 40 JARS</td>
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<td>Electrical RM 106</td>
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<tr>
<td>1</td>
<td>Batteries</td>
<td>MGE</td>
<td>1 STRING - 40 JARS</td>
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<td>1</td>
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<td>1</td>
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<td>MGE</td>
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<td>1</td>
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<td>NOC-II Roof</td>
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<td>1</td>
<td>Dry-cooler Pump</td>
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<td>GPS-100-S-A</td>
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<td>NOC-II Roof</td>
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<td>1</td>
<td>FM-200 Fire</td>
<td>Siemens</td>
<td>Firefinder XLS</td>
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<td>Fire-Action Sprinkler</td>
<td>Tyco</td>
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## 2.2 Scheduled Services

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<td>UPS</td>
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<tr>
<td>Batteries</td>
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<tr>
<td>PDUs</td>
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<td>Cooling Units</td>
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<td>HTU</td>
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<td>Pumps</td>
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<tr>
<td>Generator</td>
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<td>Transfer Switch</td>
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<td>Pre Action System</td>
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<td>IR Scan</td>
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<td>Overhead Door</td>
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