

OPERATION BREAKTHROUGH, INC. – WEATHERIZATION PROGRAM CONTRACT
ADDENDUM
HEATING, VENTILATING, & AIR CONDITIONING (HVAC) PROPOSALS
PART 1
CLEAN, TUNE, & EVALUATE SERVICE CALL
SPECIFICATIONS & PROPOSAL

A “Clean, Tune, & Evaluate” service call involves visual inspection, testing procedures, cleaning, and adjustments to improve the operating efficiency of the heating system, including the combustion apparatus of fuel fired systems. To perform a “Clean, Tune, & Evaluate” service call, a licensed mechanical contractor will perform the following steps, as may be applicable to the type of heating equipment being serviced:

1. Check for gas, oil, and/or water leaks;
2. Check for leaks in the heat exchanger;
3. Check venting system;
4. Check ducts/pipes (supply and return);
5. Check power supply/wiring; check electrical heating elements;
6. Check for safety factors (i.e., clearance from combustibles);
7. Ensure adequate fuel supply to the control valve;
8. Clean the fire tubes, burner ports, heat exchanger, squirrel cage, combustion chamber, cabinet, blower housing and motor;
9. Adjust burner and fuel input (set manifold pressure to manufacturer's specs);
10. Adjust the pilot light and/or
11. Adjust the combustion blower (for power blower);
12. Replace the filter(s) if necessary (filters will be supplied by the agency)
13. Lubricate fans, motors, and pumps;
14. Check and adjust and/or replace belts (if worn);
15. Check and adjust thermostat;
16. Check blower and high limit controls;
17. Check the pressure regulator;
18. Check for adequate combustion air and adjust burner air shutters;
19. Use a combustion analyzer to set furnace efficiency;
20. Check the temperature rise (within the range listed on the furnace rating tag); and
21. Adjust the thermostat heat anticipator with the use of an amp probe.

A typical service call should result in a clean squirrel cage, return air plenum, combustion chamber, cabinet, heat exchanger, gas burners, oil filters, and return air filter. The tune-up should adjust proper BTU input, replace defective wiring leading to the heating unit, set oil pump pressure in accordance with the manufacturer's specifications, replace the burner orifice if the unit is over or under fired, repair or replace sections of the venting (chimney) system that are ineffective or unsafe, ensure proper draft, ensure and/or adjust combustion efficiency, assure properly operating limit controls and/or automatic fuel safety shut-off/boiler controls. Upon completion of the tune-up, the furnace should be performing within 5 percent of the manufacturer's AFUE rating or a minimum 70 percent, steady state efficiency.

The mechanical contractor shall record all pertinent information on a form to be provided by the agency, along with any recommendations, and return the completed form to the agency upon completion of each "Clean, Tune, & Evaluate" service call.

If your firm agrees to provide the above services and would like to be considered for Heating System "Clean, Tune, & Evaluate" Service Calls, please indicate the labor charge for a typical service call and sign and date below:

Clean, Tune, & Evaluate Service Charge \$ _____

Signature

Title

Date: _____

Company