



ELECTRIC GENERATING SETS AUTOMATIC TRANSFER SWITCHES

SERVICE AGREEMENT

This SERVICE AGREEMENT is entered into by PowerTech LLC and the equipment owner below named **Ogallala Civil Defense Emergency Operations Center** (herein called OWNER), for the purpose of setting forth the terms and conditions governing PowerTech LLC obligations to maintain OWNER'S emergency stand-by generating sets and associated equipment listed below. This service will minimize the necessity of emergency service attention, thus assuring upkeep practices performed by trained and qualified personnel at a minimum of expense.

Equipment will be inspected, during regular business hours, two times each year, one Major Inspection and one Minor Inspection (minor is only inspection and testing of the system if allowed) while this agreement remains in effect. Lubricants, oil filter(s), fuel filter(s), coolant filter(s), air filters and anti-freeze will be provided by PowerTech LLC. All other parts used outside of the following will be charged to the owner less a 10% discount upon their approval.

The inspection on gensets will include:

MINOR INSPECTION

- INSPECT COOLANT LEVEL AND CONDITION OF COOLANT.
- CHECK CONCENTRATE OF COOLANT CONDITIONER.
- INSPECT COOLANT LINES, HOSES, AND RADIATOR FOR LEAKS.
- CHECK JACKET WATER HEATER FOR PROPER OPERATION.
- CHECK ENGINE OIL LEVEL.
- CHECK FUEL PRESSURE.
- INSPECT AIR INLET FOR CRACKS, LEAKS, OR OTHER DAMAGE.
- INSPECT AIR CLEANER INDICATOR AND RESET AS NEEDED.
- INSPECT FAN BELTS AND ADJUST IF NEEDED.
- RUN ENGINE AND INSPECT FOR LEAKS, LOOSE CONNECTIONS, AND PROPER OPERATION.
- TAKE ENGINE OIL SAMPLE FOR ANALYSIS. (IF REQUIRED)
- CHECK AIR CLEANER ELEMENTS AND SEALS.
- INSPECT RELAY CONTACTS, IF ACCESSIBLE. CHECK INDICATING LIGHTS AND FUSES.
- INSPECT ALL FUEL LINES AND CONNECTIONS.
- INSPECT ENGINE CONTROL PANEL, AND CHECK FAULT LOG.
- CHECK REMOTE ANNUNCIATOR OPERATION.
- PERFORM VISUAL INSPECTION OF GENERATOR
- LUBRICATE GENERATOR MAIN BEARING AS NEEDED.
- CHECK GENERATOR FOR PROPER VOLTAGE AND FREQUENCY, ADJUST AS NEEDED.
- RECORD UNDER NORMAL RUNNING CONDITIONS, ENGINE OIL PRESSURE,

COOLANT TEMPERATURE, VOLTAGE, FREQUENCY, AND AMPERAGE (IF LOAD CAN BE APPLIED).

- INSPECT STEADY STATE CONDITIONS OF ENGINE AND GENERATOR.
- CHECK AND OBSERVE EXHAUST GASES.
- INSPECT LOUVERS FOR PROPER OPERATION.
- INSPECT, CLEAN AND TIGHTEN LEAD ACID BATTERY CABLE CONNECTIONS.
- INSPECT BATTERY ELECTROLYTE LEVEL AND SPECIFIC GRAVITY OF L.A. CELLS.
- LOAD TEST LEAD ACID BATTERIES.
- INSPECT BATTERY CHARGING SYSTEM FOR PROPER OPERATION. (ADJUST IF NEEDED)
- ENSURE ALL SWITCHES ARE IN CORRECT POSITION FOR AUTOMATIC START.
- SUPPLY CUSTOMER WITH A WRITTEN COPY OF THE INSPECTION REPORT.

MAJOR SERVICE

- ALL MINOR PROCEDURES LISTED ABOVE
- TAKE ENGINE OIL SAMPLE FOR ANALYSIS.
- CHANGE OIL, OIL FILTER(S), AND FUEL FILTER(S) AND COOLANT FILTER
- DISPOSAL OF USED OIL AND FILTERS.
- AIR FILTERS WILL BE CLEANED AND REPLACED WHEN NECESSARY.
- SUPPLY CUSTOMER WITH A WRITTEN COPY OF THE INSPECTION REPORT.

The inspection on transfer switches will include:

1. Automatic transfer switch will be checked for proper operation, provided we can test under OWNER'S Load, and all moving parts therein will be lubricated as required.
2. All instruments to be checked for proper operation and indication.
3. All voltage sensors will be checked for proper sensing and calibration. Adjustment will be made if necessary.
4. All relays and contactors will be inspected for contact wear and coil condition.
5. Exerciser clock will be inspected for proper operation and settings.

After all the above has been completed, Power Tech, LLC will operate the generating set and automatic transfer switch and conduct tests under OWNER'S load providing OWNER has authorized such load.

If any of the above items or other items are found to be defective, worn, or bad they will be noted on the inspection form and a quote can be provided for repair.

Items **not** covered under the cost of this contract are but not limited to:

Coolant System Flush and hoses

Belts

Batteries

Battery charger

Block Heater and hoses

Transfer Switch Parts

Optional Items that can be offered or provided for additional cost are:

Load Banking of the Generator
Fuel analysis

Furthermore, we will:

1. Instruct proper personnel, if such personnel are available and present at time of inspection, on operating and upkeep procedures between regular calls by PowerTech LLC.
2. PowerTech LLC. will submit a report to the OWNER of the entire inspection, advising OWNER of any work required or recommended.

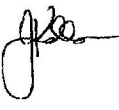
Emergency services required between scheduled inspections will be billed at our discounted service contract labor rate, plus any materials. Overtime rates will apply for emergency calls outside of normal business hours.

This Agreement does not include expenses to repair damage caused by abuse, accident, or theft, acts of a third person, forces of nature, or altering the equipment. PowerTech LLC shall not be responsible for failure to render the service for causes beyond its control, including work stoppages and/or labor disputes.

This Agreement is not assignable without the consent of PowerTech LLC and will remain in force until canceled by either party through written notice to the other, said notice providing that cancellation shall be effective 30 days after receipt of the party receiving said notice.

Unit Location	Description	Model #	Serial #
Ogallala	Gen	75.0DYC-15R/24375K	L840742021
Ogallala	Transfer	OTBCA260-4U/3101E	L84074185

**PowerTech LLC
Administrative Office
2614 Railroad Highway
Council Bluffs, Iowa 51503**

By: 

**Equipment Owner: Ogallala Civil Defense Emergency Operations Center
Address: 501 North Spruce
City, State, Zip: Ogallala, NE 69153
Telephone: 308-284-2011**

By: 

Date of Agreement: February 2021- January 2022

Estimated Cost Per Year excluding tax

2021 Semiannual service: \$750.00

Subtotal: \$750.00

Sales Tax: Exempt

Total: \$750.00

Would you prefer to have future correspondence sent via Email or Mail? Please circle one.

Email Address: _____