

HABERSHAM COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY

SUBJECT: 911 Site Generator Maintenance

DATE: 10/5/2022

BUDGET INFORMATION:

ANNUAL-0

CAPITAL-0

SPLOST - 0

RECOMMENDATION

POLICY DISCUSSION

STATUS REPORT

OTHER

COMMISSION ACTION REQUESTED ON: 07/17/2022

PURPOSE: Habersham County would like to enter into a service agreement with J&T SERVICE CENTER, INC on maintenance of the 911 site generators. The service agreement would include semi-annual PM service on all 911 site generators. Any additional repairs and parts not included in the service agreement will be quoted to the county before any work is completed. Total service agreement comes to a cost of \$2100.00 to the County.

BACKGROUND / HISTORY: Habersham County 911 has 5 generators, 4 at tower site locations and 1 at the 911 center. The generators are required to keep the 911 center and tower sites up and running during any power outage. J&T Service Center is a trusted vendor and currently services all generators located at Habersham County fire stations. The cost of the service agreement was factored in the approved budget for 911.

FACTS AND ISSUES:

- a) The generators require annual PMs to verify they work properly.
 - b) All generators have been in service for over 5 years and annual PMs are suggested for prolonged life of the generators.
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OPTIONS:

- 1. Approve signing of the service agreement between Habersham County and **J&T SERVICES CENTER, INC.**
 - 2. Deny approval of service agreement.
 - 3. Find other vendor to quote service agreement.
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RECOMMENDED SAMPLE MOTION: I make a motion to sign the service agreement for the 911 site generators between Habersham County and J&T SERVICE CENTER, INC.

DEPARTMENT:

Prepared by: Tom Priddy, Radio System Administrator

Director: Lynn Smith _____

**ADMINISTRATIVE
COMMENTS:** _____

_____ **DATE:** _____

County Manager

J&T SERVICE CENTER, INC.

GENERATOR SALES & SERVICE

2170 Thomson Highway
Lincolnton, Georgia 30817
706-359-7164

SERVICE AGREEMENT

HABERSHAM COUNTY 911/RADIO TOWERS

September 30, 2022

J&T Service Center, Inc. hereby agrees to perform the services listed in this agreement hereafter referred to as a contract, at the specified period of time, for the purpose of maintaining the undersigned customer's electric generating plant in a dependable and efficient operating condition and to minimize emergency service calls.

The equipment under contract will be serviced and adjusted once every 6 months as follows:

VISUAL INSPECTION

- | | |
|------------------------------------|-------------------------------------|
| A. Overall appearance of equipment | G. Inspect governor and linkage |
| B. Belts & hoses | H. Check all wiring and relays |
| C. Filters & lines | I. Check generator brushes & wiring |
| D. Oil & coolant | J. Check & adjust transfer switch |
| E. Battery & charger | K. Load test, if possible |
| F. Transfer switch & relays | |

OPERATING INSPECTION

- | | |
|--|--------------------------|
| A. Day tank pump & switches, if equipped | D. Speed & voltage |
| B. Operation of coolant system transfer switch | E. Transfer of load with |
| C. Engine charging system | |

ANNUAL INSPECTION

In addition to items mentioned above, the following services will be performed:

- | | |
|-------------------------------|---|
| A. Check air filter | C. Change lubrication oil (as required) |
| B. Replace fuel & oil filters | D. Replace points & plugs (as required) |

After each inspection the customer will be furnished a written report detailing any conditions found and advising further service required, if any, to assure operation dependability of the equipment under contract. No services, parts, or materials are under this contract unless specifically referred to herein. Any additional labor & parts for supplementary services will be invoiced as separate work. Invoicing will be rendered at time of service, due net 30 days thereafter.

This contract will automatically renew annually until cancelled in writing with 30 days prior notice by either party. We agree to correct or repair or replace any defects in material or workmanship installed under this contract which may develop under normal use within 30 days from installation. Such correction shall constitute fulfillment of any and all warranties, expressed or implied. J&T Service Center, Inc. disclaims any responsibility for consequential damages.

While periodic service and maintenance should result in maximum availability of generating equipment, J & T Service Center, Inc. makes no warranties or guarantees as to availability of plant or loss of use of equipment covered under this contract.

It is mutually understood that this proposal sets forth our entire agreement.

