



**Request for Proposals: Heat Pump Diagnostic  
Health and Safety Issue: Engineer sought for Heat Pump advice**

**Engineer sought to diagnose and advise The Edge at Reno (67 Condominiums) on a limited engagement basis: Many of our owners and/or tenants are complaining that the heating system in their units are not working well. Hence the Board of Directors of The Edge at Reno is seeking an engineer - on an individual limited-engagement basis - to represent the condominium Association for the following assignment:**

- 1. Review and document the sizing of all 67 heat pumps, and according to the square footage of the unit, determine if the current heat pump is the right size and wired correctly.**
- 2. Survey and document inside all accessible units and determine if each thermostat is the correct model for the unit, and if the heat pump is delivering effective heat to each room. In the survey:**
  - a. Examine the installation for construction;**
  - b. Render an opinion about possible installation defects; and**
  - c. Document the nature of the defects and identify necessary or important improvements (supported with observations and technical data).**
- 3. Recommend with documentation (according to each apartment's number) what additional optional action(s) might wisely be taken.**

**We are seeking a total cost for this engineering study, to be completed before January 15, 2012. The deliverable will be a project plan showing what needs to be done in a cost-effective manner to make all heating units at the Edge at Reno serviceable and effective units. It would be billed on a per unit service for the study, billed for the accessible units. There are 40% 4 Bedroom Units, 40% 3 Bedroom Units, and 20% 2 Bedroom Units.**

## **Proposal Content Experience and Qualifications**

- 1. Please describe your company's (or your individual) experience and your license(s) and/or qualifications for providing engineering services for The Edge At Reno.**
- 2. Please provide contact information for two or more customer references.**

**All Proposals will be carefully reviewed and evaluated on the basis of cost and quality of service and personnel. References and licenses and qualifications may be verified. The Edge At Reno reserves the right to:**

- Select any proposal based on written or oral communication with any or all of the firms or individuals.**
- Reject all proposals.**
- Exercise discretion and apply its judgment with respect to any proposals submitted.**

### **Contractor Workshop**

**Meet the President of the Edge at Reno at this informative workshop on December 28, 2011 at 10 AM, on the property. You will be able to tour the property, see a unit, ask questions, and meet the maintenance contractor for the Edge at Reno.**

**200 Talus at the Pool-Clubhouse  
Wednesday, December 28, 2011 10 AM**

**All proposals will be treated as confidential and will be retained by The Edge At Reno.**

**There is no guarantee or commitment, express or implied, that the company or individual selected (if any) for the foregoing assignment will be selected for performing any remedial work. Proposals for remedial work are expected to be sought later via a subsequent RFP.**

**Responses to this Request for Proposals ( BY MAIL IN A SEALED ENVELOPE) are due January 6, 2012. Responses will remain sealed until opened at an Edge Board meeting in early January, probably January 13<sup>th</sup>.**

Submitted by: Marvin Tanner, President, The Edge at Reno