



**Official Backup Power Provider  
of the Indianapolis Colts**

August 24, 2020

Town of Yorktown  
9312 West Smith Street  
Yorktown, IN 47396

Dear Alan and Erin,

Thank you for your confidence you have placed in our company in the past regarding the preventative maintenance on your generator.

Enclosed you will find your renewal agreement for this year. Please sign and return a copy of the agreement to my attention.

Again, thank you for your past patronage, and we look forward to continuing our business relationship in the future. If you have any questions, please feel free to contact me.

Sincerely,

*Krista Arbuckle*  
EVAPAR

## PREVENTATIVE MAINTENANCE SCOPE OF WORK

This Preventative Maintenance Agreement is entered into by EVAPAR and the owner to perform preventative maintenance service on the equipment listed on this agreement. Work to be scheduled and performed during regular business hours.

This scope of work to be performed includes labor, parts, travel time, and mileage for the equipment listed on this agreement. Any additional work recommended or required will be brought to owner's attention, upon approval additional work will be performed for agreed upon charge.

### Engine

- Inspect air filter clean/replace as needed
- Adjust, clean and/or replace all spark plugs
- Check condition/ tension of belts (adjust as needed)
- Check/clean ignition system, distributor, coils, wires (if applicable)
- Check fuel lines for leaks / damage
- Check flexible fuel line connections
- Lubricate governor and linkage
- Inspect hoses, clamps for any air intake restrictions

### Oil System

- **Change oil (annually)**
- **Change oil filters (annually)**
- **Annual Oil Sample Analysis with Report**
- Inspect for leaks

### Cooling System

- Check radiator coolant level
- Test/ record anti freeze temperature
- Test / record anti-freeze nitrites
- **Annual Coolant Sample Analysis with Report**
- Check for leaks
- Check all hoses
- Check operation of engine block heater

### Battery

- Inspect / clean terminal on cables
- Clean and grease battery post/ cable
- Check battery fluid level
- Check/ record battery voltd/ amps
- Check / record charger volts/ amps
- Check/ record alternator volts/ amps
- Load test or perform specific gravity test

### Starting System

- Check start solenoid terminals
- Check starter connections

### Electrical

- Inspect control panel: Check gauges, meters and indicator lights
- Visually inspect electrical connections
- Inspect main line circuit breaker

- Check generator output voltage
- Visually inspect generator and exciter windings

### Fuel System

- **Change fuel filter(s) annually**
- Fuel Analysis with Report (Optional)
- Check for fuel leaks
- Clean/ inspect fuel bowl or water separator (if applicable)
- Check injection pump lines
- Check nozzle supply and return lines and fittings
- Check day tank operation and record level
- Check fuel transfer pump
- Check fuel solenoid
- Check fuel pressure regulator
- Inspect fuel tank and rupture basin for leaks

### Exhaust System

- Visually inspect for leaks / damage
- Visually inspect flexible exhaust
- Drain condensation trap

### Operating Check

- Run and inspect for proper: oil pressure, coolant/ oil temperature, alternator charger rate, generator voltage and frequency
- Record all gauge and meter readings
- Check for leaks and excessive vibration
- Test all safety shutdown devices
- Check operation of louvers (if applicable)

### **Automatic Transfer Switch**

- Inspect ATS & enclosure for corrosion, moisture
- Inspect controls and calibrate as needed
- Exercise clock-check and verify operation
- Record normal and emergency frequency/voltage at ATS connection
- Perform power failure or building load test (with approval), check/ record amperage/voltage on each leg
- Check transfer switch contacts for voltage drop(normal and emergency)
- Return all switches into proper operating mode

### **De-Energized**

- Check all terminal connections for tightness
- Re-torque connections, TS mounting, contact mounting and terminals strips

### **Disabled**

- Inspect all insulation for degradation
- Inspect barriers and arc chutes
- Inspect Transfer Switch coil, rectifier and resistors (OHMS)
- Inspect the coil and contacts of:
  - Selector relay
  - Lockout relay
  - Arming relay
  - Voltage relay
  - Normal relay
  - Emergency relay
  - All other accessory relays
- Inspect all timers
- Inspect and infrared arcing contacts where possible
- Inspect and infrared main contacts where possible
- Inspect linkage and lubricate as needed
- Clean the exposed Transfer Switch coil core and lubricate
- Clean Transfer Switch enclosure and controls

- Inspect and lubricate cabinet hardware for proper operation
- Re-lubricate the Transfer Switch operator and pivot points
- Replace defective indicator bulbs

### **Energized**

- Record utility voltage
- Record utility amperage
- Record peak amperage
- Check for proper operation of the transfer switch, timers, relays, remote start contacts, exercisers, phase monitors, and record settings
- Check for voltage drop across the main current carrying contacts
- Check for excessive heat build-up with infrared thermometer
- Record emergency voltage
- Record emergency frequency
- Inspect all optional accessories

### **Bypass/Isolation Switches**

- Inspect arcing contacts
- Inspect main contacts
- Inspect barrier and arc chutes
- Inspect linkage and lubricate as needed
- Check engine start bypass contacts for proper operation
- Inspect all safety interlocks

### **Close Transition Transfer Switches**

- Check closed transition bypass operation
- Check alarm time delay settings

### **Miscellaneous Items**

- Replace 9V ATS batteries as needed

### **Reports and Instruction**

- Submit inspection/ test report to owner, with any recommendations of future work/ parts required
- Instruct owner personnel in operating or upkeep procedure

## PREVENTATIVE MAINTENANCE AGREEMENT

EVAPAR, will perform two (2) visits annually. One (1) Inspection and one (1) Full Service, at six (6) month intervals. Work to be scheduled and performed during regular business hours. Any change in service request would require a new quote. The charge for this maintenance will be as listed below and remain in effect for one year from date of signing.

Make	Model Number	Serial Number	KW	Location	Price
Generac	SG150	3004933151	150KW	Town Hall	\$930.00
Cummins	DFAC	F990924783	250KW	Well 2	\$1140.00
MTU	DS200	95090601859	200KW	Well 4	\$1030.00
CAT	3406	47R07204	350KW	Water Park 1	\$1250.00
CAT	3406	4RG02159	350KW	WTP-Outside	\$1250.00
Detroit	81637305	16VF003087	600KW	WTP-Inside	\$1445.00
Generac	SD150	3013237698	150KW	Water Pump #2	\$930.00
Generac	RG04845ANAX	3013314291	48KW	Field Operations Bldg	\$550.00
				Total	\$8525.00

This agreement does not include expenses to repair damage caused by abuse, accident, theft, acts of a third person, forces of nature, or altering the equipment. EVAPAR, shall not be responsible for failure to render the service for causes beyond its control, including strikes and labor disputes. This agreement is not assignable without the consent of EVAPAR, and will remain in force until cancelled by either party through written notice to the other.

### CUSTOMER

Company Town of Yorktown  
 Contact \_\_\_\_\_  
 Person \_\_\_\_\_  
 Phone # \_\_\_\_\_  
 Email \_\_\_\_\_  
 Signature \_\_\_\_\_  
 Date \_\_\_\_\_

### EVAPAR

Signature Krista Arbuckle  
 Date August 24, 2023

*Quote Expires One (1) Year from this date*

**Terms:** This contract will be invoiced on a Net 30 account. EVAPAR will invoice 75% after the Full Service (Major) is completed and 25% after the Inspection (Minor) is completed. Town of Yorktown understands that there will not be a 10% discount on corrective labor.        (Initial)

9000 N Kentucky Ave.  
 Evansville, IN 47725  
 Phone: 812-867-9900  
 Fax: 812-867-2388

11120 Plantside Drive  
 Louisville, KY 40299  
 Phone: 502-267-6315  
 Fax: 502-267-6206

3451 Developers Road  
 Indianapolis, IN 46227  
 Phone: 317-783-5434  
 Fax: 317-783-5870

3810 Concept Court  
 Ft. Wayne, IN 46808  
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