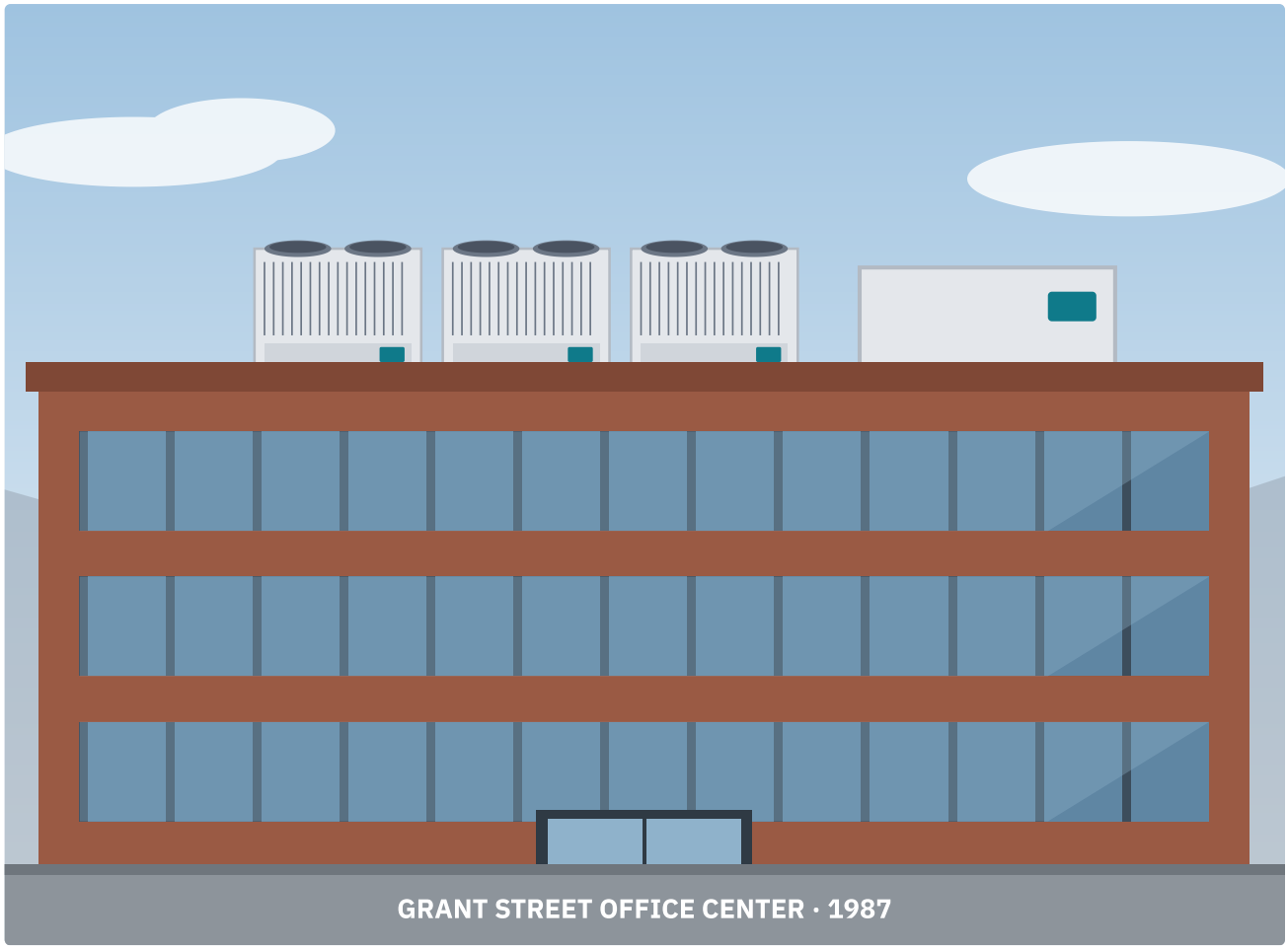


HVAC replacement proposal

A VRF heat-recovery system and dedicated outdoor air for Grant Street Office Center, 42,000 sq ft, installed one floor at a time from March 2027.

THREE RIVERS MECHANICAL

PROPOSAL # TRM-P-26-0417
ISSUED Oct 19, 2026
VALID UNTIL Dec 18, 2026

CREATED BY
Three Rivers Mechanical
Gregory Novak
+1 412 555 0187
gnovak@threeriversmech.example

PREPARED FOR
Grant Street Office Center
Karen Whitfield
+1 412 555 0134
kwhitfield@monrealty.example

Cover letter

Dear Karen,

Thank you for the tour of the mechanical room and the roof. The 1987 chiller and boiler have done their job, but the chiller runs on R-22, parts are hard to find, and last July's breakdown cost your tenants two days without cooling.

We propose replacing the central plant and the perimeter fan coils with a VRF heat-recovery system: one outdoor unit per floor, a branch box for every zone and a dedicated outdoor air unit with energy recovery. Each zone gets its own thermostat, the south offices can cool while the north side heats, and no tenant has to leave the building while we work.

This proposal sets out the system, the floor-by-floor plan, the price and the terms. We have done four occupied retrofits like this in downtown Pittsburgh in the last three years, and the facilities managers of all four have agreed to take your call.

Sincerely,



Gregory Novak
Commercial Sales Engineer, Three Rivers Mechanical

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The building and the system today

What we found on our survey of September 22, 2026.

BUILDING

42,000 sq ft

Three floors of 14,000 sq ft, built 1987

TENANTS

11

Offices, a law firm and a dental practice

OCCUPIED

7 am to 7 pm

Monday to Friday, some Saturdays

CHILLER

1987, 120 tons

R-22, compressor rebuilt twice

BOILER

1987, gas

Heat exchanger patched in 2023

COMFORT CALLS

212 a year

From your work-order log, 2025

WHAT YOU ASKED FOR

On the walk-through you set four conditions for any replacement.

- No tenant moves out or loses heating or cooling for more than a night
- Individual control for each suite, with tenant-level energy data
- Lower energy bills, shown before you commit
- The work finished before the summer of 2027

What changes

Our estimates for the new system against your 2025 utility bills.

38%

Less HVAC energy

Modelled on your 2025 bills

62

Zones

Up from 14 today

0

R-22 left

A low-GWP refrigerant instead

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Why VRF heat recovery

The reasons we recommend it for this building rather than a new chiller.

Heat moves where it is needed

Heat taken out of the sunny south offices warms the north side, instead of being thrown away.

Control by suite

62 zones with their own thermostats, and energy data per tenant for your billing.

No central plant

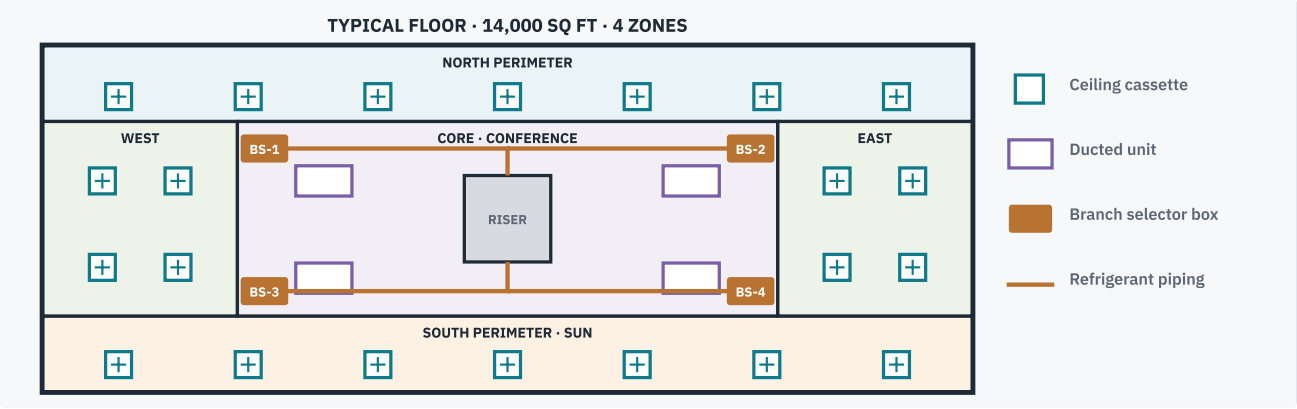
No chiller, boiler or cooling tower to maintain, and no single failure that stops the building.

Installed with tenants in

Each floor has its own system, so we switch over one floor at a time.

One floor, four zones

Every floor is laid out the same way. Cassettes serve the perimeter offices, ducted units the conference rooms and core, and four branch selector boxes off the riser split the floor into the zones you see below.



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Floor by floor, with tenants in

The old plant keeps the floors we have not reached running until each switchover.

Feb 2027
4 weeks

○ Engineering and permit

Stamped drawings, permit, equipment ordered.

Mar 6, 2027
1 day

○ Crane lift

All rooftop equipment set on a Saturday.

Mar 8, 2027
4 weeks

○ Third floor

Piping and units at night, switchover over a weekend.

Apr 5, 2027
4 weeks

○ Second floor

The same sequence, the third floor already on the new system.

May 3, 2027
4 weeks

○ First floor and removal

Last switchover, then the chiller and boiler come out.

Jun 7, 2027
2 weeks

○ Balancing and commissioning

Witnessed tests, training and handover.

What is included

Included

- All equipment, piping, ductwork, controls and power wiring listed in the price
- Night and weekend work in occupied suites, with ceilings restored each morning
- Permit, stamped drawings, balancing, commissioning and training

Not included

- Asbestos abatement, if any is found above the ceilings
- Changes to the fire alarm system beyond duct detector connections
- Utility rebate applications beyond the paperwork we prepare for you

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We will check the 1987 ceiling materials report before we start; abatement, if needed, would be priced separately.

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Price

A fixed price for the complete system, valid until December 18, 2026.

#	ITEM	QTY	PRICE	DISC.	TAX	TOTAL
	Equipment					
1	**VRF heat-recovery outdoor units, 30 tons** Code: EQ-ODU One system per floor, so each floor runs and can be shut down on its own. 	3 units	$68,500.00	–	0%	$205,500.00
2	**Branch selector boxes** Code: EQ-BS Four per floor; they let one zone heat while another cools.	12 boxes	$3,850.00	–	0%	$46,200.00
3	**Four-way ceiling cassettes** Code: EQ-CAS In the open offices and private offices, fitted to the 2 x 2 ceiling grid. 	48 units	$2,450.00	–	0%	$117,600.00
4	**Ducted indoor units, conference and core** Code: EQ-DUC	10 units	$3,900.00	–	0%	$39,000.00
5	**Dedicated outdoor air unit with energy recovery, 6,000 cfm** Code: EQ-DOAS Fresh air for all three floors, pre-heated or pre-cooled by the exhaust air. 	1 unit	$96,000.00	–	0%	$96,000.00
6	**Central controls and tenant thermostats** Code: EQ-CTRL Integration: BACnet to the existing building automation system	1 lot	$38,400.00	–	0%	$38,400.00
					Subtotal: Equipment	**$542,700.00**

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#	ITEM	QTY	PRICE	DISC.	TAX	TOTAL
	Installation					
7	**Remove the chiller, boiler and perimeter fan coils** Code: IN-DEMO Refrigerant recovered and the chiller recycled by a certified handler.	1 lot	$64,000.00	–	0%	$64,000.00
8	**Refrigerant piping, brazed, insulated and pressure-tested** Code: IN-PIPE	3 floors	$82,000.00	–	0%	$246,000.00
9	**Outdoor air ductwork and diffusers** Code: IN-DUCT	1 lot	$118,500.00	–	0%	$118,500.00
10	**Condensate piping and pumps** Code: IN-COND	58 units	$420.00	–	0%	$24,360.00
11	**Electrical power to the new equipment** Code: IN-ELEC By our licensed electrical subcontractor, from the existing main switchboard.	1 lot	$92,000.00	–	0%	$92,000.00
12	**Crane lift, roof curbs and roof patching** Code: IN-CRANE Lift: One Saturday, street permit by us	1 lot	$28,500.00	–	0%	$28,500.00
13	**Ceiling tiles removed and replaced** Code: IN-CEIL	3 floors	$14,500.00	–	0%	$43,500.00
					Subtotal: Installation	**$616,860.00**
	Commissioning and engineering					
14	**Testing, adjusting and balancing** Code: CX-TAB	1 lot	$18,600.00	–	0%	$18,600.00
15	**Commissioning with your agent** Code: CX-CX Functional tests of every unit and sequence, witnessed and signed off.	1 lot	$22,400.00	–	0%	$22,400.00
16	**Controls training and O&M manuals** Code: CX-TRN	1 lot	$6,800.00	–	0%	$6,800.00
17	**Mechanical permit and design-assist engineering** Code: CX-ENG Stamped drawings by a Pennsylvania-licensed engineer; permit fees included.	1 lot	$31,500.00	–	0%	$31,500.00
					Subtotal: Commissioning and engineering	**$79,300.00**

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Total

The three sections of the price, and the fixed total for the complete system.

Equipment	$542,700.00
Installation	$616,860.00
Commissioning and engineering	$79,300.00

Subtotal (without taxes)	$1,238,860.00
Sales tax (paid by us on materials in Pennsylvania)	$0.00
Total	**$1,238,860.00**

Payments

Five payments tied to the work, each invoiced when its stage is reached.

10% OF TOTAL	35% OF TOTAL	30% OF TOTAL	20% OF TOTAL	5% OF TOTAL
$123,886.00	**$433,601.00**	**$371,658.00**	**$247,772.00**	**$61,943.00**
On signing	**Equipment delivered**	**Two floors switched over**	**Substantial completion**	**Commissioning signed off**
Engineering and equipment orders	Stored on site or at our yard	Progress billing	All floors on the new system	Retainage released
Due Jan 2027	Due Mar 2027	Due Apr 2027	Due Jun 2027	Due Jun 2027

Total	**$1,238,860.00**

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Warranty

COVERAGE

Compressors: 10 years, manufacturer

Other equipment parts: 10 years, manufacturer, once registered

Our labor and workmanship: 2 years from substantial completion

NOT COVERED

- Damage from power surges or roof leaks
- Filters and other routine maintenance items

HOW TO CLAIM

1. Call our 24-hour service line; a technician is on site within 4 hours

Terms

1. **Price**

1.1 Fixed until December 18, 2026. Equipment prices are held once you sign and we place the order.

2. **Changes**

2.1 Any change to the scope is agreed in a written change order, with its price and effect on the schedule, before the work is done.

3. **Hidden conditions**

3.1 Conditions we could not see, such as asbestos or damaged structure, are reported to you before we continue.

4. **Payment**

4.1 Invoices are due 30 days from the invoice date; 5% is held until commissioning is signed off.

5. **Insurance**

5.1 $5 million general liability, workers' compensation, and you named as additional insured.

6. **Access**

6.1 You give us night and weekend access to each floor and a lay-down area in the loading dock.

Agreed

Signed for Monongahela Realty Group, owner of Grant Street Office Center, and for Three Rivers Mechanical.

FOR THE OWNER

_____

SIGNATURE

Grant Street Office Center

Name: _____

Date: ____ / ____ / _____

FOR THREE RIVERS

_____

SIGNATURE

Three Rivers Mechanical

Name: _____

Date: ____ / ____ / _____

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