

# Air Industries, Inc.

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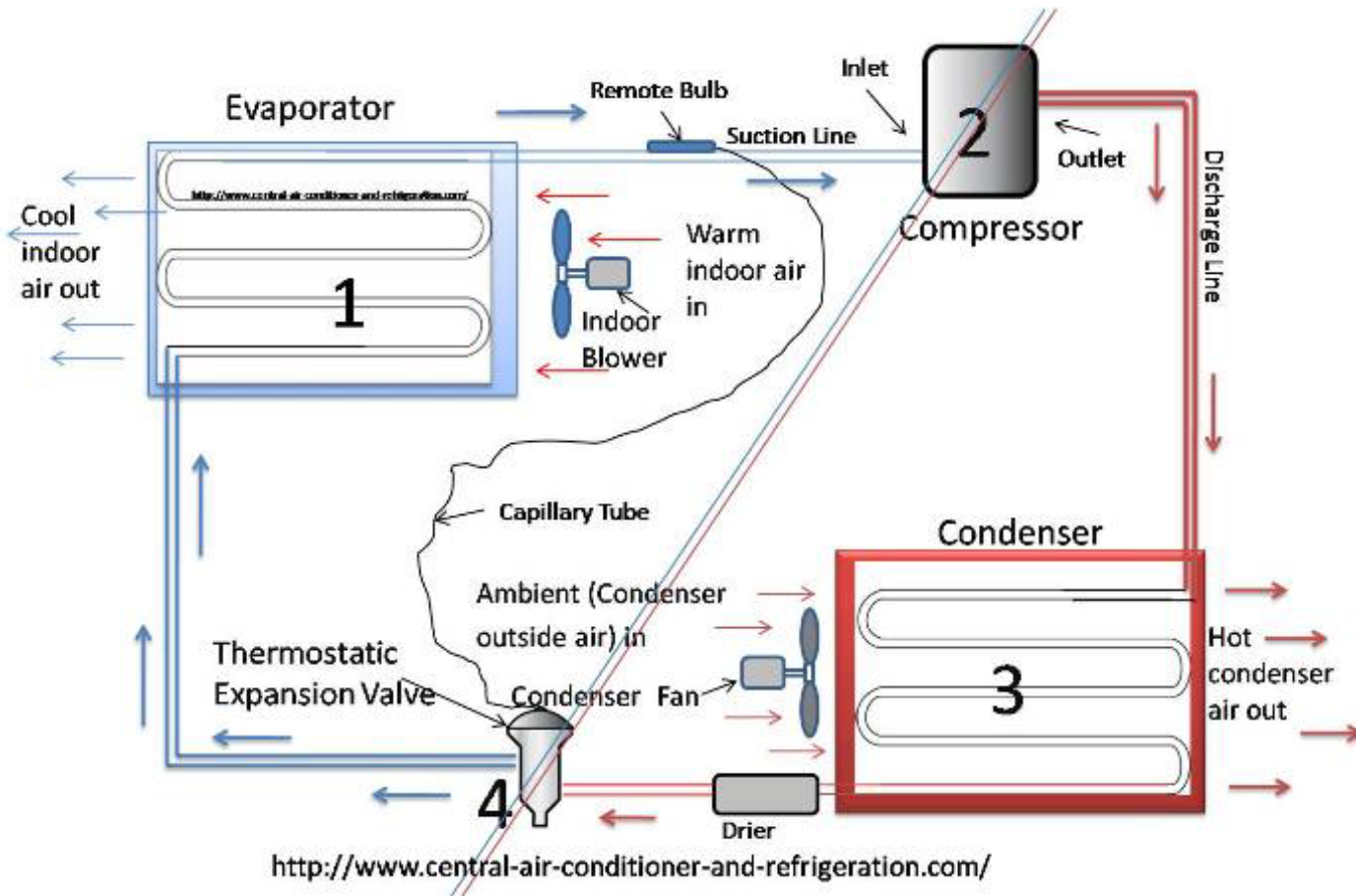
# Residential HVAC Fundamentals

Preventative Maintenance

&

Service Contractor Selection

# Your Air Conditioner's Cycle



# The Evaporator

This is the system component most likely inside your home that:

- Causes the humidity in the air to condensate and;
- Absorbs the heat from the air and;
- When moist with condensation, collects dust and other air particles not captured by your filters.

# A Dirty Evaporator



Obviously, this is an example of a very dirty and possibly an unfiltered evaporator.

Two things occur when dirt or other debris lands on the evaporator.

1st, it accumulates more dirt and reduces the amount of heat removed from the air.

2<sup>nd</sup>, it allows the possibility for mold or other possible air borne contaminants to increase.

# The Condenser



The Condenser is where the heat from your house is displaced to the outside during the cooling mode. This is where your system obtains heat for a heat pump in Heat mode.

This works like the Evaporator in that it helps cool your home in the summer and heat your home in the winter (if you have a heat pump).

This part, like your Evaporator must be clean and allow air to be distributed across the coils or aluminum fins.

Keep dirt, debris, bushes, and other foreign objects away from the Condenser to let it “breathe” freely and your unit will work as it was designed to and keep near its maximum efficiency.



# Contractor Selection Including Negotiation of Fee & Contract Provisions

- **Plan on having a written contract. It may seem easier and less adversarial to have a verbal agreement. The fact is that no accurate assessment of your agreement can be determined if the work scope is not in writing. Contractors must provide a written contract.**
- Before pursuing the selection of a contractor, carefully review the work in its entirety. Any changes you make will likely change the project cost. The cost direction for changes is upward as opposed to downward in most cases.
- Consider a contract provision for the contractor to deliver a performance bond. This protects the Owner from a contractor's default during the work.
- Consider who will assist you in the selection process if you need help. How much involvement you will have in the project? Do you want to be involved or do you prefer to open the door to your finished product and begin using it.
- Establish a budget, then reduce it by three to seven percent. Changes will likely occur due to plan conflicts, your project's scope may change, or products are no longer available, etc. The less confident you are that your plan clearly identifies exactly what needs to be built, the more conservative your budget should be.

- Ask for references and check them. A contractor's license status will be listed on the Division of Business and Professional Regulation (DBPR) website @ <http://www.myflorida.com>.
- Ensure that you carefully negotiate how and when payments will be made, and how partially completed work will be adjusted proportionately if the contractor requests partial payment. If you are not familiar with the process, we strongly recommend you contact a professional to assist you at this stage of your negotiation.
- Verify that the contractor and his sub-contractors have sufficient insurance for general liability, property damage, workmen's compensation, etc. Request to be an additional insured. A certificate showing your insured status will be delivered by the insurance company of the contractor.
- Enter a provision into your contract that requires the contractor's sub-contractors and material suppliers to deliver a release of lien for the work performed during the previous pay period prior to any payment. You may be liable for fees not paid to a sub-contractor or supplier by the Prime Contractor.