



# CONSTRUCTION MANAGER'S MANUAL

Project: Webster High School – Band Room & Green House Additions  
w/ Site Improvements

Issue Date: 9/20/2022

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# 1.00 INVITATION TO BID

Nabholz Construction Corporation (herein after referred to as “Nabholz” or “Construction Manager”) is accepting specialty contractor and supplier proposals for the below referenced project. All proposals or bids received shall be submitted in accordance with the requirements of the Construction Manager’s Manual (the “CM Manual”). Plans and bidding documents will be available via internet link, or at various reprographic locations. Bidders should contact Nabholz for access to bidding documents.

Bid Packages will be due at the time and date listed below. Additional instructions and details pertaining to bid submission are listed herein.

## .01 Project Information

Project Name:	Webster High School – Band Room & Green House Additions w/ Site Improvements
Nabholz Job Number:	03-22-2360
Jobsite Address:	1919 West 40 <sup>th</sup> Street, Tulsa, OK 74107
Job Description:	Band Room, Green House, & Site Improvements
LEED Certification:	N/A
Approximate Construction Start:	Fall 2022
Approximate Construction Finish:	Spring 2024
Are BIM/VDC Practices Required?	No
Is this a “Nothing Hits the Floor” Project?	Yes
Is this a CCIP Project? (Contractor Controlled Insurance Program)	No
Is this an OCIP Project? (Owner Controlled Insurance Program)	No
Is this job prevailing wage?	No
Is this job taxable?	No

## .02 Bidding Procedure

Bid Date:	10/13/2022
Bid Time:	2:00pm
Bid Submission Procedure:	Bids should be delivered in a sealed envelope to 3027 S New Haven, 4 <sup>th</sup> Floor (Bond Department).
Private or Public Opening:	Public
Bid Security Required:	Bid Security for proposals greater than \$50,000 – 5% Bid Security. Dual Obligees are Tulsa Public Schools and Nabholz Construction Corporation.
Bid Opening Location:	3027 S New Haven, 4 <sup>th</sup> Floor (Bond Department)
RFI/Bid Question Deadline:	2:00 PM on 10/5/2022
RFI/Bid Question Process:	Bidders shall submit questions in writing (email is preferred) by the established deadline. Questions should reference specific details, plan sheets, specifications, or bid manual sections.

### .03 Prebid Meeting

Prebid Meeting Date:	9/27/2022 & 9/28/2022
Prebid Meeting Time:	3:30 PM
Prebid Meeting Location:	Webster High School (Room # TBD)
Is the Prebid Mandatory?	Attendance is Mandatory

### .04 Project Team Information

Nabholz Office:	10319 E. 54 <sup>th</sup> St. – Tulsa, OK 74146
Nabholz Project Manager:	Kolton Gariss, <a href="mailto:kolton.gariss@nabholz.com">kolton.gariss@nabholz.com</a>
Nabholz Superintendent:	Monty Baker
Nabholz Estimator(s):	Danny Duncan, <a href="mailto:danny.duncan@nabholz.com">danny.duncan@nabholz.com</a>
Architect:	GS Helms & Associates
Architect Contact:	Brian Jeffers
Architect Address:	424 E Main St, Jenks, OK 74037

### .05 Site Specific Safety Considerations

Project Safety Considerations	1. Occupied school
(in addition to Nabholz Safety Standards)	2.
	3.
	4.
	5.
	6.
	7.

Construction Manager will use the standard Master Contract, Project Contract, and any amendments thereto, collectively, (the “Subcontract”), for all Subcontractors. Construction Manager will use standard Purchase Order (“PO”) for all Suppliers. Copies of these documents are available in electronic or hard copy upon request. We may also require performance and payment bonds for Subcontractors using Consensus 706 and 707 by an acceptable surety company or require other forms of surety.

Job Conditions and Job Safety in accordance with all safety regulations, including, federal (OSHA), state, and local, Construction Manager policy, and Subcontract or Purchase Order shall be required of all personnel on the Project including Subcontractors, Suppliers, and second tier Subcontractors and Suppliers. Reference Site-Specific Safety Considerations (Section 1.05 of this Manual) and Nabholz Safety Standards (Section 5.02 of this Manual). In addition, Construction Manager will enforce a NO SUBSTANCE ABUSE policy, and will not permit the use of tobacco on the Project site.

Construction Manager is an AA/EOE. All Women Owned Businesses (WBE), Minority Owned Businesses (MBE), and Disadvantaged Business Enterprises (DBE), including women, minority, disabled or veteran-owned business, are encouraged to submit a proposal or bid.

## 2.00 BIDDING INSTRUCTIONS AND SUPPLEMENTAL INFORMATION

### .01 Instructions to Bidders

The following instructions apply to all proposals.

1. All bids shall be submitted on the bid form found in section 3.00 of this manual, inclusive of the scope of work specified in the applicable bid package.
2. Bid security in the form of a certified check, cashier's check or bid bond equal to 5% of the bid are required for subcontractor proposals over \$50,000, unless stated otherwise in section 1.02.
3. Bidders must fulfill prequalification requirements in accordance with CM's trade contractor procurement policy prior to the award of any Bid Package contract. Prequalification Questionnaires and applicable supporting documents are required annually and are available at <https://www.nabholz.com/trade-contractors/> or by contacting the Construction Manager's ("CM's") office.
4. Modification to Bid Packages may be cause for rejection of proposal.
5. Bidders warrant they have visited the Project site prior to submission of proposals or have attended the pre-bid meeting(s) for the purpose of understanding and accepting all conditions in and around the Project site.
6. Bidders warrant that proposals are submitted in accordance with the requirements of CM Manual and Contract Documents. Bidders also warrant that proposals are submitted in accordance with the specification sections and drawings relating to the scope of the Bid Package.
7. Bidders must submit questions in writing to the CM no later than seven (7) days prior to the Bid Date or by the established RFI deadline. Responses to Bidders' RFI(s) will be distributed in the form of an Addendum or Clarification to all Bidders. Addenda may be issued during the bidding period. Bidders must acknowledge all addenda on the Form of Proposal. Addenda become part of the Contract Documents.
8. Bidders must, immediately notify CM in writing of errors, omissions, discrepancies, or noncompliance with applicable codes and regulations within the Contract Documents or any work which will not fit or properly function if installed as indicated in the drawings and specifications. This requirement does not relieve the Architect of design or professional service responsibilities.
9. Bidders must comply with all federal, state, local laws, and the rules and regulations of all authorities having jurisdiction over construction of the Project shall apply to the Subcontract or Purchase Order ("PO") throughout. Statutes will be deemed to be included in the Subcontract or PO, the same as though herein written out in full.
10. Subcontracts and PO will be awarded based on the lowest responsible qualified proposal, provided it is in the best interest of the Owner and/or CM. The Owner and/or CM reserves the right to reject any and all proposals and to waive any informality in the proposals.
11. To determine the lowest responsible qualified proposal, the CM will evaluate proposals based on the following considerations:

- a. Total amount of Bidders' proposal, including Base Bid and Alternate Bids;
  - b. Acknowledgement of issued Addenda;
  - c. Bidders' bonding rate and capacity;
  - d. Sufficiency of Bidders' financial resources;
  - e. Evaluation of Bidder's labor rates;
  - f. Bidders' ability to perform in accordance with the Contract Documents;
  - g. Bidders' ability to perform without delay or interference to other trades or scopes of work;
  - h. Bidders' history of performance on previous projects with CM or Owner;
  - i. Responsibility and reputation of Bidders;
  - j. Evaluation of Bidders' safety record;
  - k. Bidder's history of compliance with applicable laws, codes, and regulations;
  - l. Quality and availability of Bidders' personnel and resources; and
  - m. Amount and nature of Bidders' current or pending litigation.
12. Bidders bonding capacity and rate will be evaluated by CM and Owner. The cost of providing Bidders Performance and Payment Bonds may be added to Base Bid to assist in evaluating the lowest responsible qualified proposal. **The cost of providing Bidders Performance and Payment Bonds should be included in Base Bids for all Bidders whose proposal will exceed \$50,000.** Bidders will be required to use the ConsensusDocs 706 and 707 for bonds, and to provide maintenance bond coverage as required by law in a form acceptable to CM. <https://www.nabholz.com/bidding-and-contract-documents/>.
13. CM may perform an investigation of Bidders' financial condition. Bidders agree to assist in any such investigation, which may include a request for Bidders most recent audited or reviewed financial statements, a review of Bidders "Business Information Report" as prepared by Dun & Bradstreet, Inc., or discussions with Bidders' surety and banking agents.
14. **Bidders are required to provide a price for each specified Alternate Bid, Unit Price, or Price Breakout that affects Bidders' Bid Package.**
15. **Bidders are required to provide unit prices for all labor classifications that apply to Bidder's Bid Package.** Labor unit prices will be used to calculate labor for all change order requests.
16. The Contract Documents will include all documents identified as Contract Documents in the Agreement between the Construction Manager and Owner, The Master Contract & Project Contract between Construction Manager and Subcontractor, as well as the following attachments and any Addenda and Supplementary Conditions.
- a. Exhibit A – Bid Package Description
17. All attachments and exhibits to the Contract between Construction Manager and Owner shall be recognized by Subcontract or PO between Bidders and Construction Manager.
18. Bidders' proposal shall include, but not limited to, the following costs:
- a. All applicable Sales Tax and Freight on Board to Project site unless stated otherwise in the trade specific Bid Package.
  - b. Prevailing wage rates and documentation if required by Contract Documents.

- c. Employee orientation, safety training, infection control training, and photo ID badging, as required.
- d. Attendance at preconstruction and project coordination meetings, as required by specifications and Construction Manager's Quality Management System ("QMS"). Subcontractor is required to send foreman, project manager or owner to all weekly Project site coordination meetings pertaining to the Scope of Work and/or as required by Construction Manager's Project Superintendent. Employees attending meetings must have the authority to make commitments on Subcontractor's resources (manpower, equipment, tools, etc.) to maintain Project Schedule or meet milestone dates.
- e. Delivery of submittals, including but not limited to shop drawings, product data, samples, mock-ups, operating service and maintenance manuals, Material Safety Data Sheets (MSDS), and other documents and submittal materials required by the specifications.
- f. All product testing documentation required by specifications, including test certificates
- g. Coordination for field testing and inspections required by specifications and Construction Manager's QMS. Laboratory testing by others; any re-testing required due to initial failed testing under Scope of Work is the responsibility of Subcontractor. This requirement does not apply to air test & balance tests
- h. Hook-up and consumption charges for temporary utility and telephone services for Bidders' trailers and sheds, including maintenance of temporary services and removal of services when no longer needed.
- i. Task lighting and special electrical service requirements, including but not limited to:
  - i. Electrical Subcontractor will provide temporary power to accommodate the use of power tools, lighting, and masonry saws.
  - ii. Temporary electrical outlets will be spaced so that the entire area of construction can be reached by power tools on a single 100-foot extension cord; and
  - iii. General temporary illumination will be maintained at a level of 5 foot-candles.
- j. Telephones, computers, and internet access.
- k. Drinking water and ice.
- l. Storage sheds, office trailers, and labor sheds.
- m. Portable, gas-driven welders.
- n. All parking for employees shall be coordinated with Construction Manager's Project Superintendent at Bidders' expense.
- o. All material handling equipment, including but not limited to hoisting with certified operators, bracing, shoring, scaffolding as necessary to move materials and complete Scope of Work.
- p. Daily clean up and removal of all identifiable debris, including but not limited to:
  - i. Site Cleanup. Subcontractor shall keep the Project site and work areas clean at all times and must sweep each work area and remove all debris prior to discontinuing work in each area. If the Subcontractor fails to immediately



commence compliance with cleanup duties within forty-eight (48) hours after written notification from the Contractor of noncompliance, the Contractor may implement appropriate cleanup measures without further notice and deduct the cost thereof from any amounts due or to become due the Subcontractor under this Contract. Unless otherwise specified or required by law or regulation, all debris will be sorted as required and deposited on the Project site at a location designated by the project superintendent. Subcontractor shall comply with Contractor's on-site recycling and refuse programs. Subcontractors shall follow any Nabholz sustainability plans and programs regardless of whether the job is certified by the U.S. Green Building Council, Green Globes, or any other building certification entity. Temporary protection of work and stored materials. Protect adjacent materials and finishes. Damage caused by performing this work will be the responsibility of this trade contractor.

- q. Weather protection as required to protect and perform the Work unless specifically excluded in Bid Package.
  - r. All applicable trade permits, licenses, and inspection fees, including bonds required for the Scope of Work.
  - s. Engineering layout, professional surveys, grade control and field dimensions associated with the Scope of Work.
  - t. Touch-up painting of any prefinished items as required.
  - u. Dewatering of all excavations associated with the Scope of Work, as required, preserving structural integrity and workability.
  - v. Provide enclosures, temporary heat, blankets, additives, etc. as needed to protect Work and materials from cold weather conditions.
  - w. Removal of existing materials in existing facilities, if considered part of the Scope of Work and legally dispose of offsite.
  - x. Provide and install firestopping at penetrations in fire walls resulting from Work in accordance with specifications and code requirements. Allow 5-10% destructive testing. Obtain approved submittal before installing firestopping.
19. Bidders shall strictly comply with Construction Manager's safety policies and OSHA safety regulations. Construction Manager's complete Safety Standards can be reviewed at Construction Manager's offices or <https://www.nabholz.com/bidding-and-contract-documents/>. Hard hats and safety glasses, and high-visibility clothing are mandatory for all Project site employees during all phases of the project and must be worn at all times. Prior to working on a Construction Manager's Project, the viewing of Construction Manager's Safety Video by the construction personnel of all Bidders is a mandatory requirement. Hardhat stickers will be given to those construction workers who are confirmed to have viewed the safety video. All workers must have the current calendar year hard hat sticker on their hard hats in order to perform work on Construction Manager's Project.

20. Compliance with all requirements of Construction Manager's substance abuse and security policies.
21. Compliance with Construction Manager's insurance requirements. Reference Section 5.01 of the CM Manual.
22. Bidders' work shall strictly comply with all adopted Building Codes. Any code-related conflict in drawings and specifications shall be clarified and approved by the local Code Authority prior to installation.
23. Bidders shall be held responsible for submission of all submittals (via Procore and delivery of physical submittals as necessary) within three weeks of Notice of Intent to Award, including but not limited to shop drawings, product data, samples, mock-ups, operating, service and maintenance manuals, material safety data sheet information, and other submittals required by the specifications and Construction Manager's QMS. Submittals to be checked and signed off on by Bidders' representative indicating a review has been completed. Shop Drawings should be started upon Notice of Intent to Award and completed expeditiously to not delay construction. Coordinate with existing conditions and other Subcontractors as needed for locations, sizes and penetrations required. Color samples to be treated as part of the submittal process. All submittal packages over 10 pages must have a table of contents.
24. Bidders shall provide closeout documents per Contract Documents and Master Contract including, but not limited to, attic stock, as built drawings, testing, warranties, and equipment operation manuals before Substantial Completion as a prerequisite to Final Payment. Provide equipment operation instructions to Owner representative, as required. Attic stock is to be delivered in individually labeled and unopened boxes. There should also be a table of contents as the first page of all closeout packets.
25. Bidders shall provide warranty from date of Substantial Completion of Subcontractor's Work and for the duration per specification. All Warranty and call-back Work resulting from the Scope of Work shall be at no cost to the Owner or Construction Manager. Temporary use of equipment during construction will not affect the Warranty or call-back periods required by the specifications.
26. Bidders shall provide labor warranty from substantial completion for the duration of one year unless otherwise noted in the contract documents. All Warranty and call-back Work resulting from the Scope of Work shall be at no cost to the Owner or Construction Manager.
27. Bidders may not remove or replace its Superintendent or Foreman without prior written consent from Construction Manager.
28. Bidders shall coordinate delivery of required materials associated with the Bid Package. Bidders shall provide equipment and personnel necessary to unload, stack, protect, store, and move materials on Project site. Bidders shall inventory all delivered items and inspect for damage or missing items. Note damaged or missing items on the bill of lading. Construction Manager is not responsible for damaged or misplaced materials or equipment. Bidders shall file all damage claims with insurance carrier(s). Placement of staged items shall be coordinated with Construction Manager's Project Superintendent.
29. Stored materials are to be protected from heat and humidity as required by the manufacturer. All materials must be tagged with Project and Construction Manager's name. The items above are subject to

the specifications and Owner requirements. Coordinate location of Project site storage containers with Project Superintendent.

30. Bidders shall coordinate Work with the Construction Manager and other trades affecting their Scope of Work.

**31. Bidders shall contact the Project Superintendent if the substrate is unacceptable before installation of the Scope of Work. Installation of materials over substrate implies acceptance of substrate.**

32. Time is of the essence. Provide a detailed schedule in bar chart format for the Scope of Work within 10 days of receiving Notice of Intent to Award. Comply with the Project Schedule furnishing necessary resources, including overtime, to maintaining project schedule. Should Bidders fall behind schedule due to conditions within Bidders' control, Bidder shall implement whatever means are necessary to accelerate the Bidders' Scope of Work until it is in compliance with the schedule. The cost of accelerating the Work shall be borne by the Bidders. Certain areas may be completed earlier than originally indicated on schedule. Subcontractor must be prepared for any minor adjustments to the schedule as Work progresses.
33. Time lost due to weather conditions must be made up by Bidders.
34. Bidders shall comply with the established work hours or Owner-specified durations necessary to minimize impact on Owner operations.
35. Construction Manager maintains ownership of all schedule free float.
36. Bidders shall sequence Work as directed by Construction Manager.
37. Bidders must be and have been regularly engaged in Work to be performed for the past 5 years using at least partially their own workforce skilled in that type of work. Project site foreman must be employed directly by Subcontractor and professionally qualified for Work to be performed with at least 10 years' experience.
38. Bidders must participate and comply with the Construction Manager's QMS as relevant to the Scope of Work.
39. Punch lists issued by Construction Manager, Architect, or Owner will be completed within fourteen (14) calendar days from the date of issue. If Bidders fails to comply with this requirement, Construction Manager reserves the right to perform the Work for the Bidders and back-charge the Bidders for the cost of the Work.
40. Prior to commencing work, bidders must provide company specific safety plan and silica exposure plan to superintendent, in either digital or physical copy.

## .02.0 Bid Affidavits

## .02.1 Felony and Sex Offender Affidavit

(TO BE SUBMITTED WITH BID)

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ ) ss

\_\_\_\_\_ of lawful age, being first duly sworn on oath says that \_\_\_\_\_ is the agent authorized by the Contractor to bind the Contractor to the terms and conditions of this Affidavit. Affiant further states that the Contractor will make all possible efforts and provisions to ensure that any employee or representative sent on school premises for the purposes of delivery, services, work or for any other purpose, is not in violation of the State of Oklahoma Laws reproduced below. Affiant further states that each and every Subcontractor, Sub-subcontractor, Material Supplier or any other entity performing work, services or any other task, or supplying any material, equipment or other items for the Project, has signed a like affidavit maintained the Contractors Project File.

State of Oklahoma Law states:

- A. No person or business having a contract with a school or school district for services to be performed during normal school hours shall allow any employee to work on school premises if such employee is convicted in the state, the United States or any other state of:
  - 1. Any sex offense subject to the Sex Offenders Registration Act in this state or subject to another state's or federal sex offender registration provisions; or
  - 2. Any felony offense except as provided in subsection C of this section or when ten (10) years has elapsed since the date of the criminal conviction or the employee has received a presidential or gubernatorial pardon for criminal offense
- B. Every person or business having a contract for services with a school district where such services are to be performed on the school premises during normal school hours shall be required to sign a statement declaring that no employee working on school premises under the authority of such person or business is in violation of the provisions of this section.
- C. The provisions of this section shall not apply to volunteers, persons performing community service hours under court order or persons performing services under a supervised work release program. Provided, however, persons performing community service hours or services under work release shall not be allowed to work on school premises at any time after having been convicted of any offense state in paragraph 1 of subsection A of this section (70 O.S. ss 101.48).

It is unlawful for any person registered pursuant to the Sex Offenders Registration Act to work with or provide services to children or to work on school premises, or for any person or business who offers or provides services to children or contract for work to be performed on school premises to knowingly and willfully allow any employee to work with children or to work on school premises who is registered pursuant to the Sex Offenders Registration Act. Upon conviction for any violation of the provisions of this subsection, the violator shall be guilty of a misdemeanor punishable by a fine not to exceed One Thousand Dollars (\$1,000.00). In addition, the violator may be liable for civil damages (57 O.S. ss 589)

\_\_\_\_\_  
(Project Name)

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Contractor

\_\_\_\_\_  
By Title

Attest: \_\_\_\_\_

Subscribed and sworn to before me this\_\_

Day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary

Public My Commission Expires: \_\_\_\_\_

**.02.2 Business Relationships Affidavit**  
**(TO BE SUBMITTED WITH BID)**

STATE OF: \_\_\_\_\_

COUNTY OF: \_\_\_\_\_

\_\_\_\_\_, of lawful age, being first  
duly sworn, on oath, says that (s)he is the agent authorized by the bidder to submit the attached  
bid. Affiant further states that the nature of any partnership, joint venture, or other business  
relationship presently in effect or which existed within one (1) year prior to the date of this  
statement with the Architect, Engineer, or other party to the project is as follows:

Affiant further states that any such business relationship presently in effect or which existed  
within one (1) year prior to the date of this statement between any officer or director of the  
bidder and any officer or director of the Architect or Engineer or other party to the project as  
follows:

Affiant further states that the names of all persons having such business relationships and the  
positions they hold with their respective companies or firms are as follows:

(If none of the business relationships herein and above-mentioned exist, affiant should so state.)

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

Notary Public \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

.02.3 Non-Collusion Affidavit  
(TO BE SUBMITTED WITH BID)

SECTION 00150 - NON-COLLUSION AFFIDAVIT

STATE OF OKLAHOMA )  
COUNTY OF Tulsa ) ss.

\_\_\_\_\_, of lawful age, being first duly sworn, on oath says that (she)he is the agent authorized by the bidder to submit the attached bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any state official or employee as to quantity, quality, or price in any discussions between bidders and any state official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

\_\_\_\_\_  
Company Representative

\_\_\_\_\_  
Notary Public

My Commission Expires:  
  
\_\_\_\_\_

00150-1

## .03.0 Post-Bid Affidavits



## .03.1 Affidavit for Final Payment

**(TO BE SUBMITTED AFTER AWARD)**

STATE OF \_\_\_\_\_ )

\_\_\_\_\_ ) ss  
COUNTY OF \_\_\_\_\_ )

The undersigned, being first duly sworn, testifies as follows:

That Affiant is the \_\_\_\_\_ of \_\_\_\_\_  
(Officer) (Company)

And that in signing and delivery of this affidavit he is acting for and on behalf of said company. That said company is the Contractor engaged in the construction of:

\_\_\_\_\_  
(Project Name)

\_\_\_\_\_  
(Project Location)

for the Awarding Public Agency of the State of Oklahoma (Owner) pursuant to a written contract entered into with the Awarding Public Agency (Owner). that the construction of said Project has been fully and finally completed in accordance with the written Contract, and all amendments thereto, if any. The company represents that there are no existing judgments, claims, accounts, liens, or other similar type of obligations outstanding and unpaid arising under said Contract or from labor or materials having been furnished for or delivered to said Project. Further, the company represents that all persons or entities furnishing labor or materials used in said project, or under said Contract, have been paid in full.

\_\_\_\_\_  
Contractor or Supplier

By \_\_\_\_\_ Title \_\_\_\_\_

Attest: \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day  
of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

### CERTIFICATE OF APPROVAL

The undersigned, agent or Attorney-in-Fact for \_\_\_\_\_, Surety Company,  
Acting for an on behalf of said Surety Company, acknowledges having seen the above affidavit executed by  
\_\_\_\_\_ further that the undersigned hereby approved the affidavit and directs  
that the Owner of said project is hereby authorized to make final payment under the contract to the contractor.

Surety Company specifically releases the Awarding Public Agency of the State of Oklahoma (Owner) from any responsibility should any unpaid accounts or claims arise against contractor for labor or material furnished under said Contract or delivered and used in said Project.

\_\_\_\_\_  
(Attorney-In-Fact for Surety Company)

(Attach a Certified Copy of Power-of-Attorney)

## .03.2 Declaration Regarding Prohibition of Sex Offenders and Convicted Felons on School Premises

(TO BE SUBMITTED AFTER AWARD)

STATE OF \_\_\_\_\_ )  
 ) ss  
COUNTY OF \_\_\_\_\_ )

\_\_\_\_\_(“Contractor”) hereby acknowledges that it has a contract with Nabholz Construction Corporation for services to be performed during normal school hours on Webster High School premises. Contractor declares that it has verified and will continue to verify that none of its employees working on school premises during normal school hours shall have been convicted, entered a plea of guilty or a plea of nolo contendere, or received a suspended sentence for a crime or an attempt to commit a crime in the State of Oklahoma, the United States, or any other state for any sex offense subject to a Sex Offenders Registration Act or any felony offense within the last ten (10) years unless such an employee has received a presidential or gubernatorial pardon. This restriction does not apply to persons who have been convicted of a felony within then (10) years and who are volunteers, who are performing community service hours under court order, or who are performing services under a supervised work release program.

Contractor acknowledges that, pursuant to 57 O.S. Section 589, it is unlawful for any person who is registered pursuant to the Sex Offenders Registration Act to work with children or to work on school premises.

### DECLARATION BY VENDOR

The undersigned \_\_\_\_\_ represent that he/she is the Owner or an officer of

\_\_\_\_\_, who has the authority to make this declaration to the Awarding Public Agency, as required by Section 6-101.48 of title 70 of the Oklahoma State Statutes.

I declare that no employee working on school premises during normal working hours under the authority of the above- named company or business has been convicted in this State, United States or another state of any sex offense subject to the Sex Offenders Registration Act or is subject to another state’s or the federal sex offender registrations provisions. I further declare that no employee working on school premises during normal working hours under the authority of the above-named company or business has been convicted of a felony offense within the past ten (10) years in this State, the United States, or another state.

I further understand that Title 57, Oklahoma Statutes, Section 589 provides as follows, to wit:

It is unlawful for any person registered pursuant to the Sex Offenders Registration Act to work with or provide services to children or to work on school premises, or for any person or business who offers or provides services to children or contracts for work to be performed on school premises to knowingly and willfully allow any employee to work with children or to work on school premises who is registered pursuant to the Sex Offenders Registration Act. Upon conviction for any violation of the provision of the subsection, the violator shall be guilty of a misdemeanor punishable by a fine not to exceed One Thousand Dollars (\$1,000). In addition, the violator may be liable for civil damages.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_

Contractor

\_\_\_\_\_ By \_\_\_\_\_ Title \_\_\_\_\_

Attest: \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_

Day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_

Notary

Public My Commission Expires: \_\_\_\_\_

### .03.3 Certification of Compliance with Asbestos Restrictions

**(TO BE SUBMITTED AFTER AWARD)**

STATE OF \_\_\_\_\_ )  
 ) ss  
COUNTY OF \_\_\_\_\_ )

The undersigned Contractor, of lawful age, being first duly sworn, on oath says that:

Building materials or products incorporated or installed in the construction of will be free of asbestos or asbestos products of any kind.

Certification of Compliance with Asbestos Restrictions will be included in any sub-contract connected with the performance of work for this project.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Contractor or Supplier

By \_\_\_\_\_

\_\_\_\_\_  
Title

Attest: \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day

of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission

Expires: \_\_\_\_\_

## .03.4 Competitive Bid and Contract Affidavit

**(TO BE SUBMITTED AFTER AWARD)**

STATE OF: \_\_\_\_\_

COUNTY OF: \_\_\_\_\_

For purposes of competitive bids, I certify:

1. I am the duly authorized agent of \_\_\_\_\_, the bidder submitting the competitive bid which is attached to this statement, for the purpose of certifying the facts pertaining to the existence of collusion among bidders and between bidders and state officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to the bid to which this statement is attached;
2. I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached and have been personally and directly involved in the proceedings leading to the submission of such bid; and
3. Neither the bidder nor anyone subject to the bidder's direction or control has been a party;
  - a. to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding,
  - b. to any collusion with any state official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract, nor
  - c. in any discussions between bidders and any state official concerning exchange of money or other thing of value for special consideration in the letting of a contract.
4. I certify, if awarded the contract, whether competitively bid or not, neither the contractor nor anyone subject to the contractor's direction or control has paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma any money or other thing of value, either directly or indirectly, in procuring the contract to which this statement is attached.

\_\_\_\_\_  
Signature

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Notary Public \_\_\_\_\_

My commission expires: \_\_\_\_\_

NOTE: Each Competitive Bid submitted to a County, School District or Municipality must be accompanied with the above Affidavit as required by 74 O.S. 1976 85.24

### .03.5 Invoice Affidavit

**(TO BE SUBMITTED AFTER AWARD)**

STATE OF \_\_\_\_\_ )  
 ) ss  
COUNTY OF \_\_\_\_\_ )

The undersigned (Architect, Contractor, Supplier Engineer), of lawful age, being first duly sworn, on oath, says that this invoice or claim is true and correct. Affiant further states that the (work, services, or materials) as shown by this invoice or claim have been (completed or supplied) in accordance with the plans, specifications, orders, or requests furnished the affiant. Affiant further states that (s) he has made no payment directly or indirectly to any elected official, officer, employee of the State of Oklahoma, any county or sub-division of the state, or employee of the Awarding Public Agency (Owner), of money or any other thing of value to obtain payment of the invoice or procure the contract or purchase order pursuant to which an invoice is required.

\_\_\_\_\_  
Contractor or Supplier

By \_\_\_\_\_ Title \_\_\_\_\_

Attest: \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day  
of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

\*\*\*\*\*

\_\_\_\_\_  
(Architect, Engineer or other Supervisory Official)

By \_\_\_\_\_ Title \_\_\_\_\_

Attest: \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day  
of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_



## 3.00 BID PACKAGES AND BID FORMS

### .01 General Scope Requirements

All trade specific bid packages shall be inclusive of the General Scope Requirements listed below.

1. Refer to Instructions for Bidders, for additional general scope requirements.
2. **Master Contract** – All subcontractors and suppliers must have an executed master contract with Nabholz to do work with Nabholz. Project specific contracts and purchase orders are based on the master contract. Master contract has precedence over project specific contract, purchase orders, trade scopes, preconstruction manual and/or general requirements. Copy of Master Contract is available upon request.
3. **Project Specific Contract** – This contract will be executed between Nabholz and subcontractor or supplier and will reference specific project, construction documents, scope of work, duration, and other pertinent information. If conflict exists between specifications, drawings, addenda, trade scope or contract, most stringent requirement prevails. Copy of project specific contract is available upon request.
4. **Performance and Payment Bond** – Subcontractors are to include the cost of performance and payment bonds in their proposal. Performance and Payment Bonds to be on Consensus Doc Forms 706 & 707.
5. **Insurance** – Subcontractor must have the following Insurance Limits:

#### Commercial General Liability

Limit Each Occurrence	\$2,000,000
General Aggregate	\$2,000,000
Products/Completed Operations Aggregate	\$2,000,000

#### Automobile Insurance

Combined Single Limit	\$2,000,000
“Any Auto” Coverage	

#### Worker’s Compensation Insurance

	Per Statute
EL Each Accident	\$1,000,000
EL Disease – EA Employee	\$1,000,000
EL Disease – Policy Limit	\$1,000,000

The Certificate Holder should be: Nabholz

Please provide the following for General Liability:

- Contractual Liability Coverage
- Per Project Aggregate
- Additional Insured Endorsement (CG2010 and G2037 or Equivalent. Wording should provide coverage not only for ongoing operations but also for completed operations. Vicarious liability exclusion is NOT acceptable. A copy should be included with the certificate of insurance.



- Additional insured wording as follows: “Nabholz Construction Corporation, its parent and affiliated companies, employees, agents, and principles; Owner and others as required by Prime Contract are named as additional insured.”
- Insurance is primary and non-contributory.
- A Waiver of Subrogation applies.

Please provide the following for Commercial Automobile:

- Additional Insured Endorsement
- Waiver of Subrogation Endorsement

If permitted by law, a Waiver of Subrogation in favor of Nabholz applies for Worker’s Compensation.

6. **Liquidated Damages** – Each trade contractor is required to perform their work in a timely manner so as not to impede construction progress leading to late completion of project. If work performed by this trade contractor does not conform to CM schedule based on contractual completion date and the CM is charged liquidated damages by the Owner, this trade contractor may be liable for up to \$500 liquidated damages per calendar day for each calendar day CM was delayed by the performance of this trade contractor.
7. **Change Orders** – Any work that changes subcontractor or suppliers contract scope must be approved in writing before commencement. Cost of change to be broken down and documented as detailed by CM, reference Subcontractor C.O. Request Breakdown Form. Any work disputed is to be performed by subcontractor or supplier on a documented time and material basis so as not to hold up construction progress subject to future reconciliation. Subcontractor agrees to furnish labor, materials, tools, equipment, supplies, insurance, bonds, etc. , required for additional work, for which no pre-agreed price has been fixed, for net costs of all labor, materials, etc. , furnished plus ten percent (10%) total mark-up for overhead and profit of the subcontractor, unless otherwise noted in the contract documents.
8. **Permits/Fees** – Provide all permits, inspections, fees, bonds, and licenses required to do this work.
9. **Taxes** – To be per trade scope.
10. **Qualifications** – Subcontractors must be and have been regularly engaged in work to be performed for the past 5 years using at least partially their own work force skilled in that type of work. Onsite foreman must be employed directly by subcontractor and professionally qualified for work to be performed with at least 10 years’ experience. Must be able to show successful completion on past projects of similar size, complexity, and nature to work being bid. Must also be able to demonstrate sufficient and qualified labor available to perform project in accordance with project requirements.
11. **Construction Documents** – Trade Contractors and Suppliers are responsible for all items within their scope of work no matter where shown in drawings, specifications, or addenda.
12. **Pay Applications** – Initial succeeding pay application to be broken down by work scope and second tier subs and suppliers. Costs being applied are subject to construction manager approval and documentation requested. Payment may be expected 10 days after Nabholz receives payment from owner. Second tier

liens must be provided as requested. Pay Application's schedule of values breakdown must be submitted and approved by the CM prior to submission of the first pay application. All Pay Applications must be submitted on the Nabholz Construction Format emailed with contracts. Pay Applications are due on the 20th of each month. The pay applications are NOT to be forecasted to the end of the month (Billing period is 21st – 20th).

13. **Trade Package Allowances** – All trade package allowance use must be approved by CM; any unused trade package allowance returns to the CM. Clean up labor allowance to be \$17.00/hour minimum including burden.
14. **Work in Trade Scope** – Work included in trade scopes consists of trade scope requirements and that included in the referenced specification sections.
15. **Trade Package Coverage** – If work requirement in a specific trade package is also covered in another trade package that does not negate the responsibility to perform that work within the original trade package.
16. **Stored Materials** – Provided that the Prime Contract between Owner and Construction Manager allows for payment of off-site stored materials, Subcontractor/Supplier must ensure that the following conditions are met before payment is released.
  - Receipt of documentation noting off-site stored material location, site contact, and inspection hours of the storage facility.
  - Receipt of off-site stored material insurance certification, for location where off-site material is stored with Additional Insured to match the project insurance requirements. Coverage must include replacement value for all loss from any cause, including loss during transportation from the off-site storage facility to the project site.
  - Receipt of date-stamped digital photos showing that the off-site materials are stored in a secure facility where the items are protected from the elements, theft and vandalism.
  - Receipt of date-stamped digital photos showing that the off-site materials are segregated from the common stock and are clearly marked and identified as being specifically for the project requiring materials.
  - Receipt of Unconditional/Conditional Lien Releases for the materials being stored.
  - Receipt of copies of actual invoices for the off-site materials being stored and billed. No mark-up by Subcontractor is allowed on off-site stored materials.

If Subcontractor/Supplier fails to comply with the requirements outlined in this Off-Site Stored Material Section, or in the event of Subcontractor/Supplier default, Construction Manager shall have free access to enter Subcontractor's/Supplier's premises and to take possession of and utilize, sell, lease or otherwise dispose of the property in such manner as Construction Manager, in its sole discretion, may elect.

Subcontractor/Vendor shall warrant and defend the sale of the property hereby made against all and every person whomever lawfully claiming the same or any part thereof.

Subcontractor/Vendor shall protect and bear the risk of loss or damage to such property until final completion and acceptance by Owner in accordance with the terms of the Contract Documents.

Subcontractor/Vendor, on behalf of its insurance companies insuring the property against loss, waives right of subrogation against Construction Manager.

17. **Schedule** – Completing your scope of work in a timely manner is imperative in meeting the construction completion date. Schedule requirements include the following:

- Working with the project manager, providing work sequence, durations and anticipated manpower for your scope of work including periodical updates.
- Onsite foreman for your scope of work to attend weekly jobsite meetings assisting CM superintendent in scheduling your work for following six weeks.
- Provide additional manpower and overtime work as required by CM to make up for work behind schedule.
- If a weekday is lost to inclement weather, Saturday will be worked as make up day.
- 40-hour work week included as required at no additional cost.

Subcontractor to notify CM ASAP if lack of manpower availability is foreseen to meet schedule requirements. Saturdays to be worked if weather delay occurs during current or past week.

18. **Quality Management**

- All work to be performed by experienced workmen per industry trade association standards, applicable codes and standard practice.
- Verify actual conditions acceptable as proceeding with you work constitutes acceptance of existing conditions.
- Inspect all material and equipment as they arrive at the project site or storage location for compliance with contract documents, submittals, codes and actual building conditions. Make sure deliveries have not been damaged.
- Before work begins request and attend pre-installation conference including Nabholz, Architect and Owner at their discretion. Required attendance by trade contractors project foreman and project manager. Penalties of \$1,000 for not attending this meeting.
- Competent and experienced person from subcontractor's firm to be responsible for quality control pertaining to their scope of work.
- Each contractor to provide list of inspections required for their scope of work and maintain documentation of inspection logs.
- Each contractor to participate in Nabholz Quality Management System as relevant to their scope of work.

19. **Submittals** – Provide submittals required by construction documents within three weeks of notice of intent to award contract. Submittals to be checked and signed off on by trade contractor's rep indicating such. Shop drawings should be started upon notice of intent to award contract and completed expeditiously so as not to delay construction. Coordinate with existing conditions and other trade

contractors as needed for locations, sizes, and penetrations required. Color samples to be treated as part of the submittal process. Electronic submittals are acceptable in CM approved format contingent upon architect approval.

20. **Office Trailers** – Subcontractor shall be responsible for all office trailers and storage sheds (including utility hook-up, internet, and consumption charges) required by their operations.
21. **Cleanup** – All waste and debris generated under this trade package must be cleaned up and disposed of on a daily basis and as directed by the construction manager. Keep storage area neat and orderly. Subcontractor shall be responsible for cleaning of streets and site paved drives when mud, dirt, or dust is caused by their scope of work. Subcontractor shall maintain their work areas broom clean.
22. **Supervision** – Bidder shall provide a competent jobsite representative or superintendent at all times when any work under this package is being performed. This individual shall be present for weekly jobsite meetings and represent the bidder in order to commit resources to the project. Onsite superintendent or foreman may not be replaced or removed without CM consent.
23. **Coordination Meetings** – Subcontractor required to send foreman, project manager or owner to all weekly jobsite coordination meetings pertaining to their work and/or as required by project superintendent. Owner's rep must have authority to make manpower and equipment commitments to meet schedule.
24. **Background Check** – Subcontractors are responsible to have done background checks on all their jobsite personnel to ensure no sex offenders or convicted felons are put on school premises.
25. **Safety** – Provide and maintain all safety requirements per OSHA and Nabholz safety policy including hard hats, safety glasses, shoring, scaffolding, reinforcing, excavations, lighting, fall protection, etc. Repair and/or replace safety railing, barricades and other items removed and/or damaged while performing your work.
26. **Existing Conditions** – Attend pre-bid meeting or schedule site visit through construction manager before bidding project to ensure familiarity with existing conditions.
27. **Demolition** – Remove existing materials in existing facilities normally considered part of this scope and dispose of offsite legally.
28. **Layout** – Provide field engineering required for all layout, locations and elevations needed for work under this trade scope. Provide professional engineer where required by contract documents for layout and to provide initial baseline.
29. **Deliveries** – Coordinate all deliveries prior to delivery with superintendent and provide onsite representative and equipment necessary to off load and inventory materials. Deliveries to be coordinated with owner's schedule if applicable.
30. **Protection** – Protect adjacent materials and finishes; damage caused by performing this work will be the responsibility of this trade contractor. Provide temporary protection for your work.
31. **Substrate** – Installation of materials over substrate implies acceptance of substrate. Contact superintendent if substrate is unacceptable BEFORE installation of your product.

32. **Hoisting/Scaffold** – Provide bracing, shoring, scaffold and equipment necessary to get material where needed and for installation required.
33. **Dewatering** – All excavations associated with this package as required preserving structural integrity and workability.
34. **Cold Weather Provisions** – Provide enclosures, temporary heat, blankets, additives, etc. as needed to protect work and materials from cold and as required to meet schedule and contract obligations.
35. **Drinking Water** – Subcontractor shall be responsible for supplying drinking water and cups for their employees. Subcontractor shall provide a waste receptacle to receive all used cups and debris.
36. **Power and Fuel** – Subcontractor shall be responsible for all power and fuel requirements associated with welders and other specialty equipment used during the performance of their work.
37. **Testing** – Laboratory testing by others; any re-testing required due to initial failed testing under this scope of work is the responsibility of the trade contractor. Air test and balance not part of this item. Provide ACI certified technician to take concrete cylinders.
38. **Penetration Firestopping** – All trades to provide and install specified firestopping and/or sealant at penetrations in fire or smoke walls, floors, ceilings, etc. resulting from their work in accordance with specifications and code requirements. Allow for 5-10% destructive testing. Obtain approved submittal before installing firestopping/sealants.
39. **Alcohol/Drugs/Firearms** – Bidder shall note that the use of alcohol, drugs, and firearms on the project is strictly prohibited. This is a zero (0) tolerance requirement, and if Bidder, its employees and/or subcontractors violate these restrictions, they will be prohibited from working on this project. Banishment of the Bidder's employees and/or subcontractors from the project shall not relieve the Bidder's responsibility for maintaining the schedule and completing the work of their contract.
40. **Tobacco Use** - In accordance with Oklahoma State Law as described in Oklahoma Statutes. Title 21 and Title 63 smoking, the use of tobacco, or the use of products containing tobacco in any form is prohibited on any property owned or leased by a public-school district. This rule also applies to Nabholz charter or private school projects.
41. **Owner Occupied Site** – Avoid interaction and harassment of owner's employees, students, teachers and/or staff. All questions or comments from such should be referred to project superintendent. Subcontractor employees who violate the requirement may be removed from the jobsite by the project superintendent.
42. **Traffic Control** – Bidder shall be responsible for all traffic control, barricades and flagmen required by all governing authorities during the performance of the work of this bid package.
43. **Noise Level** – Construction activities that generate noise levels objectionable to students, onsite owner personnel or surrounding neighbors must be scheduled with CM superintendent. Same applies to acidic or testing schedules.
44. **Prefabrication** – Nabholz is not responsible for prefabricated assemblies that do not work due to changed field conditions, owner changes, construction document errors, or for any other reason.

45. **Flammable Materials** – shall not be disposed of in onsite dumpster. These materials must be removed daily from site and disposal of property.
46. **As-Built Drawings** – Bidder shall maintain as-built drawings that reflect any changes in the design made by the Bidder during construction.
47. **Closeout** – Provide closeout documents per construction documents including attic stock, as-built drawings, testing, warranties and equipment operation manuals before substantial completion as prerequisite to final payment. Provide equipment operation instructions to owner rep as required. Attic stock is to be delivered in individually labeled and unopened boxes. There should also be a table of contents as the first page of all closeout packets.
48. **Warranty** – Provide warranty from date of substantial completion and of duration per specifications. Warranty calls made in conjunction with this work, including those not responsible of this work, are at no cost to owner or construction manager. Temporary use of equipment during construction will not affect warranty period required by the specifications. Labor warranty shall be a year from substantial completion unless otherwise noted in the contract documents.
49. **Punch Lists** – Punch list items must be corrected within 10 working days unless constrained by back ordered material. CM may correct work after 10 working days at trade contractors' cost.
50. All Subcontractors and Suppliers will be required to write a site-specific safety plan to address Nabholz 12 Commitments To Live By (C2LB).
51. The Project will be staged on an existing, occupied, operating school campus. Avoid interaction with owner's employees, students, teachers and/or staff. Any harassment of personnel listed above will not be tolerated. All questions or comments from such should be referred to Project Superintendent. Violation of this requirement will not be tolerated and may be grounds for immediate dismissal from Project and/or legal action.
52. Deliveries of building materials will give right of way to school bus traffic during drop-off and pick-up times.
53. Construction Manager will coordinate with the school's Principal to work within academic and testing schedules.
54. Prior to award, Subcontractors will be required to complete the Declaration Regarding Prohibition of Sex Offenders and Convicted Felons on School Premises form located in Section 3.02 or such declarations otherwise required by the Owner.
55. Pay particular attention to any section calling for delegated design or licensed engineer drawings within your trade package. You will be held responsible for that.
56. Each trade package is responsible for providing Tyvek butyl tape at each penetration made by this trade in the Tyvek wrap penetration.
57. Each trade package is responsible for removing Insulated Concrete Form Foam as required to complete their installation. Including removal of foam where required to anchor directly to the concrete. Only remove foam where required. Excessive foam removal will require replacement of foam at the expense

of the responsible trade package. Coordinate installation requirements with ICF contractor for any required embeds or in-wall reinforcement requirements.

58. The contractors responsible for the construction of all safe room enclosure elements listed in the Quality Assurance Plan & Contractor's Responsibilities on G1.8 shall abide by said plan & responsibilities.
59. All trades to include multiple mobilizations as required.
60. All work not in areas C & D(Band Room Addition & Greenhouse Addition) will be performed from June 2023-August 2023. Include an extra crew and extra mobilization for this work.
61. All contractors must sign-in at mandatory pre-bid walks to bid.

## .02 Bid Form - Webster High School

**Date of Bid** \_\_\_\_\_

### **Submitting Company ("Bidder")**

Company Name \_\_\_\_\_

Project State License Number \_\_\_\_\_

### **Company Representative**

Name \_\_\_\_\_

Email Address \_\_\_\_\_

Cell Phone \_\_\_\_\_

### **Scope of Work**

Bid Package Number \_\_\_\_\_

Bid Package Description \_\_\_\_\_

### **Addenda / CM Clarification**

Bidder acknowledges receipt of the following:

Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

CM Clarification # \_\_\_\_\_ Dated \_\_\_\_\_

Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

CM Clarification # \_\_\_\_\_ Dated \_\_\_\_\_

Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

CM Clarification # \_\_\_\_\_ Dated \_\_\_\_\_

Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

CM Clarification # \_\_\_\_\_ Dated \_\_\_\_\_

Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

CM Clarification # \_\_\_\_\_ Dated \_\_\_\_\_

Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

CM Clarification # \_\_\_\_\_ Dated \_\_\_\_\_

### **Base Bid**

By submitting this proposal form, bidder acknowledges receipt of and compliance with Nabholz minimum insurance requirements, Master Contract Agreement, Project Contract Agreement, Performance and Payment Bond requirements, Purchase Order, CCIP Program Addendum, and Safety Standards.

Bidder agrees to complete the Scope of Work listed below for a lump sum of:

Words \_\_\_\_\_ Dollars \$ \_\_\_\_\_



The lump sum bid price above INCLUDES all insurance premiums necessary to meet the insurance requirements and premiums for the Performance, Statutory (Payment), and Defect bonds required for this project (bonds are required for all contracts that are \$100,000 or more).

### Alternates

1. Alternate 1: Provide DEDUCTIVE cost to omit the Cafeteria Eating Island, including the millwork and soffit structure.

Refer to Sheet AC1.2 for additional information regarding the work required in this Alternate.

Add/Deduct \$ \_\_\_\_\_

2. Alternate 2: Provide DEDUCTIVE cost to provide Polycarbonate Panels at the new Green House structures in lieu of the Acrylic Panels identified for the Base Bid.

Refer to Section 131230 – Green House Systems for additional information regarding this Alternate.

Add/Deduct \$ \_\_\_\_\_

3. Alternate Description Add/Deduct \$ \_\_\_\_\_

4. Alternate Description Add/Deduct \$ \_\_\_\_\_

### Voluntary Alternates

1. \_\_\_\_\_ Add/Deduct \$ \_\_\_\_\_

2. \_\_\_\_\_ Add/Deduct \$ \_\_\_\_\_

### Unit Pricing

Where applicable to Scope of Work, provide the following unit prices, which will be used to adjust contract amount for changes to Scope of Work.

1. Undercut and remove from site existing unsuitable measured as in-place yardage. \$\_\_\_\_\_ / cuyd
2. Fill with specified Type A aggregate. \$\_\_\_\_\_ / cuyd
3. Provide 10lbs of additional floor patch above the quantities identified in the Bid Package, measured per bag \$\_\_\_\_\_ / bag
4. Provide ceiling replacement of acoustical ceiling system in existing building, measured per square foot. \$\_\_\_\_\_ / sqft
5. Additional LF of a temp wall to ceiling as listed in bid the drywall bid package \$\_\_\_\_\_ / LF
6. Add casing at 18" dia. drilled piers, measured per linear foot. \$\_\_\_\_\_ / LF

- |   |              |
|---|--------------|
| 7. Add casing at 24" dia. drilled piers, measured per linear foot.            | \$_____ / LF |
| 8. Add casing at 36" dia. drilled piers, measured per linear foot.            | \$_____ / LF |
| 9. Add depth at 18" dia. drilled piers, measured per linear foot.             | \$_____ / LF |
| 10. Deduct depth at 18" dia. drilled piers, measured per linear foot.         | \$_____ / LF |
| 11. Add depth at 24" dia. drilled piers, measured per linear foot.            | \$_____ / LF |
| 12. Deduct depth at 24" dia. drilled piers, measured per linear foot.         | \$_____ / LF |
| 13. Add depth at 36" dia. drilled piers, measured per linear foot.            | \$_____ / LF |
| 14. Deduct depth at 36" dia. drilled piers, measured per linear foot.         | \$_____ / LF |
| 15. Add for (1) standard electrical duplex receptacle within 100 ft.          | \$_____ / EA |
| 16. Add for (1) standard data outlet within 100 ft of final termination.      | \$_____ / EA |
| 17. Add for the cost to replace an individual fire suppression sprinkler head | \$_____ / EA |

#### ***Work in Progress & Project Specific Qualifications***

Bidder shall submit with their proposal a Work in Progress (WIP) Report that lists the ten (10) largest projects currently being constructed. Moreover, final evaluation of Bidder's proposal shall be conditional on review of WIP Report, and Bidder's experience with similar scope and projects.

#### **Completion Time**

All Work shall be completed within the schedules prepared by and agreed to by Nabholz. Bidder shall provide adequate manpower and submit documentation for approval necessary to work within the timeframe scheduled. Estimated time period for construction is December 2022-March 2024.

#### **Bid Security**

Bid Security is required for subcontract proposals greater than \$50,000 – 5% Bid Bond. Obligor is Nabholz Construction Corporation.

Bidder must include the cost of a Performance and Payment Bond in their bid and meet the requirements set forth in the "Project Contract" if their bid includes installation labor of any kind. Failure to do so may result in bid being deemed "non-responsive" and result in disqualification.

#### **Verification Information Required**

Indicate the percentage rate for the bond cost. \_\_\_\_\_. Cost shall be included in Base Bid.

Name of Surety Agent \_\_\_\_\_

Surety Agent Phone Number \_\_\_\_\_

### **Acceptance of Contract Forms**

Bidder acknowledges that they have reviewed and accept the Contract Performance and Administration, Sample Master Contract, Sample Project Contract, Payment and Performance Bonds, Sample Purchase Order, Contractor-Controlled Insurance Program Addendum to Master Contract and the Nabholz Safety Standards forms linked in Section 6.04. Proposed modifications must be submitted with bid.

### **Signature**

Bidder agrees that this proposal remains valid for a period of 60 days. Bidder understands that Nabholz and the Owner reserve the right to reject any or all bids. Bidder acknowledges Nabholz minimum insurance requirements and understands that the Master Contract shall be the basis of any contract offered by Nabholz Construction to Bidder. Proposed modifications of Master Contract language must be submitted with bid. Attach additional sheets if necessary. Upon receipt of notice of acceptance of bid, Bidder agrees to execute and return the contract and required insurance certificates within two weeks of notification.

**By** \_\_\_\_\_ **Title** \_\_\_\_\_

**Printed name of individual signing this proposal** \_\_\_\_\_

**Contact phone number** \_\_\_\_\_

**Date** \_\_\_\_\_

END OF PROPOSAL FORM

## .03 Combination Bid Form

### Combination Bid Packages Discount

Bidder proposes a reduced total price for the acceptance of a combination of its proposals for multiple Bid Packages as compared to the sum of its proposals for individual Bid Packages' base bid prices. Bid Packages to be combined for the reduced total price are listed below.

It is understood, that for this combination price to be considered, Bidder must separate sealed proposals for each individual Bid Package included in the combination and must include this discount form in at least one of the sealed proposal envelopes. It is also understood, that even though Bidder has proposed combination pricing, Bidder may only be awarded one or more contracts based on its individual Bid Package proposals if determined to be more advantageous to the Owner.

"Note: The combination bid packages discount price does not take precedence over the individual bid package proposals. Bidders are still required to submit a proposal for each applicable bid package."

Combined Bid Package Numbers: \_\_\_\_\_, \_\_\_\_\_, & \_\_\_\_\_.

Bidder agrees to complete the above combination of Scopes of Work (base bid) for a lump sum of:

\$\_\_\_\_\_ Dollars (\$\_\_\_\_\_)

(Indicate amount in both words and figures. In case of discrepancy, amount shown in words will govern.)

#### Signature

Bidder agrees that this proposal remains valid for a period of 60 days. Bidder understands that Nabholz and the Owner reserve the right to reject any or all bids. Bidder acknowledges Nabholz minimum insurance requirements and understands that the Master Contract shall be the basis of any contract offered by Nabholz Construction to Bidder. Proposed modifications of Master Contract language must be submitted with bid. Attach additional sheets if necessary. Upon receipt of notice of acceptance of bid, Bidder agrees to execute and return the contract and required insurance certificates within two weeks of notification.

By \_\_\_\_\_ Title \_\_\_\_\_

Printed name of individual signing this proposal \_\_\_\_\_

Contact phone number \_\_\_\_\_

Date \_\_\_\_\_

END OF PROPOSAL FORM

## 02.0 Demolition

### **SCOPE OF WORK**

Subcontractor or Supplier agrees that the Base Bid amount entered above includes the following project-related activities and Scope of Work in accordance with the requirements of the specifications, drawings, and CM Manual. Unless noted otherwise subcontractor will furnish all equipment, materials, labor, supplies, tools, scaffolding, hoisting, transportation, unloading, and handling necessary for the proper installation and completion of this work.

### **APPLICABLE SPECIFICATIONS**

- Division 0 – Procurement and Contracting Requirements
- Division 1 – General Requirements
- Division 02 – Existing Conditions
- Section 260450 – Electrical Demolition

***All General Scope Requirements as outlined in Section 3.01.***

### ***Section A: Trade- Specific Requirements***

1. Subcontractor must comply with all environmental laws during demolition.
2. Subcontractor must provide containers and transportation for all demo debris removal for all demolition.
3. Include all road clean-up required by demolition activities.
4. Provide all barricades, traffic control and flagmen required by demolition activities.
5. All asbestos materials will be abated and removed by the Owner outside of the scope of this contract.
6. All materials removed under this scope of work will be disposed of on a daily basis. Any materials to be salvaged shall be turned over to the Owner and delivered to a location on site as designated by the Owner. Reasonable care shall be exercised in removing any and all items to be retained.
7. Protect adjacent materials, finishes and structures. Damage of such will be repaired at the expense of the demolition contractor.
8. Ensure utilities are disconnected prior to the commencement of demolition activities.
9. Coordinate demolition sequence with the project superintendent.
10. Include all necessary temporary waterproofing for exterior walls and roof to prevent entry of water into the existing building. Temporary shelters and partitions must be maintained under this bid package until new construction allows for removal, or as dictated by the Construction Manager.
11. Include all means and measure to protect existing finishes, materials, structures and equipment from damage and dust due to demolition activities. Damage of such will be repaired at the expense of the demolition contractor.
12. Remove building foundations below grade as required by contract documents. Backfill and compact to bring up to the elevation of the surrounding grade.
13. Include all temporary shoring and bracing of any structures or devices which are affected by demolition activities. When necessary, engineering of shoring/bracing plan to be included in this package.
14. Demolition must be performed in strict coordination with Mechanical and Electrical trades and in strict accordance with the Owner to minimize disturbances or interruptions to operations. Note that

demolition of electrical, plumbing, mechanical and fire sprinkler services is not included in this bid package and is included with those trades in their respective bid packages.

15. Leave job site "shovel clean" in areas of building demolition.
16. Leave jobsite "broom clean" in areas of interior demolition.
17. Include sanding, adhesive and mastic removal at existing floors to bare concrete.
18. Include watering of debris before, during and after demolition as needed to keep the dust to a minimum.

***Section B: Project Specific Requirements:***

1. Include all demolition general notes and keynotes.
2. Include all demolition
3. Salvage lockers as shown on AA1.1.
4. Bidder is responsible for all transportation of salvage and return to owner items.
5. Place flooring protection over all existing to remain floors. Flooring contractor will remove the protection.
6. Demolish wall tile that receives new wall tile. This includes walls that don't show to demo wall tile.
7. Protect adjacent surfaces during demo. Any damages that occur during demo will be repaired at the expense of this contractor.
8. Demolish all MEP fixtures that demo and don't salvage. MEP trade will disconnect and make safe.
9. Include keynotes 1, 3, & 7 on AC0.4.
10. Include all wall demo/cutting as needed for new layout.
11. Demo countertops that receive new countertops and backsplashes. Protect millwork that remains.
12. Include shoring design as specified in 024119.
13. Coordinate building D tie-in to Greenhouses with the Greenhouse contractor.
14. Include a \$5,000 clean up allowance. All allowance usage must be approved by Nabholz.

***Section C: Project-Specific Exclusions:***

1. Site demolition unless explicitly called out in section A or B.
2. Electrical demo unless noted in section B.
3. Flooring demolition.

***Section D: Project Alternates:***

1. Alternate 1.

***Section E: Unit Pricing:***

1. Unit Price 1

**END OF BID PACKAGE**

## 02.1 Asbestos Abatement

### **SCOPE OF WORK**

Subcontractor or Supplier agrees that the Base Bid amount entered above includes the following project-related activities and Scope of Work in accordance with the requirements of the specifications, drawings, and CM Manual. Unless noted otherwise subcontractor will furnish all equipment, materials, labor, supplies, tools, scaffolding, hoisting, transportation, unloading, and handling necessary for the proper installation and completion of this work.

### **APPLICABLE SPECIFICATIONS**

- Division 0 – Procurement and Contracting Requirements
- Division 1 – General Requirements
- Division 2 – Existing Conditions

***All General Scope Requirements as outlined in Section 3.01.***

### ***Section A: Trade- Specific Requirements***

1. Refer to Section 3, *Instructions for Procurement*, for general requirements.
2. Note that your participation will include, but not be limited to, the following activities.
3. compliance with and protection of Erosion and Sedimentation Control Plan
4. separation of construction debris into waste and recycling containers provided by Construction Manager
5. documentation of recycled content of installed materials
6. protection of stored or installed absorptive materials from moisture damage
7. In accordance with Oklahoma State Law, smoking, the use of tobacco, or the use of products containing tobacco in any form is prohibited within any public building or fuel center.
8. Subcontractor agrees to follow all safety procedures and safety regulations of Nabholz, including those that are more stringent than Subcontractor's own safety policy or OSHA standards.
9. All employees must wear hard hats, eye protection, and high visibility vests at all times on site.
10. Deliveries of building materials will give right of way to public traffic.
11. Subcontractor is responsible for the protection of the SWPPP devices in place. If Subcontractor is required to move a SWPPP device in order to complete work, Subcontractor must replace that device as installed. Coordinate removal and replacement of SWPPP device with Project Superintendent.
12. Construction Manager will provide layout to building corners. Subcontractor is responsible for layout beyond these points.
13. Coordinate on-site employee parking with Project Superintendent.
14. Coordinate location of on-site storage containers with Project Superintendent.
15. Employees shall avoid all types of harassment. Employees who violate this requirement may be removed from the jobsite by Project Superintendent.
16. Subcontractor will actively participate in the Nabholz Quality Management System.
17. Subcontractor agrees to follow the Project Schedule and meet the milestone dates as indicated in the attached schedule. Certain areas may be made earlier than originally indicated on Schedule. Subcontractor must be prepared for any minor adjustments to the Schedule as work progresses.
18. Subcontractor must attend weekly coordination meetings. Employees attending meetings must have the authority to make commitments on manpower to maintain Project Schedule or meet milestone dates.

***Section B: Project Specific Requirements:***

Bidder agrees to fully comply with all Federal, State and Local Authorities having jurisdiction over Asbestos Work.

1. Provide all: material, labor, equipment, tools, consumables, permits, reporting, inspections, monitoring and testing to complete the hazardous material abatement within buildings and building systems.
2. Proper disposal of all hazardous materials
3. All air quality testing and reporting
4. Demolition and abatement of all flooring per plans. This includes glue and all other adhesives and materials need to be removed to complete the abatement process.
5. Demolish all flooring that receives a new floor. This includes floors that aren't referenced on the demo plans.
6. Demolish all floor base that receives new floor base.

***Section C: Project-Specific Exclusions:***

1. None

***Section D: Project Alternates:***

1. None

***Section E: Unit Pricing:***

1. None

**END OF BID PACKAGE**



## 03.0 Concrete

### SCOPE OF WORK

Subcontractor or Supplier agrees that the Base Bid amount entered above includes the following project-related activities and Scope of Work in accordance with the requirements of the specifications, drawings, and CM Manual. Unless noted otherwise subcontractor will furnish all equipment, materials, labor, supplies, tools, scaffolding, hoisting, transportation, unloading, and handling necessary for the proper installation and completion of this work.

### APPLICABLE SPECIFICATIONS

- Division 0 – Procurement and Contracting Requirements
- Division 1 – General Requirements
- Section 023610 – Termite Control
- Section 032000 – Reinforcement Steel
- Section 033000 – Cast in Place Concrete
- Section 036000 – Non-Shrink Grout
- Section 321313 – Concrete Paving
- Section 079000 – Joint Sealants

***All General Scope Requirements as outlined in Section 3.01.***

### ***Section A: Trade- Specific Requirements***

1. Prepare and construct all building concrete assemblies, including but not limited to drilled piers, wall and column foundations, pile caps, footings and mats, grade beams, slabs on grade, ramps, trenches, pits, equipment pads, below-grade walls, structural slabs, columns, beams, and slabs on deck as indicated in the construction documents. Prepare and construct all site concrete assemblies, including but not limited to concrete paving, drainage swales, curbs and gutters, curb inlet caps, pedestrian paving, steps, ramps, stoops, mow strips, equipment and transformer pads, light pole bases, light bollard bases, flag bases, site foundations and slabs as indicated in the construction documents.
2. Furnish and install all expansion and construction joints including keyways, dowels and saw cutting as required.
3. Include all associated excavation, backfill, and compaction (both interior and exterior perimeters). Remove spoils off-site unless Construction Manager indicates they can remain onsite.
4. Backfill compaction must meet requirements of specifications.
5. Include formwork, bedding and leveling materials, reinforcing steel and mesh, tie wire, bolsters and supports, void forms, board insulation, concrete ready-mix, methods of conveyance (i.e. pumps, buggies), admixtures, curing and hardening compounds, concrete accessories, joints and weeps, sleeves, drain boxes and covers, filter fabrics and moisture membranes, finishing, and rubbing.
6. Install all embedded items (including bollards, sleeves, bolts) furnished by others.
7. Furnish, install, and compact gravel base at concrete flatwork where required.
8. Provide and install truncated warning devices if required.
9. Provide integrally colored concrete if required by construction documents.
10. Provide termite treatment in accordance with specifications.

11. Grout all base plates as required.
12. Contractor to set elevation of one nut per base plate prior to finalizing work.
13. Install and maintain a designated concrete wash down area.
14. Provide all cold weather and/or hot weather protection as required to maintain Project Schedule in accordance with ACI standards.
15. Provide generator power if electric is not readily available.
16. Unless more stringent requirements are specified, maintain maximum flatness tolerance of 1/8 inch in 10 feet for all floor slabs.
17. Final surfaces shall be as specified and free from cracks, voids, and spalls. Positive drainage of water shall be provided on traffic surfaces, without ponds or water stands. Should final surfaces contain any of the above mentioned, items shall be repaired at no additional cost to the Owner.
18. Replace grades to original condition in affected areas adjacent to work performed.
19. Concrete curing shall be in accordance with the construction documents and ACI.
20. Include temporary shoring of metal deck as required to support concrete materials.
21. Include foundation layout with base line established by professional surveyor. Check and maintain survey control points and layout anchor bolts.
22. Coordinate with plumbing and electrical trades regarding work that is under or in concrete.
23. Coordinate city inspections.

***Section B: Project Specific Requirements:***

1. Include all delegated design required in contract documents.
2. Include requirements under the Quality Assurance Plan & Contractor's Responsibilities on sheet G1.8.
3. Include mobilization to replace concrete pavement and sidewalk associated with utility work crossing 40<sup>th</sup> Street. Concrete replacement must be done in accordance with CoT standards.
4. Cut back existing asphalt with curb and gutter replacement 1'. Prep subgrade out 1' to meet existing asphalt.
5. All work associated with the northwest parking lot and buildings A & B will be completed during the summer of 2023. Include an extra crew and mobilization to complete this work in this time frame.
6. Remove and replace sidewalks referenced on C3.1.
7. Provide and install curb inlet tops.
8. Include main road repair in 2/C4.4. Demo, repair subgrade, and replace.
9. Include dewatering as necessary.
10. Include all general structural notes on S0.1 relating to this scope.
11. Bidder to supply and install vapor barrier under slab, following manufacturer's recommendation to seal at all penetrations and perimeter. This includes required tapes, seals, and terminations if not specifically shown in construction documents.
12. Upon completion of concrete flatwork and removal of forms, backfill to finished concrete. This includes but is not limited to sidewalks, curb and gutters, drives, pavement, walls, etc.
13. Include all general details on S0.2.
14. Infill steps at keynote 2 on AC0.1.
15. Include the Geotechnical Report and Addendum to the Geotechnical Report in this scope.
16. This scope will be responsible for all fill above grade beam elevation at the band room building pad as described in the geotechnical report.
17. Include coordination of all third-party testing.
18. Include concrete pour back necessary for gas line installation shown on C6.0. Earthwork to demo and fill with gravel. Remove gravel, prep subgrade, and replace concrete.

19. Include all fill and aggregate associated with exterior concrete stairs.
20. Include notch into existing building and drilled dowels into existing building.
21. Include lintel header shown in detail 2 on S1.2.
22. Furnish and install felt bond breaker in detail 3 on S1.2.
23. Install trench drains for greenhouses provided by plumber. Coordinate slopes and elevations with plumber.
24. Bidder to include LVC and crushed stone subgrade at building D and greenhouses.
25. Replace concrete stairs as shown on AS0.3 & AS0.5. Include extra mobilization for this work.
26. Include concrete pad for heat pump. Coordinate locations with HVAC contractor.
27. Include concrete pad for water heaters. Coordinate location with plumber.
28. Include concrete pads for exterior cleanouts. Coordinate locations with plumber.
29. Include generator and transformer concrete pad. Coordinate location and size with electrician.
30. Install ADA and parking signage include concrete base as shown in detail 3 on C8.1.
31. Include \$5,000 allowance for issues brought by unknown existing conditions. All allowance usage must be approved by Nabholz.
32. Include the installation, demo, and haul off of 100sqft mockup referenced in the concrete specifications.
33. Include an allowance in bid price for 2,000 pounds of reinforcing steel to be fabricated and placed as directed by Architect or Engineer. Allowance is to include, but not limited to, material, detailing, fabrication, shipping, installation, overhead and profit.

***Section C: Project-Specific Exclusions:***

1. ICF walls and ICF wall reinforcement.
2. Project specific exclusion 2.

***Section D: Project Alternates:***

1. Alternate 1.

***Section E: Unit Pricing:***

1. Unit Price 1

**END OF BID PACKAGE**

## 03.5 Insulating Concrete Forming (ICF)

### **SCOPE OF WORK**

Subcontractor or Supplier agrees that the Base Bid amount entered above includes the following project-related activities and Scope of Work in accordance with the requirements of the specifications, drawings, and CM Manual. Unless noted otherwise subcontractor will furnish all equipment, materials, labor, supplies, tools, scaffolding, hoisting, transportation, unloading, and handling necessary for the proper installation and completion of this work.

### **APPLICABLE SPECIFICATIONS**

- Division 0 – Procurement and Contracting Requirements
- Division 1 – General Requirements
- Section 031119 – Insulating Concrete Forming
- Section 032000 – Reinforcing Steel
- Section 079000 – Joint Sealants

***All General Scope Requirements as outlined in Section 3.01.***

### ***Section A: Trade- Specific Requirements***

1. Furnish and install insulated concrete formed walls as indicated in the contract documents
2. Furnish and install all expansion and construction joints including keyways, dowels and saw cutting as required.
3. Install all embedded items furnished by others.
4. Provide all cold weather and/or hot weather protection as required to maintain Project Schedule in accordance with ACI standards.
5. Provide generator power if electric is not readily available.
6. Concrete curing shall be in accordance with the construction documents and ACI.
7. Include temporary shoring of walls as required to support concrete materials.
8. Include layout with base line established by professional surveyor. Check and maintain survey control points and layout anchor bolts.
9. Coordinate with mechanical, plumbing, and electrical trades regarding work that goes through concrete walls. Coordinate block outs as needed.
10. Provide all reinforcing requirements incorporated in the ICF walls.
11. Provide ACI certified personnel to take concrete cylinders as required.
12. Examine and accept installed work of other trades prior to installation. Start of installation will be construed as subcontractor's acceptance of substrates.
13. Protect and clean concrete slab on grades from concrete leaks or splatter.
14. Provide all necessary surface preparation include sealing cracks and voids to prevent leakage.
15. Coordinate and install embedded items with the associated trades to determine correct elevations and locations.
16. Coordinate with concrete trade partner regarding placement of rebar dowels in concrete slab.
17. Provide all hoisting, pump trucks and required OSHA certified scaffolding to complete the ICF walls.
18. Furnish and install ICF manufactured bucks to ensure openings are square and plumb and ready to receive window, doors or louvers.

19. Include delegated design as specified in the construction documents to meet specified design loads.
20. Furnish, install, and dispose of concrete cleanout as shown in civil drawings.

***Section B: Project Specific Requirements:***

1. Include items listed under Quality Assurance Plan & Contractor's Responsibilities on sheet G1.8.
2. Coordinate embeds with furnishing contractor.
3. Include on site meetings to coordinate with trades that interface with ICF walls.
4. Clean top of slab prior to starting ICF installation.

***Section C: Project-Specific Exclusions:***

1. Sales tax.

***Section D: Project Alternates:***

1. None.

***Section E: Unit Pricing:***

1. See bid form.

## 04.0 Masonry

### **SCOPE OF WORK**

Subcontractor or Supplier agrees that the Base Bid amount entered above includes the following project-related activities and Scope of Work in accordance with the requirements of the specifications, drawings, and CM Manual. Unless noted otherwise subcontractor will furnish all equipment, materials, labor, supplies, tools, scaffolding, hoisting, transportation, unloading, and handling necessary for the proper installation and completion of this work.

### **APPLICABLE SPECIFICATIONS**

- Division 0 – Procurement and Contracting Requirements
- Division 1 – General Requirements
- Division 4 – Masonry
- Section 072100 – Thermal Insulation
- Section 079000 – Joint Sealants
- Section 081113 – Hollow Metal Doors and Frames

***All General Scope Requirements as outlined in Section 3.01.***

### ***Section A: Trade- Specific Requirements***

1. Provide and construct all masonry assemblies as indicated and specified in the construction documents.
2. Perform all work from approved shop drawings and/or product data. Confirm that you have the latest approved “field use” drawings prior to start of work.
3. Provide a sample mock-up panel as soon as possible, in a location as directed by the Project Superintendent. The panel will clearly show all CMU, grout, reinforcing, anchoring, seismic (if required) ties, flashing, brick and mortar (per required color selection(s), and other materials as required for a complete review and approval of the quality of finished product.
4. Coordinate all lay down and staging areas with Project Superintendent at least 48 hours in advance of all material deliveries.
5. Provide all layout and field measurements for this work including layout for embedded items.
6. Prepare and clean footings (as required) prior to starting masonry work.
7. Layout, drill, and epoxy reinforcing at masonry walls when shown on the contract documents.
8. Provide shoring and bracing of walls, masonry lintels, and bond beams to facilitate this work.
9. Coordinate with other trades as required for block outs, cutouts, and the installation of access doors and plumbing fixture chairs.
10. Coordinate location and placement of steel embeds with structural steel erection subcontractor.
11. Provide standard and special shaped masonry units, mortar, grout, knock-out panels, reinforcing steel, precast, masonry joint reinforcing, anchors, ties, embedded flashing, and other masonry accessories as may be required to complete the masonry assemblies as detailed and specified.
12. Include all rigid insulation behind masonry as required.
13. Install weather barrier flashing provided by others at each masonry tie or penetration.
14. Furnish and install cavity wall insulation when shown in contract documents.
15. Provide all anchor and attachment to structural members as required per the contract documents.

16. Set hollow metal frames furnished by others. Including grouting of frames as required.
17. Install steel lintels and embed plates furnished by others.
18. Include protection of masonry cells and cavity between masonry walls from infiltration of moisture at the end of each work day. Protect space between masonry and sheathing.
19. Cover and protect all slab areas that will receive special finishes as directed by Construction Manager.
20. Repair divots bigger than 1/2" in diameter and patch block as directed by Construction Manager.
21. Include rubbing of exposed unit masonry and final cleaning.
22. Provide all cold-weather and hot-weather protection per construction documents necessary to maintain Project Schedule.
23. Include flue liners, ash dumps and fireplace units if required.
24. Install HM door frames and grouting in masonry applications. The door frames will be furnished by others.

***Section B: Project Specific Requirements:***

1. Include masonry design criteria on S0.4.
2. Include masonry associated with north entry brick planters shown on AS0.3. Include extra mobilization for this work.
3. Remove, pressure wash clean, store, and reinstall existing wall stone caps as shown on AS0.3. Pressure wash stone caps on AS0.4.
4. Bead blast existing granite stairs. Epoxy grout all chipped units & seal all cracks & joints with silicone as shown on AS0.3 & AS0.4.
5. Remove, clean, and store granite steps at building C. Place those stairs at north entry stairs as shown on AS0.3.
6. Grout cracked units on AS0.3.
7. Include all CMU & brick infill. This includes interior and exterior.
8. Include all reinforcement. Include drill and epoxy of reinforcement into existing slab.
9. Include installation of grout filled frames and sealants as shown. Frames to be provided by others.
10. Infill all CMU walls where wall mounted items are removed and not replaced.
11. Patch brick where existing items are removed and not replaced.
12. Install masonry lintels and reinforcement according to masonry reinforcement details.
13. Include cast stone windowsills.
14. Provide and install one layer of vapor barrier building wrap on all exterior CMU locations below roof.
15. Insulate according to thermal insulation specification all 8" CMU un-reinforced cells.
16. Include drilling and patching as needed to grout fill frames.
17. Ensure storefront and glass protection provided and installed by glazer stays intact while masonry is ongoing. Remove protection after the completion of this scope.
18. Protect adjacent finishes from excess mortar. Clean all areas that may be stained as a result of this work.
19. Include the installation, demo, and haul off of 4' x 4' sample wall referenced in masonry specifications.
20. Remove ICF insulation as needed to complete this scope of work. Coordinate removal with ICF contractor.

***Section C: Project-Specific Exclusions:***

2. Project specific exclusion 2.

***Section D: Project Alternates:***

2. Provide voluntary alternate price on the bid form for cold weather provisions, including temporary heat, enclosures, blankets, tenting, and other means necessary to maintain schedule in cold weather.

***Section E: Unit Pricing:***

2. Unit Price 1.

**END OF BID PACKAGE**



## 05.2 Structural and Miscellaneous Steel (Supply & Installation)

### SCOPE OF WORK

Subcontractor or Supplier agrees that the Base Bid amount entered above includes the following project-related activities and Scope of Work in accordance with the requirements of the specifications, drawings, and CM Manual. Unless noted otherwise subcontractor will furnish all equipment, materials, labor, supplies, tools, scaffolding, hoisting, transportation, unloading, and handling necessary for the proper installation and completion of this work.

### APPLICABLE SPECIFICATIONS

- Division 0 – Procurement and Contracting Requirements
- Division 1 – General Requirements
- Division 5 - Metals

***All General Scope Requirements as outlined in Section 3.01.***

### ***Section A: Trade- Specific Requirements***

1. All steel work shall be fabricated and erected from approved shop drawings. Confirm that you are working from the latest approved “field use” drawings prior to start of work.
2. Supply & Erect all structural and miscellaneous steel furnished in this bid package.
3. Include all freight to the jobsite and off-loading of materials. Coordinate the delivery schedule and all lay down and staging areas with Project Superintendent at least 48 hours in advance of all material deliveries.
4. Protect surfaces from welding equipment and activities.
5. Provide temporary bracing and shoring as needed to perform this scope of work.
6. Include all materials and equipment for stud welding if required including power source.
7. Include base plate elevations.
8. All steel exposed to view shall be oil free, have welds ground smooth, and be of sufficient quality for an exposed and finished surface.
9. Provide copies of current welder’s certifications prior to the start of any work. Keep those records on file at the job trailer and keep them current at all times.
10. Fabricate and deliver all structural steel columns, beams, tube framing, brace frames, gusset plates, bridging, joists, decking, edge and other angles, bent plates, connectors, studs, and fasteners as indicated in the construction documents.
11. Fabricate and supply anchor bolts, loose lintels, wheel guards, railings, and pipe bollards as indicated in the construction documents.
12. Furnish and install all rough hardware, bearing and leveling plates, miscellaneous steel trim, shelf and relief angle, tread plate and supports, railings and handrails and metal pan stairs.
13. Furnish and install elevator pit ladder, hoist beam, and sump pit grate.
14. Furnish and install miscellaneous framing/support for mechanical, plumbing, and electrical equipment.
15. Fabricate and deliver metal deck closures.
16. Provide all sleeve anchors and any anchors that connect steel to other materials.
17. Include prime painting (galvanized where required by the bid documents) and touch-up (where required) as indicated in the construction documents.

18. This package shall be responsible for transferring all submittals and shop drawings owner rights and copyrights for this project to Nabholz should this package be transferred to another company on the basis of default, without delay, in accordance with the Master Contract between Nabholz and the awarded bidder.
19. This package shall secure all primary structural steel from service centers in lieu of directly from steel mills in order to secure schedule unless otherwise noted by CM. If CM accepts alternate pricing below on the basis of allowing the awarded bidder to utilize steel mills, and the awarded bidder becomes behind schedule, the awarded bidder will be required to procure steel from service centers at their own expense (even if the awarded bidder had already placed orders with mills).

***Section B: Project Specific Requirements:***

1. Include all delegated design required in contract documents.
2. Contractor should furnish and install all safety railings per OSHA requirements at elevated floors. This should include complete exterior perimeter and all interior openings. Remove railings when directed by the construction manager. Grind surface smooth and prime paint as needed.
3. Include all structural notes on S0.1 relating to this scope.
4. Include coordination of all third-party testing.
5. Include all steel embeds to be installed by others.
6. Provide all equipment necessary for unloading and full erection/installation of structural and miscellaneous steel. Include mobilizations to unload any steel that arrives early.
7. Furnish and install all misc steel shown in documents, including those not shown in the structural drawings.
8. Include all thread and adhesive with screens as shown on S3.1 at all similar locations in drawings.
9. Furnish and install threaded adhesive expansion anchors and steel angle for FEMA louver as required (ref AC7.3). Coordinate locations with HVAC contractor.
10. Include all metal roof decking.
11. Include all steel involved in roofing penetrations.
12. Include steel FEMA shield on AC5.3.
13. Furnish all steel lintels. Install by others unless documents call for welded connections.
14. Include all steel channels.
15. Include plate at CMU openings as shown in detail 7 on AC7.2.
16. Remove ICF insulation as needed for this scope. Coordinate removal with ICF contractor.
17. Include an allowance in the bid price for 2,000 pounds of miscellaneous structural steel to be fabricated and placed as directed by Architect or Engineer. Allowance is to include, but not limited to, material, detailing, fabrication, shipping, installation, overhead and profit.

***Section C: Project-Specific Exclusions:***

1. Project specific exclusion 1.

***Section D: Project Alternates:***

1. Alternate #1 Provide, fabricate, powder coat, and set in place all steel tubing referenced in Alternate 1 on AC1.2.

***Section E: Unit Pricing:***

1. Unit Price 1.

**END OF BID PACKAGE**

## 07.0 Waterproofing, Dampproofing, Joint Sealants

### **SCOPE OF WORK**

Subcontractor or Supplier agrees that the Base Bid amount entered above includes the following project-related activities and Scope of Work in accordance with the requirements of the specifications, drawings, and CM Manual. Unless noted otherwise subcontractor will furnish all equipment, materials, labor, supplies, tools, scaffolding, hoisting, transportation, unloading, and handling necessary for the proper installation and completion of this work.

### **APPLICABLE SPECIFICATIONS**

- Division 0 – Procurement and Contracting Requirements
- Division 1 – General Requirements
- Section 071713 - Bentonite Waterproofing
- Section 072510 – Weather Barrier
- Section 075000 – Traffic Bearing Membrane
- Section 079000 – Joint Sealants
- Section 321373 – Concrete Paving Joint Sealants

***All General Scope Requirements as outlined in Section 3.01.***

### ***Section A: Trade- Specific Requirements***

1. Provide weather-tight storage and heat to protect materials from freezing.
2. Provide all necessary surface preparation.
3. Provide waterproofing system(s) for below-grade surfaces, including membrane, flashing, protection board, rigid insulation, and drainage mat as required by the construction documents.
4. Provide dampproofing for below-grade and above-grade surfaces where unexposed to view per construction documents.
5. Provide all joint sealants required or indicated at exterior and interior masonry constructed walls and partitions.
6. Provide water-repellent and elastomeric coatings for exposed concrete and masonry surfaces. Clean surfaces prior to commencement of work per construction documents.
7. Provide joint sealants and incidentals as necessary and per the bid documents at building exterior to secure a water-tight building envelope.
8. Include joint sealants in and surrounding site paving.
9. Confirm that materials furnished for this Bid Package are compatible with other materials furnished for other Bid Packages.

### ***Section B: Project Specific Requirements:***

1. Include traffic bearing weatherproof coatings.
2. Include all backer rod and sealant.
3. Include backer rod and sealant at all dissimilar materials joints.
4. Include all joint sealants and waterproofing between existing buildings and new buildings.

5. Include anti-graffiti coating.
6. Include fluid applied weather barrier.
7. Include water block mastic on AC3.2.
8. Include 10' x 10' weather barrier mock-up according to specifications.
9. Include 10' x 10' traffic bearing membrane field sample as stated in the traffic bearing membrane specifications.
10. Include joint sealants mockup as noted in the specifications.
11. Protect surrounding finishes from excess coating. Clean any excess coating from surrounding structure.

***Section C: Project-Specific Exclusions:***

1. Project specific exclusion 1.
2. Project specific exclusion 2.

***Section D: Project Alternates:***

1. Alternate 1.

***Section E: Unit Pricing:***

1. Unit Price 1.

**END OF BID PACKAGE**

## 07.3 Roofing, Flashing, Sheet Metal

### **SCOPE OF WORK**

Subcontractor or Supplier agrees that the Base Bid amount entered above includes the following project-related activities and Scope of Work in accordance with the requirements of the specifications, drawings, and CM Manual. Unless noted otherwise subcontractor will furnish all equipment, materials, labor, supplies, tools, scaffolding, hoisting, transportation, unloading, and handling necessary for the proper installation and completion of this work.

### **APPLICABLE SPECIFICATIONS**

- Division 0 – Procurement and Contracting Requirements
- Division 1 – General Requirements
- Section 035210 – Lightweight Concrete Deck & Insulation System
- Section 074100 – Metal Panels
- Section 075110 – Multi Ply Cold Process Built-Up Roofing System
- Section 076200 – Sheet Metal Flashing and Trim
- Section 079000 – Joint Sealants
- Section 107315 – Aluminum Canopies

***All General Scope Requirements as outlined in Section 3.01.***

### ***Section A: Trade- Specific Requirements***

1. Confirm that materials furnished for this Bid Package are compatible with other materials furnished for other Bid Packages.
2. Should the roofing product manufacturer require standard details that conflict with the contract documents, drawings, details, or notes, Subcontractor must immediately notify Construction Manager in writing with a proposed method of resolution.
3. Review, approve, and accept all subsurfaces prior to installation.
4. All work shall, as a minimum, comply with industry accepted “best practices” and with the SMACNA “Architectural Sheet Metal Manual” criteria.
5. Comply with all wind uplift requirements of Owner and Owner agents.
6. Coordinate all deliveries of material with Project Superintendent. Secure, store, and protect all materials from weather.
7. Provide hoisting for materials provided in this Bid Package.
8. Provide a complete watertight roof system with related tapered insulation, flashing and counter flashing, coping, scuppers, expansion joints, ballast, gutters and downspouts, and caulking.
9. Provide manpower or safety barriers below all roof penetrations for protection of others during kettle discharge operation. Provide daily reports showing kettle discharge temperatures.
10. Provide a complete insulation system to provide positive drainage to roof drain, and to prevent ponding of water on roof surface. Provide tapered crickets at rooftop units, equipment, and roof perimeter.
11. Provide roof system that meets minimum insulation value as specified. Clearly confirm the minimum “R” value rating on shop drawings.

12. Cover all insulation installed each day. Do not shake out or leave unprotected any insulation which may become wet with dew or rainfall.
13. Coordinate all metal flashing and trim so that metal products match in color to the metal roof copings, flashing and trim.
14. Provide pitch pockets and flashing for miscellaneous penetrations of the roof.
15. Provide roof expansion joints and covers.
16. Provide walk-pads from roof access points to all rooftop equipment.
17. Provide all miscellaneous roof accessories.
18. Install roof drains provided by plumbing subcontractor and set clamping rings. Coordinate with plumbing subcontractor for the proper installation of this work.
19. Coordinate with the HVAC and plumbing subcontractors to ensure that proposed locations of plumbing vents and rooftop equipment do not conflict with roofing manufacturer warranty requirements.
20. Immediately clean all areas or surfaces soiled by roofing operations.
21. Prior to demobilization, Subcontractor agrees to coordinate with Project Superintendent for the purpose of conducting a waterproof test.
22. All warranties must be signed by the roofing manufacturer's representative.
23. All accessories shall meet the performance specifications in the construction documents.
24. Supply and deliver canopies as indicated and specified in the construction documents.
25. All material will be handled, inventoried and protected this contractor until installation of the system. This site has limited space, thus there will not be an option for site storage until install.
26. All warranties shall commence on the date of Substantial Completion of the Project.

***Section B: Project Specific Requirements:***

1. Provide roof access and roof ladders in their entirety shown in detail 4 on AC5.9. Seal all anchor penetrations.
2. Include full roofing inspection of existing buildings being tied into.
3. Provide all metal work, flashing, coping, scuppers, gutters, downspouts, and trim shall be pre-finished as noted in the specifications.
4. Provide all soffits and fascia, including all trim.
5. Provide all required roof blocking including top of parapets and back of parapet walls.
6. Furnish and install built up membrane system, lightweight concrete, cover board, cant, and roof insulation for a complete system.
7. Coordinate block-outs for HVAC duct/equipment with HVAC contractor.
8. Include roof patching on existing buildings as required from mechanical demo and new layout. Coordinate penetrations with HVAC and plumbing contractor.
9. Include all gutters, downspouts, and splash blocks. Include all associated flashing.
10. Include removable lead screens with gutter as required.
11. Tie-in downspouts to stub ups from storm drain as shown. Pre-finished cast metal adapter provided by utility contractor.
12. Furnish and install parapet wall and all metal caps and flashing.
13. Furnish and install all roof curbs and insulations at roof penetrations.
14. Mop-in new roofing membrane to the existing roofing membrane, remove existing gravel to tie-in work and re-gravel.
15. Include vapor barrier, fire retardant plywood sheathing, insulation, and all necessary for a full parapet wall system.

16. Include all blocking, flashing, insulation, vapor barrier, exp joint flashing, and sealant to complete detail 5 on AC5.7.
17. Include hat channels and metal panels.
18. Include crickets at rooftop equipment as shown.
19. Furnish and install all canopy assemblies, include mounting brackets, rods, fasteners, facia, trims, break metal, gutters, downspouts, and other facets of the canopies for a complete installation.
20. It is this subcontractor's responsibility to install all required "in wall supports "during the framing stage of the project to ensure accurate placement and sizing.
21. Include all metal transitions and sealants prevent water infiltration between the building and the canopy, even if not specifically shown on the contract documents. Final approval of connection to the building to be approved by the architect.
22. Finishes to be provided as outlined in the documents. If they are deemed "custom colors" by the manufacturer, they are to be provided as such with no additional costs to the owner.
23. Include all details on AC5.9.
24. Provide and install all lead flashing, caps, flanges, and mastic in detail 1 on AC5.9.
25. Bidder to include band room ramp concrete, wire mesh, and all associated reinforcement as shown on S1.3.
26. Provide and install termination bar, fastener, flashing, and all associated sealants in detail 5 on AC3.2. Traffic-bearing weatherproof coating by others.
27. Include metal flashing at louver head, jambs, and sills as shown in detail on AC7.3.
28. Remove ICF insulation as needed for this scope of work. Coordinate removal with ICF contractor.

***Section C: Project-Specific Exclusions:***

1. Project specific exclusion 1.
2. Project specific exclusion 2.

***Section D: Project Alternates:***

1. Alternate 1.

***Section E: Unit Pricing:***

1. Unit Price 1.

**END OF BID PACKAGE**



## 08.2 Coiling Doors and Service Doors

### **SCOPE OF WORK**

Subcontractor or Supplier agrees that the Base Bid amount entered above includes the following project-related activities and Scope of Work in accordance with the requirements of the specifications, drawings, and CM Manual. Unless noted otherwise subcontractor will furnish all equipment, materials, labor, supplies, tools, scaffolding, hoisting, transportation, unloading, and handling necessary for the proper installation and completion of this work.

### **APPLICABLE SPECIFICATIONS**

- Division 0 – Procurement and Contracting Requirements
- Division 1 – General Requirements
- Section 083300 – Rolling Fire Door
- Section 083350 – Tornado Resistant Coiling Door

***All General Scope Requirements as outlined in Section 3.01.***

### ***Section A: Trade- Specific Requirements***

1. Furnish and install all overhead doors, frames, controls, and accessories for a fully functional, completely operating system.
2. Include all necessary materials and anchors in order to connect the door track and door components to the building structure.
3. Provide all necessary blocking or supports that may be required for this work that is not shown on drawings.

### ***Section B: Project Specific Requirements:***

1. Provide all fire door accessories, including but not limited to fusible link.
2. Coordinate power requirements with electrical and low voltage sub-contractors. Wiring of door to incoming power by electrician and low voltage wiring integration by low-voltage sub-contractor. All other wiring by coiling door contractor.
3. Include all requirements under the Quality Assurance Plan & Contractor's Responsibilities on sheet G1.8.
4. Include all rolling fire doors.
5. Furnish and install FEMA rated coiling shutter and frame. Include all accessories and hardware for a complete system.
6. Remove ICF insulation as needed for this scope. Coordinate removal with ICF contractor.
7. Include greenhouse garage door.
8. Include battery back-up system per specifications.
9. Provide all metal flashing, sealants, tape, or any other product shown at this scope's openings.
10. Include requirements under the Quality Assurance Plan & Contractor's Responsibilities on sheet G1.8.
11. Provide access panels as needed for each door provided. Install by framing package.

### ***Section C: Project-Specific Exclusions:***

1. Project specific exclusion 1.
2. Project specific exclusion 2.

***Section D: Project Alternates:***

1. Alternate 1.

***Section E: Unit Pricing:***

1. Unit Price 1.

**END OF BID PACKAGE**

## 08.3 Storefront, Glass, Glazing

### **SCOPE OF WORK**

Subcontractor or Supplier agrees that the Base Bid amount entered above includes the following project-related activities and Scope of Work in accordance with the requirements of the specifications, drawings, and CM Manual. Unless noted otherwise subcontractor will furnish all equipment, materials, labor, supplies, tools, scaffolding, hoisting, transportation, unloading, and handling necessary for the proper installation and completion of this work.

### **APPLICABLE SPECIFICATIONS**

- Division 0 – Procurement and Contracting Requirements
- Division 1 – General Requirements
- Section 072510 – Weather Barrier
- Section 079000 – Joint Sealants
- Section 084113 – Entrances and Storefronts
- Section 088000 – Glass & Glazing

***All General Scope Requirements as outlined in Section 3.01.***

### ***Section A: Trade- Specific Requirements***

1. Verify actual field measurements from installed rough openings.
2. Clearly identify all tolerance requirements on dimensioned shop drawings. Initiate on-site coordination meetings with the Project Superintendent to ensure the proper fit and scheduling of this work with the work of others.
3. Clearly dimension stile heights and widths on shop drawings.
4. Furnish and install required scaffolding in strict accordance Construction Manager's safety policy. Comply with tie-off rules when working higher than 6 feet above grade. Provide necessary grade work as required to accommodate areas with steep slopes for erection of scaffolding systems
5. Provide hoisting and material handling.
6. Provide any blocking required for the installations associated with this package that may not be shown on the drawings.
7. Provide all aluminum and glass storefront systems, curtainwall systems, and entrances.
8. Provide all sills, trims, transoms, cladding, etching, associated exterior caulking, sealants, and adhesives, weather stripping, brake metal, etc.
9. Provide all miscellaneous flashings integral with storefront, curtainwall, or entrance systems.
10. Include steel reinforcement within aluminum framing if required.
11. Include fire safing insulation at floors if required for work covered by this trade scope.
12. Cores will be provided by Hardware supplier
13. Furnish and install aluminum metal, wood, plastic or clad windows including weather stripping, hardware, misc. related aluminum, trim, thresholds, anchors, bracket attachments, sealants and other accessories necessary for a complete installation.
14. Provide all glass products according to glass type schedules in the documents and as required by Code.
15. Furnish and install glass at hollow metal window frames and doors, wood frames and doors, plastic laminate doors and FRP doors. Include all sealants and gaskets.

16. Provide all non-framed glass mirrors.
17. Include final adjusting per contract documents.
18. Remove all labels and stickers from all components after installation.
19. Include final cleaning and install security tape across windows immediately after installation.
20. Prior to final Application for Payment, schedule and perform for Construction Manager a water (hose) infiltration test on all exterior work deemed complete and ready for Owner acceptance.

***Section B: Project Specific Requirements:***

1. Provide all glass components within finish carpentry and millwork assemblies.
2. Provide glass protection as requested on all installed work.
3. Provide an allowance for \$3,500 to be used for misc. brake metal requirements. Use of this allowance must be approved by Nabholz.
4. Include all "security glazing" as shown in the door and hardware schedule.
5. Include mapes panels, and operable windows on AC3.1.
6. Include all weather barrier sealants and tapes associated with scopes openings.
7. Provide protection for all storefront aluminum and glass.
8. This contractor to supply all power supply equipment or low voltage transformers for access control, mag locks, hold pens, etc. Include final termination of low voltage.
9. Remove ICF insulation as needed for this scope of work. Coordinate removal with ICF contractor.
12. Provide all metal flashing, sealants, tape, or any other product shown at this scope's openings.
13. Include sound control window systems and associated components.
14. Include final clean of all windows. Interior and exterior. Scheduling at the discretion of site superintendent.

***Section C: Project-Specific Exclusions:***

1. Glass in wood doors and hollow metal doors.
2. Aluminum doors and frames integral with premanufactured greenhouse.

***Section D: Project Alternates:***

1. Alternate 1.

***Section E: Unit Pricing:***

1. Unit Price 1.

**END OF BID PACKAGE**

## 09.0 Light Gauge Framing, Drywall, Acoustical

### **SCOPE OF WORK**

Subcontractor or Supplier agrees that the Base Bid amount entered above includes the following project-related activities and Scope of Work in accordance with the requirements of the specifications, drawings, and CM Manual. Unless noted otherwise subcontractor will furnish all equipment, materials, labor, supplies, tools, scaffolding, hoisting, transportation, unloading, and handling necessary for the proper installation and completion of this work.

### **APPLICABLE SPECIFICATIONS**

- Division 0 – Procurement and Contracting Requirements
- Division 1 – General Requirements
- Section 054000 – Cold-Formed Metal Framing
- Section 061000 – Rough Carpentry
- Section 061643 – Exterior Gypsum Sheathing
- Section 072100 – Thermal Insulation
- Section 078443 – Joint Firestopping
- Section 079000 – Joint Sealants
- Section 081113 – Hollow Metal Doors and Frames
- Section 083110 – Access Doors and Frames
- Section 092116 – Gypsum Board Assemblies
- Section 095113 – Suspended Acoustical Ceilings
- Section 097700 – Fiberglass Reinforced Panels
- Section 102600 – Wall Protection Panels
- Section 134800 – Sound Control Door Systems
- Section 134813 – Manufactured Sound & Vibration Control Components

***All General Scope Requirements as outlined in Section 3.01.***

### ***Section A: Trade- Specific Requirements***

1. Except where found to be in conflict with contract documents, adhere to requirements of the latest edition of the U.S. Gypsum Handbook for installation of gypsum board materials. Advise Construction Manager of all such discrepancies or conflicts in writing immediately.
2. Coordinate with pre-engineered metal building contractor all miscellaneous steel installations that are integral with light gauge framing systems. Coordinate with other trades for installations encapsulated by drywall or drop ceilings. Coordinate any and all framing inspections with local jurisdictions.
3. Include layout for metal stud walls and ceilings.
4. Furnish and install all load-bearing and light-gauge steel studs and joists, steel runner, lintels, clip angles, hold-downs, furring channels, brackets, Z-furring, reinforcement, fasteners, and other accessories as required by the construction documents and as required for a complete metal framing system.

5. Include taping and finishing of drywall surfaces to a level 4 finish unless otherwise noted.
6. Install all framed openings and block-outs in drywall partitions, ceilings, furrdowns, and enclosures as required for the work of other trades.
7. Provide sheathing and gypsum board, moisture-resistant board, drywall control joints, acoustical caulking, high impact gypsum, shaftwall, weather resistant barriers and tile backerboard.
8. Provide UL listed fire rated assemblies as shown.
9. Furnish and install all firestopping, sealant or caulking in fire rated walls, fire rated enclosures above light fixtures, fire safe insulation if required and fire stop between floors. Excludes MEPF penetrations.
10. Furnish only weather barrier material at brick ties.
11. Furnish and install weather barrier system on exterior sheathing. Including window flashing per manufacturer's recommendations.
12. Inspect all penetrations through the weather barriers system for proper sealing and bring all non-conforming penetrations to the attention of the superintendent.
13. Provide expansion joints in walls and ceiling joint systems as shown or required by industry standards.
14. Furnish and install FRP and accessories where required.
15. Furnish and install all batt, blanket type and acoustical insulation per construction documents.
16. Insulate at steel beams where shown on construction documents.
17. Furnish and install board insulation (except where installed by concrete and masonry bid packages).
18. Provide complete suspended ceiling framing systems, including all furring channels, hanger rods, flat hangers, wire, grid system, axiom trim, grid wires for light fixtures and other accessories.
19. Maintain true and level ceilings at heights indicated in the construction documents.
20. Coordinate installation of sprinkler heads, light fixtures, speakers, HVAC devices, access doors, and other appurtenances in ceilings.
21. Acoustical sound panels to be provided and installed per construction documents.
22. Provide all blocking (plywood, lumber, or metal strap) for millwork, doors, windows, frames, louvers, toilet accessories, marker boards, aluminum storefront systems, toilet partitions, fire extinguishers, panel boards for telephone system, or Owner-furnished items.
23. Set and install hollow metal frames (provided by others) in metal framing systems, wood stud framing walls and CMU walls.

***Section B: Project Specific Requirements:***

1. Include allowance for documented cleanup labor at 2 hour/\$1,000 of bid value. Anticipated labor rate for cleanup is \$16.50 per hour including burden.
2. Provide tackable wall surface.
3. Contractor should carry an allowance of \$2,500 to provide and install all required access panels. Coordinate quantity and location with Construction Manager.
4. Include all standard structural details on S0.3.
5. Include framing and blocking for all roof curbs and parapet walls.
6. This scope responsible for all framing, floor joists, metal deck, and angles at band room interior ramp as shown on S1.3.
7. Bidder to include ceiling demo as required.
8. Remove and replace existing ceiling grid and tiles as required for MEP work. Reference MEP drawings for new MEP work.
9. Cut back ceiling grid and tile and retie in grid and tile where new walls are installed to deck.

10. Furnish and install all wall protection. Include all wall prep (skim coating, primer, etc..) required to install wall protection. Include all Schluter systems for wall protection as shown on AC9.1.
11. Install all access doors/panels provided by others.
12. Provide and install access panels in millwork.
13. Skim coat and patch existing gypsum board and plaster walls where existing items were removed and won't be replaced.
14. Ensure ceiling tie-in Is at the same height as existing.
15. Include absorptive tile and acoustical ceiling cloud in its entirety.
16. Include items in schedule as specified on AC1.6.
17. Remove ICF insulation to extend walls to concrete and fire seal as shown in AC2.1. Reference ICF insulation manufacturer recommendations and specifications prior to insulation removal.
18. Remove ICF insulation as needed to complete this scope of work.
19. Include framing and gyp board for FEMA shutter as drawn in detail 1 on AC7.4.
20. Furnish and install fiberglass reinforced panels and all associated hardware and accessories.
21. Include all specified adhesives to adhere gyp board directly to ICF concrete. Remove ICF insulation as necessary.
22. Include all vibration absorption material integral with this scope of work.
23. Install all hollow metal frames that are not grout filled. This includes FEMA rated frames and frames in ICF, CMU, and concrete wall openings.

***Section C: Project-Specific Exclusions:***

1. Project specific exclusion 1.
2. Project specific exclusion 2.

***Section D: Project Alternates:***

1. Alternate #1: All framing, plywood, and hardware associated with alternate #1..

***Section E: Unit Pricing:***

1. Unit Price 1.

**END OF BID PACKAGE**

## 09.2 Tile and Commercial Flooring

### **SCOPE OF WORK**

Subcontractor or Supplier agrees that the Base Bid amount entered above includes the following project-related activities and Scope of Work in accordance with the requirements of the specifications, drawings, and CM Manual. Unless noted otherwise subcontractor will furnish all equipment, materials, labor, supplies, tools, scaffolding, hoisting, transportation, unloading, and handling necessary for the proper installation and completion of this work.

### **APPLICABLE SPECIFICATIONS**

- Division 0 – Procurement and Contracting Requirements
- Division 1 – General Requirements
- Section 093013 – Porcelain/Ceramic/Quarry Tile
- Section 096513 – Resilient Base and Accessories
- Section 096516 – Resilient Homogenous Vinyl Sheet Flooring
- Section 096519 – Resilient Tile Flooring
- Section 096800 - Carpet

***All General Scope Requirements as outlined in Section 3.01.***

### ***Section A: Trade- Specific Requirements***

1. Furnish to Construction Manager a seaming layout plan for approval by Architect.
2. Inspect substrates prior to installation. The start of installation of floor covering will be construed as the applicator's acceptance of the finish floor surface conditions.
3. Perform moisture test and give results to construction manager prior to commencement of work.
4. Provide all surface preparation, leveling, bonding agents and adhesive, carpet tack strips, patterns, transition strips, and other accessories required.
5. Furnish and install all carpet and padding.
6. Furnish and install all resilient flooring and resilient base including treads and risers, transition strips, and stair nosings.
7. Furnish and install porcelain, ceramic, quarry, stone and marble tile.
8. Provide and install pre-formed cove base outside corners.
9. Furnish and install thin brick pavers.
10. Provide and install all floor-to-floor expansion joint covers as required.
11. Include waterproofing at showers or shower pans.
12. Provide initial cleaning of resilient materials, carpet, and tile upon completion of installation in strict accordance with the manufacturer's recommendations.
13. Remove visible adhesive, seam sealer, and other surface blemishes using cleaner recommended by carpet manufacturer. Remove protruding yarns from carpet surface.
14. Protect flooring against mars, marks, indentations, and other damage from construction. Use protection methods indicated or recommended by tile manufacturer.
15. Provide "extra stock" materials as identified in the construction documents.



16. Surface preparation, provide and install up to 1 lb. of floorstone per 30SF of flooring. Floorstone not used in one area may be added to another area. Prime surfaces per mfg.'s directions if required.
17. Furnish and install minor floor patching of slab at the following rates:
  - Resilient or sheet vinyl flooring- One 10lb bag of patch for every 300sf of new construction and 200sf of remodel (used to skim coat)
  - Carpet- One 10lb bag of patch for every 500sf of new construction and 400sf of remodel.
  - Ceramic- One 10lb bag of patch for every 200sf of new construction and 100sf of remodel.
18. The patch materials shall meet every flooring manufacturer's requirements for the project. The quantities shall be held as an allowance and returned to the owner at the end of the project if not used. Document and coordinate all usage with the onsite superintendent.
19. Install floor protection for all materials during and after installation. Remove protection when directed by construction manager.

***Section B: Project Specific Requirements:***

1. Include allowance for documented cleanup labor at .5 hour/\$1,000 of bid value. Anticipated labor rate for cleanup is \$16.50 per hour including burden.
2. Remove flooring protection placed by demolition contractor on existing to remain floors. Timing is at the discretion of site superintendent.
3. Include floor protection for all newly installed floors.
4. Include wall tile.
5. Prep concrete floor to receive floor tile where lockers were removed.
6. Include all flooring, base, and transitions. Match existing where shown.
7. Include all flooring and base referenced in elevation views.
8. Confirm all flooring patterns are constructable per manufacturers recommendations and instructions.
9. Include sealed concrete. Including in the greenhouse.

***Section C: Project-Specific Exclusions:***

1. Project specific exclusion 1.
2. Project specific exclusion 2.

***Section D: Project Alternates:***

1. Alternate 1.

***Section E: Unit Pricing:***

1. Unit Price 1.

**END OF BID PACKAGE**



## 09.4 Painting and Wallcovering

### **SCOPE OF WORK**

Subcontractor or Supplier agrees that the Base Bid amount entered above includes the following project-related activities and Scope of Work in accordance with the requirements of the specifications, drawings, and CM Manual. Unless noted otherwise subcontractor will furnish all equipment, materials, labor, supplies, tools, scaffolding, hoisting, transportation, unloading, and handling necessary for the proper installation and completion of this work.

### **APPLICABLE SPECIFICATIONS**

- Division 0 – Procurement and Contracting Requirements
- Division 1 – General Requirements
- Section 099000 – Paints and Coatings

***All General Scope Requirements as outlined in Section 3.01.***

### ***Section A: Trade- Specific Requirements***

1. Include surface preparation.
2. Preparation – before applying paint or other surface treatments, clean the substrates of substances that could impair the bond of various coatings, remove oil and grease before cleaning. Do not begin to apply paint until unsatisfactory conditions have been corrected and surfaces are thoroughly dry. Remove efflorescence before painting cementations and masonry materials. Prepare and paint all miscellaneous metals include handrails, stairs, ladders and metal flashing which are not pre-finished.
3. Protect all adjacent surfaces against painting.
4. Provide all interior and exterior painting and staining of all surfaces shown to be field finished. Scope includes, but is not limited to, gypsum board, doors, frames, millwork, wood surfaces, metals, exposed concrete, and CMU.
5. Include painting of open structure ceilings as noted on finish schedule.
6. Paint mechanical and electrical equipment, ductwork, conduit and piping as required.
7. Include glaze coatings as needed.
8. Includes touch up of walls, ceilings, and all other painted surfaces as required by industry standards.
9. Include interior caulking at hollow metal frames, window frames, storefront frames, sills, millwork, and other beauty caulking as needed.
10. Furnish and install wall fabrics and cork wall coverings.
11. Include painted graphics.
12. Include painting of exterior steel lintels
13. Tint each undercoat a lighter shade to simplify identification of each coat when multiple coats of the same material are applied. Tint undercoats to match the color of the finish coat but provide sufficient difference in the shade of undercoats to distinguish each separate coat.

### ***Section B: Project Specific Requirements:***

1. Include allowance for documented cleanup labor at .5 hour/\$1,000 of bid value. Anticipated labor rate for cleanup is \$16.50 per hour including burden.
2. Include allowance of \$3,500 to skim coat existing walls needing paint.

3. Include all finish schedules as it relates to paintings & wallcoverings.
4. Paint plaster as referenced in the reflected ceiling plans.
5. Include epoxy wall paint.
6. Include all paint referenced in interior and exterior elevations.
7. Prime and paint steel ladder to match building metal wall panels.
8. Paint gas piping and attachments as shown on AC1.10 & AC2.1.
9. Paint shutter steel guide angles, shutter sill, and anchors.
10. Paint exposed concrete to match door frame color where required.
11. CMU walls to be block filled to match all adjacent finishes. The finish will need approval from architect and CM.

***Section C: Project-Specific Exclusions:***

1. Wall protection and corner guards.
2. Project specific exclusion 2.

***Section D: Project Alternates:***

1. Provide alternate price on Lump Sum Proposal form for field finishing wood doors in lieu of prefinished wood doors.

***Section E: Unit Pricing:***

1. Unit Price 1.

**END OF BID PACKAGE**

## 10.0 Doors, Frames, Hardware (Supply & Installation)

### SCOPE OF WORK

Subcontractor or Supplier agrees that the Base Bid amount entered above includes the following project-related activities and Scope of Work in accordance with the requirements of the specifications, drawings, and CM Manual. Unless noted otherwise subcontractor will furnish all equipment, materials, labor, supplies, tools, scaffolding, hoisting, transportation, unloading, and handling necessary for the proper installation and completion of this work.

### APPLICABLE SPECIFICATIONS

- Division 0 – Procurement and Contracting Requirements
- Division 1 – General Requirements
- Section 081113 – Hollow Metal Doors and Frames
- Section 081416 – Flush Wood Doors
- Section 081613 – FRP Flush Doors
- Section 087100 – Door Hardware
- Section 087150 – Finish Hardware Schedule
- Section 134800 – Sound Control Door Systems

***All General Scope Requirements as outlined in Section 3.01.***

### ***Section A: Trade- Specific Requirements***

1. This is an all-inclusive bid package. Supplier agrees to furnish and install ALL items covered by the Sections referenced above and described herein.

#### *Doors, Frames and Hardware*

2. Include cost of freight to jobsite. Coordinate all lay down and staging areas with Project Superintendent at least 48 hours in advance of all material deliveries.
3. Any discrepancy between the hollow metal, hardware and wood door schedules shall be immediately brought to the attention of Project Superintendent.
4. Furnish, deliver, and install all hollow metal frames and mullions, including all anchors and accessories.
5. Furnish, deliver, and install all hollow metal doors, wood doors and accessories.
6. Furnish, deliver, and install FRP and laminate doors to jobsite.
7. All materials must be individually wrapped and protected, and clearly labeled and tagged.
8. All frames and doors must be rated as required and carry the appropriate underwriter's label.
9. All doors must be pre-machined for finish hardware, undercut (as required), and pre-finished (if required by construction documents).
10. Include door cutouts, view lite kits, grilles, and stops.
11. Include all transoms and side panels as required.
12. Furnish, deliver, and install all finish hardware, including cylinders for aluminum or glass doors.
13. Furnish, deliver, and install temporary construction cores.
14. Include provisions for final keying. Include cost for coordination meeting with Owner Representative(s).
15. Provide low voltage transformers and wiring required for mag locks, hold opens, etc.

16. All accessories shall meet the performance specifications in the construction documents.
17. All material will be handled, inventoried, and protected by Construction Manager. Construction Manager will provide a secure lockup for storage.
18. Supply all material, equipment, and associated specialties hardware to provide a complete installation.
19. Furnish, deliver, and install all mounting devices, accessories and fasteners required for complete installation.
20. Coordinate wall blocking requirements with the construction manager.
21. Contractor to verify blocking locations in drywall partitions to ensure proper anchorage. Blocking provided and installed by others.
22. For all products use specified manufacturer unless otherwise noted.
23. All warranties shall commence on the date of Substantial Completion of the Project.

***Section B: Project Specific Requirements:***

1. Furnish and install all FEMA Doors, frames, controls, and accessories for a fully functional, completely operating system.
2. Include an allowance of \$10,000 for FEMA doors, frames, and controls issues.
3. Include all necessary materials to connect doors to structure.
4. Provide all necessary blocking or supports that may be required for this work that is not shown on drawings.
5. All hardware supply and install for aluminum storefront and curtain walls is to be provided by other bid package. Include cores only.
6. This contractor is to field verify existing door frames prior to ordering materials and providing submittals/shop drawings.
7. All doors with glass are to be ordered as pre-installed prior to being delivered at jobsite.
8. A mandatory pre-bid attendance will be required to bid this project.
9. FEMA doors including hardware to be installed by mfg. certified or approved installer.
10. Include all glass in hollow metal doors and wood doors.
11. Remove ICF insulation as needed for this scope of work. Coordinate removal with ICF contractor.
12. Provide all metal flashing, sealants, tape, or any other product shown at this scope's openings.
13. This contractor to supply all power supply equipment or low voltage transformers for access control, mag locks, hold pens, etc. Include final termination of low voltage.
14. Supply and install cores and locks for doors provided by greenhouse manufacturer.
15. Include requirements under the Quality Assurance Plan & Contractor's Responsibilities on sheet G1.8.
16. Add TPS standard magnetic lock to existing doors B104C, B104D, B104E, B104F. Tie into new access control system for these doors. Provide all required wiring harnesses, power transfers, etc. for a complete correctly functioning system.
17. Include all sound control door systems and associated hardware as referenced in the specifications.
18. Provide and install all hollow metal window frames.

***Section C: Project-Specific Exclusions:***

1. Rolling Fire Doors
2. Tornado Resistant Coiling Door

***Section D: Project Alternates:***

1. Alternate 1.

***Section E: Unit Pricing:***

1. Unit Price 1.

**END OF BID PACKAGE**

## 10.1 Building Specialties (Supply & Installation)

### **SCOPE OF WORK**

Subcontractor or Supplier agrees that the Base Bid amount entered above includes the following project-related activities and Scope of Work in accordance with the requirements of the specifications, drawings, and CM Manual. Unless noted otherwise subcontractor will furnish all equipment, materials, labor, supplies, tools, scaffolding, hoisting, transportation, unloading, and handling necessary for the proper installation and completion of this work.

### **APPLICABLE SPECIFICATIONS**

- Division 0 – Procurement and Contracting Requirements
- Division 1 – General Requirements
- Section 101100 – Visual Display Units
- Section 101700 – Toilet Partitions
- Section 102800 – Toilet Accessories
- Section 104413 – Fire Extinguisher and Cabinets

***All General Scope Requirements as outlined in Section 3.01.***

### ***Section A: Trade- Specific Requirements***

1. All accessories shall meet the performance specifications in the construction documents.
2. This is an all-inclusive bid package. Supplier agrees to furnish all items covered by the Sections referenced above and describe herein.
3. Furnish all toilet compartments, screens, accessories, and hardware as indicated and specified.
4. Furnish all toilet and bath accessories and hardware as indicated and specified.
5. All material will be handled, inventoried, and protected by Construction Manager. Construction Manager will provide a secure lockup for storage.
6. All warranties shall commence on the date of Substantial Completion of the Project.
7. All accessories shall meet the performance specifications in the construction documents.
8. Supply all portable fire extinguishers and fire extinguisher cabinets as indicated and specified.
9. Supply all material, equipment, and associated hardware to provide a complete installation
10. Coordinate type and capacity of fire extinguishers with fire protection cabinets to ensure fit and function.
11. All fire extinguishers are to be tagged by this contractor.
12. All material will be handled, inventoried, and protected by Construction Manager. Construction Manager will provide a secure lockup for storage.
13. Provide maintenance data of fire protection cabinets and fire extinguishers to be included in maintenance manuals.
14. All warranties shall commence on the date of Substantial Completion of the Project. Install all curtain tracks, curtain carriers, cubicle curtains, toilet compartments, urinal screens, shower dividers, grab bars, sanitary-napkin vendor, sanitary-napkin disposal unit, mirror unit, fold down purse shelf, shower curtain rod, shower curtain, folding shower seat, surface soap dish, towel pin, electrical hand dryer, utility shelf, and mop and broom holders.



15. Install fire extinguishers and cabinets. Coordinate type and capacity of fire extinguishers with fire protection cabinets to ensure fit and function.
16. Coordinate layout and installation of projection screens with adjacent construction, including ceiling suspension systems, light fixtures, HVAC equipment, fire-suppression system, and partitions.
17. Install visual display surfaces. Keep perimeter lines straight, level, and plumb. Provide grounds, clips, backing materials, adhesives, brackets, anchors, trim, and accessories necessary for complete installation.

***Section B: Project Specific Requirements:***

1. Include work noted in Floor Plan Notes and Keynotes.
2. Include accessories at each bathroom per specifications.
3. Install owner provided soap dispensers. Assume 1 soap dispenser for each sink.
4. Furnish and install all toilet and building specialties referenced in floor plans, notes, schedules, and specifications.
5. Include all mirrors.
6. Include all specialties schedules and specialties in interior elevations.
7. Include new trash receptacles as shown.
8. Install owner furnished monitors.
9. Provide and install privacy screen in receiving prep room D105.
10. Furnish and install all visual display boards.

***Section C: Project-Specific Exclusions:***

1. None

***Section D: Project Alternates:***

1. None

***Section E: Unit Pricing:***

1. None

**END OF BID PACKAGE**



## 10.3 Signage (Supply & Install)

### **SCOPE OF WORK**

Subcontractor or Supplier agrees that the Base Bid amount entered above includes the following project-related activities and Scope of Work in accordance with the requirements of the specifications, drawings, and CM Manual. Unless noted otherwise subcontractor will furnish all equipment, materials, labor, supplies, tools, scaffolding, hoisting, transportation, unloading, and handling necessary for the proper installation and completion of this work.

### **APPLICABLE SPECIFICATIONS**

- Division 0 – Procurement and Contracting Requirements
- Division 1 – General Requirements
- Section 101420 – Aluminum Lettering
- Section 104300 – Interior Signage

***All General Scope Requirements as outlined in Section 3.01.***

### ***Section A: Trade- Specific Requirements***

1. Furnish and install signage that complies with the ADA-ABA Accessibility Guidelines.
2. Provide dimensional characters from specified manufacturer.

### ***Section B: Project Specific Requirements:***

1. Furnish and install all FEMA signage.
2. Include exterior signage.
3. Include mock-up referenced in the specifications.

### ***Section C: Project-Specific Exclusions:***

1. Project exclusion 1.

### ***Section D: Project Alternates:***

1. Alternate 1.

### ***Section E: Unit Pricing:***

1. Unit Price 1.

**END OF BID PACKAGE**

## 12.0 Window Treatment

### **SCOPE OF WORK**

Subcontractor or Supplier agrees that the Base Bid amount entered above includes the following project-related activities and Scope of Work in accordance with the requirements of the specifications, drawings, and CM Manual. Unless noted otherwise subcontractor will furnish all equipment, materials, labor, supplies, tools, scaffolding, hoisting, transportation, unloading, and handling necessary for the proper installation and completion of this work.

### **APPLICABLE SPECIFICATIONS**

- Division 0 – Procurement and Contracting Requirements
- Division 1 – General Requirements
- Section 124920 – Manual Roller Shades

***All General Scope Requirements as outlined in Section 3.01.***

### ***Section A: Trade- Specific Requirements***

1. Furnish and install material, equipment, and associated hardware to provide a complete installation for window treatments.
2. Field verify dimensions prior to fabrication and delivery of window treatment. Dimensions will not be guaranteed.
3. Provide special warranty for each section of this package, as specified; commencing on the date of substantial completion of the project.

### ***Section B: Project Specific Requirements:***

1. Furnish and install all roller shades.

### ***Section C: Project-Specific Exclusions:***

1. Project specific exclusion 1.
2. Project specific exclusion 2.

### ***Section D: Project Alternates:***

1. Alternate 1.

### ***Section E: Unit Pricing:***

2. Unit Price 1.

**END OF BID PACKAGE**

## 13.1 Pre-Manufactured Greenhouse (Supply & Install)

### **SCOPE OF WORK**

Subcontractor or Supplier agrees that the Base Bid amount entered above includes the following project-related activities and Scope of Work in accordance with the requirements of the specifications, drawings, and CM Manual. Unless noted otherwise subcontractor will furnish all equipment, materials, labor, supplies, tools, scaffolding, hoisting, transportation, unloading, and handling necessary for the proper installation and completion of this work.

### **APPLICABLE SPECIFICATIONS**

- Section 131230 – Green House Systems

***All General Scope Requirements as outlined in Section 3.01.***

#### ***Section A: Trade- Specific Requirements***

1. Provide job-specific shop drawings and calculations stamped by a professional engineer registered in the state of Oklahoma, product data, and samples for review and approval.
2. Fabricate, deliver, and erect pre-manufactured greenhouses. Scope shall include, but not be limited to: all aluminum tubing connectors, brackets, and fasteners for entire structures. All acrylic glazing roof and wall panels. All motorized vents and louvers and exhaust fans. All individual evaporative cooling units. All motorized heat and shade retention systems. All intermediate wall partitions. All aluminum gutters and down spouts. All entry and overhead doors, frames, and hardware, excluding lock cylinders. Furnish miscellaneous framing/support for mechanical, plumbing, and electrical equipment.
3. All greenhouse components shall be fabricated from approved shop drawings and design engineering calculations included with this bid package. It is incumbent upon this Supplier to confirm that he has the latest approved “field use” drawings prior to start of his work.
4. Anchor bolt layout and bolts will require early approval and delivery to accommodate concrete phase of work.
5. Include all freight to jobsite. Coordinate all lay down and staging areas with Project Superintendent at least 48 hours in advance of all material deliveries. Coordinate delivery schedule with Project Superintendent.

#### ***Section B: Project Specific Requirements:***

1. This bid package shall be a complete and turnkey greenhouse structure.
2. Include installation of greenhouse and all associated components.
3. Other bid packages will be providing the following to support the greenhouse: Concrete floor slabs and above slab services for final connection to water gas, and electric supply.
4. Furnish and install items in equipment list on AD1.4 labeled “by Greenhouse Contractor”.
5. Furnish all anchor bolts and any other embedded items required for greenhouse system.
6. Include all doors, frames, hardware, and accessories listed in drawings and hardware schedule that are integral with this greenhouse.

***Section C: Project-Specific Exclusions:***

1. None.

***Section D: Project Alternates:***

1. Alternate 2: Polycarbonate glazing.

***Section E: Unit Pricing:***

1. None.

**END OF BID PACKAGE**

## 22.1 Plumbing

### **SCOPE OF WORK**

Subcontractor or Supplier agrees that the Base Bid amount entered above includes the following project-related activities and Scope of Work in accordance with the requirements of the specifications, drawings, and CM Manual. Unless noted otherwise subcontractor will furnish all equipment, materials, labor, supplies, tools, scaffolding, hoisting, transportation, unloading, and handling necessary for the proper installation and completion of this work.

### **APPLICABLE SPECIFICATIONS**

- Division 0 – Procurement and Contracting Requirements
- Division 1 – General Requirements
- Section 032000 – Reinforcing Steel
- Section 033000 – Cast in Place Concrete
- Section 078443 – Joint Firestopping
- Section 079000 – Joint Sealants
- Section 083110 – Access Doors and Frames
- Division 22 – Plumbing
- Section 231123 – Facility Natural Gas Piping
- Section 334100 – Storm Utility Drainage Piping

***All General Scope Requirements as outlined in Section 3.01.***

### ***Section A: Trade- Specific Requirements***

1. In the case of discrepancy between drawings, specifications, codes, local and state laws, ordinances, or contract documents, the most stringent governs.
2. Because of the drawing scales it is not possible to indicate all fittings and accessories that may be required. Include any and all fittings, offset, valves, etc., for a complete system.
3. Include temporary water supply.
4. Include water and sewer connections to the job trailer as required.
5. Plumbing contractor is to lay out all lines and elevations associated with this scope of work.
6. It is the responsibility of the plumbing contractor to verify the locations of all existing utilities and services as indicated on the drawings that are to be tied into prior to submitting a bid proposal. Failure to do so will result in the plumbing contractor assuming responsibility for any deviations of existing utilities from the construction documents.
7. Furnish all pipe bedding, cushion materials, and thrust blocks per construction documents.
8. Provide gradation plan if required. Check all sewer line gradations with existing utilities prior to installation to ensure the required flow is achieved.
9. Upon completion of plumbing contractor's underground work, plumbing contractor is responsible to re-grade area, back fill, and compaction to restore slopes and elevations to prevent standing water. Remove all spoils off site. Restore areas to the same state or better before work was commenced.
10. Dewater excavations associated with this trade as required to preserve structural integrity and workability.

11. Include removal and replacement of concrete and masonry as required to tie into existing services and utilities.
12. Verify locations of services prior to submitting a bid proposal.
13. Prior to placement of the concrete slab, all stub ups are to be capped to prevent any concrete debris from falling into sanitary waste and vent lines. After installation of all concrete slabs on grade provide camera inspections of all sanitary sewer and vent lines to verify that lines are free and clear of debris.
14. Furnish and install complete plumbing system per construction documents.
15. Include complete sanitary sewer system.
16. Include all natural gas piping required for this scope of work.
17. Furnish and install all domestic water piping required to complete this scope of work.
18. Include any utility company fees, impact costs, metering or vault costs Include penetration sleeves, saw cutting, and coring required for this scope of work.
19. Furnish on site storage as required by the construction manager for the storage of fixtures and equipment.
20. Include a plumbing representative to be on site during slab pours to ensure plumbing lines remain in place.
21. Include all hoisting and scaffolding as required.
22. Furnish and install all plumbing fixtures including but not limited to urinals, urinal carriers, toilets, sinks and drinking fountains.
23. Include shower and bath units including shower pans as required.
24. Include backflow preventers and tests.
25. Tie new sanitary sewer lines in the existing sanitary sewer system per construction documents.
26. Include selective demolition required to install work in existing building. Remove plumbing items per plumbing plans shown to be removed and legally dispose of off site. Cap existing lines.
27. Include all associated blocking, anchors, stenciling and tagging for this scope of work.
28. Include pipe supports associated with this scope of work. All miscellaneous steel, uni-strut, all thread rod and accessories required for pipe support, wall or floor penetrations and blocking as required.
29. Coordinate with other trades to locate sleeves and to ensure plumbing does not interfere with any other items.
30. Include all plumbing identification including color coding, stencil, labels tags, etc. per construction documents.
31. Include cutting, coring and patching required for plumbing installations.
32. Coordinate requirements for access doors needed for access to plumbing installation. Access panels to be provided and installed by drywall contractor.
33. Install flashing or sealant at each exterior weather barrier penetration per weather barrier manufacturer's recommendation.
34. Include all final connections to Owner-furnished equipment.
35. Include final plumbing connections to laboratory equipment, food service equipment and casework. Coordinate with those trades for tie-in of plumbing items relating to those trade.
36. Furnish and install all appliance related plumbing as required.
37. Supply roof drains to be installed by roofing contractor. Include roof drain piping and connection to roof drains.
38. Furnish and install solid and/or grease intercepts per construction documents.
39. Include fire-stopping for penetrations created by this scope of work.
40. Include sealants (color selected by Architect) around all plumbing fixtures, sinks and lavatories.
41. Provide video scoping of all sanitary sewer lines to the outside of building prior to substantial completion and correct any blockages or deficient piping found.
42. Include cleaning, purging and flushing of all lines when complete as related to this scope of work.
43. Ensure all equipment has adequate maintenance access when in place.



44. Clean up waste and debris generated by this scope of work and dispose on a daily basis and as directed by the construction manager.
45. Include documented instructional training to the owner's representative regarding the operation and maintenance of the plumbing systems.
46. All warranties for fixtures, devices, and equipment begin at date of Substantial Completion of Project.

***Section B: Project Specific Requirements:***

1. Include allowance for documented cleanup labor at 1 hour/\$1,000 of bid value. Anticipated labor rate for cleanup is \$16.50 per hour including burden.
2. This scope is responsible for gas, sewer, and water lines until 5' outside of building. Include all existing building penetrations and weatherproofing associated.
3. Disconnect and make safe plumbing items to be demolished.
4. Include removal and replacement of any items on walls to receive new wall treatment.
5. Include extending and/or modifying existing plumbing to accept new wall at all existing walls that are to receive new framing and drywall.
6. Provide all final plumbing connections as required to equipment furnished and installed by this bid package and other bid packages.
7. Furnish and install roofing manufacturer approved protective material under supports added on roof.
8. All plumbing items that are to be removed and salvaged are to be stored and protected by this bidder.
9. Protect all materials before, during and after installation.
10. Include all concrete cutting, core drilling, demolition, and **all pour back** as needed for installation of new plumbing shown on architectural and plumbing drawings. All trenches to be a minimum of 24" wide.
11. Include tracing of under slab lines existing restrooms.
12. This scope is responsible for sand-mud trap from building to sand-mud trap and stub out the other side. Earthwork/Utility contractor beyond.
13. Provide trench drain for greenhouses as shown in detail 5 on S1.4. Coordinate slopes and elevations with concrete package.
14. Include demolition of plumbing piping and fixtures per plans. Cap existing plumbing lines per plans.
15. Include installation of isolation valves over Spring Break to allow for water shut down at construction areas only during construction. This is to avoid excessive water shutdown for the whole building during construction.
16. Cut back and cap plumbing from fixtures to be removed and not replaced.
17. Include all hardware to run gas piping down exterior wall shown on AC1.10.
18. Coordinate penetrations through ICF walls and FEMA plates with appropriate contractor as necessary. Include specified sealants and firestopping systems as required.
19. Remove ICF insulation as needed for this scope. Coordinate removal with ICF contractor.
20. Include all plumbing general notes, general demolition notes, keynotes, and schedules.
21. Provide all access panels for the scope. Installation by framer.
22. Furnish and install all condensate piping, insulation, and supports. Coordinate with HVAC contractor.
23. Coordinate plumbing for EWCs with electrician.
24. Include all greenhouse plumbing.
25. Provide, where directed by the General Contractor, two (2) 3/4" water hydrants to be used during construction. Remove from the job site upon completion of the Work.
26. Include emergency shower/eyewash station in its entirety. Privacy screen by others.

***Section C: Project-Specific Exclusions:***

1. Painting.
2. Project specific exclusion 2.

***Section D: Project Alternates:***

1. Alternate 1.

***Section E: Unit Pricing:***

1. Unit Price 1.

**END OF BID PACKAGE**

## 23.1 Heating, Ventilation, Air Conditioning

### SCOPE OF WORK

Subcontractor or Supplier agrees that the Base Bid amount entered above includes the following project-related activities and Scope of Work in accordance with the requirements of the specifications, drawings, and CM Manual. Unless noted otherwise subcontractor will furnish all equipment, materials, labor, supplies, tools, scaffolding, hoisting, transportation, unloading, and handling necessary for the proper installation and completion of this work.

### APPLICABLE SPECIFICATIONS

- Division 0 – Procurement and Contracting Requirements
- Division 1 – General Requirements
- Section 078443 – Joint Firestopping
- Section 079000 – Joint Sealants
- Section 083110 – Access Doors and Frames
- Section – Mechanical

***All General Scope Requirements as outlined in Section 3.01.***

### ***Section A: Trade- Specific Requirements***

1. HVAC contractor to provide equipment and ductwork shop drawings for coordination with other trades. Shop drawings are to include the locations and sizes of all duct work, equipment and equipment maintenance access.
2. Provide layout locations as needed for roof curb, exhaust fans, vents etc. during steel erection phase.
3. In the case of discrepancy between drawings, specifications, codes, local and state laws, ordinances, or contract documents, the most stringent governs.
4. Include all selective demolition required to install work in the existing building. Remove all HVAC items per HVAC or demolition plans and legally dispose of off site.
5. Furnish and install a complete HVAC system.
6. Scope includes, but is not limited to equipment, supports, anchors, curbs, flashings, piping, duct work, insulation, controls, stenciling and labeling, VFD's, equipment disconnect switches, air venting devices, air exhausting devices, flow switches, dampers, diffusers, detectors, interconnection of instrumentation I/O control wiring systems, fuels, refrigerants and lubricants, supports for mechanical equipment, and other materials and devices as required for a complete HVAC system as per plans and specifications.
7. Because of the drawing scales it is not possible to indicate all fittings and accessories that may be required. Include any and all fittings, offset, valves, etc., for a complete system.
8. Provide conditioned air at the earliest possible date, as directed by Construction Manager, including all temporary and final air filters as required.
9. Coordinate requirements for access doors needed for access to HVAC installation. Access panels to be provided and installed by drywall contractor
10. Provide all sleeves, blocking, coring, and other associated caulking required for this scope of work.
11. Provide the necessary temporary air filters materials over permanent return air grills at all entrances to return air ducts weekly or as needed.
12. Include concrete cutting, coring and patching as required for the mechanical scope of work.
13. Include Automatic Temperature Controls and interlock wiring including control components and complete control wiring system in strict accordance with construction documents.

14. Furnish and install motor controllers and starters for mechanical equipment as specified.
15. Include roof curbs and penetration enclosures as required and per the roofing manufacturer's requirements to preserve the roof warranty.
16. Furnish and install louvers, access doors, grilles, and vents as required for this scope of work.
17. Include condensate piping.
18. Provide air filters including spare air filters for HVAC equipment. Furnish, install and maintain temporary filters during construction operations.
19. Furnish, install and maintain all roof penetrations, openings and curbs associated with this scope of work until all equipment has been installed and flashed in permanently. Remove and dispose of covers at the completion of work.
20. Include fire-stopping, fire sealing and caulking for penetrations created by this scope of work.
21. Duct detectors are to be furnished by the electrical contractor, installed by this scope of work, and terminated by the electrical contractor. Coordinate with the electrical contractor for wiring and terminations.
22. Coordinate with the electrical contractor for the location, size and installation of disconnects. The electrical contractor is to furnish and install disconnects. The locations are to be provided by the HVAC contractor.
23. Coordinate with food service or laboratory contractor for tie-in locations of mechanical items relating to their equipment.
24. Include all final connections to Owner-furnished equipment.
25. HVAC contractor shall provide the kitchen hood fire suppression system per plans and specifications.
26. Include testing, adjusting and balancing per contract documents.
27. Include Commissioning per construction documents as required.
28. Include documented instructional training to the owner's representative regarding the operation and maintenance of the plumbing systems.
29. All warranties for fixtures, devices, and equipment begin at date of Substantial Completion of Project.
30. Include warranty per construction documents on all equipment regardless if used temporarily during construction for climatization.

***Section B: Project Specific Requirements:***

1. Include \$10,000 for temporary heat or air conditioning.
2. Include allowance for documented cleanup labor at 1 hour/\$1,000 of bid value. Anticipated labor rate for cleanup is \$16.50 per hour including burden.
3. Tie-up mechanical fixtures where ceilings show to be demolished.
4. Include multiple mobilizations including crane/boom truck mobilizations as required. Crane and boom trucks are to remain on paved surfaces (there will not be crane pads built for installation of equipment).
5. Disconnect and make safe HVAC items as required to be demolished.
6. Include removal and replacement of any items on walls to receive new wall treatment.
7. Include adjustment of supply and return air devices as required for new layouts.
8. Furnish and install roofing manufacturer approved protective material under supports added on roof.
9. Include relocation of existing T-stats as required for new layouts.
10. Include all field verifications of existing roof hood/curbs. This contractor is to field verify existing roof hood/curbs prior to ordering materials and providing submittals/shop drawings. All existing roof hood/curbs must be field verified to confirm compatibility with new equipment called out to be installed on existing hood/curbs. Coordinate verifications with construction manager and roofer. All discrepancies shall be identified immediately via RFI. Cost of this verification shall be included in base bid.

11. All items that are to demolished and salvaged are to be stored and protected by this bidder.
12. Protect all materials before, during, and after installation.
13. Include all concrete cutting, core drilling, and demolition as needed for this scope including accommodations for concrete roof decks.
14. Ensure all remaining mechanical units are off and/or have temporary air filters during construction.
15. Demo existing RTUs, exhaust fans and associated items as indicated.
16. Include temporary support of air devices called out to remain.
17. Remove portion of duct work for demolition and reinstall as shown on AC0.1.
18. Include FEMA louvers/damper system, accessories, hardware, and anchors to attached to structure. This should be a complete system.
19. Coordinate block-outs for HVAC duct/equipment with roofer.
27. Coordinate penetrations through ICF walls and FEMA plates with appropriate contractor as necessary. Include specified sealants and firestopping systems as required.
20. Include all HVAC general notes, general demolition notes, keynotes, and schedules.
21. Furnish and install heat pump system in its entirety.
22. Provide access panels for this scope. Installation by framer.
23. Include all mechanical connections for greenhouse. Equipment provided by greenhouse manufacturer.
24. Remove ICF insulation as needed to complete this scope of work. Coordinate removal with ICF contractor.
25. Include requirements under the Quality Assurance Plan & Contractor's Responsibilities on sheet G1.8.

***Section C: Project-Specific Exclusions:***

1. Condensate piping.
2. All mechanical equipment in greenhouse is provided by greenhouse manufacturer.
3. Paint.

***Section D: Project Alternates:***

1. Alternate 1.

***Section E: Unit Pricing:***

1. Unit Price 1.

**END OF BID PACKAGE**

## 26.2 Electrical

As noted below, Subcontractor shall be responsible for the following project-related activities and Scope of Work in accordance with the requirements of the specifications, drawings, and CM Manual. Furnish all labor and supervision required to complete the work of this package. Unless noted otherwise, furnish all equipment, materials, supplies, tools, scaffolding, hoisting, transportation, unloading, and handling necessary for the proper installation and completion of this work.

### **APPLICABLE SPECIFICATIONS**

- Division 0 – Procurement and Contracting Requirements
- Division 1 – General Requirements
- Section 078443 – Joint Firestopping
- Section 079000 – Joint Sealants
- Section 083110 – Access Doors and Frames
- Division 26 – Electrical
- Section 270528 – Pathways for Communications Systems

***All General Scope Requirements as outlined in Section 3.01.***

### ***Section A: Trade- Specific Requirements***

1. Provide all site power and/or lighting electrical work.
2. Provide all site trenching and duct banks needed for electrical and communication underground raceways and/or cables.
3. Provide any electrical meter fees or impact cost required by the local electrical service provider.
4. Provide any conduit, pull strings, j-boxes etc. for any Division 26, 27, or 28 empty raceway systems as required per plans and specifications.
5. Provide any building primary/secondary electrical switchgear, panels, emergency power and/or generator systems as per plans and specifications.
6. Provide all raceway, wiring and terminations of VFD's, motor controllers, dampers and/or starters that are furnished and installed by HVAC Subcontractor.
7. Provide any grounding systems, lightning protection systems, and certifications as required per plans and specifications.
8. Provide all temporary lighting and power distribution in buildings as required for construction activities.
9. Provide all final connections and terminations for Owner Furnished Equipment.
10. Provide all final electrical connections and terminations as required to equipment furnished and installed by other bid packages.
11. Provide equipment and device testing, checkout and/or load studies as required per plans and specifications.
12. Provide training of Owner's staff on electrical equipment.
13. Provide all raceway, wire, termination, poles, light fixtures, and grounding for site lighting. Concrete pole bases will be provided by others.
14. Deposit dirt spoils in area on site designated by the Project Superintendent.
15. In the case of difference between drawings, specification, codes local & state laws, ordinances or contract documents, the most stringent governs.

16. All warranties for fixtures, devices, equipment, and gear begin at the date of the Project's Substantial Completion.
17. Include primary and secondary electrical service with manholes or pullboxes as required, re-grade area, back fill and compaction to restore slopes and elevations to prevent standing water. Remove all spoils off site. Restore areas to the same state or better before work was commenced.
18. Furnish and install concrete where required to encase electrical services or other electrical items.
19. Include utility fees for new or relocated transformers.
20. Include all necessary items and coordinate with the fire alarm contractor to ensure a complete and operable fire alarm system as it related to the electrical scope of work.
21. Include security systems, telephone, intercom addressable speakers call system, public address system, telephone, data and computer networking, per code and construction documents.
22. Include uninterruptable power supply system.
23. Include low voltage wiring at magnetic hold opens (coordinate with door and hardware suppliers).
24. Duct detectors are to be furnished by the electrical contractor, installed by this scope of work, and terminated by the electrical contractor.
25. Provide electrical for infrared flush valves and hand dryers.
26. Furnish and install disconnects at HVAC units and fans as indicated on mechanical drawings. Coordinate with HVAC contractor for disconnect locations.
27. Make electrical connections to lab equipment, food service equipment, casework, mechanical equipment, A/V equipment, cubicles and owner furnish equipment.
28. Furnish, install, maintain and remove temporary electrical services in accordance with OSHA requirements. Include temporary power to job trailer.
29. Include fire stopping and/or fire sealing at all fire walls and caulking of all electrical penetrations.
30. Include all sleeves and core drilling required.
31. Include all electrical identification including color coding, stencil, labels tags, etc. per construction documents.
32. Include the demolition of all electrical items shown to be removed and legally dispose of offsite. Disconnect power to areas to be renovated as directed by superintendent.
33. Include temperature control wiring and auxiliary interlock control wiring.
34. Verify breaker and wire size for HVAC equipment within the equipment manufacturers specifications, notify the electrical engineer and adjust as needed.
35. Make required electrical connections and install conduit in slab at own risk as plumbing coring later of lab casework may cut conduit.
36. Install flashing or sealant at each exterior weather barrier penetration per weather barrier manufacturer's recommendation.
37. Coordinate requirements for access doors needed for access to Plumbing installation. Access panels to be provided and installed by drywall contractor

#### ***Section B: Project-Specific Requirements***

1. Furnish and install two (2) minimum support wires from building structure to each electrical recessed fixture located in tee bar grid system.
2. Include emergency generator including fuel.
3. Include disconnect and make safe of site electrical as needed for site demolition.
4. Remove, store, and relocate existing light poles as shown.
5. Include all electrical demo that is within or connecting to a building. Provide blank plates for anything demolished and not replaced.
6. Provide anchor bolts for relocated light poles.
7. Re-lamp existing fixtures as required.
8. Coordinate pathways in aluminum storefronts with storefront contractor.

9. Repair metal baseplates on existing light fixtures on AS0.3.
10. Include removal and replacement of any items on walls to receive new wall treatment.
11. Furnish and install roofing manufacturer approved protective material under supports added on roof.
12. Include verification of existing conditions as noted in Electrical Outline Specifications and notify CM immediately upon discovery of issues.
13. Include removal of conductors no longer serving equipment per Electrical Outline Specifications.
14. Install labeling as noted in Electrical Outline Specifications
15. Electrical contractor to provide conduit, pull strings, j-boxes etc. for Divisions 26, 27, 28.....
16. Include relocation of existing outlets as required for new millwork.
17. Demo abandoned wiring, conduit, and wire mold from walls in remodeled areas.
18. Coordinate with utility companies as needed for this scope of work.
19. All items that are to be demolished and salvaged are to be stored and protected by this bidder.
20. Protect all materials before, during and after installation.
21. Include all concrete cutting, core drilling, and demolition as needed for this scope. Include pour back and reinforcing at areas demolished.
22. Raise and protect existing lights before ceilings are demolished, replace after new ceiling is installed.
23. Coordinate with millwork bidder for installation of electrical outlets at backsplash locations.
24. Include extending existing electrical and low voltage devices to accept new wall at all existing walls that are to receive new framing and drywall.
25. Temporary electrical outlets will be spaced so that the entire area of construction can be reached by power tools on a single 100-foot extension cord
26. General temporary illumination will be maintained at a level of 5 foot-candles.
27. Provide cover plates at all devices that are to be removed.
28. Remove and salvage light referenced in keynote 6 on AC0.4.
29. Demo can lights referenced in AC0.5.
30. Include all emergency lighting and exit signs.
31. This contractor is to carry at \$10,000 allowance in their base bid for low voltage/communications coordination. This \$10,000 will be used at the construction managers discretion.
32. Provide power, and all rough-in for coiling doors package.
33. Coordinate penetrations through ICF walls and FEMA plates with appropriate contractor as necessary. Include specified sealants and firestopping systems as required.
34. Include all power, lighting, and electrical general notes, general demolition notes, keynotes, and schedules.
35. Include power to all mechanical equipment.
36. Contractor to refer to architectural drawings for demolition coordination.
37. Electrical contractor shall supervise demolition of electrical work as indicated on the drawings.
38. Contractor shall keep a record of light fixtures removed. Include the type of fixture, number of lamps in each fixture, and ballast type of all fixtures removed. Categorize the fixtures removed by name. Submit counts to engineer of record upon completion of demolition.
39. Emergency ventilation switch to be provided and installed by this contractor. Reference Keynote M11 on C-MP102.
40. Include power for fire/smoke dampers.
41. Provide access panels for this scope. Installation by framer.
42. Provide power for all access control, automatic operators, hold opens, etc. Provide pathways for low voltage. Operator contractor will terminate low voltage.
43. Remove ICF insulation as needed to complete this scope of work. Coordinate removal with ICF contractor.
44. Include all electrical in greenhouse. Coordinate with greenhouse manufacturer and installer.
45. Include panel keying per specifications.



46. Include battery inverters.
47. Furnish and install all occupancy sensors, vacancy sensors, and any other lighting accessories. Include adjusting occupancy and vacancy sensors to owner/architects' approval.

***Section C: Project-Specific Exclusions***

1. Light pole bases.

***Section E: Alternate Pricing***

1. Project specific alternate 1.

***Section F: Unit Pricing***

1. Not applicable

END OF PACKAGE

## 31.1 Earthwork, Storm Drainage, Site Utilities

### **SCOPE OF WORK**

Subcontractor or Supplier agrees that the Base Bid amount entered above includes the following project-related activities and Scope of Work in accordance with the requirements of the specifications, drawings, and CM Manual. Unless noted otherwise subcontractor will furnish all equipment, materials, labor, supplies, tools, scaffolding, hoisting, transportation, unloading, and handling necessary for the proper installation and completion of this work.

### **APPLICABLE SPECIFICATIONS**

- Division 0 – Procurement and Contracting Requirements
- Division 1 – General Requirements
- Section 024119 – Selective Demolition
- Section 032000 – Reinforcing Steel
- Section 033000 – Cast in Place Concrete
- Division 22 – Plumbing (Site)
- Section 231313 – Facility Natural Gas Piping (Site)
- Section 260450 – Electrical Demolition (Site)
- Section 311000 – Site Clearing
- Section – 311100 – Stormwater Pollution Prevention Plan
- Section 312000 - Earth Moving
- Section 321313 – Concrete Paving
- Section 334100 – Storm Utility Drainage Piping

***All General Scope Requirements as outlined in Section 3.01.***

### ***Section A: Trade- Specific Requirements***

#### ***Earthwork and Storm Drainage***

1. Coordinate the procurement of all paperwork, permits, fees, and bonds necessary for the work covered under this agreement, bearing all cost associated.
2. Professional surveyor to establish benchmarks, set lines and levels to layout building(s) and parking under this scope of work. Provide all site layout and engineering required including maintenance of such.
3. Maintain storm water prevention plan in accordance with requirements of the local jurisdiction(s).
4. Provide erosion control, maintenance of positive site drainage, and dewatering as it relates to the work. Maintain positive site drainage.
5. Provide all barricades, excavation protection, traffic control, and flagmen as necessary for the work.
6. Include all applicable taxes for this scope of work.
7. Locate existing utilities and structures prior to commencement of work. Damage to existing utilities and structures as a result of this work will be paid for by the sitework contractor.

8. Do not interrupt existing utility serving occupied or operating facilities, except when authorized in writing by Owner and authorities having jurisdiction. Provide temporary services during interruptions to existing utilities, as acceptable to Owner and to governing authorities.
9. Provide all site demolition (including saw cutting) and removal from site. Demolition includes, but is not limited to asphalt paving, base, concrete paving, curbs, walks, poles bases, stairs, ramps, retaining walls, and foundations. Provide demolition of all abandoned or terminated underground utility lines and structures.
10. Provide, maintain, and remove protection around all trees to be saved using orange safety netting.
11. Provide all site clearing, grubbing, tree and stump removal, hauling, and dumping.
12. Strip, store, and protect topsoil. Replace and grade to within ( $\pm$ ) .10 feet. Remove excess topsoil from site or stockpile in a location as directed by Construction Manager.
13. Provide watering/water trucks as required to provide compaction and to control dust.
14. All grading, cut, fill, disking and or processing, compaction to 95% standard optimum density (or as otherwise specified). Grades to be provided to (+/-) .10 feet of specified subgrade. Provide import of necessary fill or hauling of excess cut if necessary. Excessive slopes shall be laid back at a 2:1 slope as required.
15. Final grading and topsoil replacement to be done after all trades are finished. Fill all ruts, back of curbs, sidewalk edges, paving edges and against buildings. Provide suitable topsoils to specified topsoil depth. Topsoil shall be equivalent to clean sandy loam if site topsoil is insufficient or unsuitable. Seed as required by construction documents. All areas disturbed by construction activities shall be re-graded and backfilled.
16. Coordinate soils testing with Project Superintendent and testing agency.
17. Pay for any retesting in the event of failed compaction test.
18. Provide test certificates for offsite fill if used.
19. Provide and install all storm sewer including related concrete structures.
20. Provide a complete storm drainage piping system. Curb inlet tops will be provided by others.
21. Grated inlets to be completed as part of this package.
22. At future storm drain inlet locations, temporary enclosures may be necessary to maintain water flow and to avoid debris in piping.
23. Provide as-built site drawings documented by professional surveyor.
24. Geotechnical Report is part of this trade package.

#### *Site Utilities*

25. All permits, fees, and right of way bonds required to form this work.
26. Field engineering and site layout required to perform this scope of work.
27. Verify locations of existing utilities and services prior to commencement of work.
28. Include necessary traffic and dust control including signage and barricades required.
29. Provide complete underground system from utility service main to location at building or as noted.
30. Provide all excavation and backfill required for underground utilities.
31. Clean up site and adjoining streets while working onsite. Power wash all paving, drives and walks at the end of project. Remove and legally dispose off site of all debris associated with this trade package. Do not use dumpsters.
32. Sewer line complete – Furnish and install all materials including structures and sleeves required, tie in to building sewer.
33. Water main complete – Furnish and install all materials including connection to city service, hydrants, thrust blocks, etc.
34. Water Supply Fire Line complete – Furnish and install all materials for a complete connection to service lines and into building with 12" stub up above finish floor. Include flange for final connection by Fire Suppression Contractor.
35. Gas main and meter complete – furnish and install including connection to utility service.

36. Furnish and install concrete structures as required for site utilities.
37. Furnish and Install backflow preventers and testing.
38. Repair paving and sidewalks including re-stripping where needed.
39. All cutting, patching, excavation, backfill and boring as required to construct utility lines.
40. Dewatering of the excavations associated with this scope of work as required. Preserve structural integrity and workability.
41. Clean and flush all lines when complete.
42. Dispose of all spoils offsite.

***Section B: Project Specific Requirements:***

1. Trade package to include \$10,000 as an allowance for temporary gravel drives. This is in addition to the entrances already called out in the drawings.
2. Trade package to include \$8,000 as a street cleaning allowance.
3. Include plumbing license in accordance with CoT for site utilities.
4. Include all permitting associated with IDP work.
5. Provide, install, and maintain all erosion control in accordance with the construction documents, erosion control plan, stormwater pollution plan, and the City of Tulsa standards and specifications.
6. Include Geotechnical Report and Addendum to the Geotechnical Report in this scope.
7. Include all proofrolling, site preparation, and coordination with Geotechnical Engineer as stated in the Geotechnical Report.
8. Include all notes on C1.0.
9. Include all site demolition including site concrete.
10. Relocate signs as shown in civil drawings.
11. Clean out existing utility structures of debris as shown in the civil drawings.
12. Include all general demolition notes.
13. Include all construction entrances referenced in the construction documents.
14. Remove and replace grass pave as shown on page C3.2 & C4.2 including concrete curb.
15. Remove pedestrian bridge shown on page C3.3.
16. Protect and store all items shown to remove and relocate as required.
17. Include paving/sidewalk removal and replacing the paving/sidewalk subgrade associated with utility work crossing 40<sup>th</sup> Street. Concrete to replace paving. Follow any CoT standards when preparing subgrade for pavement.
18. Include asphalt paving and concrete paving demo as shown on C3.3 in two phases.
19. Include additional mobilization to demo remaining asphalt paving and concrete paving shown on C3.3 after job trailer and lay down yard materials are removed. Scheduling will be at discretion of the site superintendent.
20. Include block retaining walls referenced in 4/C8.1 including all fill, pad, filter fabric, and drainage. Include design and engineering referenced in 4/C8.1. Guardrail by others.
21. Include asphalt paving subgrade on C4.3.
22. Include temporary gravel fill to existing paving of all utility excavations in paving areas.
23. Bidder to run storm piping that connects to downspouts to the buildings and extend above grade for future connections.
24. Bidder to provide powder coated downspout boots shown in detail 3 on C8.2.
25. Bidder shall run gas, sewer, and water lines to 5' outside building, for plumber to connect.
26. Bidder shall take gas line from meter to 5' outside buildings for plumber to run to buildings.
27. Include pipe fence demo.

28. Include concrete curb installation at grass pave referenced on C4.2.
29. Include clay trench plug in general utility note 11.
30. Saw cut and demo concrete paving and sidewalk as needed for gas line installation on C6.0. Fill excavation to paving elevation with gravel. Concrete to replace sidewalk and paving.
31. Core and grout RCB for 8" storm connection.
32. Include concrete and rebar associated with cleanouts, drain basins, inlets, and pipe trenches.
33. Include concrete and rebar associated with drain basin system in 11/C8.1.
34. Include junction box as shown in detail 5 on C8.2 in its entirety.
35. Include Grate Drop Inlet in detail 4 on C8.2 in its entirety.
36. Include steel pipe at headwall as shown in detail 2 on C8.3.
37. Include flap gate at manhole.
38. Include general structural notes on S0.1 relating to this scope.
39. This scope will remove unusable soils referenced at the band room addition in the geotechnical report. This scope will fill undercut area in band room building pad up to grade beam elevation as described in the geotechnical report. Concrete package will be responsible for additional fill up to floor slab.
40. This scope responsible for final grade outside of building pad at both buildings.
41. Include coordination of all third-party testing.
42. Plumber is responsible for sand-mud trap from building to sand-mud trap and stub out the other side. This scope beyond.
43. Demolish and haul off the north concrete stairs in their entirety including handrails as shown on DS0.3.
44. This scope will be responsible for cut of unsuitable soils and fill up to LVC at greenhouse building pad. Concrete responsible for LVC and aggregate base.
45. Repair subgrade for north entry concrete stairs including compacted fill, filter fabric, crushed stone, and aggregate base. Include french drain system shown in AS0.6.
46. Include all soils, plantings, and mulch.
47. Demo stairs, landing, handrails, and all foundation walls/footings at band room tie-in shown on AC0.4.
48. Assume extra mobilization for all work in the northwest parking lot & buildings A & B to be done during the summer of 2023.
49. Contractor shall direct all work with utility companies through TPS personnel, Mr. Tracy DeLaughter (918) 746-6890. Contractors shall not contact utility companies directly without prior approval of owner.

***Section C: Project-Specific Exclusions:***

1. Electrical disconnect/make safe.
2. Project specific exclusion 2.

***Section D: Project Alternates:***

1. Alternate 1.

***Section E: Unit Pricing:***

1. Unit Price 1.

**END OF BID PACKAGE**

## 32.1 Asphalt Paving

### **SCOPE OF WORK**

Subcontractor or Supplier agrees that the Base Bid amount entered above includes the following project-related activities and Scope of Work in accordance with the requirements of the specifications, drawings, and CM Manual. Unless noted otherwise subcontractor will furnish all equipment, materials, labor, supplies, tools, scaffolding, hoisting, transportation, unloading, and handling necessary for the proper installation and completion of this work.

### **APPLICABLE SPECIFICATIONS**

- Division 0 – Procurement and Contracting Requirements
- Division 1 – General Requirements
- Section 024119 – Selective Demolition
- Section 032000 – Reinforcing Steel
- Section 321216 - Asphalt Paving
- Section 321313 – Concrete Paving

***All General Scope Requirements as outlined in Section 3.01.***

### ***Section A: Trade- Specific Requirements***

1. Provide barricades, excavation protection, traffic control, and flagmen as necessary for this work.
2. Repair and fine grade sub-grade ready to accept base course.
3. Asphalt and gravel base quantities are to be all inclusive in this package. Quantities will not be qualified and increased at a later date. Factor all necessary material to totally complete this scope.
4. Provide and install aggregate base and asphalt pavement as indicated and specified in the construction documents.
5. Provide all road clean-up required by activities of this work.
6. Coordinate with sidewalk contractor (by others) for concrete ramp and curb transition. Provide the gutter portion of the curb and gutter at ramp locations, with the curb terminated where top of ramp starts.
7. Provide and install all striping and traffic signage and ADA signage.

### ***Section B: Project Specific Requirements:***

1. Include 5% of trade package amount for an oil increase allowance.
2. Include multiple mobilizations as required.
3. Include parking bumpers.
4. Include full depth asphalt out 1' from new curb & gutter. Confirm subgrade prepped by concrete before laying asphalt.
5. At utility excavations in northwest parking lot, remove temporary gravel fill, prep subgrade, and lay full depth asphalt.
6. Include tack coat between layers.
7. Earthwork to do aggregate base at parking lot on C4.3. Confirm elevations before asphalt installation.

8. Assume extra mobilization for all work in the northwest parking lot to be done during the summer of 2023.
9. Reference detail 3 on C4.4 for middle school parking lot mill and overlay.

***Section C: Project-Specific Exclusions:***

1. Project specific exclusion 1.
2. Project specific exclusion 2.

***Section D: Project Alternates:***

1. Alternate 1.

***Section E: Unit Pricing:***

1. Unit Price 1.

**END OF BID PACKAGE**



## 32.5 Fencing

### **SCOPE OF WORK**

Subcontractor or Supplier agrees that the Base Bid amount entered above includes the following project-related activities and Scope of Work in accordance with the requirements of the specifications, drawings, and CM Manual. Unless noted otherwise subcontractor will furnish all equipment, materials, labor, supplies, tools, scaffolding, hoisting, transportation, unloading, and handling necessary for the proper installation and completion of this work.

### **APPLICABLE SPECIFICATIONS**

- Division 0 – Procurement and Contracting Requirements
- Division 1 – General Requirements
- Section 036000 – Non-Shrink Grout
- Section 055200 – Stainless Steel Pipe and Tube Railings
- Section 323113 – Chain Link Fences and Gates

***All General Scope Requirements as outlined in Section 3.01.***

### ***Section A: Trade- Specific Requirements***

1. Provide barricades, excavation protection, traffic control, and flagmen as necessary for this work.
2. Provide all layout and field measurements.
3. Furnish and install all materials necessary for a complete fencing system as shown in the construction documents.
4. Provide any concrete necessary to complete this work.
5. Furnish all hardware necessary to complete this work.

### ***Section B: Project Specific Requirements:***

1. Furnish and install all handrails/guardrails including coring and grouting upon completion. Include welding, grinding of rails after install to an acceptable finish.
2. Provide all gates as shown in the construction documents.
3. Provide and install post, and chain “latch” welded to post as shown in detail 6 On AS0.2.

### ***Section C: Project-Specific Exclusions:***

1. Project specific exclusion 1.
2. Project specific exclusion 2.

### ***Section D: Project Alternates:***

1. Alternate 1.

### ***Section E: Unit Pricing:***

1. Unit Price 1.

**END OF BID PACKAGE**

## 4.00 SCHEDULE

1. All activities related to Bidder's Scope of Work shall be completed within the schedules prepared by and agreed to by Construction Manager. All Subcontractors and Suppliers shall procure materials and provide the manpower necessary to meet the Project Construction Schedule. Estimated time periods for construction are:
  - a. Earthwork & Site Utilities: December 2022 - March 2023
  - b. Exterior Shell & Skin: April 2023 - June 2023
  - c. Interior Finishes: June 2023- December 2023
  - d. Site Improvements: June 2023 – July 2023
  - e. Project Completion: December 2023
2. A Preliminary Construction Schedule will be provided to all Subcontractors and Suppliers with Project Contracts. Meetings will then be held with all Subcontractors and Suppliers for the purpose of receiving and coordinating input relating to duration and scheduling of project activities, which will be used to produce the actual Project Construction Schedule.
3. All Subcontractors and Suppliers shall be ready to commence work as required by the Project Construction Schedule and immediately upon receiving Notice to Proceed; and receipt from Subcontractor of executed Master and Project Contract Documents, Insurance that complies with Nabholz requirements, and Performance and Payment bonds (if required). In addition, all Subcontractors and Suppliers shall be prepared to provide shop drawings and/or submittals immediately upon award of contract and in no case no later than 30 days after award of contract.

## 5.00 OTHER FORMS

### .01 Insurance Requirements

CONSTRUCTION MANAGER WILL NOT AUTHORIZE PAYMENTS TO SUBCONTRACTOR UNLESS SUBCONTRACTOR'S CURRENT CERTIFICATE OF INSURANCE AND CERTIFICATE OF SAFETY AND HEALTH IS ON FILE AND APPROVED.

FOLLOWING ARE MINIMAL INSURANCE REQUIREMENTS FOR SUBCONTRACTORS. WHERE THESE GENERAL REQUIREMENTS ARE LESS THAN THE REQUIREMENTS SET BY THE CONTRACT DOCUMENTS, THE CONTRACT DOCUMENTS WILL PREVAIL.

**1. Commercial General Liability**, no less than:

Each occurrence:	\$2,000,000
General aggregate (project specific):	\$2,000,000
Products/completed operations aggregate:	\$2,000,000

Policy shall contain no less than the following:

- a. Policy form ISO CG 00 01, or equivalent.
- b. Coverage shall be primary and non-contributory.
- c. ISO standard severability of interest's clause and separation of insureds clause.
- d. Claims-made policies are not acceptable
- e. Policy shall contain no EIFS exclusion.
- f. Policy shall contain no subsidence or earth movement exclusions.
- g. Policy shall contain no prior work exclusions.
- h. Policy shall contain no cross-liability exclusion, except for Named Insureds.
- i. Policy shall contain no breach of contract exclusions.
- j. Policy shall contain no action-over or similar employee-injury exclusion.
- k. Policy shall contain no exclusion for work from heights.
- l. Policy shall contain no exclusions for occurrences causing continuous or progressively deteriorating injury or damage.
- m. Policy shall contain no exclusion for damage to work performed by subcontractors on your behalf.
- n. Any professional liability exclusion must contain an exception for construction means and methods.
- o. ISO CG 24 04, or equivalent endorsement form waiving subrogation.

- p. ISO CG 20 10 10 01 and CG 20 37 10 01, or equivalent blanket additional insured endorsement(s) for ongoing and completed operations. Additional insured status shall not be limited to comparative negligence or vicarious liability of the Construction Manager, or respondeat superior liability for the acts or omissions of Subcontractor. In the event this requirement is not permitted by state law, the provision shall be interpreted and applied to the extent permitted by applicable law. Regardless of the form of endorsement used, it shall require the maximum scope of coverage allowed under law.
- q. Additional insured endorsements shall accompany Certificate of Insurance.

**2. Commercial Automobile Liability Insurance, no less than:**

Combined single limit: \$2,000,000

Policy shall contain no less than the following:

- a. Coverage for "any auto," including owned, non-owned, and hired motor vehicles.
- b. Additional insured endorsement or omnibus clause.
- c. Waiver of subrogation endorsement.
- d. ISO CA 20 70, if Subcontractor's work will be performed within 50 feet of a railroad.
- e. ISO CA 99 48 10 01 and MCS-90, if Subcontractor's work involves the transport of pollutants.

**3. Workers' Compensation and Employer's Liability Insurance, no less than:**

Workers' Compensation:	Per Statute
EL Each Accident	\$1,000,000
EL Disease – EA Employee	\$1,000,000
EL Disease – Policy Limit	\$1,000,000

Policy shall contain no less than the following:

- a. Other States coverage shall be included.
- b. Jones Act coverage shall be included, if applicable.
- c. USL&H coverage shall be included, if applicable.
- d. Policy shall contain a Voluntary Compensation Endorsement (or equivalent) providing coverage for executive officers, partners, and sole proprietors if coverage is not otherwise scheduled on the workers' compensation policy.
- e. Waiver of subrogation endorsement, if permitted by law.
- f. Alternate Employer Endorsement of NCCI Form WC 00 03 01 A, if Subcontractor uses an employee leasing firm or will supply equipment with an operator.
- g. Maritime Coverage Endorsement, if applicable.

**4. Umbrella Liability or Excess Liability Insurance, no less than:**

Each Occurrence \$1,000,000

General Aggregate \$1,000,000

If Subcontractor uses Umbrella or Excess Liability Insurance to arrive at the limits required herein for Commercial General Liability, Automobile Liability, or Employer's Liability insurance, such insurance shall follow-form with any primary policies and must retain a minimum limit of \$1,000,000 after accounting for partial application of its limits to underlying policies.

**5. Pollution Liability Insurance**

Pollution Liability Insurance is required if Subcontractor will be performing mechanical, electrical, plumbing, drilling/subsurface activities, demolition, drywall/insulation, building envelope system, moisture barrier protection application, environmental remediation, or if Subcontractor will be handling, disposing, or installing hazardous materials or pollutants. If applicable, limits shall be no less than:

Each Occurrence \$2,000,000

General Aggregate \$2,000,000

Policy shall contain no less than the following:

- a. Coverage may be provided on a Pollution Liability policy or endorsement to Commercial General Liability policy that provide coverage for bodily injury and property damage arising from a sudden or gradual pollution event in connection with Subcontractor's activities and those activities of its subcontractors.
- b. Coverage shall protect against the actual or alleged liability and costs arising from the sudden, gradual, and accidental release or discharge or pollutants.
- c. Contractual liability coverage shall apply.
- d. Policy shall have no exclusions for silica, mold, or fungi.
- e. Policy shall contain no cross-suits exclusions, except for Named Insureds.
- f. Coverage shall be primary and non-contributory.
- g. Additional insured endorsement, including competed operations.
- h. Waiver of subrogation endorsement.

**6. Professional Liability Insurance**

Professional Liability Insurance is required if Subcontractor's Scope of Work includes any professional, design, or engineering service responsibility, including delegated design-assist or design review responsibilities. If applicable, limits shall be no less than:

Each Claim \$1,000,000

Annual Aggregate \$2,000,000

Policy shall contain no less than the following:

- a. Coverage for claims that arise from the actual or alleged negligent acts, errors, or omissions of Subcontractor or any entity for which the Subcontractor is legally responsible, in the provision of professional services. Insurance shall be obtained by the party performing the professional, design, engineering, or delegated design-assist service.
- b. Policy shall not exclude coverage related to the scope of services being provided, third-party bodily injury and property damage, pollution conditions arising out of professional services, delays in project completion and cost overruns, mold or microbial matter, or design-build or contractor-driven projects.
- c. Waiver of subrogation endorsement.

#### **7. Asbestos or Lead Abatement Liability Insurance**

Asbestos or Lead Abatement Liability is required if Subcontractor's Scope of Work includes asbestos or lead abatement. If applicable, limits shall be no less than:

Each Occurrence	\$5,000,000
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#### **8. Protection and Indemnity Insurance**

Protection and Indemnity Insurance is required if Subcontractor's Scope of Work involves the use of watercraft. Coverage shall apply to all crew members as well passengers. If applicable, limits shall be no less than \$5,000,000, or the value of the watercraft, whichever is greater.

#### **9. Contractors Equipment Floater Insurance**

Policy shall contain no less than the following:

- a. Coverage shall apply to all equipment utilized by the Subcontractor in the performance of the Subcontract and all equipment rented or leased to the Construction Manager by the Subcontractor as part of the Subcontract.
- b. Limits of liability shall be not less than the replacement value of Subcontractor's owned, rented, leased, or borrowed equipment, except such items which are included in and remain part of the permanent construction.
- c. Waiver of subrogation endorsement

#### **10. Riggers Liability Insurance**

Riggers Liability Insurance is required if Subcontractor's Scope of Work involves conveying the property of others by hoist, crane, or mobile equipment to facilitate its installation. If applicable, limits shall be no less than:

Each Occurrence	\$1,000,000
General Aggregate	\$1,000,000

Policy shall contain no less than the following:

- a. Coverage may be provided through a Riggers Liability Insurance policy, endorsement to Commercial General Liability policy, or through an Installation Floater policy.
- b. If coverage is provided by an endorsement to an existing Commercial General Liability policy, the endorsement must delete the exclusion of personal property in the insured's care, custody or control and delete the exclusion of "that particular part of real property" on which the Named Insured is performing operations.
- c. If coverage is provided by an Installation Floater insurance policy, an endorsement to cover loss of property of others must be included.
- d. Increased limits may be required depending on the value of property or equipment being lifted or moved for Owner or others.
- e. Waiver of subrogation endorsement

#### **11. Cyber Liability Insurance**

Cyber Liability Insurance is required if Subcontractor will have access to any person's or organization's confidential or personal information. If applicable, limits shall be no less than:

Each Claim	\$1,000,000
Aggregate	\$2,000,000

Policy shall contain no less than the following:

- a. Coverage shall apply to claims involving privacy violations (including alleged violations of any federal, state, local or foreign privacy protection laws and regulations), information theft, damage to or destruction of electronic information, infringement of intellectual property, intentional and/or unintentional release of confidential or private information, alteration of electronic information, extortion, and network security arising from Subcontractor's work.
- b. Coverage shall include expenses of notifying affected individuals/entities and providing credit monitoring or similar services for those affected.

#### **12. Electronic Data Liability Insurance**

Electronic Data Liability Insurance is required if Subcontractor's work is in or adjacent to a server room or data center. If applicable, limits shall be no less than:

Each Claim	\$1,000,000
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Policy shall contain no less than the following:

- a. Coverage shall be provided on an Electronic Data Liability ISO CG 00 65 12 07 or on a Commercial General Liability policy endorsed with ISO CG 07 37 04 13.



- b. Coverage shall be primary and non-contributory.
- c. Additional insured endorsement shall be provided.

**13. Drone Liability Insurance**

Drone Liability Insurance is required if drones will be used by Subcontractor or on Subcontractor's behalf. Coverage shall apply to any owned, leased, borrowed, rented, or hired unmanned aircraft. If applicable, limits shall be no less than:

Each Occurrence/ Combined Single Limit –	
Bodily Injury and Property Damage	\$1,000,000
Personal Injury	\$1,000,000

**14. Boiler and Machinery Insurance.**

Boiler and Machinery Insurance is required if Subcontractor's work involves installation, maintenance, or any work involving boilers, machinery, or refrigeration units. If applicable, limits shall not be less than:

Each Occurrence	\$1,000,000
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**15. Motor Trucker Cargo and/or Warehouseman's Legal Liability Insurance**

Motor Trucker Cargo and/or Warehouseman's Legal Liability Insurance is required if Subcontractor's Scope of Work involves moving, transportation, and/or storage of Owner's property.

If applicable, policy shall contain no less than the following:

- a. Limits shall not be less than the replacement value of the property, artifacts, equipment and/or material.
- b. While such property is in the care, custody, and control of Subcontractor, coverage shall include loading, unloading, transportation, and return of said artifacts, equipment, and/or material up to the acceptance by Owner.
- c. Policy shall have no exclusion or contain an endorsement limiting coverage with respect to fine arts, historic documents, antiques, or breakage.

**16. Railroad Protective Liability Insurance**

Railroad Protective Liability Insurance is required if Subcontractor's Scope of Work is within 50 feet of a railroad, including without limitation WMATA, VRE, etc. Limits and terms of coverage shall be set forth by the railway operator.

**17. Builders Risk Insurance**

Builders Risk Insurance may be provided by Owner or Construction Manager; however, Subcontractor has the option to purchase and maintain, at its own cost and expense, any supplementary property

insurance that Subcontractor deems necessary to protect Subcontractor's interest in the Work, including without limitation of offsite stored materials and materials in transit.

**18. Other Insurance**

Other Insurance coverages may be required based on Subcontractor's Scope of Work.

**19. Additional Insured Entities.**

Each insurance policy (except for workers' compensation and employer's liability insurance) shall include the following entities as additional insured parties:

- a. Nabholz Construction Corporation, its parent, subsidiary, related and affiliated companies
- b. Project Owner
- c. Project Architect and Engineers
- d. Each of their respective employees, agents, members, officers, managers, and principals
- e. Others as required by the Contract Documents

**20.** Subcontractor must maintain insurance throughout the duration of the Project and such time Subcontractor may be held legally liable for its Work, including the warranty period, or for such longer period as may be required under the terms of the Contract Documents.

**21.** If permitted by law, the certificate of insurance must include a 30-day written cancellation notice.

**22.** See sample certificate of insurance at <https://www.nabholz.com/bidding-and-contract-documents/>

## .02 Example Contracts, Forms, and Other Documents

The following documents are available at <https://www.nabholz.com/bidding-and-contract-documents/> and should be reviewed prior to bid submission:

1. Contract Performance and Administration
2. Sample Master Contract
3. Sample Project Contract
4. Sample Performance and Payment Bonds
5. Sample Purchase Order
6. Sample Certificate of Insurance
7. Contractor-Controlled Insurance Program Addendum to Master Contract
8. Safety Standards

## .04 Nothing Hits the Floor

Nothing Hits the Floor is an initiative to improve productivity, reduce waste and construction debris, improve housekeeping, and enhance worker safety on the project. Subcontractor agrees to actively participate in the program, which includes but is not limited to the following activities:

1. All materials brought into the building shall immediately be loaded onto wheeled carts or dollies to allow easy movement and facilitate organization within the work areas.
2. Flow of work activities shall be planned to minimize or eliminate off-cuts, debris, and excess materials from piling up on the floor. Waste and recycling containers in the building shall be wheeled to facilitate efficient placement and ease of debris transport.
3. All work areas shall be kept clean and well organized, and shall be broom swept, with no materials left on the floor at the end of the work day.
4. All materials small tools are to be neatly stored and organized and work areas kept free of waste, debris, surplus equipment and surplus materials.
5. Subcontractor shall participate, at Construction Manager's discretion, in a project-wide cleanup effort to maintain housekeeping of common areas.
6. Right-time material deliveries are encouraged. Materials delivered to jobsite shall be incorporated into the Work within 10 days of delivery. Materials stored on site shall be roped off and labeled with Subcontractor's name, Subcontractor's Foreman's name and phone number, and the date of material delivery.
7. Whenever feasible, assembly of components shall be accomplished at tabletop height to encourage more ergonomically correct posture for craftsmen.
8. Wherever feasible, Subcontractor shall unpackage materials and dispose of packaging waste at his own shop.
9. Wherever feasible, Subcontractor shall endeavor to utilize cordless tools to eliminate the trip hazards associated with electrical extension cords.
10. Wherever feasible, and with the prior approval of the Construction Manager, Subcontractor shall endeavor to prefabricate components off-site in a warehouse or other controlled environment to eliminate jobsite cut-off debris, improve quality, and reduce safety hazards.