

EXHIBIT "A"
Scope of Work

I. GENERAL

A. **PROJECT DESCRIPTION:** The work described herein includes the remodeling of the men's restroom and women's restroom at the following location:

Florida Department of Transportation
Fort Myers Operations Center
2981 NE Pine Island Road
Cape Coral, FL 33909

II. GENERAL INFORMATION:

- A. If a permit is deemed to be required for the locations above, the Vendor will be responsible for the procurement of the permit from the local agency having jurisdiction.
- B. All work shall be done in accordance with the "Florida Accessibility Code"
- C. The Vendor shall be responsible for maintaining a safe and secure worksite for the duration of the work. The Vendor shall maintain all work and staging areas in a neat and presentable condition. Upon completion of assigned work, the Vendor shall daily collect and remove all debris and trash caused by the work and dispose of it properly. Cleanup shall be performed to the satisfaction of the Department. The area around the worksite shall be kept clean and free from debris on a daily basis during the progress of work. The Vendor shall immediately notify the Department of any damages to the facilities as a result of the Vendor's operations.
- D. The Vendor shall be solely responsible for furnishing all labor, materials, equipment, tools, transportation and supervision and for performing all work as required to complete the work of this project as described. The Vendor, sub-vendors or any of their employees shall not perform any work that is beyond their technical capabilities or for which they are not licensed or certified.
- E. Power outages are to be scheduled as to not interfere with normal Department of Transportation (DOT) business.
- F. Before any work is begun, drawings, equipment, materials lists and schedules shall be submitted to the Department's Project Manager for approval.
- G. At the conclusion of the project, provide a written certification to the Department's Project Manager that all work has been provided in accordance with the Contract Documents and a written warranty against the occurrence of defective materials and workmanship. All standard manufactures and installation warranties apply.

- H. The Vendor shall provide the Department's Project Manager with contact information for all key personnel directly related to the project. The Department shall be notified immediately orally or written of any changes to the contact information.
- I. Working hours for this project will be from 7:00 am through 5:30 pm, Monday through Thursday and 7:00 am through 5:00 pm on Friday. The Department reserves the right to adjust work hours to serve the specific needs of the facility. Any deviation in the work hours will be coordinated through the Department's Project Manager.

III. VENDOR'S QUALIFICATIONS:

- A. The Vendor shall maintain and keep in force throughout the life of the contract and extensions, the requirements specified below. Failure of the Vendor to comply with these requirements will be sufficient grounds for Department to declare the contract in default and terminate the agreement in accordance with the terms of B-28, Termination for Cause and Mutual Agreement of the FCO Non-Technical Specifications.
- B. The Contractor shall be currently licensed by the State of Florida as a General Contractor.
- C. The organized business enterprise (e.g. corporation, LLC or sole proprietorship) shall have experience in performing the type of work required for this contract for a minimum of five (5) years.
- D. The Contractor shall have a current and valid Occupational License/Business Tax Receipt which states the name of the Vendor, street address of the business and the type of work that the Occupational License/Business Tax Receipt is issued for (which must be for the same type of services required in the contract).
- E. The Contractor shall provide insurance certificates and maintain insurance coverage, i.e. workmen's compensation, bodily injury, property damage and automotive damage, for the duration of this project.

IV. DELIVERIES:

Deliveries must be made between 8:00 am to 5:00 pm, Monday thru Thursday, excluding state holidays, unless otherwise stated herein. Coordination for weekend deliveries must be coordinated through the Department's Project Manager.

V. DAMAGED GOODS:

- A. The vendor shall be responsible for filing, processing and collecting all damage claims. The Department will not be responsible for any of the following:
 - 1. Record any evidence of visible damage on all copies of the delivery carrier's Bill of Lading.

2. Report damage (visible or concealed) to the carrier and contract supplier, confirming such reports, in writing, within fifteen (15) days of delivery, requesting that the carrier inspect the damaged merchandise.
3. Retain the item and its shipping container, including inner packing material, until inspection is performed by the carrier and disposition given by the contract supplier.
4. Provide the vendor with a copy of the carrier's Bill of Lading and Damage Inspection Report.

VI. TRADE NAMES:

Any manufacturer's names, trade names, brand names or catalog numbers used in specifications contained in this bid are for the purposes of describing and establishing general quality levels. Such references are not intended to be restrictive. Bids will be considered for any brand that meets or exceeds the quality level of item(s) listed unless otherwise indicated. An alternate product sample may be required by the Department for review prior to acceptance.

VII. WARRANTY:

Contractor is responsible for providing a warranty on all material and labor for the first year, as well as assisting in any manufacturer's warranty on all material.

VIII. SERVICES/MATERIALS PROVIDED BY THE DEPARTMENT:

- A. The Department's Project Manager is identified below. He or his designee shall perform the following on behalf of the Department:
 1. Review, verify, and approve receipt of services/deliverables from the vendor;
 2. Submit requests for change orders/amendments/renewals, if applicable;
 3. Review, verify, and approve invoices from the vendor; and, if applicable, the Certificates of Partial Payment requests, and the Certificate of Contract Completion form.
 4. Maintain an official record of all correspondence between the Department and the vendor.
 5. The Department will provide a staging areas for the Vendor until completion of the work.
- B. The Department's Project Manager is: Chad Lewis, Facility Management Superintendent.

IX. WORK DESCRIPTION:

- A. Submittals:
 - 1. Complete Product data
 - 2. Record drawings
 - 3. Warranties
- B. Quality Assurance:
 - 1. Installer qualifications: Installer's responsibilities include removing existing material and install new material and providing any engineering services needed to assume engineering responsibility
- C. The Contractor shall review the existing conditions, to be coordinated by the Owner. It is expressly understood that the Owner will not be responsible for interpretations or conclusions drawn by the Contractor.
- D. Conduct a pre-construction conference; coordinate with Department.
- E. The contractor must meet all requirements stated in the Florida Accessibility Code.
- F. Adjust all entrance door and bathroom door closers so that they meet the current standards. Per requirement codes 404.2.8, 404.2.9
- G. All door openings and walkways reconstructed in the project are to be no less than 36" wide.
- H. All items/ areas affected by the reconstruction of the Department's facilities will be the contractor's responsibility to replace, repair or to restore back to its normal operations at the time of project completion.
- I. All items used in the reconstruct and to remodel the Departments facilities are to be new and pre-approved by the Project Manager.
- J. All cabinetry installed shall be 100% wood with no pressboard
- K. All Water closets that are replaced or moved are to be replaced with commercial grade toilets with a flush valve and not a tank.
- L. All dispensers used in this contract should be coordinated with the Project Manager so that they function with the janitorial supplies currently onsite at each location.
- M. Install trap primers at all P-Traps in both bathrooms and floor drains.
- N. Repair and or replace the floor drains in both bathrooms.

X. SCOPE OF WORK:

- A. Men's Bathroom:
 - 1. Remove and replace all tile floor with porcelain tile (Daltile color scheme – Artisan Brown Speckle B935).
 - 2. Remove and replace all wall tile with porcelain tile (Daltile color scheme - Biscuit Speckle B929).
 - 3. Remove existing mirrors, sinks and trash bins.
 - 4. Replace toilets with Kohler elongated toilets and seats.

5. Replace (1) urinal with Kohler brand.
6. Replace all flush valves and existing hardware with manual Sloan valves. Including any damaged plumbing located behind the wall or in the floor.
7. Install a 60" solid wood cabinet (no pressboard) and a solid surface counter top (Daltile color scheme – Urban Putty Speckle B928). In the counter top install (2) under counter mounted oval sinks with long neck (Delta Brand) faucets.
8. Replace both drains and all water shut off valves.
9. Install a 60"x 28" mirror, mounted with clips.
10. Install in the wall a paper towel/ waste receptacle combo unit. (Bobrick B-3942 Classic Series)
11. Remove the existing stalls and replace with laminate toilet partitions (Daltile color scheme – Cityline Kohl B908).
12. Replace all toilet paper dispensers. (Bobrick B-27460)

B. Women's Bathroom:

1. Remove and replace all tile floor with porcelain tile (Daltile color scheme –Artisan Brown Speckle B935).
2. Remove and replace all wall tile with porcelain tile (Daltile color scheme - Biscuit Speckle B929).
3. Replace toilets with new Kohler elongated toilets, seats and necessary plumbing connections and drains. One toilet line drain relocated for new toilet location.
4. Remove existing mirrors, sinks, and trash bins.
5. Replace all flush valves and existing hardware with manual Sloan valves.
6. Install a new 72" solid wood cabinet and a solid surface counter top (Daltile color scheme – Urban Putty Speckle B928). In the counter top install 2 under counter mounted oval sinks with long neck (Delta Brand) faucets.
7. Replace both drains and all water shut off valves.
8. Install a 60"x28" mirror, mounted with clips.
9. Install in the wall a paper towel/ waste receptacle combo unit. (Bobrick B-3942 Classic Series)

10. Remove the existing stalls and replace with Daltile color scheme – Urban Putty Speckle B908).

11. Replace all toilet paper dispensers. (Bobrick B-27460)

*All color schemes listed are for bidding purposes only. Final colors are to be selected once contract has been awarded.

* All tile size will be determined and finalized at the pre-bid meeting.

XI. BASIS OF PAYMENT:

Partial payments may be made for percentages or stages of work completed upon approval of Project Manager. See Non-Technical Specifications and Exhibit “B” Method of Compensation for other terms of payment.