



EXHIBIT "A"
SCOPE OF SERVICES

CONTRACT E4M91, FM41791065201
REPLACEMENT OF THE AUTO SHOP ANNEX
AT THE
BROWARD OPERATIONS CENTER
5548 NW 9th AVENUE
FORT LAUDERDALE, FLORIDA 33309

FLORIDA DEPARTMENT OF TRANSPORTATION
DISTRICT FOUR

EXHIBIT "A"

SCOPE OF SERVICES REPLACEMENT OF THE AUTO SHOP ANNEX BROWARD OPERATIONS CENTER

1.0 SCOPE OF WORK

1.1 The is a turnkey project to replace the existing wooden annex located behind the auto shop building at the Broward Operations Center, located at 5548 NW 9th Avenue, Fort Lauderdale, Florida 33309 (see **Attachment D**). The Vendor shall be responsible for the demolition and disposal of the existing structure, as well as the design, permitting and construction of the new structure. The Vendor shall complete the work specified in the Scope of Services within 365 calendar days after the issuance of the Notice to Proceed.

1.1.1 Demolition, removal, and proper disposal of the existing structure shall include the following:

1.1.1.1 Removal and disposal of the foundation, walls and roof of the existing structure.

1.1.1.2 Removal and disposal of the existing asphalt pavement located within the area specified in **Attachment E**.

1.1.1.3 Removal and disposal of all components attached to the existing structure.

1.1.1.4 Removal and disposal of all unnecessary, decommissioned, or unused utilities within the project limits.

1.1.1.5 Removal of existing equipment, tools and parts located inside the existing structure to be performed by others.

1.1.1.5.1 Existing air compressor to be temporarily relocated by others.

1.1.1.5.2 Existing oil tanks (new and waste) to be temporarily relocated by others.

1.1.2 There are three (3) alternative designs for the new structure. Option A includes a two-bay structure as specified in **Attachment A**. Option B includes a three-bay structure as specified in **Attachment B**. Option C includes a three-bay structure as specified in **Attachment C**., where the east-most bay will be used as office space. The Department will select the option that best suits the Department's needs and/or budget. The new

structure specified in Option A, B, and C shall include, at a minimum, the following:

1.1.2.1 New foundation, walls, and roof system.

1.1.2.1.1 A concrete slab foundation (minimum of 6 inches) for the entire footprint (area) of the new structure.

1.1.2.1.2 Walls shall be constructed of concrete block system (CBS).

1.1.2.2 Relocation of all existing utilities, including but not limited to, electrical, air, water, and oil (new & waste).

1.1.2.2.1 Relocation of the air compressor and oil tanks (new and waste) to final destination to be performed by others.

1.1.2.3 Appropriate electrical receptacles.

1.1.2.4 Relocation of existing restroom exhaust fan.

1.1.2.5 Interior and exterior florescent lighting.

1.1.2.6 Exterior doors as detailed in the corresponding conceptual plan option.

1.1.2.7 Garage door as detailed in the corresponding conceptual plan option.

1.1.2.8 Seal and paint exterior walls. Product to be approved by the Department.

1.1.3 If Option B or Option C is selected, the new structure shall also include, at a minimum, the following:

1.1.3.1 Interior doors as detailed in the corresponding conceptual plan option.

1.1.4 If Option C is selected, the new structure shall also include, at a minimum, the following:

1.1.4.1 The construction of two offices. The offices shall include the following:

1.1.4.1.1 Drywall, finish and paint.

- 1.1.4.1.2 Commercial grade floor tile and base molding. To be approved by the Department.
- 1.1.4.1.3 Drop ceiling system, and interior florescent lighting.
- 1.1.4.1.4 Appropriate electrical and data receptacles.
- 1.1.4.1.5 Air conditioning.

2.0 PERMITTING

2.1 The Vendor shall prepare plans and obtain all applicable (Federal, State and Local) permits. Prior to making a submittal to agencies having jurisdiction, the Vendor will submit to the Department 60%, 90%, and 100% complete plans and specifications for review and approval. The Department will review and provide comments within 15 calendar days of each submittal.

2.1.1 Plans shall include, at a minimum, the following information:

- Existing and proposed site plans.
- Utility adjustments and details.
- Architectural details.
- Civil details.
- Structural details.
- Electrical details.
- Mechanical details.

2.1.2 Plans shall be prepared by the Vendor and must be signed and sealed by a registered Professional Engineer/Architect.

2.1.3 Once 100% documents have been approved by the Department, the Vendor will submit the plans, along with the technical and non-technical specifications, to the appropriate permitting agencies for approval.

2.1.4 The Vendor will be responsible for all revisions and modifications to the plans and/or specifications as required to meet all Federal, State, and Local codes, as well as to meet the needs of the Department.

2.2 The Vendor shall be responsible for all fees required for permits, testing, and inspections, and make available any inspection certificates during the progress of work.

2.3 The Vendor shall supply the Department with final “as-built” plans upon completion of the project.

3.0 GENERAL REQUIREMENTS

3.1 BID REJECTION

The Department reserves the right to select any of the three options depending on the availability of funds. The Department will award the contract to the lowest responsible bidder, of the option that the Department chooses, after the opening of the bids and review of funds availability.

3.2 The Vendor shall secure all registrations, certifications and licensing required to complete the work.

3.3 A detailed project schedule shall be submitted at the Pre-work Conference and continually updated weekly during the course of the project. This schedule shall indicate the start times, end times, and durations for all project tasks, and include any anticipated facility or service down time.

3.4 Furnish all materials, equipment and labor necessary to complete this project.

3.5 Perform the operation in a manner not to damage any equipment, remediation system (including piping and wells), structure and/or surrounding areas. Grade and sod any disturbed areas, repair or replace damaged pavement, sidewalk, signs, equipments or structures caused by the operation at no additional cost to the Department.

3.6 Locate, protect, and relocate any and all utilities (including underground utilities) necessary to complete the work specified in the Scope of Services, and verify all field conditions and measurements.

3.7 Exterior doors shall be a minimum of 36 inches wide (per door), and shall be steel and commercial grade.

3.8 Garage door shall be a minimum of 10 feet wide, and shall be steel and commercial grade.

3.9 If applicable, interior doors shall be a minimum of 36 inches wide (per door), and contain a full glass window. Doors shall be steel framed and commercial grade.

3.10 During all operations, any generated debris shall be contained by the Vendor. All debris shall be removed from the FDOT property and disposed of at locations provided by the Vendor. Vendor shall dispose of materials, equipment, and debris in compliance with all Federal, State, and Local codes and regulations.

3.11 Appropriate screens and barriers will be installed by the Vendor to protect FDOT personnel and visitors from construction activities (including excavation), materials, equipments, tools, and debris.

3.11.1 The Vendor's employees shall always wear safety vests with reflective stripes and orange safety hats when working exposed to vehicular traffic or areas accessible by the public. Hard hats, safety helmet caps, are to be used in areas of overhead hazards.

3.12 Maintain safe accessibility to pedestrian and vehicular traffic at all times.

3.13 Normal working hours will be Monday through Friday, 7:30am – 5:00pm, except on State Holidays. Work beyond the normal working hours will require advanced approved by the FDOT Project Manager.

3.13.1 Perform work in a way not to affect or interrupt the Department's daily operation. All disconnects and reconnections of utility services to any FDOT facility shall be restricted to weekends, and to 6:00 P.M. to 6:00 A.M., Monday through Friday.

3.14 All work shall be performed under the supervision of a qualified and licensed foreman(s) or supervisor(s).

3.15 Backfilling and compaction procedures shall be performed in accordance with the FDOT Standard Specifications for Road and Bridge Construction (2010 Edition) and FDOT Design Standards (2010 Edition), or as otherwise directed in writing by the Department.

3.15.1 All open cuts in the pavement (asphalt and concrete) shall be saw cut and made square.

3.16 All work under the Scope of Services shall be performed in compliance with all applicable Federal, State and local laws, codes, regulations, standards, and the project specifications as the minimum. Any errors, omissions or conflicts shall be called to the attention of the Project Manager.

4 DEPARTMENT RESPONSIBILITIES

4.2 The Department shall have a Project Manager for administering the terms and conditions of this contract. The Department's Project Manager will be Antonio Castro, P.E., Operations Support Manager, 5548 NW 9th Avenue, Fort Lauderdale, Florida, 33309, 954-958-7671.

4.3 The Department shall provide to the Vendor full access to the site during normal working hours.

- 4.4 The Department shall provide copies of building and site plans (for reference only) required for this project. Vendor will be required to verify and confirm the information on the building plans.

5 FINES AND PENALTIES

- 5.2 A charge of \$100.00 per day will be charged to the Vendor for each calendar day exceeding the 365 calendar days after issuance of the Notice to Proceed.