

SCOPE OF SERVICES

Project: Architectural and Engineering Services - Roofing Replacement and Roof Sign Installation Project Miami, FL 33132

Arena seeks the services of a specialized, interdisciplinary, and highly qualified architectural and engineering team to perform all architectural and engineering services necessary for the Roofing Replacement and Roof Sign Installation Project . The Project consists of the replacement of approximately 141,600 square feet of existing roofing at the Arena and the installation of an approximately 18,460 square foot illuminated roof sign on the Arena roof.

Contractor: Dimensional Innovations, Inc Contractor shall contract for, coordinate, and manage all aspects of the requested architectural and engineering services for the project including:

1. Architectural
2. Signage structural engineering
3. Wind Study
4. Electrical engineering and related Data Analysis
5. Permit expeditor
6. Provide design/construction administration support
7. Sign Design Development
8. Construction Documentation
9. Building permit(s) drawing set
10. Submittal review for document compliance
11. Attendance of OAC meetings at scheduled intervals – virtual and in person
12. Punch list review for installed signage
13. Field Reports for all site walks and noting any deficiencies in the installation of the design
14. Any Consultant coordination during the Construction Administration process
15. Structural, Wind, Electrical and Envelope
16. Field verification of critical dimensions.
17. Vendor shall provide the Manager with all Design Development Documentation, Construction Documentation and Building permit(s) drawing sets for the Project within six (6) weeks.

GENERAL REQUIREMENTS:

- A. Furnishing all labor, operations, materials, accessories, incidentals, services and equipment (exclusive of pre-purchased or Manager provided materials, accessories and/or equipment) indicated, specified, mentioned, scheduled or implied in this Scope of Work.
- B. Development of Schematic, Design Development, Permit Submittal, Construction Documents and As-Built Drawings to be submitted in both hard copy and digital format. The selected firms shall be required to provide permit submittal drawings and pro-actively respond to plan check comments to ensure permit approvals in a timely manner; and to prepare construction documents sufficient to provide the level of detail necessary to communicate the project intent and constructability. The selected vendor shall be responsible for all elements of design coordination.
- C. Support During Construction – Services during construction may include timely professional service support to the Arena, evaluation of shop drawings and material submittals, construction observation reports and review of change orders. Attendance at and participation in design review and onsite construction meetings, documentation and preparation of meeting minutes will be required where appropriate.
- D. Capacity of employees and firm to perform the work within the specified time period: Capacity of employees and firm, including all consultants and their representatives, qualifications and locations, to perform the work, including specialized services, within the time limitations. Provide detailed project schedule for scope of work.

- E. All work shall be performed by skilled professionals and shall be executed in a workmanlike manner in accordance with the best standards and practices of the trade and shall be repaired in kind by skilled professionals of the trades involved.
- F. Vendor submitting a proposal agrees that all data, records and information which proposer, its agents and employees obtain access to, create, and which are the subject of this proposal, remain at all times exclusively the property of the Arena. It is also agreed that all such data, records and information constitute, at all times, proprietary information of the Arena and that proposer will not disclose, provide or make available any such proprietary information in any form to any person or entity, except with prior written consent of Manager. In addition, vendor submitting a proposal further agrees that it will take reasonable steps and the same protective precautions to protect Arena's proprietary information from disclosure to third parties as with the proposer's own proprietary and confidential information.

TIMELINE:

- Vendor shall provide the Manager with all Design Development Documentation, Construction Documentation and Building permit(s) drawing sets for the Project within six (6) weeks.

REQUIREMENTS:

- Vendor must have the following experience and certifications:
 - Must be a firm with at least ten (10) or more years of successful experience with projects of similar scope.
 - Demonstrate successful completion of design projects on schedule and within design and construction budgets.
 - Provide a list of a minimum of five (5) facilities (facility, contact name, title, address and current phone number) where the Vendor has provided Architectural and Engineering Services of equivalent size and scope within the last five (5) years.
 - Vendor must have minimum ten (10) years of experience for technicians, installers, and fabricators working with their firm.
 - Must comply with all applicable state and federal regulations and licensing requirements.
 - Meet all deadlines to ensure successful implementation.

INSURANCE:

- Vendor shall purchase and maintain during the entire project and for two years after project completion insurance with the minimum limits and coverage shown below from insurance companies acceptable. BPL has the right to reject unacceptable insurance carriers.

STANDARD INSURANCE REQUIREMENTS	
Coverage Type	Limits
General Liability	\$1,000,000 Per Occurrence; \$2,000,000 General Aggregate; \$2,000,000 Completed Operations Aggregate
Auto Liability (Owned, Rented and Non-Owned)	\$1,000,000 combined single limit for bodily injury and property damages
Worker's Compensation	Statutory Limits; \$1,000,000 Employers Liability
Professional Liability	\$5,000,000 Per Claim \$5,000,000 Aggregate Maintain for 5 years after project completion

- Vendor shall carry standard ISO General Liability coverage, written on an occurrence basis including Completed Operations. Coverages on an occurrence basis shall be maintained without interruption from date of commencement of the Vendor's Work until the date coverage is required to be maintained. The coverage must be endorsed to name Basketball Properties, Ltd., City of Miami, and Miami-Dade County as additional insureds on a primary and non-contributory basis.

COMPENSATION

Approximate Project Cost: \$213,500

DESCRIPTION	UNIT PRICE	LINE TOTAL
Architect of Record		
Electrical Engineer		
Structural Engineer		
Wind Tunnel Report		
Signage Structural Engineer		
Building Envelop Consultant		
Permit Expeditor		

SBE Vendor: Cason Strategies

TRADES: Permit Expeditor

SBE PARTICIPATION GOAL: 6.3%

WARRANTY: 1-year Contractor Warranty

GENERAL SAFETY AND SECURITY GUIDELINES

Safety during Construction

A Construction safety program shall be provided in accordance with all applicable health and safety laws and guidelines. Project supervisors are responsible for ensuring that all reasonable safeguards and precautions are taken in the workplace including ensuring compliance with the Manager's procedures and guidelines, and promoting a safe workplace for Manager, tenants, visitors and employees.

Security and Access during Construction

1. Preconstruction Security meeting will be conducted to review building security procedures with manager personnel, Contractor, subcontractors & vendors.
2. Restrict access of all persons entering upon the property in connection with the work to the agreed access route and to the actual site of the work.
3. Restrict activities of contractor employees and subcontractors to authorized areas. Prohibit employees from mingling in the common areas.
4. Vehicles entering the property in performance of the work will use only Manager approved access route and parking.
5. Daily construction logs shall be kept identifying all work activities, work areas and construction workers on site daily.
6. Take adequate measures to ensure that all workers are background checked and fingerprinted with a level 2 clearance.
7. All construction personnel shall have identification tags with photos and wear identifying uniform clothing.

Egress and Pedestrian Pathways

In the unlikely event where the use of existing interior or exterior pedestrian pathways is required, Contractor shall make provisions for equal alternate pathways to be submitted and approved by Manager. Any use of the site that impedes building occupant egress shall be submitted, reviewed and subject to prior approval by Manager.

Screen and Dust Protection

Temporary partitioning shall be installed effectively isolating all areas where construction/demolition is to take place. Dust protection shall be provided and shall be subject to approval by Manager. All Construction areas shall be vacuumed daily with HEPA filter equipped vacuum cleaners.

Health and Safety Protocols

Due to the COVID-19 pandemic, the following procedures must be followed to enter and/or work inside the Arena:

- Adhere to directional signage posted throughout the arena.
- Maintain Social Distancing.
- Masks are Required.