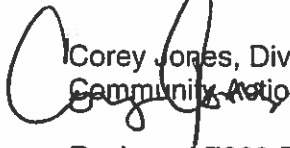


Date: September 18, 2019

To: Gary Hartfield, Division Director
Internal Services Department

From:  Corey Jones, Division Director
Community Action and Human Services Department

Subject: Review of 7360 RPQ No.: HPEDREN18-R

Please review the below for compliance with Miami-Dade County Requirements. This item will be funded with federal, CDBG, funds. The estimated cost of this project is \$670,632.00 with a contingency amount of 10%, \$67,063.20 for a total of \$737,695.20.

Intent:

The requirements in this "Scope of Work" serve as direction to the contractor for the renovation of the Edison/West Little River Community Resource Center, located at 150 NW 79th St. The Contractor shall perform all services in accordance with building industry/professional standards of skill, care and diligence adhered to by reputable, first class contracting firms and shall conform to generally accepted professional practices.

Project Description:

The selected contractor will renovate the Edison Community Resource Center, located at 150 NW 79th St. This includes all of the line items listed below in the Scope of Work.

The renovation shall entail the use of only high quality materials/supplies. The selected vendor will use only the brand/type of material specified or will provide specifications for proposed substitutions. Substitutions for brands/types of materials to be used will be reviewed on an item by item basis. Miami-Dade County Community Action and Human Services reserves the right to reject any item it find unacceptable. It will be the responsibility of the selected contractor to recommend a replacement or use the item specified.

Items incidental/necessary for the completion of the scope of work are to be assumed and included in the pricing of the item. There will be no additional consideration for the cost associated after the contractor is selected. Examples: 1. if the trimming of trees or brush adjacent to the building is necessary, the cost of trimming is to be included in that item and 2. Pressure cleaning and/or other preparation of surfaces prior to painting is to be included in cost of painting.

The contractor is responsible for all measurements and counts. The estimates of square footage/yardage and counts provided herein are to be understood as approximations. All exact measurements and calculations must be verified by the contractor. Additionally, the Contractor shall provide measurements, surveys, calculations, shop drawings; warranties and all necessary permits as required by law to rehabilitate the facilities. The Contractor shall maintain necessary insurances and licenses throughout the duration of the project. The contractors shall be required to coordinate all work, verify all site conditions and make submittals as required for approval to

the owners and inspectors. The contractor is responsible for all work done by any sub-contractor and shall require that all sub-contractors pull all necessary permits according to code.

The Contractor shall perform the services with the standard skill care and diligence which a competent and suitably qualified person performing such services could reasonably be expected to exercise and in accordance with the Work Write-Up; work must be performed in a professional, "Workman like Manner".

SCOPE OF WORK

1. Replace approximately 16 existing interior lights in lobby with surface mounted 2'x2' surface mounted LED lights, 4000 lumens, 4,000 -5,000 kelvin (Luminaire EPanel flat panel or equivalent).
2. Replace approximately 165 existing troffer lights with LED troffer lights (Luminaire, Lithonia, Philips or equivalent) specifications as above.
3. Installation of 25 wall pack exterior LED lights (equivalent of 200-250 metal halide) with photocells (Lithonia, Philips or equivalent).
4. Remove and replace all existing windows with impact resistant windows, includes removal and disposal of existing shutters
5. Installation of Solatubes in lobby.
6. Painting of all interior metal ceiling
7. Replace existing built up roofing, including tapered insulation (approximately 19,000 sf)
8. Install new receptionist desk in lobby, includes location/relocation of electrical and telecom connections.
9. Replace existing ceiling tile, (approx 33,500, elderly area excluded)
10. Painting and patching interior and exterior.
11. Install new VCT (contractor may install over existing flooring). Contracting to ensure full adhesion of existing floor prior to installation.

Install matching cove base/base board in areas receiving VCT.(color and type to be selected by CAHSD).
12. Remove and replace existing carpet tile in office areas (color and type to be selected by CAHSD).

- 13a. Install laminated wood flooring in lobby area.
- 13b. Install laminated wood base boards in lobby areaa
14. Replace 2.5 ton A/C unit.
15. Remove and replace existing water fountains with dual station water fountains with bottle filler
16. Remove and replace storefront window in area 104
17. Remove and replace storefront window in RMS area
18. Remove and replace store front glass at front of lobby area
19. Remove and replace all outlet covers, blanks and light switch covers
20. Replace interior doors
21. Remove and replace counter tops in employee lounge
22. Remove all wood chair rails
23. Remove existing wall in Project FACE.
24. Remove and replace storage room doors in conference room
25. Remove existing storm shutters at exterior of building
26. Remove existing windows. Provide and install new impact windows at exterior of building.
27. Remove existing light bollards at exterior of building and cap off.

REFERENCE DOCUMENTS 21000

GENERAL INFORMATION

1. All work shall comply with applicable Miami-Dade County building department requirements, the 2014 Florida Building Code, and the Miami Dade DERM requirements for asbestos removal.
2. Contractor shall take measurements, and verify those measurements. Miami Dade County CAHSD will not be held liable for any incorrect measurements provided herein.
3. Contractor/vendor shall comply with all applicable Federal, State, County, and City rules and codes.

4. The contractor may not operate beyond the limits unless specifically authorized by CAHSD.

5. The contractor shall limit the use of the site to those operations necessary for the execution of the work of the contract.

6. The contractor will submit names and other information required of all workers who will be on site. Contractor shall not allow minors or other unauthorized persons on the project construction site at any time. Contractor will not work in areas until specific clearance/permission has been given for that area and that cannot be safely cordoned from center staff, customers or other visitors during normal business hours.

7. The contractor at all times shall keep the premises free from accumulation of waste materials or rubbish caused by the operations. As required by the work or directed by County representative but no less than once daily and at the completion of the work, all waste materials and rubbish shall be removed from the project, as well as tools, construction equipment, machinery and surplus materials, and shall clean all surfaces and leave the work "broom" clean except as otherwise specified. Following completion of the work, contractor is required to return the site to its original condition.

8. The contractor shall be responsible for initiating, maintaining and supervising safety programs in connection with the work.

9. The contractor shall take all reasonable precautions for the safety of and shall provide reasonable protection to prevent damage, injury or loss to:

a. All employees on the work and all other persons whom may be affected thereby.

b. All work and all materials and equipment to be incorporated therein, whether in storage on or off the site, under the care, custody or control of the contractor or any subcontractors.

c. Other property at the site or adjacent thereto, and not designated for removal, relocation or replacement in the course of construction.

10. The contractor shall comply with all applicable laws, ordinances, rules, regulations and orders of any public authority having jurisdiction or the safety of persons or property for to protect them from damage, injury or loss. The contractor shall erect and maintain as required by the existing conditions and progress of the work, all reasonable safeguards for protection, including posting danger signs and other warnings against hazards, promulgating safety regulations and notifying owners and users of adjacent utilities. The contractor shall be responsible to the Owner for all damage or loss to any property caused in whole or in part by the contractor or any subcontractors, or anyone directly employed by any of them, or by anyone for whose acts any of them may be liable, and not attributable to the fault or negligence of the contractor.

11. The contractor shall request all mandatory inspections from relevant Building Officials, DERM, and other authorities having jurisdiction as per the provisions contained in the FBC,

including those as may be required for asbestos removal (when applicable). Inspections by the design professional shall not relieve the contractor, nor take the place of the mandatory inspections contained in the FBC or required by law.

12. Bid shall include warranty, building plans, specifications, permit drawings, NOA's and all permit approvals as required by the City of Miami and/or Miami-Dade County Building departments (when applicable).

13. Any item resulting in damage from work procedures shall be repaired or restored to original or better condition. Satisfactorily repair/replace equipment or part of structure damaged as a result of the work. Surfaces and finished areas shall be restored to match adjacent areas. Approval shall be obtained from the Architect/Engineer of Record prior to cutting or drilling any structural support member.

14. All work shall be done in a neat workmanlike manner.

15. All penetrations through masonry and concrete structures shall be sealed to protect against fire where appropriate and protected against the intrusion of exterior environmental elements into the interior or the migration of elements from one area to the next on the interior.

16. At any time improper procedures are observed that put client safety, staff, or contractor workers safety at risk, the work will be stopped until corrections are made and approved by the government and the contractor held responsible for any delay due to improper adherence to the contract/documents and/or safety regulations.

NOTICE TO BIDDERS/PROSPECTIVE CONTRACTOR (S)

This project, in whole or in part, will be assisted through the Miami-Dade County Public Housing and Community Development with Federal funding from Community Development Block Grant and as such bidder must comply with Presidential Executive Order 11246, as amended; by Executive Order 11375; Title VII of the Civil Rights Act of 1964 as amended; the Davis-Bacon Act of 1968, as amended; the Copeland Anti-Kickback Act; the Contract Work Hours and Safety Standards Act and all other applicable federal, state and local ordinance.

The bidder is required to pay workers on this project the minimum wages as determined in the Wage Determination Decision included in the Bidder's package; and that the contractor must ensure that employees are not discriminated because of race, color, religion, sex or national origin.

This project is also a Section 3 covered activity. Section 3 requires that job training, employment and contracting opportunities be directed to very-low and low income persons or business owners who live in the project's