

**DEPARTMENT INPUT  
CONSTRUCTION CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION**

Check applicable Ordinance(s): \_\_\_ 90-143 Responsible Wage and Benefits \_\_\_ 03-237 (formerly 03-1) Community Workforce Program

**PROJECT INFORMATION See attachment 1**

**Contract/Project/\*Work Order No. : NMJACKELEC**

• Reference corresponding project number when submitting a work order

**Contract/Project Title: JACKSONDADEHEAD START ELECTRICAL METER UPGRADE**

**Description/Scope of Work: SEE ATTACHED**

**Estimated Cost: \$11,500.00 Funding Source: FEDERAL**

**Location of Project** (street address or beginning and ending points) i.e. 12345 NE 23<sup>rd</sup> Ct or Starts at 135 St. ends at 145 St.  
801 NW 17<sup>th</sup> STREET, MIAMI FL 33136

**PROJECT ANALYSIS FOR GOAL RECOMMENDATION (CWP) See attachment 0**

workforce for project \_\_\_ Work Order \_\_\_

Engineer / Department or Agency's estimated required

Trade/Skills Required	Est. # of workforce required per trade	Est. # of total days to complete job

Comments:

**PROJECT ANALYSIS FOR GOAL RECOMMENDATION (CSBE) See attachment 0**

Sub-Trade	Est. Cost	% of Item to Base Bid	Availability

**RECOMMENDATION**

**Set-Aside:** Level 1 \_\_\_ Level 2 \_\_\_ Level 3 \_\_\_ Trade Set-Aside \_\_\_ Sub- Contractor Goal \_\_\_ Workforce Goal \_\_\_ No Measure \_\_\_

**Basis for Recommendation:** - - - - -

**Date submitted to SBD: March 30, 2020**

**Contact Person: Nelson Medina**

**Phone: 786-521-1467**



The objective of this Scope of Work is to provide electrical upgrade services for wiring from the meter can to the transformer powering the Facility, at the Jackson Dade Head Start Center. The contractor shall be licensed and insured by the State of Florida. The contractor will be required to provide a proposal to include project costs by line item, prior to mobilization and Notice to Proceed. The contractor shall be required to coordinate all work, verify all site conditions, measurements, and make submittals as required for approval to the Head Start Agency, and conform to the National Electric Code as well as FP&L regulation.

DBRA requires payment of prevailing wages on federally funded or assisted construction projects. The Davis-Bacon Act applies to each federal government or District of Columbia contract in excess of \$2,000 for the construction, alteration, or repair (including painting and decorating) of public buildings or public works. Many federal laws that authorize federal assistance for construction through grants, loans, loan guarantees, and insurance are Davis-Bacon “related Acts.” The “related Acts” include provisions that require Davis-Bacon labor standards apply to most federally assisted construction. Examples of “related Acts” include the Federal-Aid Highway Acts, the Housing and Community Development Act of 1974, and the Federal Water Pollution Control Act.

The vendor is responsible for all work done and be required to pull all necessary permits per code, regulation or law (when required).

**Contractor must comply with the Scope of Work and the attached Reference Documents 21000.**

The vendor 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.

## **Scope of Work**

- Include Permit fees (workwith).
- Davis Bacon Labor Wage Determination per hour.
  - Hourly Rate of \$29.60 plus Fringe of \$9.38 – Total \$38.98 HR
- Replace and upgrade electrical wiring from meter can to the transformer.
- Replace and upgrade conduit for wiring from meter can to transformer.
- Replace and upgrade grounding wire as per NEC, and FP&L requirements.
- Manual excavation of ground for installation of new conduit and wiring.
- Temporary removal of chain link fencing for access to work site.
- Replace and upgrade electrical disconnect.

## REFERENCE DOCUMENTS 21000

1. All work shall comply with applicable Miami-Dade County building department requirements, the Florida Building Code.
2. The Contractor is responsible for all work done by any subcontractor and shall require that subcontractors pull all necessary permits per code, regulation or law
3. Contractor shall take measurements, and verify those measurements. CAHSD shall not be held liable for any incorrect measurements provided in scope of work.
4. All work must be coordinated with the Center Director.
5. Contractor/vendor shall comply with all applicable Federal, State, County, and City rules and codes.
6. All construction shall be in accordance with contract documents & requirements.
7. The Contractor is responsible for permitting, inspections and all associated plans, surveys, specifications and signed and sealed drawings incidental for the performance of the work described herein.
8. The Contractor may not operate beyond the limits unless specifically authorized to do so by the Owner.
9. The Contractor shall limit the use of the site to those operations necessary for the execution of the work of the contract.
10. The Contractor is responsible for evaluating field conditions by visiting the site prior to commencing work.
11. The Contractor shall not allow minors or other unauthorized persons on the project construction site.
12. Unless otherwise indicated, demolished materials become contractor's property. Comply with EPA regulations and disposal regulations of authorities having jurisdiction. Conduct demolition without disrupting Owner's use of the building.
13. Maintain and protect existing utilities to remain in service before proceeding with demolition, providing bypass connections to other parts of the building. Locate, identify, shut off, disconnect, and cap off utility services to be removed. Conduct demolition operations and remove debris to prevent injury to people and damage to adjacent buildings and site improvements. Provide and maintain shoring, bracing, or structural support to preserve building stability and prevent movement, settlement, or collapse.
14. Promptly patch and repair damaged areas of work caused by demolition. Restore exposed finishes of patched areas and extend finish restoration into remaining adjoining construction.

15. The Contractor at all times shall keep the premises free from accumulation of waste materials or rubbish caused by the operations. At least once weekly during the construction, 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.
16. The Contractor shall be responsible for initiating, maintaining and supervising safety programs in connection with the work.
17. 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.
18. 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.
19. The Contractor shall request all mandatory inspection from the Building Official, Miami-Dade County, DERM, and other authorities having jurisdiction as per the provisions contained in the FBC, including those as may be required for asbestos removal. 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.
20. Any item resulting in damage from work procedures shall be repaired or restored to original condition including, but not limited to, sidewalk, trees, sod area, fences, irrigation, etc. 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.
21. Contractor to supply "as built" drawings to project manager at job completion (if applicable).
22. Location of existing utilities: contractor to verify exact location and avoid damage during construction. Coordinate with utilities companies MDWSD, etc.
23. All work shall be done in a neat workmanlike manner.

24. All penetrations through masonry and concrete structures shall be sealed to protect against fire with environmental conditions that exist.
25. Before starting work in a new area or movement of equipment one area to another, coordination with the facility and the County is required to ensure children's safety.
26. It is the Contractor's responsibility to make the proper coordination in advance for major interruptions (15 calendar days) and any delay of work due to improper notice will be the responsibility of the Contractor not the Head Start Agency.
27. 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 Head Start Agency and the Contractor held responsible for any delay due to improper adherence to the contract/documents and/or safety regulations.
28. Before any new electrical, mechanical, and/or site modifications the Contractor must notify the Head Start Agency 72 hours in advance for proper coordination to ensure client, staff, and workers safety.
29. Prompt Payment

Payment for all purchases and completed work by the Head Start Agency shall be made in a timely manner. In accordance with Florida Statutes, Section 218.74 and Section 10-33.02 of the Miami Dade County Code, the time at which payment shall be due from the Agency or shall be thirty (30) days from receipt of a proper invoice. The contractor needs to provide the following for proper invoice processing:

- o Closed out permits
- o Signed, and notarized release of lien
- o Davis Bacon prevailing wage payroll forms
- o All pertaining manufacturer and labor warranties

#### 1.1. ALTERATIONS

- A. Survey: Before any work is started, the Contractor shall make a thorough survey with the Center Director and a representative of Head Start, of areas of building in which alterations occur and areas which are anticipated routes of access.
- B. Protection: Provide the following protective measures:
  - a. Wherever existing roof surfaces are disturbed they shall be protected against water infiltration. In case of leaks, they shall be repaired immediately upon discovery.
  - b. Temporary protection against damage for portions of existing structures and grounds where work is to be done, materials handled and equipment moved and/or relocated.
  - c. Protection of interior of existing structures at all times, from damage, dust and weather inclemency. Wherever work is performed, floor surfaces that are to remain in place shall be adequately protected prior to starting work, and this protection shall be maintained intact until all work in the area is completed.

## 1.2. RESTORATION

- A. Remove, cut, alter, replace, patch and repair existing work as necessary to install new work. Except as otherwise shown or specified, do not cut, alter or remove any structural work, and do not disturb any ducts, plumbing, steam, gas, or electric work without approval of the Facilities Supervisor. Existing work to be altered or extended and that is found to be defective in any way, shall be reported to the Facilities Supervisor before it is disturbed. Materials and workmanship used in restoring work shall conform in type and quality to that of original existing construction, except as otherwise shown or specified.
- B. Upon completion of contract, deliver work complete and undamaged. Existing work (walls, ceilings, partitions, floors, mechanical and electrical work, lawns, paving, roads, walks, etc.) disturbed or removed as a result of performing required new work, shall be patched, repaired, reinstalled, or replaced with new work, and refinished and left in as good condition as existed before commencing work.
- C. At Contractor's own expense, Contractor shall immediately restore to service and repair any damage caused by Contractor's workmen to existing piping and conduits, wires, cables, etc., of utility services or of fire protection systems and communications systems (including telephone) which are not scheduled for discontinuance or abandonment.
- D. Expense of repairs to such utilities and systems not shown on drawings or locations of which are unknown will be covered by adjustment to contract time and price.

## SAFETY REQUIREMENTS

- I. **PLANS (PROGRAMS, PROCEDURES) REQUIRED.** Based on a risk assessment of contracted activities and on mandatory OSHA compliance programs, the Contractor shall address all applicable occupational risks in site-specific compliance and accident prevention plans. These Plans shall include but are not be limited to procedures for addressing the risks associates with the following:
  - a. Emergency response;
  - b. Contingency for severe weather;
  - c. Fire Prevention;
  - d. Medical Support;
  - e. Posting of emergency telephone numbers;
  - f. Prevention of alcohol and drug abuse;
  - g. Site sanitation (housekeeping, drinking water, toilets);
  - h. Night operations and lighting;
  - i. Hazard communication program;
  - j. Welding/Cutting "Hot" work;
  - k. Electrical Safe Work Practices
  - l. General Electrical Safety
  - m. Site-Specific Fall Protection & Prevention;
  - n. Respiratory protection;
  - o. Health hazard control program;
  - p. Demolition plan (to include engineering survey)

- II. **INSPECTIONS:** The Facilities Supervisor shall conduct frequent and regular safety inspections of the site and each of its subcontractors shall conduct frequent and regular safety inspections of their work operations. Coordinate with, and report findings and corrective actions weekly to Facilities Supervisor.
  
- III. **ACCIDENTS, OSHA 300 LOGS, AND MAN-HOURS:** Notify the Facilities Supervisor as soon as practical, but no more than four hours after any accident meeting the definition of OSHA Recordable Injuries or Illnesses or High Visibility Accidents, property damage equal to or greater than \$5,000, or any weight handling equipment accident.