

BID PACKAGE**BP9F ROLLER WINDOW SHADES
SCOPE OF WORK &
PROJECT SPECIFIC CONDITIONS**

Project Name: Wendell H. Murphy Football Center Kitchen Renovation

SCOPE OF WORK:

Subcontractor agrees to commence Subcontractor's work herein described upon notification by Contractor and to perform and complete such Work in accordance with the Contract Documents and Contractor's Schedule.

Scope – This subcontractor agrees to furnish and install all necessary labor, materials, equipment, taxes incidentals, tools, sales and use taxes, licenses, permits, insurance, freight, supervision, engineering (if applicable) and overtime for the work listed below. Meet all industry and manufacturer's standards, the contract drawings & specifications, addenda if any, and all local/state/federal codes and insurance and/or incidentals necessary to provide **Roller Window Shades** for the **Wendell H. Murphy Football Center Kitchen Renovation** project. Work under this Subcontract Agreement specifically includes, but shall not be limited to, the following.

1. Work on this project will occur during school year with students and faculty in the building. The owner is allowing the majority of work to commence during normal working hours, but subcontractor understands work will be sequenced to comply with school's requirements. Loud, odorous, and work in currently occupied areas shall occur off-hours (7pm-7am or weekends). Subcontractor includes all out-of-sequence and off-hours work needed to comply with Owner's requirements.
2. Work in this scope includes Kitchen that is accessed from Level 1 loading dock. Subcontractor includes access and removal of debris from loading dock for this scope of work. Include protection of all finishes from Loading Dock Entry to work space.
3. All work outlined in project specifications to include but limited to:
 - a. 122413 Roller Window Shades
4. Competent and experienced Project Management and Field Supervision.
5. Subcontractor on-site Superintendent shall be English speaking.
6. Subcontractor to maintain as-built drawings on site to be reviewed monthly with Shelco prior to the approval of subcontractor's application for payment.
7. Includes timely submittals, shop drawings, and as-built Record Documents.
8. All closeout information such as warranties and as-built drawings shall be submitted and approved prior to final billing. O&M manuals shall be submitted with 50% billing. Delays in providing this documentation will result in held payments.
9. Subcontractor Project Manager and Field Supervision are required to attend weekly subcontractor meetings. Daily field/manpower reports are required to be submitted to Shelco.
10. Lower tier subcontractors must be supervised by prime subcontractor employees at all times.

BID PACKAGE

11. All subcontractor employees, including tier subcontractors and vendors, are required to abide by OSHA regulations and Shelco Safety Guidelines.
12. Protection of all materials and equipment installed by Subcontractor will be the responsibility of the subcontractor for the duration of project.
13. The subcontractor agrees to clean up their portion of the work daily. Clean-up under this agreement shall include the following but not limited to removal of all waste materials from all areas on a daily basis and placed in Shelco provided waste dumpsters. Subcontractor will abide by the Shelco Waste Management Plan.
14. Subcontractor shall include protection of adjacent work and unfinished surfaces during the scope of work installation, including but not limited to, HVAC, plumbing, electrical, glazing, or other permanent structures.
15. Coordinate and cooperate with all Public Inspection agencies. The subcontractor is responsible to call for all required inspections in order to maintain the current Shelco project schedule.
16. Subcontractor is responsible for all lifting equipment required for their work, including: crane, man lifts, fork lifts, lift trucks, hoists, etc. The GC will not be providing any means of loading or unloading of subcontractor's materials.
17. Subcontractor includes all means of accessing installation areas. This includes hoisting or means of getting materials and equipment to the project site.
18. Subcontractor has reviewed the project schedule and has adequately staffed the project to meet the schedule dates. Work requiring loud or disruptive noise must be coordinated and completed after hours.
19. Trash shall be removed from the project site daily.
20. Subcontractor to complete scope per project schedule.
21. Furnish and install complete manual roller window shade scope of work per project documents.
22. Shop drawings and submittals for coordination of blocking requirements are included.
23. Provide Spring Lift-Assist Mechanisms where weight exceeds 10 lbs OR for shades recommended by the manufacturer.
24. All mounting hardware and installation of roller shades is included.
25. Roller shades to be provided with recessed shade pocket. Pocket to have mud in flange for installation in drywall ceilings.
26. Side channels with light seals designed to eliminate light gaps at sides of shades as they are drawn down.
27. Subcontractor has walked the site and included pricing for all items. No change orders will be issued for unknown items not shown on drawings when clearly known.

MISCELLANEOUS ITEMS:

Coordination - Subcontractor shall be responsible for reviewing the complete set of building contract drawings and coordinating his work with all other trades involved, including building design loads, underground utility design, and bridging requirements.

BID PACKAGE

Supervision - Subcontractor shall provide one Superintendent or Foreman for project to interface with Shelco Project Superintendent. Subcontractor's Superintendent or Foreman shall not be changed without prior approval of Shelco's Project Superintendent. Subcontractor's Superintendent or Foreman shall be present on site at all times while Subcontractor is performing work.

Seismic - Subcontractor shall be responsible to install and support systems to resist all applicable seismic forces per project requirements.

Warranty – The Subcontractor shall provide a one-year workmanship warranty from the date of final acceptance from the Owner.

Equipment - Subcontractor includes all lifts, equipment, etc. as required for safe installations.

Final Cleaning - Final cleaning is by others, however, the Contractor shall leave his work in a "construction cleaned" condition. "Construction cleaned" is defined as being broom clean when finishing is complete. Comply with product manufacturer's recommendations for cleaning.

It is the intent of this Agreement that a complete and fully complete **Linear Metal Ceilings Package** in accordance with the contract documents, including miscellaneous items required but not explicitly specified or shown. Subcontractor shall furnish and install all parts, accessories, devices, protection, and all other items necessary for his system to perform its intended function, except as specifically excluded elsewhere in this agreement. Subcontractor shall not assume that any item adjacent to or interfacing with its work will be furnished by others unless specifically so identified elsewhere in this subcontract.