**TO: Bidders**

**DATE: 6/23/2015**

**PROJECT: Kobelco Spartanburg Plant**

 **Moore, SC**

**BIDS DUE: 2:00 PM on 07/08/2015**

**SUBJECT: BP-0901 General Trades**

1. **General Bidding Notes:**
	1. Fill out all required bid breakdowns and bid forms complete.
	2. Provide any required supporting documentation.
	3. Provide required prequalification input and documents
2. **BID Documents and Addenda (To Date):**
* See drawing list, specifications, exhibits, and addenda in the Walbridge electronic plan room.
1. **Scheduling and Premium Time:**
	1. See our preliminary schedule in the electronic plan room.
	2. All subcontractors must comply with the project documents and the Kobelco and Shimizu-Walbridge Project Safety Programs.
	3. Subcontractor installations shall be in compliance with the construction schedule. Provide the necessary manpower, overtime; shift work, etc., as may be required to comply with schedule.
	4. Make sure to read the Owners definition of Substantial Completion and provide necessary labor, materials, etc. to meet target dates.
2. **Safety:**
	1. Subcontractors have the responsibility for the safety of their personnel and shall be responsible for compliance with all Shimizu-Walbridge, Local, State, and Federal standards and requirements (OSHA, EPA).
	2. All contractor personnel must attend a Safety, Security and Environmental Orientation prior to working on the site. Plan on this taking approximately 1 hour.
	3. Substance abuse control testing programs will be enforced, include costs to provide tests.
	4. All crane operators must be properly “Certified”. Contractor(s) must comply with the manufacturer’s specifications and limitations applicable to the operation of any and all cranes.
	5. Subcontractors must comply with the 100% fall protection rule over six feet or as dictated by owners requirements.
	6. The subcontractor shall conduct weekly safety training sessions for onsite personnel and provide records of the meeting’s subject and attendees to the contractor’s superintendent.
3. **Insurance:**
	1. Subcontractor must provide all pertinent insurances required by the owner and Shimizu-Walbridge.

**INSURANCE REQUIREMENTS**

Before Subcontractor does any work at or prepares or delivers material to the site of construction, the Subcontractor shall provide Certificates of Insurance evidencing coverage in amounts not less than required by the specifications or as follows.

Subcontractor and its subcontractors and suppliers, shall with respect to the Work, maintain and pay for the following insurance coverages with minimum limits in the respective amounts indicated.

1. Workers' Compensation: $500,000 Each Accident

$500,000 Disease Policy Limit $500,000 Disease Each Employee

The Workers’ Compensation policy shall include a **“Waiver of our Right to Recover from Others Endorsement”** in favor of Walbridge and all others required by written contract. Longshore and Harbor Workers’ Act Coverage must be endorsed when exposures are present.

1. Commercial General Liability: Occurrence based form covering Premises/Operations, Personal Injury, Advertising Injury, Blanket Contractual Liability, XCU, Independent Contractors and Products/Completed Operations on a PER PROJECT BASIS:

Bodily Injury & Property Damage: $1,000,000 Each Occurrence

$1,000,000 Personal & Advertising Injury

$2,000,000 Products and Completed Operations Aggregate

$2,000,000 General Aggregate

Excess/Umbrella Liability: $3,000,000 Umbrella Form

1. Walbridge Southeast, LLC and Kobelco North America LLC shall be listed as additional insured under the CGL and Excess/Umbrella Liability Policies for the Kobelco Spartanburg Project, subject to Form CG 20 10 11 85 or a combination of CG 20 10 07-04 and CG 20 37 07 04, on a primary and non-contributory basis.
2. Automobile Liability: Covering all owned, non-owned and hired vehicles. $1,000,000 Combined Single Limit
3. Contractual assumed Liability: Specifically covering Subcontractor for liability loss, cost and damages, including attorneys' fees, assumed by Subcontractor under the provisions of this agreement. It is hereby agreed and understood that Completed Operation Liability will be carried 2 years after the Project Completion Date.
4. In the event the Subcontractor performs or is responsible for any design services, then throughout all phases of the Project and for a period of Seven (7) years after final completion, the Subcontractor shall keep in force, at its sole cost and expense, a professional liability insurance policy approved by the Owner and Contractor with minimum limits of Two Million ($2,000,000.00) Dollars per occurrence, and Four Million ($4,000,000.00) aggregate, with a maximum deductible of Fifty Thousand ($50,000.00) Dollars.
5. The CGL and Professional Liability policy shall provide that it may not be substantially modified or canceled without thirty (30) days’ prior written notice to the Owner and Contractor and that the insurance company shall promptly notify the Owner and Contactor of any failure of the Subcontractor to renew such policy as required hereunder. The Subcontractor shall do all things necessary to keep the policy in full force and effect throughout all phases of the Project and for a period of seven (7) years from the date of final completion. If requested, Subcontractor shall deliver to the Contractor a copy of the aforesaid policy at least once a year.
6. Shimizu North America, LLC shall be listed as the Certificate Holder.
7. All insurers shall carry a minimum A.M. Best Rating of at least A-8 and licensed in the state where the work is being performed.
8. **Taxes:**
9. Include all applicable sales taxes.
10. **Scope of Work:**
	1. Intent of this scope of work is for the subcontractor to provide all supervision, labor, material, equipment, tools, and services necessary to complete the Work items described below including all items incidental thereto or necessary to complete the Work properly even though not specifically mentioned. The CONTRACTOR shall use the following list as a GENERAL GUIDE to assist in pricing and coordinating the work with WA/SNA. This list is not meant to describe every aspect of work in detail.
	2. **General Items:**

The work includes but is not limited to the following:

* + 1. This subcontractor shall include all necessary supervision, labor, materials, equipment, and tools to provide a complete scope of work for this work per the contract drawings and specifications.
		2. Complete the work as outlined by local and national codes that apply to the specific trade.
		3. Pricing shall include all trade permits, fees, inspections, and associated costs required to complete your scope of work.
		4. Subcontractor is responsible to provide all layout required for this scope of work.
		5. Subcontractor’s superintendent shall attend weekly and daily progress coordination meetings.
		6. Subcontractor shall provide field personnel and lower tier subs with copies of all contract documents. SNA/WA will not be responsible for supplying extra copies of contract documents to field crews.
		7. Provide all required submittals, samples, and shop drawings as required for this work.
		8. Include all as-builts, spare parts, operating manuals and instruction of Owner’s personnel as specified. Include all warranties as specified and applicable.
		9. Include all personnel and direct costs associated with the coordination of equipment with the associated trades for the project.
		10. Include all daily direct identifiable clean-up costs required for all respective work performed inside of the construction area. Debris must be removed from the building and placed in dumpsters furnished by SNA/WA.
		11. Keep streets clean on a continuous basis as a result of your own work. Restore damaged curbs and pavement as result of trucking activities associated with the work of this subcontract.
		12. Include all flagmen and traffic control required to safely permit trucks/equipment to get into the proper position for the operations of your respective trade category.
		13. Include all costs for materials distribution, hoisting, and scaffolding for the respective Work of this subcontract. Provide all hoisting, rigging, loading, unloading, handling, storage, protection, and distribution of materials as may be required for the performance of your work. Temporary shoring and bracing necessary to perform the work and stabilize the erected panels until the permanent structure is in place.
		14. All floors must be protected from cutting oil, hydraulic oil, motor oil, etc. Diapers, wheel covers and other drip protection must be used for all cutting machines, hoists, etc. that are working on finished concrete surfaces
		15. Include all costs for storage and protection of materials that are delivered prior to installation. Coordinate with SNA/WA Superintendent for storage of materials within the building, if available.
		16. Temporary Construction Power will be provided and maintained by the Electrical Subcontractor. However, it will not be available until buildings are enclosed. Subcontractors are to include the cost for generators to provide your workforce with the power required for construction until that time.
		17. Temporary General Construction Lighting will be provided and maintained by the Electrical Subcontractor. Task lighting as needed shall be provided by each subcontractor.
		18. Contractor shall include all overtime/shift time and/or maintain enough manpower to comply with Shimizu-Walbridge’s schedule.
		19. The subcontractor must provide dewatering of the site as required for this work, including all permits as required, related testing and de-mucking of areas left exposed prior to backfilling.
		20. The scope of the Subcontractor’s Work includes all items required for the complete and proper prosecution and completion of the Work set herein, including without limitation, all items incidental to or reasonably inferable from such Work, whether or not expressly shown on the Drawings or expressly set forth in the Specifications.
		21. Any cost increase or decrease shall be anticipated and included as part of your lump sum bid price. The bid price shall remain firm for the project’s duration and no adjustment shall be made as a result of material and equipment pricing.
	1. **Specific Scope of Work Items**
		1. All items listed in this Scope of Work shall be furnished and installed, unless otherwise noted.
		2. Temporary Construction
			1. Temporary enclosure walls shown on ‘Overall V-Plan’ for Manufacturing Building. Wall shall include temporary doors to permit access to both sides of wall. Wall shall be constructed with wood or metal (permanent or temporary) framing and reinforced visqueen capable of withstanding wind/rain and sufficient to retain temporary heating or cooling.
			2. Temporary enclosure in-fills at all overhead doors. In-fills shall be constructed with wood or metal framing and reinforced visqueen capable of withstanding wind/rain and sufficient to retain temporary heating or cooling. Two of these in-fills on the North and South walls (total of 4) shall be constructed with wood access doors. Access doors shall be self closing and latching.
			3. Temporary enclosure in-fills at all single and double man doors excluding three man doors each (two single and one double man doors) at both the Manufacturing and Office Buildings; locations as directed by Walbridge. In-fills shall be constructed with wood or metal framing and reinforced visqueen capable of withstanding wind/rain and sufficient to retain temporary heating or cooling.
			4. Temporary wood doors and frames (to fit existing framed openings) for access to the Prototype Building at man doors not receiving in-fills (total of 3 at each building). Access doors shall be self closing and latching.
			5. Temporary enclosure in-fills at all louver and window openings in pre-cast panels, tilt-up panels, and siding. In-fills shall be constructed with wood or metal framing and reinforced visqueen capable of withstanding wind/rain and sufficient to retain temporary heating or cooling.
			6. Prompt proactive maintenance of temporary construction from time of installation until removal.
			7. Removal of temporary construction when directed by Walbridge.
			8. Patching/repair, including touch-up painting, of substrates damaged from the attachment of temporary construction.
			9. Remove OSHA elevated slab edge and perimeter roof cables, hardware, and stanchions required for the safe completion of your work. The cables and accessories will be removed and bundled for the Steel Subcontractor to remove from the project site.
			10. Job Board. 4 foot high by 16 foot wide job board one sided. Must have a canopy as well as a lockable glass enclosure to protect the information on the board. Mount cork board for use with push pins. Mounted on 6x6 posts with kickers. Remove at end of project when directed by WA Superintendent.
			11. Portable Dry Erase Boards. Furnish 2 large portable dry erase boards. Use yellow polyethylene piping to make the custom structure with heavy duty wheel casters to support a double sided magnetic dry erase board (40” H x 72” W).
		3. Unidentifiable Cleanup
			1. Two laborers for the duration of the project (not just duration of this subcontractor’s scope) to be directed by the Walbridge Superintendent for cleanup of the buildings, trailers, and site for unidentifiable cleanup.
			2. Riding and walk behind floor scrubbers after steel is erected and slab on grade is complete. Water will be provided on site.
			3. Brooms, Mops and Mop Buckets, Sweeping Compound, Large Shovels, Gloves and related cleaning equipment. Water will be provided on site.
			4. Large Trash cans, metal or heavy duty plastic. Figure five for Manufacturing Building and three for Office Building.
			5. 4WD Utility Vehicle with gas for use by the laborers to maintain a clean site.
		4. Metals
			1. Cold-formed metal framing.
		5. Wood and Plastics
			1. Rough carpentry as applicable for the work installed by this Subcontractor.
			2. Fire-rated plywood backboard on all walls up to 7’-0” AFF in all electrical rooms
			3. Plastic laminate faced architectural cabinets.
		6. Thermal and Moisture Protection
			1. Joint sealants.
			2. All penetrations, including MEP penetrations by others, through non-fire rated construction shall be sealed by this Subcontractor (i.e. acoustical assemblies, air-tight assemblies, smoke-tight assemblies).
			3. Caulk exterior overhead coiling door tracks to building structure.
			4. Caulk bottoms of all exterior overhead door tracks to floor slabs.
			5. Through-penetration firestop systems. This includes all non-MEP penetration firestopping and safing insulation shown on drawings and/or required by UL Designations (i.e., top of walls, slab edges, rated assemblies).
			6. Vapor Retarder, if needed.
			7. Building insulation.
			8. Fire-Resistive Joint Systems.
			9. Expansion joint cover in pre-cast concrete wall at Manufacturing Building.
		7. Doors and Windows
			1. Steel doors and frames (interior & exterior). If pricing an “or equal” product, provide manufacturer data no later than one week after pre-bid date for acceptance by the engineer.
			2. Flush wood doors.
			3. Access doors and frames, if shown on drawings.
			4. Aluminum framed entrances and storefronts.
			5. Sliding automatic entrances.
			6. Glazed aluminum curtain walls.
			7. Power-operated door controls.
			8. Door hardware for doors installed by this Subcontract.
			9. Furnish all locksets with construction cores installed. Cores for electrical rooms shall be different than other construction cores and be identified with red color. Coordination timing of final conversion with Walbridge and the Owner.
			10. Glazing associated with items installed by this Subcontractor.
			11. Aluminum framed windows with translucent glazing in the pre-cast panels of the Manufacturing Building.
			12. Exterior and interior window frames and glazing. Sizing and types shown on A-602A and A-602B.
			13. Mirrors.
			14. Reinforcing for hardware, and mounting conditions.
			15. Sound deadening liners for labeled and non-labeled doors and frames.
			16. Provide single source supplier for hardware manufacturers listed.
			17. Hardware to meet special warranty requirements.
			18. Hardware to meet regulatory requirements and NFPA 80 for rated doors.
			19. Furnish and install electrical components (exit devices, power supplies, conduit and wire) per NFPA 70.
			20. Provide sealants and gaskets as specified.
			21. Clean and protect installed glass until Owner occupancy.
		8. Finishes
			1. Non-structural metal framing. Scope includes metal stud framing and insulation above top girt at Column Line 7 per Section 1/A-306A and metal stud framing and insulation on top of roof deck along Column Line AB.1 between Column Lines 13 and 14 per Section 3/A-306A
			2. Gypsum board assemblies.
			3. Partition sizes as scheduled and shown. Follow partition details shown on drawings A-002A and A-002B for the various conditions found on the project.
			4. Cutting, framing and patching of holes for MEP penetrations through walls installed by this Subcontractor.
			5. Cleaning bottom track in wall cavities prior to wall board installation.
			6. Protect work of other trades in the area.
			7. Acoustical ceilings.
			8. Solid surface material.
			9. Cleaning out and vacuuming MEP chases/shafts prior to the installation of drywall.
			10. This contractor shall be responsible for properly patching concrete floors prior to the installation of flooring materials including spalled areas damaged during construction, properly treating any cracks in concrete, control joints, expansion joints, etc. in accordance with the flooring manufacturer’s recommendations and the specifications for the individual flooring items.
			11. Include backing plate for supporting wall mounted equipment as indicated.
			12. The following finishes on Drawing A-602A and A-602B: VCT, LVT, RT, MBL, CT, CWTB, CTB, CWT, CMT, RB, ACT-1, ACT-2, ACT-3, WM, WD, WC, Wainscot
		9. Specialties
			1. Plastic-laminate clad toilet compartments.
			2. Folding panel partitions.
			3. Access flooring. Include an allowance of 10 cut outs.
			4. Flagpoles. Scope includes concrete foundation.
			5. Fire extinguishers and cabinets.
			6. Toilet, kitchenette, and shower accessories.
			7. ADA Room signage for toilet rooms.
		10. Furnishings
			1. Entrance floor mats and frames.
			2. Simulated stone countertops.
1. **The Work specifically excludes**
2. General Building Permit.
3. Project benchmarks and baseline layout.
4. Dumpsters.
5. Portable Toilets.
6. Third Party Testing.
7. Division 2 Site Work.
8. Overhead coiling doors.
9. Bridge cranes and associated support structures.
10. Division 5 Metals, unless specifically mentioned above.
11. Wood blocking on or above the roof deck line for the attachment of roofing materials, siding, or cap flashings/copings.
12. Slab-on-grade joint filler.
13. Roof hatches.
14. Composite metal soffits, including all studs, sheathing, etc. for supporting the soffit.
15. Painting.
16. Final Cleaning.
17. Division 11 Equipment.
18. Division 15 Mechanical.
19. Division 16 Electrical.
20. MEP wall sleeves (furnishing and installing at stud walls).
21. Firestopping of penetrations through floor slabs and fire rated walls is by the installing trade.
22. Concrete floor slabs.
23. Temporary heat and cooling.
24. Access doors and frames not shown on drawings.
25. Piping identification.
26. Guard posts.
27. Grounding of access flooring system.
28. **Bid Breakdown:**
	* 1. All bids to be submitted per the bid breakdown in the RFQ by division and area. Proposal scope to be submitted on company letterhead.
29. **Value Engineering List:**
	* + Please provide any new value engineering ideas that could be implemented along with your proposal on a separate page. These items could be used to determine our award.
30. **Warranty:**
* Provide a general two-year labor and material warranty and all applicable manufacturer warranties as noted in plans and specifications.

**IF YOU HAVE ANY QUESTIONS OR OBJECTIONS WITH THIS SCOPE OF WORK, FEEL FREE TO EMAIL JIM MYERS,\_jmyers@walbridge.com FOR CLARIFICATIONS.**