



BUILD SOMETHING BETTER.

**City of Kalamazoo-Crosstown Facility  
Bid Package #1  
Kalamazoo, MI  
AVB-23-062**

FORM 00 24 00.1.4.21.100  
(a.k.a. ATTACHMENT B - SCOPE OF WORK ALL TRADES)

**Work Scope 21.100 Fire Protection**

Specification Sections Included:

- AVB 00 0000 Bidders Instructions and Requirements**
- AVB 00 7200 General Workscope Requirements**
- AVB 01 0000 Subcontractor General Requirements**
- AVB 00 AVB Health & Safety Policy**

Reference Specification Sections:

<b>0.0 Special Bidding Requirements:</b>	
1	<b>Bids must be submitted to City for sealed opening per bidders instructions.</b>
<b>1.0 Work Scope Notes:</b>	
1	Submittal of a proposal and acceptance of a contract assumes this subcontractor has included all scope of work relative to this bid category and has accepted all terms and conditions identified in the bid documentation.
3	Subcontractor shall provide adequate manpower and equipment at all times, as required to meet the project schedule. Subcontractor shall provide labor as required to preserve workplace harmony and prevent any jobsite disruption.
4	Include <b>warranty</b> per the Owner's listed requirements from the substantial completion date for the entire project, not from the substantial completion of this portion of work. Where special warranties are specified, those longer warranty periods shall commence from substantial completion date for the entire project.
5	Bidder will get formal acceptance on any warranty shorter than any specification requirement or shorter than subcontractor warranty of two years through RFI process, recorded and distributed, or will bid as specified with voluntary alternate for savings of reduced warranty term.

6	Furnish all necessary taxes, bonds and insurance as per the Owner's listed requirements. A Certificate of Insurance from the Subcontractor's Insurance Carrier must be in AVB Construction's possession prior to start of work. AVB Construction and the Project Owner and any other parties listed in the contract shall be named as additional insured. A sample with specific verbiage and owner entities for additional insured will be provided.
7	Subcontractor shall furnish all means, methods, labor, material, equipment, layout, field measurements, permits, licenses, etc. which may be required to complete their scope of work.
8	Subcontractor will identify any sub-tiered subs on proposal, in SOV and in workplan. 3rd tier subs will be managed on site by a direct employee of the awarded subcontractor. The onsite management will be developed and approved at the discretion of the AVB superintendent, and may be adjusted by the AVB superintendent when deemed necessary to manage labor, safety, schedule, quality and site cleanliness.
9	Any materials with longer than 4 week lead times should be called out with their respective lead time in the bid.
10	All materials shall meet the requirements of the specifications, and shall be installed per manufacturer recommendations and specifications.
11	Subcontractor is responsible for review and knowledge of all drawings as related to this project. Any discrepancies in the drawings that will affect this subcontractor's scope of work shall be brought to CM's attention immediately.
12	Subcontractor will review all specifications within their work scope and submit product data, shop drawings, samples and other required submittals in packages by spec section for approval electronically; PDF documents are preferred. Unless otherwise noted, contractor will receive notification of submittals required through PROCORE and submit through PROCORE to those specs. Contractor should notify AVB if there are discrepancies in the submittal log received.
13	Subcontractor shall have full time supervision on the jobsite at all times that is knowledgeable and competent in the detailed requirements of the work of this subsystem. This person shall not be removed from this project until the work is complete and shall not be removed or replaced without the approval of the AVB Project Manager. Subcontractors are responsible for assigning a designated English speaking foreman. It is the responsibility of the subcontractor to translate the site specific safety orientation, updates, and any other communications from AVB. Lack of understanding of the English language is NOT a valid reason for violating ANY safety rules or required AVB procedures.
14	Subcontractor to participate in pre-installation meetings.
15	Subcontractor will participate in on-site Progress Meetings starting 2 weeks prior to their trades work and continuing 2 weeks beyond completion of their trades work. Additional meetings may be required to coordinate trades and will be attended by trades at the AVB team discretion. AVB superintendent may grant requests to attend virtually or miss a meeting, if received at least 2 days prior to meeting.
16	Subcontractor must coordinate its work with the work of other subcontractors at the site to eliminate conflicts. No additional costs as a result of a lack of coordination will be allowed.
17	Subcontractor is to include all unloading and protection of materials delivered to site including all necessary machinery for material handling. This includes all staging and movement to final placing. This subcontractor to coordinate the location of stored materials with CM and provide relocation if necessary.
18	Subcontractor shall inspect the area of work to insure that surfaces are ready for installation. Subcontractor to bring to the attention of the AVB Construction Superintendent or Project Manager any problems with the surfaces. Proceeding with the work constitutes acceptance of a surface.

19	Clean up and removal of debris from construction area to appropriate project dumpster shall be performed by this subcontractor as it applies to their scope of work on a DAILY basis. Additional clean up may be required to maintain clear egress and a safe worksite, at the discretion of the AVB Construction Superintendent. Failure to clean up shall be cause for this work to be performed by others at the expense of this subcontractor.
20	Clean existing streets and parking areas of all dirt and debris as generated by your work force on a daily and as-needed basis, or as directed by the CM.
21	If, after prior written request, this subcontractor has not cleaned loose debris, materials, and general garbage to satisfaction of AVB Superintendent, AVB will perform the necessary cleaning at a rate of 10% higher than the subcontractors highest labor rate of the offending subcontractor. For example, if the foreman is listed at \$80/hr., AVBs hourly rate for cleanup will be \$88/hr.
22	Provide multiple mobilizations, at no additional cost, as required to maintain construction progress and as directed by AVB.
<b>2.0 Safety:</b>	
1	All work is to comply with all federal, state, and local codes and ordinances, including OSHA, MIOSHA and the AVB Safety Program. AVB Safety Program is included in bidding documents. AVB Supervisory Personnel may issue deviation tickets and impose monetary fines and/or withhold from the subcontractors next progress payment for non-compliance with safety and health requirements.
2	Notify Miss Dig and/or all appropriate utility companies before start of work and locate all existing utilities.
3	All scaffolding and temporary handrails are to comply with OSHA guidelines. Provide and install all necessary bracing, signage, and protection as directed by OSHA and/or AVB guidelines. Daily inspections/tagging are required for the entire duration of the erected scaffold.
4	Subcontractor to provide and comply with written silica dust control plan for all activities creating potential hazard.
5	Subcontractor will implement a project specific safety program and shall participate in site safety program including, but not limited to: site safety orientations, daily foreman review with superintendent and site specific trainings and meetings.
6	It is the responsibility of each trade to provide, maintain and train workers within that trade on Safety Data Sheets related to any materials used by this trade on site.
7	Jobsite safety per OSHA and AVB Safety plans is required. AVB can issue safety deviation tickets and fine the company of any employee not adhering to required safety measures.
8	Subcontractor shall have at least one first aid certified crew member on site at all times. Subcontractor will provide first aid certification cards at the onsite safety orientation as requested.
9	Subcontractor will submit subcontractor safety manual, field workers first aid certificates, other respective trainings, equipment certifications, and safety data sheets as PROCORE Submittals (01 3500-01 Safety Manual, 01 3500-02 Certifications, 01 3500-03 SDS)
<b>3.0 Schedule:</b>	
1	Please note that although the schedule defines the planned order of construction, Bidders should not assume any assurance is given or implied as to the calendar dates associated with completion of the work of a particular contract.

2	All Contractors and Subcontractor recognize and shall accept modifications to the schedule which are reasonable, in the opinion of the Construction Manager, for the general interest of the project as a result of allowable time extensions in any contract, and such modifications are inherent to the construction process and shall not qualify as a basis for extra compensation from the Construction Manager or Owner.
3	The Contractor, in submitting a proposal for the work of a particular work category, agrees to commit the necessary resources to complete the work activities of that work category, within a time span not greater than the duration given on the Bid Document Construction Schedule.
4	Bidder to provide detailed work plan, including amount of dedicated, on-site manpower for any tasks identified in Bid Schedule. Provide similar information with expected duration breakdown of any Subtasks not specifically identified in Bid Schedule but is required to complete scope of work. Additional information may be requested upon review by AVB Project Manager. This detailed work plan to be provided with Bid Form for review prior to bid opening.
5	Progress punch lists will be scheduled and performed. Contractors will attend and participate in any progress punch lists scheduled at least 4 weeks prior.
6	Any overrun of the duration for this Contractor given in the Bid Document Construction Schedule that will require overtime, unplanned measures, or other consequences of delay that must be instituted by subsequent Contractors to avoid extension of the scheduled end date and associated liquidated damages will be the financial burden of this Contractor.
7	AVB Construction reserves the right to retain additional labor forces to complete this scope of work if it is deemed the construction schedule is not being met. This additional manpower will be the financial responsibility of this Contractor.
<b>4.0 Accounting:</b>	
1	Costs associated with document printing and CAD files (or equivalent) are the Subcontractors responsibility.
2	Take note of Time, Material and Performance provisions as noted in the General Requirements.
3	Include in proposal: labor rates and mark-ups for add's/extras/change orders.
4	Provide Schedule of Values to Project Manager with proposal. Schedule of values should show labor and material costs for each item.
<b>5.0 Closeout:</b>	
1	All subcontractors will provide warranty per the Owner's listed requirements from substantial completion for their scope of work.
2	Payments may be hold at the 50% mark or beyond of billing completion until specification-required Operation and Maintenance information and other close-out information is provided up to as-built and final warranty documentation until all required closeout Operations and Maintenance Manuals and specification listed closeout requirements are met for approved materials, including submission of sample warranties for those items.
3	Operations and maintenance manuals, extra/maintenance materials and special warranties as required by the specifications are to be submitted in a timely manner. <b>If at closeout time, special warranties do not meet the terms of the specification, the subcontractor will supply, on their own letterhead, a warranty that their company will cover the specification terms.</b> Release of retention is contingent upon work completion, receipt of closeout documents, sworn statements and waivers.
4	Project will have progress and final punch performed by project team members, bidders are to plan to address these within 3 days to keep the project moving.
5	Formal cost requests for any field added work during punch time is to be submitted within 7 days of completion of the added work.

6	All subcontractors must provide a color electronic copy of their as-builts as part of closeout. Subcontractors who do not provide electronic copy can be backcharged for the documentation fees incurred.
<b>6.0 Trade Specific:</b>	
1	Include necessary hoisting, lifting and scaffold for delivery and installation of this subsystem.
2	Furnish all material, labor and equipment to provide a wet pipe fire protection system, including system design, mains, branch lines, hangers, supports, fittings, valves, drains, inspectors' test in accordance with specifications and drawings, authority having jurisdiction, and state and local requirements.
3	Include all coring, cutting and patching of walls, floors and ceilings as required.
4	Provide access panels as required for the work of this subsystem to masonry or gypsum assembly subsystem who will install.
5	Include all necessary information gathering and connection material to connect to existing system.
6	Modify the existing sprinkler system as needed to accommodate revised floor plans and ensure compliance with the latest codes and jurisdictional requirements.
7	Furnish and install a complete sprinkler system throughout the entire space
8	Coordinate routing and elevations of all fire protection piping with Plumbing, HVAC, and Electrical contractors to avoid conflicts with conduit, ductwork, and piping.
9	Verify fire protection coverage against architectural drawings and confirm all required areas with the Owner and Architect.
10	Prepare and submit detailed sprinkler system shop drawings under the supervision of a licensed Professional Fire Protection Engineer in the State of Michigan.
11	Firestop all fire rated wall and floor penetrations which may occur as a result of work installed by this trade. Firestopping must be installed per UL listing for each respective product.
12	Subcontractor to locate sprinkler heads at center of acoustical pads. Provide concealed type heads in bulkheads, hard ceilings, and where shown on the design documents.
13	Provide sprinkler head escutcheons and trim rings for a finished appearance.
14	Furnish and install Signage & identification as required.
15	Coordinate work of this bid category with reflected ceiling plans and all mechanical and electrical trades. All interference conflicts will be resolved as part of the base contract bid amount.
16	Subcontractor to provide system design per the specifications, meeting all applicable codes and references as indicated in project documents.
17	Include a minimum of two (2) pressure tests as required by the AVB Superintendent. These tests may require isolating certain areas of the building due to construction sequencing and connecting to existing system as noted on plans.
18	Provide all required Flushing, Testing, Permits, as necessary to furnish a complete and approved fire protection system.
19	Coordinate all new fire protection work with the existing sprinkler system and piping. Relocate, modify, or replace existing piping, valves, heads, and assemblies as required for the new layout.
20	This subcontractor shall pay for all permit and inspection fees for the work in this subsystem. Schedule and attend all required city, county and state inspections. Coordinate all inspection with the Project Superintendent to maintain a continuous sequence of work.
21	Include furnish and install of new FDC signage per City of Kalamazoo Fire Marshal Standards.
22	Include furnish and install of full indicating valve, flow switches, tamper switches, as needed and specified in the project documents.

23	Subcontractor shall account for the project being completed in two phases: CPED first, followed by KDPS. Include multiple mobilizations, demobilizations, and remobilizations as required by the phasing plan and as directed by AVB.
24	Furnish "As-Built" drawings and maintenance manuals including operating manuals.
25	After system start up, include 1 owner training covering operation and maintenance of fire protection system.

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