

**SCOPE OF WORK**  
**FOR**  
**FRIENDS OF ISRAEL PRE ENGINEERED MAINTENANCE FACILITY**

Almonesson Road  
Brynmawr, NJ

March 02, 2015

This scope of work for the construction of the 6,000 (+ lean to) sf Maintenance Facility is based on the schematic architectural drawings prepared by Jaffe, Architecture LLC.

**PRELIMINARY BASE PROPOSAL**

**01000 GENERAL REQUIREMENTS**

All necessary support services for building construction including temporary field office and storage trailers; temporary utilities such as telephone, and sanitary facilities; blueprinting and shop drawings; safety and medical equipment; small tools and rentals; trash removal; ongoing and final clean-up.

Supervision.

Complete on site supervision to assure adherence to quality standards, compliance with Contract Documents, all coordination and scheduling of all construction activities.

Permits.

We do not include any building and occupancy permit fees through the Township of Westville, NJ. Worthington Associates will obtain all permit applications and coordinate all submissions through Westfield Township. We do not include any other governmental fees that may be required, i.e. site development and zoning review and approval fees, site inspection escrows, sewer tapping fees, water tie-in fees, and so on, which are normally a part of the Owner's submittal. In addition, on the basis of our understanding of the current requirements of Westville Township, we have included no gross receipt or business privilege tax assessments.

Survey and Layout.

Layout of site improvements is included in this Scope of Work, as well as initial building stake-out which shall be performed by a registered surveyor, assuring compliance with all regulations within the site plan approval. Layout of building construction components shall be by the Superintendent and field personnel.

2000 SITE WORK (Allowance)

We have included in our proposal an allowance for site development pricing. At this point we do not know the extent or specific scope of the design for the site.

Site Demolition.

Demolition of the existing maintenance building structures and below grade foundations as required.

Site Preparation

Provide a silt fence; tracking pad and inlet protection as required.

Earthwork.

Stripping and stock piling of topsoil on the site, cut grade, haul away excess fill and top soil as required fulfilling the building requirements. All fill will be left on site

Storm Drainage System

Provide Storm system piping and inlets and outlets.

Exterior Concrete.

Concrete walks, curbs, pads or stone base, light pole basis.

Paving and Surfacing.

Prepare sub grade at parking lot for paving, binder sub-base course, or wearing course for the onsite parking lot areas.

Foundation Drainage System

No foundation drainage system will be required at the new facility.

Sanitary

Sanitary tie-ins to existing lines

Water

Water main will be tied into existing water in the existing facility or run to the existing exterior line on site

Landscaping

Landscaping as will be required.

Site Lighting

Site lighting poles, bases, and electric to all sight lights is included in the scope of work.

Testing Services

The scope of work will include required testing of footing soils compaction; pad soils sub grade compaction, concrete footing and new concrete floor testing.

**Building:**

Footings/Piers:

Footings 12" thick x 24" wide to support cmu foundation walls and concrete piers to support pre engineered steel building frames. Piers will be spaced a maximum of 25' along both sides of the 100' width, and spaced 20' along both ends of the 60' depth. No interior rows of piers for interior steel columns will be required. For budget purposes budget price should be based on 3' x 3' x 3' deep concrete piers. Footings should be 1' thick x 2' wide and 3' below finish grade.

Foundation Walls:

12" cmu foundation walls to 8" above finish floor. Assume top of footing at 2' below grade

Concrete Floor:

Concrete floors should be 6" thick, 3000 psi with a 4" stone base, wwf and vapor barrier.  
Concrete floors should be sealed.

Pre engineered:

Rigid frame columns on the sidewalls of the building and lean-to, 24 gage SSR roof system with 6" vinyl faced insulation in roof. 26 gage exposed fastener wall panels 8' height, w/4" white vinyl faced fiberglass insulation. Installed above the split face block which will be installed to a height of 10' high.

(6) Six insulated personnel doors.

(2) Two overhead doors 12'w x12'h on the left sidewall and (1) one 8' x 8' overhead door on the right endwall at the landscape shop

All roof and wall panels minimum 20 year warranty.

Pre engineered 20 year warranted exposed fastener wall panels above cmu block walls with 4" white vinyl faced fiberglass insulation.

Exterior Walls:

12" cmu split face block to 10' high on all four sides of the building. With spray foam insulation.

Offices & Shop Area Interior:

Walls:

2x4 wood or steel stud construction of all interior walls with 5/8" drywall taped and finished.

Plywood on all shop walls to 10' high. FRP on all walls of bathroom and shower

Second Floor Storage Area:

Over the Temp. Contr. Storage, landscape shop, and bathroom, office areas. Should have a floor system of 2x12 floor joists and 3/4" plywood subfloor.

Acoustical Ceiling:

2 x 4 lay in fissure tile suspended ceiling tile and grid in mgr, staff office, plan/conf room.

Drywall Walls

5/8" drywall taped and finished.

Drywall ceilings:

Rest room w/shower, locker room, break room, landscaping shop, and temp contr. storage.

Exterior Windows:

Anderson double hung insulated windows with low E glass

Flooring:

VCT: in plan conference room, manager office, staff office. Exposed concrete everywhere else.

Painting:

Painting of all drywall walls and ceilings, interior and exterior doors and frames, interior side of windows, trim and aprons.

Overhead Doors:

For budget purposes include, (2) two overhead doors 12'w x 12'h on the left sidewall and (1) one 8' x 8' overhead door on the right end wall at the landscape shop. All doors insulated with electric operators and steel back panel with 4' of high lift track.

**10000 SPECIALTIES**

Closet Specialties.

Coat closet shall receive a closet assemble with shelf and rod.

Fire Extinguisher.

Fire extinguishers as required by code.

Toilet Partitions.

Toilet partitions at toilets rooms shall be floor to ceiling mounted metal partitions with baked enamel finish.

Toilet Accessories.

Toilet accessories have been provided in accordance with ADA requirements, such as mirrors, paper towel dispenser, toilet paper holder, and grab bars in the handicap stalls.

Louvers and Vents

Louvers and vents will be provided as necessary.

Interior Signage

Allowances have been provided for interior, traffic and handicap signage.

Sprinkler:

Design Build sprinkler system.

Plumbing:

Bathrooms as shown tied in to a public sewer and public water system

Heating:

Design Build HVAC using oil fired or propane suspended unit oil heaters in shop areas with all related piping. Air conditioning of all office related spaces and possibly Temperature Controlled Storage. Probably should consider some ceiling fans in the shop areas to keep air moving in summer and blowing heat down in winter.

Electric:

Design Build electric using high bay fixtures and LED lighting

### **MERIT-SHOP/EQUAL-OPPORTUNITY BIDDING**

This project has been bid on a merit-shop basis. Although we anticipate that some of the trades may be awarded to union contractors, all bids will be solicited, accepted, and awarded on the basis of the lowest qualified and responsible bidder, without regard to labor affiliations. We do not expect any labor issues regarding this project, and if any arise, we will handle them at no cost to the Owner.

In the unlikely event that the issue arises, we do expect your support in allowing us to protect your right to fair-cost, quality construction services, and our right to conduct our business and fulfill our contract obligations in accordance with all applicable laws and regulations, and without interference from other parties.

This project will be managed with a commitment to assuring equal opportunity in both employment and contracting processes. Affirmative efforts will be made to assure that minority firms are afforded the opportunity to participate in the award of contracts for this project, and all subcontractors will be required to comply with all prevailing laws and regulations regarding equal employment opportunity.

### **Clarifications to Scope of Work:**

#### **General:**

- ◆ Building Permits will be paid for by Friends of Israel and coordinated by Worthington Associates.
- ◆ Performance Bond is not included.
- ◆ Builders Risk Insurance, a form of property insurance during construction, to be obtained by Owner.

#### **Site Work:**

- ◆ Utility Connections Fees (sewer, water, electric, & gas service) to be coordinated by contractor and paid directly by the Owner.
- ◆ Utility relocations are not included.
- ◆ Erosion Control Permits and Inspection Fees are paid by the Owner.
- ◆ Rock Excavation is not anticipated or included.
- ◆ Removal of unsuitable or hazardous materials is not anticipated or included.

#### **Finishes:**

- ◆ Carpet for specified areas is based on a \$ 25/S.Y. installed Allowance.
- ◆ Meeting room furniture is not included.

**Design Build Mechanical /Plumbing/Electrical Drawings:**

- ◆ Included as a part of this proposal.

**Allowances:** The following items have been included as allowances in the preliminary budget:

- ◆ Carpet (Installed) \$ 25 /sy

These items will continue as reasonable allowances until the final scope can be determined or decisions are made regarding the final scope required.

**Exclusions:** The following items are ***excluded*** from the scope of work for construction. ***We do not expect ANY of these items to be added to the construction contract at a later time.***

Many of these items will be required, but are normally and properly the responsibility of the Owner. These should be budgeted by the church. Others are a matter of choice. Some of these items are entirely a matter of low-probability risk: they are not anticipated to be required or expected to cost the church any funds at all. But we don't know whether they will be necessary or not until work is started.

**Friends of Israel Responsibilities:**

- All site plan application, review, and site inspection fees.
- All site development bonds or letters of credit.
- All site improvement maintenance bonds or escrow accounts.
- All utility installation costs and tie-in fees, including water, sewer, gas, electric, telephone, or cable.
- Any Utility Connection Fees (Water, Sanitary, Electric, Gas, etc.).
- Site Security
- Builder's Risk Insurance, a form of property insurance coverage during construction.
- Security System or wiring.
- Telephone System or wiring.
- Computer Systems or wiring.
- Sound System or wiring.
- Furniture and Furnishings
- Window Treatments.
- Stained Glass

**Friends of Israel Options:**

- Soil Borings
- Soils Testing.
- Performance / Payment Bonds.
- Site Security.
- Master Keying of existing door locks.
- Pews
- Bulletin Boards / Marker Boards/Tack boards/Chalkboards/Corkboards/Message Boards.

- Directory Display.
- Building Signage / Memorial Plaques.
- Postal Specialties
- Wall Mounted Crosses/Roof mounted Crosses
- Curtain Rod/Window Treatments

**Unknown Requirements or Conditions:**

- Sewage Ejector Station/Pumps or septic pump systems.
- Water Meter and Water Meter Pit.
- D. E. P. Soils Testing.
- Any subsurface rock, water, fuel tanks, hazardous wastes, contaminated soils, trash, or any other unknown subsurface conditions are not included the contract price. No shoring of excavation is anticipated or included.
- Any asbestos, lead paint, or radon testing and abatement are not included.
- Any unknown or hidden building conditions not specifically mentioned in the scope of work are not included.
- Winter Concrete
- Relocation of existing utility poles or transformers