

**City of Ladue, Missouri  
Firehouse No. 1  
Scope of Work  
General Contractor**

The Construction Manager referred to below is the Paric Corporation. The Owner referred to below is the City of Ladue, Missouri. The Contractor referred to below is the General Works Contractor. This bid packages includes, but is not limited to, the following:

All work outlined by the project documents (plans and specifications) issued by Chiodini Architects dated June 3, 2016.

Specifications: Division 00 all Sections; Division 01 all Sections; Division 02; Division 03 through 14 all Sections; Division 31 through 33 all Sections; Civil & Landscaping work; and Division 21, 22, 23, 25, 26, 27, & 28 as they apply to this bid package.

1. Contractor is aware of the potential for Liquidated Damages. Contractor shall be responsible to maintain scheduled items for the Contractor's work as included in the master schedule. In the event that the Contractor has not maintained the Contractor's activities as outlined on the updated master schedule in the Supplementary General conditions, Contractor agrees to pay the Owner, or to deduct from the Contract Sum, not as a penalty, but as liquidated damages, the amounts listed below for each and every day the completion date of the activity is delayed.

It is expressly understood that time is of the essence in this Contract and that a delay in Substantial completion of the Work, beyond the allowed calendar days below, would cause damage to the Owner, the amount of which would be difficult, if not impossible to estimate and prove. Accordingly, if the Contractor fails to complete the Work within 333 Calendar days from the notice to proceed, issued by the Owner, and subject to any time extensions permitted hereunder for excusable delays or Owner requested changes, the Contractor shall pay to the Owner as liquidated damages, and not as a penalty, the stipulated sum for each calendar day if that Substantial Completion is so delayed as follows:

- \$1,000 per day for 1-7 calendar days past Substantial Completion
- \$1,500 per day for 8-14 calendar days past Substantial Completion
- \$2,000 per day for 15-21 calendar days past Substantial Completion
- \$2,500 per day for 22 or more calendar days past Substantial Completion

The Contractor shall also include within the 333 calendar days an allowance of 15 calendar days for delays due to weather.

After Substantial completion, if Contractor shall neglect, refuse or fail to complete the remaining work and closeout documents within 30 days of such substantial completion, or any proper extension thereof granted by Owner, Contractor shall pay the Owner the stipulated sum of Five Hundred Dollars (\$500) for each day that expires after the time specified for completion and readiness for final payment.

2. Upon award of this contract, this contractor must submit to the CM a detailed critical path construction schedule outlining each construction activity and phase. This schedule must fall within the master project schedule outlined below and be submitted

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no later than 2 weeks following award. Contractor is required to provide updated work schedules on a weekly basis. Contractor's detailed activity schedule/critical path schedule shall adhere to the master project schedule. Should the Contractor fall behind schedule by more than 5 work days due to the fault of this Contractor, the Contractor shall provide a recovery schedule to the Construction Manager within 5 days of request by the Construction Manager.

Project Master Schedule:

Receipt of Bids	June 30, 2016
Pre-Award Interviews	07/01/16-07/08/16
Council Approval of Contractor	July 18, 2016
Notice to Proceed	July 28, 2016
Groundbreaking	09/19/16 (Post Demo)
Contractor Mobilization	08/02/16 – 08/05/16
Construction Start (Day 1)	August 8, 2016
Substantial Completion (Day 333)	July 6, 2017
Completion of Punchlist/Final Completion	August 3, 2017
Owner Move-In	August 4, 2017

3. Provide all supervision, labor, tools, equipment and materials to complete the work.
4. Perform all freight, unloading, loading, distribution and hoisting of materials.
5. Furnish, install, maintain and remove temporary on-site trailers and storage containers as required to perform the work. Contractor to provide office space with a desk, chair, shared printer, electric power, high speed internet connectivity, etc. for CM's personnel to work at. A conference table and space is to be made available for onsite meetings for use by both the Owner and CM.
6. Perform all work in accordance with OSHA standards.
7. The Owner will furnish a City building permit and Fire Protection District building permit. The Owner will pay for the MSD review permit, to be picked up by this Contractor. This contractor is responsible for all other permits, inspections, approvals and tapping/connection fees required by utility companies (including the Metropolitan Sewer District of St. Louis (MSD), drain layer/rain garden permits required by MSD, state, county, local, regional and federal authorities and agencies associated with this scope of work. The City of Ladue contracts with St. Louis County for electrical plan review/permitting/inspection as well as elevator permitting and inspection.
8. This contractor shall provide all layout required to complete the work included in this Contractor's scope of work.
9. Review all drawings and specifications and accept responsibility for requirements, general notes, notes, specifications and details as they relate to this scope of work.

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10. Provide street cleaning to remove dirt, mud, and debris generated by the project site as needed to maintain a clean surface along Clayton Rd and adjacent roads if needed. Provide adequate dust control during construction work, including misting during demo and earthwork operations.
11. Provide barricades, signage, flagging and flagman for traffic control and public safety during the execution of the work.
12. Protect adjacent properties and utilities as required during the execution of this work. Provide shoring as required for safe excavations to meet OSHA requirements and to protect adjacent streets, sidewalks and utilities.
13. This contractor shall furnish dumpsters for the project and shall include cost to haul offsite and legally dispose of all construction rubbish and debris. Cleanup all rubbish and debris from site and building on a daily basis. Disposal of containers that held toxic petroleum based or flammable materials is the responsibility of the contractor using those materials.
14. Provide final cleaning of the entire building and site at the completion of the project.
15. Weekly meetings at the jobsite will be held with this contractor and its subcontractors Foreman/Project Managers to coordinate installation of all systems. The work of this contractor must be performed in accordance with the decision and schedules formulated at these meetings so as not to delay the work. The Owner and the CM shall be invited to all of these meetings and will attend at their discretion.
16. This contractor will be responsible to review all specifications, drawings including Architectural, Civil, Mechanical, Plumbing Electrical, Fire Protection and Structural, etc. and will include all divisions of work in their proposal cost.
17. Contractor will provide ice, cups and distribute drinking water for the jobsite.
18. Provide temporary protection labor and material for work performed by this contractor. Contractor to also install adequate temporary protection across the whole apparatus bay floor and/or other exposed concrete floors to eliminate staining or damage to finished floor product. Contractor to maintain this until all of this contractors work is complete along with MEPFP trades. Once all the work has been completed this contractor will remove and dispose of the temporary protection (at a minimum request use of masonite boards; but should be cognizant of spills that can occur between boards).

The contractor will be responsible for the final product. Knowing that it will be an exposed concrete floor, the contractor should take necessary precautions to obtain a proper cure and a clean and consistent finish. Reference ACI recommendations for curing and recommendations of the concrete sealing manufacturer regarding sealer application. Contractor will be required to

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schedule work in this area accordingly.

19. The Owner, Architect, and CM will be very stringent on the quality of these floors during punch list. It is ultimately in this contractor's scope of work to protect their finish products through education, signage, and temporary protection.
20. No lignite to be used in any flatwork concrete (interior and exterior) that will be left exposed (i.e. to not receive flooring).
21. Contractor to furnish first aid and safety supplies as needed.
22. Contractor to grout fill frames per architectural details and notes.
23. Provide seismic support and bracing as required for installation of acoustical ceiling systems.
24. Provide Fire-Stop Systems as required for the installation of the work of this project. Fire-Stop Systems for floor and wall penetrations of all Mechanical, Plumbing, Electric and Fire Protection Systems must be included as well.
25. Include cost to furnish and install toilet accessories including wall backing for such.
26. Contractor will provide portable toilets for the project.
27. Contractor to provide and maintain weather protection for material and work as required by the project schedule. Contractor to also provide any cold or hot weather measures for weather sensitive materials like concrete.
28. Once the framing of the building is complete, this contractor is responsible for securing the building with temporary or permanent measures at the close of every day.
29. This contractor to supply and install a temporary site fence and appropriate gates at the full perimeter of the site to ensure that the site is secured daily.
30. Contractor responsible for any coordination of staging or relocation for materials.
31. Contractor to maintain proper SDS sheets for all materials utilized by this Contractor in a central location on site per OSHA standards.
32. Contractor to coordinate all deliveries of materials.
33. This contractor to broom clean all floors at least once a week to ensure housekeeping stays up to par.
34. As-built Surveys will be required by this contractor at the Completion of the Project, including for Site Utilities, rain gardens, detention basins, etc. to submit to MSD for final approval.

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35. Testing services shall be performed by and paid for by the Owner. See project drawings and specifications for all special inspections including but not limited to:
  - a. Soil/Compaction Testing
  - b. Concrete Testing
  - c. Grout Testing
  - d. Steel Inspections
  - e. Pavement Cores
36. Include ALL caulking and sealants for all systems and materials furnished and installed.
37. No tobacco use is allowed on the project.
38. Contractor to not burn in the concrete at the carpet tile locations. Contractor to ensure floors are kept dry and clean so that the concrete can dry in order to accept adhesive for flooring products. Includes moisture mitigation as required by the specifications.
39. This Contractor to supply and install all site storm piping and downspout connections. Contractor to coordinate site, plumbing, and architectural drawings.
40. This Contractor to supply and install all site utilities indicated as new on the project documents.
41. Full-time onsite superintendent is required onsite.
42. This Contractor and all of its perspective subcontractors need to be present at pre-job start-up meeting.
43. Provide a mockup of the building envelope materials and construction techniques. The mockup should reflect the project document details and be installed exactly as indicated on the drawings. The purpose of the mockup is to not only review and achieve an approval of the materials, but also to ensure the transition of the materials results in a good water tight condition. Contractor to follow the mockup guidelines outlined in the project documents and must include at least one window (can be a smaller scale), a roof edge condition, all dissimilar material connections at the building envelope, and all flashing details at the building envelope. If, the contractor questions a detail provided, it should be submitted as an RFI and discussed with the project team prior to the construction of the mockup.
44. This contractor will be responsible for documenting all meetings and submitting meeting minutes of site construction meetings and project meetings to the CM for review.
45. This contractor shall produce a submittal log at the beginning of the project that is populated with all of the required submittals for the project and assign due dates for submission to the Architect and due dates for return from the Architect. This log must be submitted to the CM and Architect for review on a weekly basis.

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46. This contractor shall maintain a RFI log for the project indicating the following. This log must be submitted to the CM and Architect for review on a weekly basis.
- a. Topic of RFI
  - b. Date submitted
  - c. Date requested response by
  - d. Date returned
  - e. Status- Open or Closed
47. Immediately upon award this contractor shall submit a proposed logistics plan for review. The Owner, CM, contractor, and Architect will meet to review and discuss site logistics and finalized an agreed upon plan of action for construction parking, office/storage containers, temporary toilets, temporary site fence, etc.
- a. A preliminary site logistics plan has been provided as a starting point. See attached.
  - b. This contractor must include in their proposal the cost to mill and overlay with 2" of asphalt at the adjacent residential property owned by the Lutheran Village Church (identified by hatched area on the preliminary site logistics plan).
  - c. All disturbed landscape areas must be replaced to their pre-construction condition at the end of the project.
48. This contractor must prepare and make available upon request, a procurement log for all long lead materials and equipment. Procurement log must include date of order, date of confirmation of order, expected delivery date, actual delivery date, and comments noting any changes to dates and reasons for change.
49. This contractor will submit all outlined documents with their monthly pay application as required by the Architect and CM. Pay applications shall be send in triplicate to the CM for review who will then forward to the Architect and Owner for review and approval. Documents to be included with the application for payment include, but not limited to, the following:
- a. Certified payroll and affidavit of compliance
  - b. Photographic proof of stored materials and certificate of insurance for storage facility
  - c. Daily logs as outlined in these documents
  - d. Required lien waivers
50. This contractor shall organize and arrange for pre-installation meetings for all major scopes of work with the subcontractors and manufacturers prior to commencement of those activities and invite the Owner, Architect, and CM to all pre-installation meetings.
51. This contractor will be responsible for submitting daily logs containing the number of workers, equipment, work accomplished, daily weather, problems encountered, and other relevant data as may be required.

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52. This contractor will submit to the CM a detailed Schedule of Values for review and approval prior to the submission of the first pay application.
53. CM must be contacted prior to cover-up of all rough-in so that photographs can be taken for Owner's record.
54. This contractor shall arrange, schedule, organize and video tape all equipment start-ups and Owner Training sessions. Equipment manufacturer reps should be present at start-ups and trainings and Owner and CM should be notified of all training sessions. At the completion of the Owner Training sessions, this Contractor will organize the videos neatly into chapters and provide (3) copies to the Owner in the form of DVD.
55. This contractor must populate a closeout log and submit to the CM and Architect for review to verify that all required items have been populated. Once approved, this log will be used to track required closeout items prior to final payment. This contractor is highly encouraged to submit O&M requirements as soon as possible in advance of final acceptance to help eliminate delay in payment.
56. This Contractor shall be responsible for the cost of utilities during the course of construction ie: gas, electric, sewer.
57. This Contractor shall be responsible for temporary heating or cooling of the building during construction. Use of the new HVAC system will not be allowed during construction.
58. Existing weather vane MUST be salvaged for re-installation on the new firehouse prior to demolition of the existing firehouse.
59. During demolition of the existing structure, this contractor must coordinate with the buyer of the existing generator and provide disconnect/hoisting of the existing generator onto a trailer provided by the buyer for haul-off by others.