

CITY OF BARNWELL

REQUEST FOR QUALIFICATIONS

(RFQ: 2021 – 01)

Construction Manager at Risk with a Guaranteed Maximum Price

1. Instructions

1.1. Submission of Proposals

To be considered, interested parties should send one electronic (.pdf) version of a fully responsive proposal. All proposals must be received on March 23, 2021 by 2 pm (closing date and time) at which time they will be opened in the City Council Chambers at City Hall. Proposals can be emailed to lsmcewen@cityofbarnwell.com or mailed to the following address:

City of Barnwell
Lynn S. McEwen
P O Box 776 / 130
Main Street
Barnwell, SC 29812
(803) 259-3266

There will be a walk-thru tour and meeting for all interested offerors on Tuesday, March 2, 2021 at 10 am. This meeting will allow any interested parties to understand the scope of work for the project and to ask questions of the City.

Offerors wishing to make changes to their proposals after submission but prior to 2 pm may do so by submitting the revisions by fax, email or hard copy. It is the Offeror's sole responsibility to ensure the revisions are received by the City prior to the closing date and time. Proposals received after the closing date and time may not be accepted or considered.

Responses to this request for proposals will allow the City to rank the Offerors and enter negotiations with the Offeror whose proposal is deemed most advantageous to the City with price and other factors considered.

1. Introduction

2.1. Purpose

The City is requesting qualifications for a Construction Manager at Risk to provide preconstruction and construction services for renovations with an option to make additions to its Fire Station. The Fire Station serves as the primary location for the City Fire Department operations, including housing, kitchen, offices, vehicle bays and other meeting rooms. The City needs to renovate parts of the existing building and would consider a proposal on additions to the building. For additions to be incorporated into the renovation project a preliminary scope of work for the additions with a budget proposal would need to be developed with the assistance of the CMR. Firms interested in providing the aforementioned services must prepare and submit a proposal in accordance with the Scope of Services in

this Request for Qualifications. The City will review proposals only from those firms that include all of the information required to be included as described herein (in the sole judgment of the City).

2.2. Background

The City of Barnwell intends to renovate its Fire Station. Areas designated for renovation are the original building of 4695 sq ft constructed in 1954, an addition of 900 sq ft in 1974 and an addition of 1600 sq ft in 1992 for a total of 7195 sq ft. The renovation will include ceilings, lighting, walls, plumbing and flooring. In addition, HVAC, mechanical, ventilation and cosmetic exterior work.

3. Scope of Work

3.1. Preconstruction Services

The Construction Manager At-Risk (CMAR or CM) will work with the City during preconstruction to ensure the feasibility and constructability of the renovations to the building. The CM will also be responsible for cost estimates during both the schematic and design development phases of the project. The pre-construction phase would include but not be limited to helping the city make decisions about the project, carrying out preliminary investigations, development of the total project description and budget along with contingency plans and a project schedule. The CM will work with the City to ensure that the cost of construction of the Project is within the estimated Construction Budget through the selection of construction systems and materials, detailed CSI format cost estimating, scheduling, and other means.

The CM will also review the project schedule and identify critical path and long lead items. The CM will complete the 100% set of construction documents and provide a not to exceed cost for the construction of the Project.

3.1.a. Renovation Construction Budget Estimated Range: \$350,000-\$450,000 (includes all renovation construction and contract management fees, with a Guaranteed Maximum Price Proposal)

3.2. Bidding Services

The CM will serve as General Contractor to complete all work for the project, including any bidding needed for the project. The CM will be responsible for coordination of all bids, advertisement and solicitation, bid procurement, selection of sub-consultants or trade contractors as outlined in the City's Purchasing Ordinance, Article IX. - Purchasing. CM will also be responsible for issuance of pre-purchase orders for long lead items, if required.

3.3. Construction Services

The CM will serve as General Contractor to complete all work for the construction of the Project and all necessary inspections. The scope of Construction services will be determined based on the final Drawings and Specifications but shall include, but not be limited to: fire rated separation wall and door modification, caulking and sealing, painting, floor coverings, lighting, ceiling repairs, partition wall abatement, plumbing to include restroom and shower room improvements, abatement of a 10 x 12 roll up door with permanent wall replacement, mechanical exhaust system installation, HVAC systems improvements, and any other requirements set out in the Contract Documents.

3.4. Qualifications Being Sought:

- a. The CM's successful and cost-effective experience and expertise with Public Works projects of similar size, scope, quality and budget.
- b. The CM's past performance and demonstrated capability on similar projects with this or other local

municipality and on construction of publicly funded projects.

- c. The CM’s capability to provide the resources, including financial, equipment and staffing, necessary to meet project requirement.
- d. The CM’s proposed project personnel as shown in a project organizational chart and including their qualifications and Fire Station facility construction experience as evidenced by their resumes.
- e. The CM’s recent experience with project cost estimates, as well as project budget and schedule adherence.
- f. The CM’s safety record supported by accurate and verifiable data.
- g. The CM’s reference letters indicating the quality of previous work on similar public works projects and satisfaction from past customers.

4. Proposal Submission

All proposals should include the following sections:

Section	Section Title	Page Limit(s)
4.1.	Cover Page	1 page
4.2	Proposal/Narrative	20 pages

4.1. Cover Page

Include company name, address, phone number, website and federal tax identification number, as well as the name, phone number, email, and electronic signature for the person authorized to negotiate the contract and make decisions for the organization.

4.2. Proposal Narrative

The written narrative portion of the request for proposal cannot exceed 20 double-spaced pages. Content beyond the 20-page limit will be removed before proposals are evaluated. Proposals that do not include a proposal narrative will be disqualified and will not be considered for funding. Offeror(s) must address the following sections in the proposal narrative:

4.2.1. General Information & Safety Record (25 points)

- Firm’s number of years in business, size and staffing
- Firm’s financial health and stability
- Firm’s safety record

4.2.2. Public Works Building Projects & Experience (25 points)

- Experience of the proposed project team on similar public works building projects
- Firm’s experience on public works building projects of similar scope, size and quality
- Quality of past construction

4.2.3. Contractor Staff Experience & Client Relationships (25 points)

- Project organization chart and resumes

- Submitted letters of reference from past clients
- Effective communications and cooperation

4.2.4. Adherence to Budget & Schedule (25 points)

- Current work load and availability to perform the work
- Firm’s record of successful completion of municipal projects
- Recent past experience with project cost estimates; provide examples
- Recent past experience with project budget and schedule adherence

5. Evaluation Criteria and Contract Award

The City’s Evaluation Committee (Evaluation Committee) will review, score and rank all proposals and make a recommendation to City Council on who will best serve the City. City Council will make the final decision on selecting a Firm. The following details the points assigned per section:

Proposal Section	Point Value
4.2.1. General Information & Safety Record	25
4.2.2. Public Works Building Projects & Experience	25
4.2.3. Contractor Staff Experience & Client Relationships	25
4.2.4. Adherence to Budget & Schedule	25
Total Points	100

During the evaluation process, the Evaluation Committee and the City reserve the right to request additional information or clarification from proposers, or to allow corrections of errors or omissions.

6. Negotiation/Contract

It is anticipated that the ranking of the top proposals will be completed by March 26, 2021. The final decision made by the council will be part of the agenda of the City Council Meeting on April 5, 2021. The City shall negotiate in good faith with the Offeror as ranked. If negotiations with the top responder are not successful, then the City will move on to the next proposer until the City has made a final selection and successfully negotiated and approved a contract agreement for services.

The Offeror’s designated authorized negotiator must be empowered to make binding commitments for the successful Offeror and its subcontractors, if any. The City reserves the right to negotiate the final terms of the contract agreements with the successful Offeror. Items that may be negotiated include, but are not limited to, the scope of work, the implementation schedule, and the final award amount.

The City reserves the right to retain all proposals submitted and to use any idea(s) or concepts in a proposal regardless of whether that proposal is selected. Submission of a proposal indicates acceptance by the Offeror of the conditions contained in the request for qualifications, unless clearly and specifically noted in the proposal submitted and confirmed in a subsequent contract between the City and the Firm selected. Award will be made to the highest ranked Offeror deemed most advantageous to the City.

7. Questions

The Offeror shall carefully examine the RFQ documents and shall fully inform themselves as to the intent, existing conditions and limitations which may affect their proposal submission. No consideration will be given after submission of a proposal to any claim that there was any misunderstanding with respect to the conditions imposed.

Offerors finding discrepancies or omissions in the RFQ or having doubts as to the meaning or intent of any

provision, should immediately notify the above listed contact. If there are any changes, additions, or deletions to the proposal scope, conditions, or closing date, all Offerors will be advised by means of an Addendum issued by the City. All Addenda are to become part of the proposal documents and receipt of Addenda should be acknowledged by the Offeror in the submission. The City reserves the right to accept one or more proposal and to reject any or all proposals submitted as it deems appropriate and in the best interest of the City. The City also reserves the right to terminate this solicitation and reissue a subsequent solicitation, and/or remedy technical errors in the solicitation process.

8. Submittal Process

8.1. Proposal Preparation Cost

All expenses incurred by the Offerors in preparation and submission of this proposal are to be borne by the Offerors, with the express understanding that no claims for reimbursements against the City will be accepted. The City shall not be responsible for any costs involved in or associated with any meetings, discussion or negotiation following submission that could lead to acceptance of the Proposal and award of a contract.

8.2. Right to Reject Proposals

Submission of a proposal indicates acceptance by the Firm of the conditions contained in this request for qualifications unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the City and the Firm selected. The City reserves the right with prejudice to reject any or all proposals as it deems necessary.

9. General Conditions

9.1. Competition

It is the intent and purpose of the City that this solicitation permits competition. It shall be the Offeror's responsibility to advise the City in writing if any language, requirements, etc. or any combination thereof, inadvertently restricts or limits the requirements stated in this solicitation to a single source. Such notification shall be submitted in writing and must be received by City Hall at least ten (10) calendar days prior to proposals receipt date. A review of such notification shall be made.

9.2. Confidentiality and Proprietary Information

All submissions become the property of the City and will not be returned to the Offeror. The City will consider all proposals submitted as confidential but reserves the right to make copies of all Proposals received for its internal review and for review by its financial, accounting, legal, and technical consultants. Offerors should be aware that the City of Barnwell is a "public body" as defined in and subject to the provisions of the Freedom of Information Act.

9.3. Conflict of Interest

The Offeror shall disclose in its proposal any actual or potential conflicts of interest and existing business relationships it may have with the City of Barnwell, its elected or appointed officials or employees, any property ownership direct or indirect in the jurisdiction. Offeror certifies by submission of proposal that neither it nor its principals, nor its perspective subcontractors are presently debarred, suspended, or proposed for debarment by the City of Barnwell or any state or federal department or agency.

9.4. Compliance, Assurance, and Non-collusion

Except as otherwise specified or as arising by reason of the provision of the contract documents, no person whether natural, or body corporate, other than the Offeror has or will have any interest or share in this proposal or in the proposed contract which may be completed in respect thereof. By responding to this

RFQ, the Offeror agrees that there is no collusion or arrangement between the Offerors and any other actual or prospective Offerors in connection with proposals submitted for this project and the Offeror has no knowledge of the contents of other proposals and has made no comparison of figures or agreement or arrangement, express or implied, with any other party in connection with the making of the proposal.

During the period between publication of the solicitation and award, you must not communicate, directly or indirectly, with the using department, its employees, agents or officials regarding any aspect of this procurement activity, unless otherwise approved in writing to the City's designated point of contact for this RFQ.

Each Offeror shall comply with all applicable federal, state and local laws and shall meet all requirements imposed upon this service industry by regulatory agencies. Offerors will submit the Statement of Assurance, Compliance and Non-collusion with its proposal submittal which is enclosed as Attachment A.

9.5. Drug-Free Workplace

Offeror(s) will submit the Drug-Free Workplace Certification with its proposal submittal which is enclosed as Attachment B.

9.6. Insurance

The Offeror shall procure and maintain for the duration of the contract all such insurance, as required by the laws of the State of South Carolina, against claims for injuries to persons or damages to property which may arise from, or be in connection with the performance of the work hereunder by the Offeror or its individuals, Firms, agents, representatives, or employees. The cost of such insurance shall be included in the fee proposed. A breach of the insurance requirements shall be material. Offerors will submit and minimally the below listed insurance. The Offeror will submit the Insurance Certification with its proposal submittal which is enclosed as Attachment C.

9.7. Litigation

Offerors who, either directly or indirectly through another corporation or entity, have been or are in litigation, or who have served notice with intent to proceed with court action against the City in connection with any contract for works or services, may be considered ineligible. Receipt of proposals from such Offerors may be disqualified from the evaluation process.

9.8. Proposal Guarantees, Warranties and Schedule

The Offeror must furnish items and services identified under Scope of Work in accordance with Conditions, requirements and all other terms as set forth elsewhere herein. Offerors must execute and include Attachment D with its proposal which agrees to and acknowledges the acceptances of the responsibility to provide all as specified.

9.9. No Contract

This RFQ is not a tender and does not commit the City in any way to select a preferred Offeror. By submitting a proposal and participating in the process as outlined in this RFQ, Offerors expressly agree that no contractual, tort or other legal obligation of any kind is formed under or imposed on the City of Barnwell by this RFQ or submissions prior to the completed execution of a formal written Contract.

ATTACHMENT A – COMPLIANCE,
ASSURANCE AND NON-COLLUSION

Statement of Assurance, Compliance and Non-collusion

State of _____

County of _____

City of _____, being first duly sworn, deposes and says that:

1. The undersigned, as Vendor, certifies that every provision of this Submittal have been read and understood.
2. The Vendor hereby provides assurance that the Firm represented in this Submittal:
 - a. Will comply with all requirements, stipulations, terms and conditions as stated in the Submittal/Submittal document; and
 - b. Currently complies with all Federal, State, and local laws and regulations regarding employment practices, equal opportunities, industry and safety standards, performance and any other requirements as may be relevant to the requirements of this solicitation; did not participate in the development or drafting specifications, requirements, statement of work, scope of work etc. relating to this solicitation; and
 - c. Is not guilty of collusion with other Vendors possibly interested in this Submittal in arriving at or determining prices and conditions to be submitted; and
 - a. No person associated with Vendor’s Firm is an employee of the City of Barnwell. Should Vendor, or Vendor’s Firm have any currently existing agreements with the City, Vendor must affirm that said contractual arrangements do not constitute a conflict of interest in this solicitation; and
 - e. That such agent as indicated below is officially authorized to represent the Firm in whose name the Submittal is submitted.

Company name:	
Name of Agent (Print or Type):	
Title:	Date:
Signature of Agent:	
Telephone #	Fax #:
Federal Identification Number:	
Email address:	
Subscribed and sworn to me this	day of
my commission expires:	Title:

(Must be notarized by a Notary Public)

SEAL

ATTACHMENT B – DRUG-FREE
WORKPLACE CERTIFICATION

DRUG-FREE WORKPLACE CERTIFICATION

In accordance with Section 44-107-30, South Carolina Code of Laws (1976), as amended, and as a condition precedent to the award of the above-referenced contract, the undersigned, who is a member of the Firm of (hereinafter contractor) certifies on behalf of the contractor that the contractor will provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensations, possession, or use of a controlled substance is prohibited in the contractor’s workplace and specifying the actions that will be taken against employees for violations of the prohibition;
2. Establishing a drug-free awareness program to inform employees about:
 - a.The dangers of drug abused in a workplace;
 - b.The person’s policy of maintaining a drug-free workplace;
 - c.Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d.The penalties that may be imposed upon employees for drug violations;
3. Making it a requirement that each employee to be engaged in the performance of the contract be given a copy of the statement required by item (1);
4. Notifying the employee in the statement required by item (1) that, as a condition of employment on the contract or grant, the employee will:
 - a. Abide by the terms of the statement; and
 - b. Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after the conviction;
5. Notifying the City of Barnwell within ten days after receiving notice under item (4) (b) from an employee or otherwise receiving actual notice of the conviction;
6. Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by, any employee convicted as required in Section 44-107-50; and
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of items (1), (2), (3), (4), (5), and (6).

Company name:	
Name of Agent (Print or Type):	
Title:	Date:
Signature of Agent:	
Telephone #	Fax #:
Federal Identification Number:	
Email address:	
Subscribed and sworn to me this	day of
my commission expires:	Title:

(Must be notarized by a Notary Public)

SEAL

ATTACHMENT C – INSURANCE

INSURANCE – PROFESSIONAL SERVICES

The Offeror shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from, or be in connection with the performance of the work hereunder by the individual or the Firm, his agents, representatives, or employees. The cost of such insurance shall be included in the fee proposed.

For the purpose of this clause, the term "professional individual or Firm" shall also include the individual's or Firm's respective officers, agents, officials, employees, volunteers, boards and commissions.

A. Minimum Scope and Limits of Insurance

1. **Broad Form Comprehensive General Liability**
\$1,000,000 combined single limit per occurrence for bodily injury, personal injury, property damage, to include products and any completed operations.
2. **Automobile Liability**
\$1,000,000 combined single limit per occurrence for bodily injury and property damage
3. **Umbrella Liability**
\$1,000,000 per occurrence, following form.
4. **Workers' Compensation**
Limits as required by State of South Carolina.
5. **Employers' Liability**
 - \$100,000 each accident
 - \$500,000 disease/policy limit
 - \$100,000 disease/each employee
6. **Professional Liability (if used on a claims-made basis, insurance coverage shall be maintained for the duration of the contract and for two years following contract completion.)**
 - \$1,000,000 per occurrence
 - \$2,000,000 aggregate
7. **Personal Property Coverage**
Adequate insurance to cover the value of personal property belonging to the Vendor while located on City of Barnwell property, while in use or in storage, for the duration of the contract.
8. **Liability (General, Automobile, Professional) Coverage;**
 - a. "The City of Barnwell and its respective officers, agents, officials, employees, volunteers, boards and-commissions" are to be named as additional insured's with regards to liability arising out of activities performed by or on behalf of the Vendor; products and completed operations of the Vendor; premises owned, leased or used by the Vendor. The coverage shall contain no special limitations on the scope of protection afforded to the City.

- b. The Vendor's insurance coverage shall be the primary insurance as regards to this contract with the City. Any insurance or self-insurance maintained by the City shall be in excess of the Vendor's insurance and shall not contribute with it.
 - c. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City.
 - d. Coverage shall state that the Vendor's insurance shall apply separately to each insured against whom a claim is made or a suit is brought, except with respect to the limits of the insurer's liability.
9. Workers' Compensation and Employer's Liability Coverage
- a. The insurer shall agree to waive all rights of subrogation against City of Barnwell for losses arising from the work performed by the Vendor for the City.
 - b. If State statute does not require the Vendor to obtain Workers' Compensation insurance, then the Vendor shall furnish the City with adequate proof of the self-employment status. The Vendor agrees to waive all rights of claims against the City for losses arising from the work performed by the Vendor. In the event that during the contract this self-employment status should change, the Vendor shall immediately furnish proper notice to the City and a certificate of insurance indicating that Workers' Compensation insurance and Employer's Liability coverage has been obtained in the correct amounts by the Auditor as required by this Exhibit.

10. Acceptability of Insurers

- a. Insurance is to be placed with insurers which have a Best's rating of at least A.
- b. Insurance companies must either be licensed to do business in the State of South Carolina or be deemed to be acceptable by the City Administrator.

11. Verification of Coverage

The Vendor shall furnish the City with certificates of insurance effecting coverage required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by the insurer to bind coverage on its behalf. The certificates and endorsements are to be received and approved by the City Administrator before work commences. Renewal of expiring certificates shall be filed thirty days prior to expiration. The City reserves the right to require complete, certified copies of all required policies, at any time.

B. Aggregate Limits

Any aggregate limits must be declared to and be approved by the City of Barnwell.

C. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and be approved by the City in writing. At the option of the City, the insurer shall reduce or eliminate such deductibles or self-insured retentions as regards the City or the Vendor shall procure a bond which guarantees payment of the losses and related investigations, claims administration and defense expenses. At no time will the City be responsible for the payment of deductibles or self-insured retentions.

D. Notice of Cancellation or Non-renewal

Each insurance policy required by this Exhibit shall be endorsed to state that coverage shall not be suspended, voided, canceled, or reduced, either in coverage or in limits, except after thirty days prior written notice by certified mail, return receipt requested, has been given to the City.

E. Other Insurance Provisions

The policies are to contain, or be endorsed to contain, the following provisions;

All insurance documents required by this Exhibit shall be mailed to
City of Barnwell, Lynn S. McEwen, PO Box 776, Barnwell, SC 29812.

Company name:	
Name of Agent (Print or Type):	
Title:	Date:
Signature of Agent:	
Telephone #	Fax #:
Federal Identification Number:	
Email address:	
Subscribed and sworn to me this	day of
my commission expires:	Title:

(Must be notarized by a Notary Public)

SEAL

ATTACHMENT D – PROPOSAL
GUARANTEES, WARRANTIES AND
SCHEDULE

PROPOSAL/PROPOSER GUARANTEES, WARRANTIES AND SCHEDULE

Proposer Guarantees

The proposer certifies it can and will provide and make available, at a minimum, all services set forth in this RFP/RFQ.

Proposer Warranties

1. Proposer warrants that it is willing and able to comply with State of South Carolina laws with respect to foreign (non-state of South Carolina) corporations.
2. Proposer warrants that it is willing and able to obtain an errors and omissions insurance policy providing a prudent amount of coverage for the willful or negligent acts, or omissions of any officers, employees or agents thereof.
3. Proposer warrants that it will not delegate or subcontract its responsibilities under an agreement without the express prior written permission and consent of the City of Barnwell.
4. Proposer warrants that all information provided by it in connection with this proposal is true and accurate.

Proposer Schedule

The Offeror also understands by executing and dating this document their proposed prices/costs shall hold Firm for a period of not less than *ninety (90)* calendar days after the date of the solicitation award.

Company name:	
Name of Agent (Print or Type):	
Title:	Date:
Signature of Agent:	
Telephone #	Fax #:
Federal Identification Number:	
Email address:	
Subscribed and sworn to me this	day of
my commission expires:	Title:

(Must be notarized by a Notary Public)

SEAL

ATTACHMENT E –
DRAFT DESCRIPTION OF RENOVATIONS

The City of Barnwell intends to renovate its fire station that consist of approximately 6,900 square feet of floor space. The structure has had all asbestos removed in 2019. The project will primarily be renovations to ceilings, lighting, walls, floors, HVAC, and plumbing. The following is a brief description of the areas and renovations desired.

Ceilings –

Ceilings in 1974 and 1954 buildings to be renovated. Plaster and gypsum ceilings have water damage. Will consider repairing existing ceiling where roof leaks or other damage has occurred and paint or install suspended ceiling to cover the existing ceilings. (consider lighting replacement plan and HVAC ducts plan in all options) Abatement of two boiler radiators in the ceiling of the 1954 bay area will be required. Where the ceiling system in the hallway of the 1954 administrative area has been breached to remove asbestos a heavy-duty attic access stair system should be installed.

Floors -

Floors in all administrative and dormitory spaces to be renovated. Floor tile, laminate flooring or carpeting options will be considered. Baseboard trim should be included where applicable.

Walls -

All interior walls in 1974 and 1954 buildings to be renovated. Sealing of holes and cracks in masonry and painting will be required. Abatement of any unused electrical and communication conduit runs as well as communication cables is required. There will be removal of approximately 38 linear feet of existing masonry partition walls (non-support walls in old jail cell area). This will require ceiling work as well as floor work where walls are removed as well as abating existing plumbing and electrical within one of the walls. A window located in the wall between the dormitory and apparatus bay shall be removed and the opening filled with masonry units of equal size of the CMUs of the existing wall. The transom and existing door frame leading into the dormitory shall be removed and replaced with a 1-hour fire rated door system with closure and hardware. The small door leading from the bay to the restroom area of the dormitory shall be removed and filled with CMUs equal to that of the existing wall. The roll up door and its hardware in the 1974 building shall be abated and a solid wall placed in the opening. Material and design for the solid wall is optional but should allow for the easy of mounting projection screens, TV monitors and white boards on the interior side.

Lighting -

All lighting in 1954, 1974 and 1992 building to be upgraded and coordinated where ceiling improvements are made. Exit lighting and signage to be installed per IBC.

Plumbing -

Plumbing in all restrooms to be improved upon where needed (replace or repair). An evaluation of certain restroom(s) in the administrative area of the 1954 building to be upgraded for ADA compliance will be requested and considered in the project if it is a viable option. Kitchen plumbing improvements shall include new faucet fixtures for the commercial sink, replacement of supply lines to sink and frost proofing any exterior lines. Sanitary plumbing from the kitchen sink shall be rerouted to a direct sewer connection just outside the rear of the building that will be made available by the city therefor eliminating the existing drain lines to the old boiler room. Existing coolant water discharge from the ice machine shall be considered in designing the sanitary plumbing.

Windows -

Windows in former jail cell areas (X4) to be removed and options to either close in with solid wall construction of masonry or wood framing with exterior weather proofing or replace with vinyl custom windows will be considered.

HVAC and Bay Heating -

HVAC in dormitory to be upgraded to a ductless split system supporting the dormitory and dormitory restroom area. Existing HVAC system for the dormitory area located in the closet to be abated. All other administrative areas to be evaluated for proper distribution of ducts and condition of ductwork from existing HVAC system. The existing HVAC System in the 1954 administrative area should be evaluated for capacity and longevity for that area. Should a need to replace the HVAC system in the administrative area be determined there should be consideration of using ductless systems or an attic space installation of the air handler for a split HVAC system. Replacement of the heating systems in both the 1992 and 1954 bay areas will be required. Recommendations on radiant or convection natural gas heat systems will be considered. Existing systems shall be abated. The existing exterior ductwork for the package HVAC system supporting the kitchen and training room of the 1974 building shall be evaluated and repaired or improved where needed and a metal containment placed around the ducts to protect them from the elements. Any interior ducts should also be inspected, and discharges be considered based on ceiling repair design. All roll up bay doors shall interface with bay heating system to power down their operation when the door(s) are open.

Mechanical Exhaust -

Vehicle exhaust ventilation - (room ventilation) to exterior of bays in both the 1954 and 1992 building to be designed and installed. Custom designed and fabricated, or pre-engineered systems based on recommendations will be considered. The attic space above the dormitory area is accessible and can lead to direct access of the rear exterior wall of the 1954 building at the soffit level. Existing ceiling exhaust fan in the 1954 bay area to be abated. The existing wall exhaust fan in the 1992 bay area (building) to be abated and that space/location used for the upgraded exhaust system.

Ventilation/exhaust shall be placed in all restrooms. Ventilation hood for the stove in the kitchen should be designed and installed.

Insulation -

Ceiling insulation to be improved (addition of batted or blown insulation as recommended to increase energy efficiency for the 1954 building.) in all of 1954 administrative and dormitory areas. Wall insulation where it is damaged or missing in 1992 building to be replaced/repaired. The front wall insulation shall be repaired in such a way to prevent the current problem of staying in place from reoccurring.

Old Boiler Room –

Existing boiler device and associated equipment to be abated from the boiler room. The flue connections to the chimney to be closed and sealed. All associated electrical equipment to be abated. Power supply to the room to be terminated with a sub-panel that will support the existing water heater. Existing natural gas piping in room to be rerouted by relocating it from the floor area and routing it up the interior wall just inside the wall penetration from the exterior to an overhead run through the room and reconnecting to the supply line feeding the 1954 bay area heating systems. Existing water heater to remain and electrical supply to the water heater improved (new conduit run and power source connection) as well as water heater secured. Concrete block wall separating the back of the boiler room and the closet in the 1954 bay area to be removed (opened and rough framed if applicable) to allow access through the closet into the boiler room. Floor space in the boiler room to be raised to the level of the closet floor by installing a treated lumber decking system. Walls and ceiling in both boiler room and closet to be repaired where damaged. Ceiling lights in both boiler room and closet to be improved and walls and ceiling of both areas painted. Existing HVAC in closet (same unit servicing the dormitory) to be abated as well as shelving in closet. Water supply to boiler room to be identified and secured (valved). Mop sink to include water supply and sanitary drain to be installed in boiler room area. Relocating of the existing water heater within the room to maximize space efficiency should be considered.

I.T. Communications –

All rooms shall be evaluated for existing I.T. connections. Where identified as needed I.T. ports are to be provided. Take into consideration that the existing router may be relocated from the apparatus bay of the 1954 building to a climate-controlled location nearby. The fiber optic supporting the building I.T. should be evaluated for possible rerouting from its (temporary at the time of install) location. Fire Department two-way radio communication equipment should be part of the communication wiring design as radio speakers and some microphone locations will be placed throughout the building and speakers may be part of the ceiling system. Telephone extensions shall be included in all offices, dorm, kitchen and day room for a total of 6.

Exterior Windows and Glass –

All exterior casement windows will be considered for replacement with energy efficient replacement windows. Broken glass will be replaced where identified.

Exterior Work –

All soffit, gutter, and non-masonry exterior finishes to be renovated as needed to provide protection from moisture and water damage.