

# **OLIVE GARDEN SITE UTILITIES – SPECIAL INSPECTION SERVICES WORK**

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TULALIP, WASHINGTON

## **SECTION 010100 – SCOPE OF WORK**

### **PART 1 GENERAL**

#### **1.01 RELATED REQUIREMENTS**

- A. Drawings and general provisions of Contract, including General and Special Conditions.

#### **1.02 DEFINITIONS**

- A. Definitions listed immediately below augment those in the general provision of Contract, including General and Special Conditions in the Project Manual for the Work.
- B. Project Manual: The volume that includes Bidding Requirements, Contract Form, Conditions of the Contract, General Requirements, as applicable.
- C. Scope of Work: The Work as it is to be bid in separate Prime Contracts. Where a specific item of Work is not defined, but is normally inherent to a trade or included in the scope of the applicable technical division, it shall be the responsibility of that Prime Contractor to include the Work in its bid proposal.
- D. Substantial Completion: Stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so the Owner can occupy or utilize the Work for its intended purpose.
- E. The term "Site", whether or not capitalized, shall be defined as the area, or a portion thereof, within the Owner's property lines and construction limit lines as indicated on Drawings for the Project, and properties adjacent to Owner's Property Lines, affected by construction of the Project.
- F. The pronouns "he", "his" and "him" are used for brevity and shall apply to both males and females.
- G. The terms "warranty" and "guaranty", or "guarantee", shall be interpreted interchangeably to describe the responsibility of a manufacturer, contractor, subcontractor or sub-subcontractor relative to the manufacture, furnishing or installation of a product or combination of products as described in each applicable section of the Specifications.

#### **1.03 SPECIFICATION LANGUAGE**

- A. The imperative and streamlined language used in the Contract Documents is directed to the Contractors, unless specifically noted otherwise. The words "shall be" shall be included by inference where a colon (:) is used within sentences or phrases.

#### **1.04 CONTRACT METHOD**

- A. Construct Project under separate Prime Contracts (bid packages) identified in the Bid Form and in Section 010100 – SCOPE OF WORK of Division 1.
- B. Contractors shall be responsible for portions of the Project referenced to them, all necessary coordination, between and among all other Contractors and all portions of the Project normally associated with their trade(s), regardless of the location of such portions of the Project indicated within the Contract Documents.

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C. Areas of prime responsibilities:

1. Without limiting the extent of the general responsibilities stated immediately above, the Documents, as indexed in the Project Manual and on the Index Sheet of the Drawings, cover the responsibilities normally part of the Work of each Contractor. Review complete Bidding Documents for total scope of the Project.
2. Bidding Documents, Conditions of the Contract, Contract Forms and Division 1 shall be applicable to all lower-tier contractors.
3. Refer to Section 010100 - SCOPE OF WORK of Division 1.

1.05 CONTRACTOR USE OF SITE

- A. Perform Work at site in areas permitted by law, permits, and Contract Documents.
- B. Do not unreasonably encumber site with materials or equipment, and do not load structure with weight that will endanger structure. Storage of any materials or equipment shall be coordinated with the Construction Manager prior to delivery on-site. Materials shall be delivered to site on an as needed basis.
- C. Assume full responsibility for protection and safekeeping of products stored on-site. Obtain and pay for use of additional storage or work areas needed for operations.
- D. Use of site: Exclusive and complete, for execution of Work, except access for utility work or, if notified by Owner, Owner's Contractors for other than this Work or Project.
- E. Site access: Access to the site for deliveries and operations shall be coordinated with Construction Manager and shall be performed in accordance with all tribal, local, city, county and or federal requirements.
- F. Contractors' normal working hours shall be 7:30 A.M. to 4:00 P.M Monday thru Friday. Work performed outside of these hours is possible, subject to the approval of the Construction Manager. Request by Contractor for working after hours shall be made at least 72 hours prior to requested period.

1.06 PERMITS

- A. Refer to General and Special Conditions of Contract.
- B. Owner will obtain the General Building Permit only for Work of this Project.
- C. Lead Prime Contractor will keep permit set of drawings on-site.
- D. It shall be the responsibility of all Prime Contractors to apply for, obtain and pay all costs for all other plan examinations, permits, fees and inspections which may be required by tribal and or local laws, ordinances, rules and regulations for each of their respective portions of the Work.
- E. Expedite obtaining of permits so as not to delay installation of or coordination with the Work.
- F. File copies of all such permits and inspection certifications with the Construction Manager.

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- G. Comply with all requirements of the governing building authorities for procedures to be followed in preparation for obtaining occupancy permit.

### 1.07 APPLICABLE STANDARDS

- A. Code Listing: Any reference to standards of any society, institute, association, or governmental agency which is part of the referenced Building Code shall comply with the edition date published in the referenced Building Code.
- B. Non-Code Listings: Any reference to standards of any society, institute, association, or governmental agency which is not a part of the referenced Building Code shall be the edition in effect at the time of opening of Bids, except as otherwise specifically stated in this Project Manual.
- C. In case of conflict between the published standard and the Contract Documents, the latter shall govern. The repetition of or reference to any portion of a standard shall not negate unrepeated or unreferenced portions thereof.
- D. No claim for additional compensation will be permitted due to failure to be fully informed of requirements of published standards referenced in the Contract Documents.

### 1.08 SCOPE OF WORK

- A. The following is a description of the Prime Contract Bid Packages for the Project known as “OLIVE GARDEN SITE UTILITIES – BID PACKAGE 10-003.01 – SPECIAL INSPECTION SERVICES WORK”. This section describes the work within each Bid Package as designated by the Construction Manager. Each Contractor shall cooperate and coordinate with all other Bid Package Contracts for expedient completion of this Project. Each Bid Package description identifies the scope of work to be performed by the successful bidder in the specific Bid Package.
- B. Questions concerning the “SCOPE OF WORK” assignment of responsibility related to any respective Prime Contract bid package shall be directed to the Construction Manager who shall be the interpreter and be responsible for clarifying the assigned “SCOPE OF WORK.”
- C. Separate bids for this Project shall be submitted for the following Prime Contract Bid Packages. Bids will be accepted for individual Bid Packages and or Combination Bid.

Bid Package No. 10-003.01 – Special Inspection Services Work.

#### ASSIGNMENT OF RESPONSIBILITY OF WORK

TABLE LEGEND:	
SCPC	Section Complete by Prime Contractor
SCUNO	Section Complete by Prime Contractor - Unless Noted Otherwise
AIAWPC	As It Applies to Work Performed by Prime Contractor
NIC	Not Part of Contract scope of work.

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CONTRACT REFERENCE		BID PACKAGE 10-003.01 CONTRACT		
DIVISION 0 - BIDDING REQUIREMENTS, CONTRACT FORMS, AND CONDITIONS OF CONTRACT		AIAWPC		
DIVISION 1 – GENERAL REQUIREMENTS		AIAWPC		
TECHNICAL SPECIFICATIONS - COMPLETE		AIAWPC		
ON-SITE CIVIL DESIGN DRAWINGS DATED APRIL 15, 2010				
CV	Cover Sheet	AIAWPC		
C1.0	General Notes	AIAWPC		
C1.1	Existing Conditions & Demo	AIAWPC		
C1.2	Existing Conditions & Demo	AIAWPC		
C2.0	Water and Sewer	AIAWPC		
C2.1	Sewer Details	AIAWPC		
C2.2	Water Details	AIAWPC		
C3.0	Utility Trench - Roadside	AIAWPC		
C3.1	Utility Trench – Parking Lot	AIAWPC		
C3.2	Utility Trench Details	AIAWPC		
C3.3	Utility Trench Details	AIAWPC		

- D. The Contract Documents as furnished for each of the Prime Contracts is for the convenience of the Bidder in preparing a proposal for this Project. The Summary of Work and related descriptions should in no way be construed as being all-inclusive. It is issued as a guide to aid in the assignment of responsibility of Work. If conflicts regarding the assignment of work exist between the Drawing notes and the descriptions outlined herein, THE SCOPE OF WORK AS DEFINED HEREIN SHALL TAKE PRECEDENCE. EACH BIDDER IS RESPONSIBLE TO REVIEW THE COMPLETE SET OF CONTRACT DOCUMENTS TO ASSURE THAT WORK REQUIRED TO BE INSTALLED TO COMPLETE ITS PHASE OF THE WORK IS INCLUDED IN ITS PROPOSAL.
- E. The following are General Requirements and or Provisions and they shall form a part of each Bid Package Description and apply to each contractor's scope of work:

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1. Each Bidder shall submit their respective bid proposal based on the scope of work outlined in the respective Prime Contract Bid Package as stated herein and as required by the Contract Documents. The scope of work shall include all work indicated in the Bid Package description, contract drawings, specifications, bidding requirements, contract forms, Contract Conditions and Division 0 and 1. Submitted bid proposals shall provide for all labor, materials, tools, equipment, hoisting, permits, supervision, insurance, bond, applicable taxes and all other associated items necessary to furnish and install the complete scope of work for the respective bid package as it relates to the OLIVE GARDEN SITE UTILITIES – Bid Package 10-003.01 – Special Inspection Services Work Project. All Work shall be performed in strict accordance with the Contract Documents.
2. General requirements outlined in the Drawings; general provisions of the Contract, including General and Special Conditions; and all Division 0 and 1 Sections shall apply to all Prime Contract bid packages.
3. Collectively, the noted Prime Contract Bid Packages shall include all labor, materials, supervision, transportation, tools, equipment and services for a complete and satisfactory Project.
4. It is recommended that all Bidders should become thoroughly familiar with the site, consult records and drawings of adjacent structures and of existing utilities and their connections, and note all conditions, which may affect or influence the Work of their respective bid package. By submitting a bid, Bidder affirms they have carefully examined the site and all conditions affecting their Work. No claim for additional compensation will be allowed based upon a lack of full knowledge of existing conditions.
5. Only those tangible personal property, supplies and or services which meet the following criteria are exempt from Washington State sales taxes:
  - a. Tangible personal property or services purchased by the Tulalip Tribes of Washington when the goods are delivered to or services provided within the exterior boundaries of the Tulalip Reservation.
  - b. Tangible personal property or services purchased by the Tulalip Tribes of Washington for use in treaty fishery.
  - c. Supplies or services purchased by prime contractors hired by the Tulalip Tribes of Washington to perform construction within the exterior boundaries of the Tulalip Reservation when the goods are delivered to or services provided within the exterior boundaries of the Tulalip Tribes of Washington.
  - d. The Tulalip Tribes of Washington will provide to Contractor awarded the Contract a Buyers' Retail Sales Tax Exemption Certification exempting the Project from Washington State sales taxes that meet the criteria stated under Section 010100 paragraphs 1.08.E.5.a thru c.

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6. All Prime Contractors must coordinate closely with one another as well as the Construction Manager to facilitate phased construction, Owner turnover / occupancy, and start-ups as indicated in the Contract Documents.
7. All Prime Contractors shall provide a full-time supervisor on-site throughout the duration of their Work on-site. The superintendent shall be authorized to make all decisions relative to the on-site Work, and shall be the primary contact for all correspondence. Part time representatives who are not so authorized will not be permitted. Any changes in a superintendent shall be pre-approved by the Construction Manager.
8. Milestone Construction Schedule start and completion dates are shown in Specification Section 008400 – MILESTONE SCHEDULE FOR CONSTRUCTION. Bidders are advised to thoroughly review and understand the requirements of the Milestone Construction Schedule. Bidders are advised that the Milestone Construction Schedule does not show all activities that are inherent to the completion of milestones. Contractors are responsible for completing all activities related to completion of milestone dates, and making allowances for coordination with the completion of related trade's activities.
9. Each Prime Contractor shall submit a DAILY REPORT OF PROGRESS AND MANPOWER including, progress and manpower of each lower-tier contractor, to the Construction Manager summarizing each day's work. Deliver daily reports to the Construction Manager's office by 8:00 a.m. the following workday. Failure to do so may result in a delay in the processing of application for payment.
10. No work shall be performed by any contractor unless a minimum of two persons are present on-site. This is for safety reasons and refers primarily to after hours work or weekend work when other contractors may not be present. It is recognized that there may be times when a contractor may only need one (1) person on-site; however, this shall only be permitted during normal working hours.
11. Each Prime Contractor shall designate an employee or employees that will serve as the Contractor's safety representative and competent person on a daily basis. The safety representative shall be responsible for coordinating and addressing all project safety issues with the Construction Manager. The competent person and or safety representative shall be on-site whenever work associated with their company is taking place.
12. All contractors shall follow tribal and OSHA requirements AS A MINIMUM, including WEARING OF HARDHATS AT ALL TIMES while on the Project site. As a minimum, all personnel shall wear a sleeved shirt, long pants, work boots, and a hardhat at all times inside the construction limits. This specifically includes delivery drivers and supplier unloading personnel.
  - a. Horseplay and other unsafe conduct is strictly prohibited.

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- b. Alcoholic beverages, non-prescription (illegal) drugs, firearms, fireworks, explosives, or weapons are not allowed on Project property.
  - c. Theft, abuse, or destruction of property, tools, equipment or materials will not be tolerated.
  - d. Prime Contractors and all of their employees, including those of lower-tier contractors and suppliers, shall abide by any and all rules the Construction Manager or the Owner may have in effect or hereinafter put into effect at the site of the Work including those pertaining to worker and Owner personnel safety, use of cameras, and security procedures or requirements. Prime Contractor shall remove from the Project site any employee violating these rules at the request of the Owner or Construction Manager.
  - e. All contractors shall distribute a copy of work rules and shall periodically review with tradesmen in weekly Safety meetings. All contractors shall daily monitor the project to assure that all rules are complied with.
13. No contractor shall interfere with automobile and or pedestrian traffic around the Project site. All contractors will coordinate any disruptions with the Construction Manager a minimum of 72 hours in advance. All Prime Contractors will be responsible for supplying all temporary signage, barricades, flagmen, etc. in accordance with tribal, local, city, county, and or federal requirements required to conduct this work.
14. All contractors shall minimize disruption to the local traffic patterns during the performance of the Work and conform to all tribal, local, city, county, and or federal requirements for traffic disruption, deliveries, etc.
15. If any Prime Contractor's or lower-tier contractor's vehicle carries mud, dirt, gravel, etc. on any roadways, walks, or pavements, it shall be cleaned off immediately to the satisfaction of the Construction Manager. Any and all costs incurred in the performance of this cleanup work shall be assessed against the non-compliant contractor through their respective Prime Contractor in accordance with the provisions of the Contract Documents. **THIS CONTRACT PROVISION WILL BE STRICTLY ENFORCED. PLEASE NOTE: THIS INCLUDES CONCRETE TRUCKS AND DELIVERY TRUCKS.**
16. Each contractor shall be responsible for the protection and security of their equipment, tools, materials, and finished work until Contract Completion is achieved. Damage to or theft of any tools, equipment, or materials, whether incorporated into the work or not, prior to Contract Completion, shall be repaired and or replaced at contractor's expense. Contractors shall provide protection and security of all work at all times. Notify Construction Manager immediately of any damage or theft incidents.

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17. Contractors shall coordinate work and cooperate with contractors of other trades that will be performing work throughout the site. Care should be taken not to damage other contractor's work. Should any damage occur the damage will be corrected and the contractor causing the damage shall be held responsible for any and all incurred costs plus applicable markups, in accordance with the provisions of the Contract Documents.
18. Should any contractor cause earth, stone or paving to be contaminated due to his operations, contaminated material shall be removed and legally disposed of off-site at contractor's expense. New material shall be furnished and installed at the expense of the contractor causing the contamination through their respective Prime Contractor in accordance with the provisions of the Contract Document.

### 1.09 BID PACKAGE SCOPE OF WORK

- A. This "SCOPE OF WORK" is to aid each Bidder in defining the Scope of Work to be included in its proposal. However, omissions from this "SCOPE OF WORK" do not relieve the Bidder from including in its proposal that Work which will be required to complete its Contract. Each Bidder should read the entire "SCOPE OF WORK" to completely familiarize himself with the Work of other Contractors that may have Work in adjacent areas and to coordinate the interfacing problems that may occur as the Work is assembled and constructed.

## PART 2 BID PACKAGE DESCRIPTIONS

### 2.01 SUMMARY

- A. If there is a conflict on a specific item between the Contract Documents and the Bid Package Breakdown as stated herein, the Breakdown shall govern; however, if an item is covered in the Contract Documents, but not reiterated in the Breakdown, the Bidder shall still be responsible for that item of Work.
- B. Each contractor shall supervise his Work, using his best skills and attention. Contractor shall be solely responsible for construction means, methods, techniques, sequences, dimensions and procedures and or coordinating all portions of their Work, with all Work to be performed under separate Contracts and or other Bid Packages.
- C. Certain items that are the contractor's responsibility may not be included in the list of specification sections to be performed by the contractor, e.g., additional rough carpentry needed and miscellaneous concrete work. The specification section designations depicted in the table titled "ASSIGNMENT OF RESPONSIBILITY OF WORK" included herein attempts to assign responsibility for that certain area of work; however each Prime Contractor may have some responsibility associated with specification sections as assigned in the narrative descriptions of the Bid Package descriptions.
- D. Each Bidder must thoroughly review the scope of work for each bid package in order to become thoroughly familiar with how the work of their bid package coordinates with all of the others.

### 2.02 BID PACKAGE 10-003.01 – SPECIAL INSPECTION SERVICES WORK

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- A. The Work of this Bid Package consists of the Work as shown and indicated on the Drawings and in the Project Manual. The Work is not restricted by division of drawings or specifications. Unless otherwise specifically noted, all Work to be performed shall consist of labor, materials, tools, equipment, supervision, insurance, bond, applicable taxes and all other associated provisions necessary to provide and install the complete scope of work of the Bid Package 10-003.01 – SPECIAL INSPECTION SERVICES WORK Contract in its entirety in strict accordance with the Contract Documents.
- B. Bidder may elect to bid on only those bid items that are in their area of expertise.
- C. Bid Package 10-003.01 Prime Contactor shall provide all geotechnical consulting and materials testing services complete for both on-site utilities and earthwork, on-site cast-in-place concrete work, and on-site hot mix asphalt work as defined in the Bid Documents as being provided by the Owner.

END OF SECTION