

## **SCOPE OF WORK**

**FINANCIAL PROJECT Nos.:** 444795-2-52-01

**COUNTY:** Hillsborough

**CONTRACT NO.:** E1U24

**PROJECT DESCRIPTION:** WORK INCLUDES CONSTRUCTING A PRE-ENGINEERED METAL BUILDING AND SIDEWALKS AT OUR TAMPA MATERIALS OFFICE.

**EXHIBIT "A"**  
**Site Lighting Project**  
**HARDEE COUNTY**  
**Financial Project Number: 444791-2-52-01**  
**Contract:**

**A. OBJECTIVE:**

The Florida Department of Transportation (FDOT) District One hereafter referred to as the "Department" seeks to secure competitive bids from qualified vendors who are able to provide and install a pre-engineered metal building and sidewalks – Tampa Materials, 2820 Leslie Road, Tampa, FL 33619

**B. PROJECT DESCRIPTION:**

The work described herein includes the construction of a new pre-engineered metals building and ADA sidewalks getting to the new building. :

1. Per attachment "A" you will find the design provided by AECOM. In this design you will find all the specifications and drawings,

**C. Submittals:**

Specification sheets showing all standard and optional equipment to be supplied. should be submitted with the bid. Schematic wiring diagrams, dimension drawings, The bidder should supply, with the bid, any and all information on standard and optional equipment to be supplied, which should be highlighted, underlined, or circled to indicate exactly what the supplier intends to deliver.

**D. Testing**

To ensure that the project was complete and work properly a night inspection will be required. The Department will work with the contractor to schedule and perform this meeting.

## E. Deliveries

Deliveries must be made between 8:00 am to 5:00 pm, Monday through Thursday, excluding state holidays, unless otherwise stated herein. Coordination for weekend deliveries must be coordinated through the Department's Project Manager. Two (2) copies of the Operation & Maintenance Manuals and installation instructions for the ATS shall be provided to the owner at the time of delivery.

## F. Damaged Goods

The vendor shall be responsible for filing, processing and collecting all damage claims. The Department will not be responsible for any of the following:

1. Record any evidence of visible damage on all copies of the delivery carrier's Bill of Lading.
2. Report damage (visible or concealed) to the carrier and contract supplier, confirming such reports, in writing, within fifteen (15) days of delivery, requesting that the carrier inspect the damaged merchandise.
3. Retain the item and its shipping container, including inner packing material, until inspection is performed by the carrier and disposition given by the contract supplier.
4. Provide the vendor with a copy of the carrier's Bill of Lading and Damage Inspection Report.

## G. SERVICES/MATERIALS PROVIDED BY THE DEPARTMENT

1. Review, verify, and approve receipt of services/deliverables from the vendor.
2. Submit requests for change orders/amendments/renewals, if applicable.
3. Review, verify, and approve invoices from the vendor; and, if applicable, the Certificates of Partial Payment requests, and the Certificate of Contract Completion form.
4. Maintain an official record of all correspondence between the Department and the vendor.
5. The Department will provide a staging area for the Vendor until completion of the work.

## H. VENDOR QUALIFICATION

The Vendor shall maintain and keep in force throughout the life of the contract, the requirements specified below. Failure of the Vendor to comply with these requirements will be sufficient grounds for Department to declare the contract in

default and terminate the agreement in accordance with the terms of B-27 Termination for Cause and Mutual Agreement of the FCO Non-Technical Specifications.

1. The Vendor shall be currently licensed by the State of Florida and or the County.
2. The organized business enterprise (e.g. corporation, LLC or sole proprietorship) shall have experience in performing the type of work required for this contract for a minimum of three (3) years.
3. The Vendor shall have a current and valid Occupational License/Business Tax Receipt which states the name of the Vendor, street address of the business and the type of work that the Occupational License/Business Tax Receipt is issued for (which must be for the same type of services required in the contact).

#### I. GENERAL INFORMATION

1. If a permit is deemed to be required for the service above, the Vendor will be responsible for the procurement of the permit from the local agency having jurisdiction.
2. All work shall be done in accordance with the current National Electrical Code (NEC) and Hardee County codes.
3. The Vendor shall be responsible for maintaining a safe and secure worksite for the duration of the work. The Vendor shall maintain all work and staging areas in a neat and presentable condition. Upon completion of assigned work, the Vendor shall daily collect and remove all debris and trash caused by the work and dispose of it properly. Cleanup shall be performed to the satisfaction of the Department. The area around the worksite shall be kept clean and free from debris daily during the progress of work. The Vendor shall immediately notify the Department of any damages to the facilities as a result of the Vendor's operations.
4. The Vendor shall be solely responsible for furnishing all labor, materials, equipment, tools, transportation and supervision and for performing all work as required to complete the work of this project as described. The Vendor, sub-vendors or any of their employees shall not perform any work that is beyond their technical capabilities or for which they are not licensed or certified.
5. Power outages are to be scheduled as to not interfere with normal Department of Transportation (DOT) business.
6. Before any work is begun, wiring diagrams, equipment, materials list, shop drawings and schedules shall be submitted to the Department for approval.

7. At the conclusion of the project, provide a written certification to the Department that all work has been provided in accordance with the Contract Documents and a written warranty against the occurrence of defective materials and workmanship. All standard manufactures and installation warranties apply.
8. The Vendor shall provide the Department with contact information for all key personnel directly related to the project. T
9. The contractor is responsible for making all repairs to and demolition needed to complete this job.
- 10.

J. WORK AUTHORIZATION: No work will be done until a Notice to Proceed (NTP) is issued by the Project Manager.

K. BASIS OF PAYMENT:

Partial payments may be made for percentages or stages of work completed upon approval of Project Manager. See Non-Technical Specifications and Exhibit "B" Method of Compensation for other terms of payment.