



**BID PACKAGE - CONTENTS**

Wolf Creek Library  
3100 Enon Road SW  
Atlanta GA 30331

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## INVITATION TO BID

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### I. INVITATION TO BID

Hogan Construction is inviting contractors to provide bids for the upcoming construction of the Wolf Creek Library, to be located at 3100 Enon Road SW, Atlanta GA 30331.

The new Wolf Creek Library is a one story, 25,000 SF library to be constructed atop a natural landscape and incorporates interior features designed to allow for the socialization of patrons, independent study, group meetings as well as faculty workspaces. This is a steel framed structure with an exterior skin consisting of composite metal panels, cementitious siding and modular stone veneer. In addition, an abundance of glass and glazing elements allow for the transmission of natural light throughout the facility. The roof is to be TPO construction.

Construction Documents for this project are available for review through various sources. Below is a list of several sources to procure project documents.

- LDI 770.419.0540 (purchase required)
- Action Blue 404.885.1433 (purchase required)
- Hogan Construction 770.242.8588 (on-site review or FTP download)
  - FTP Site: <ftp://184.168.55.1>;
  - Login: **wolfcreeplib**;
  - Password: **K2LVujYF**
- McGraw-Hill/Dodge
- Reed Construction Data
- AGC - Associated General Contractors of Georgia, Inc.

Please review the Bid Package Submission Schedule provided in **Section III** of this Invitation to Bid to determine when each Bid Package is due.

### II. PREPARATION of BIDS

- A. Proposals shall be prepared on unaltered Bid Forms – see Attachment C.
- B. Bidder shall acknowledge receipt of all addenda.
- C. Bidder shall note acceptance of all Procedural & General Items listed in Attachment A.
- D. Bidder shall acknowledge the Scope of Work listed in Attachment B. **Note:** This Scope of Work shall be used as a guide to the bidder in understanding the Scope of Work for the project, but **shall not** be construed as being all inclusive of the work necessary to complete bidders' scope of work. The information in the Construction Documents (Plans & Specifications) shall rule.
- E. Any questions regarding the bid documents should be sent to Hogan Construction. **DO NOT** contact the Owner or Architect directly. Please use the blank RFI Form (Attachment F) to submit any questions.



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**III. SUBMISSION of BIDS**

A. **BID PACKAGE SUBMISSION SCHEDULE:** Subcontractors are to review the bid submission schedule listed below. Note that all bid packages **are not** due on the same date. All proposals must be submitted no later than the date and time listed below.

NUMBER	PACKAGE	DUE DATE & TIME
1	Steel	Tuesday, 2/19/12 @ 2:00PM
2	Plumbing	Tuesday, 2/19/12 @ 2:00PM
3	HVAC	Tuesday, 2/19/12 @ 2:00PM
4	Electrical	Tuesday, 2/19/12 @ 2:00PM

B. **Completeness** – A complete proposal shall include, but not limited to:  
1. Bid Form – see Attachment C; Form must be completed in its’ entirety and signed.  
2. Alternates on the attached form (if applicable)

C. **Submission of Bids** – All bids must be submitted to Fulton County in order to be considered for the work. Bids may be mailed, emailed or faxed. Below is the information for each delivery method.

i. **MAIL/DELIVERY:**

**Fulton County Department of Purchasing & Contract Compliance**  
130 Peachtree St., SW  
Suite 1168  
Atlanta GA 30303-3459

ii. **EMAIL:**

[James.Jones@FultonCountyGA.gov](mailto:James.Jones@FultonCountyGA.gov)

iii. **FAX:**

404.224.5287  
**Attn: James Jones**

D. **Packaging** – All mailed/delivered subcontractor bids must be in a sealed envelope, labeled as follows:

1. Name of Project (Wolf Creek Library)
2. Name of Contractor
3. Bid Package
4. Date of Delivery

E. **Receipt** – All bids **must** be received by the predetermined time on the predetermined date. All bids will have the time of receipt stamped on the exterior of the envelope. All bids that are received after the predetermined time will be rejected and discarded. If you choose to have your bid mailed, bids must be **received** by Fulton County prior to the bid closing date and time. There is no exception to this requirement.



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### **IV. BID PROCESS SCHEDULE**

- 1.28.13 - Bid Packages as well as Construction Documents are scheduled to be released.  
**Note:** These documents are at the 100% completion stage.
- Please review the Bid Package Submission Schedule provided in **Section III** of this Invitation to Bid to determine when each Bid Package is due.
- 2.5.13 @ 2PM – Pre-Bid Conference will be held in the Office of Purchasing and Contract Compliance to address any and all subcontractor questions and concerns.
- **2.19.13 @ 2PM** – All subcontractor bids are due.
- 4.15.13 - The work is intended to commence
- The schedule for Sitework will commence immediately after issuance of the Notice to Proceed and all applicable Permits.
- Overall duration of construction activities is anticipated to be 10 months.

### **V. SITE VISITS**

Contractors are encouraged to visit the site location any time prior to bid submission. This site is currently open so no appointment is necessary.

### **VI. CONTACT**

If you have any questions on the attached documents, please contact:

**Eric Hendrickson**  
Preconstruction Services  
O: 770 242 8588  
[ehendrickson@hoganconstructiongroup.com](mailto:ehendrickson@hoganconstructiongroup.com)

We appreciate your interest in this project and look forward to your response.

END OF INVITATION

### I. PROCEDURAL ITEMS – ALL TRADES

A. *Insurance* – All responding subcontractors must be able to meet or exceed the requirements listed below:

- General Liability: \$1,000,000 (Each Occurance); \$2,000,000 (Aggregate)  
\$2,000,000 (Products/Completed Operations Aggregate)
- Excess/Umbrella Liability: \$1,000,000 (Each Occurance & Aggregate)
- Worker’s Compensation: \$1,000,000
- Automobile Liability: \$1,000,000

In addition, all participating subcontractors must itemize the costs of each line of insurance with respect to their scope of work and total bid. Documentation of this program is available upon request.

B. *First Source Jobs Program* – Fulton County Department of Purchasing and Contract Compliance in partnership with the Fulton County Office of Workforce Development has initiated the ‘First Source Jobs Program’. The First Source Jobs Program has been created to ensure that projects, such as the Wolf Creek Library, generate jobs and wages for the local residents of Fulton County. This program enables subcontractors to fortify their staffing needs with qualified employees for a range of positions.

C. *E-Verify* – All contractors must be a full participant in the E-Verify Program established by the United States Department of Homeland Security. Subcontractors must review and submit a completed Form G stating compliance with these requirements. See Attachments for Forms G.

D. *Construction Standards & Practices* – Responding subcontractors will be held to the highest standards throughout the construction process. Refer to the specifications for the required certifications for specific trades.

**Note:** This is a LEED Silver project. Review specifications for impact to specific trades. Certain trades will need to document their respective products/materials/procedures as part of their scope of work.

E. *BIM Requirements* – Fulton County is implementing a new procedure with regards to record-keeping and project documentation. Structural, Mechanical, Plumbing, Fire Protection and Electrical subcontractors must be able to generate BIM compatible drawing files (Revit) for all shop drawings as well as final as-built drawings. If this service cannot be performed in-house, the subcontractor is responsible to procure consultant services that can perform this requirement. There is no exception to this requirement.

F. *Payment & Performance Bonds* – the cost of performance bonds and labor and material payment bonds shall not be included in the base bid, but the costs shall be included as a separate item on the Bid Form. The General Contractor may require these bonds before the award of any work, in a form approved by the General. The inability of the bidder to provide the required bonds may disqualify the bid package submission.

G. *Subcontractor Agreement* – all bidding subcontractors should review and be familiar with the approved subcontractor agreement (Attachment G). Acceptances of all terms are required to be awarded work.

### II. GENERAL ITEMS – ALL TRADES

- A. *Completeness of Bidding* – All Bidders shall include in their bids all costs for equipment, tools, material, labor, permitting, engineering, supervision and all other associated services required to complete their scope of work described in the construction documents, unless specifically noted otherwise (please refer to the OCIP provided by Fulton County – see Attachment D).
- B. *Responsibility for Project Documents* – In addition to the review of trade-specific drawings and specifications, **every** subcontractor is responsible for the review of **all** drawings and specifications for scope items that are related to their trade.  
  
A current listing of all the relevant specifications and drawings can be found in Section IV of this document. Subcontractor must ensure that the plans and specifications are current and match the date listed on this document.
- C. *Trade Permits* – If applicable, all trade permits are to be provided by the subcontractor.
- D. *Schedule* – Subcontractors must maintain manpower, material and equipment as needed to maintain the General Contractors' Master Schedule.
- E. *Supervision/Project Manager* - Subcontractors shall provide **full** time, experienced on-site Supervision for the entire duration of the project. In addition, an experienced Project Manager must be assigned specifically to this project and shall be available for on-site meetings. The Project Manager must be available to administer the contract agreements, maintain contract documents, monitor project costs, etc. as required.
- F. *Submittals & Shop Drawings* – All subcontractors must prepare all required submittals and shop drawings in a timely manner. **Note:** Structural and MEP trades must be able to generate BIM compatible drawing files for all shop drawings as well as final as-built drawings (Refer to Section I – Item D of this document). If this service cannot be performed in-house, the subcontractor is responsible to procure consultant services that can perform this requirement. There is no exception to this requirement.
- G. *Coordination* – Subcontractors shall cooperate with other contractors working in the vicinity of each other while performing construction activity for the project. Subcontractors shall endeavor to resolve conflicts in their respective work without disruption to other trades and construction schedule.
- H. *General Safety* - Strict compliance of all regulations by subcontractors on the jobsite is imperative. Subcontractors will be responsible for all of their machinery, tools and equipment and ensure that it meet the current OSHA Guidelines. In addition, all employees of the subcontractor must practice 'Safety First' in their daily activities.
- I. *Project Cleanliness* - Clean up of the construction site will be performed on a continuous, daily basis. Each subcontractor will be required by their subcontract agreement to perform daily clean up of all debris created during the construction process. Dumpsters will be provided for all trades by the General Contractor.

### III. GENERAL SCOPE – ALL TRADES

- A. Subcontractors shall field check all necessary dimensions of all work and/or associated material whether furnished and/or installed by others or by Subcontractor to assure final proper fit and function of the work before fabrication commences. All work or rework necessitated by Subcontractors' failure to meet this requirement shall be done at Subcontractors' own expense.
- B. All workmanship, materials, fixtures, specialties and equipment required shall be subject to and in accordance with the requirements of the applicable state, local and national codes and standards under which the installation is made. Work and materials specifically required by the state, local and national codes which are not specifically called out for in the Contract Documents, but necessary to complete the scope of work are the responsibility of the Subcontractor. These items shall be furnished and installed by the Subcontractor at their own expense.
- C. Subcontractor shall do all cutting and patching necessary for the installation of their scope of work. Please refer to Item G listed in Section II of this document.
- D. Prior to starting work, subcontractors must inspect those areas prepared for your work and notify Hogan Construction Group of any deficiencies which impact your work. This inspection shall be done no less than five (5) working days from the anticipated start of activity.

### IV. USE of CONSTRUCTION DOCUMENTS

- A. *Interpretation of Documents:*
  - a. Any doubts regarding the meaning of any portion of the documents or questions about discrepancies in or omissions from any part of the documents should be brought to the attention of Hogan Construction Group immediately. **DO NOT** contact the Owner or Architect directly.
  - b. Interpretation or correction of the documents will be made only by addendum and will be made available via official posting and notification. Receipt of any and all addenda shall be acknowledged on the Bid Form. Only interpretations of changes in the form of a written addendum will be binding.
- B. *Substitute Material and Equipment:*
  - a. The work shall be bid on the basis of proposed material and equipment or the method of installation described in the drawings or specified in the specifications without consideration of substitute or "or equal" items or methods unless the Contract Documents explicitly permit such items or methods.
  - b. Bidders are encouraged to propose substitute methods, materials and equipment in the form of voluntary alternates as listed on the Bid Form.



**ATTACHMENT B1 – SCOPE OF WORK  
ELECTRICAL**

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**I. SCOPE of WORK – OVERVIEW**

- A. A brief description of work for this Proposal package is included. It is to be used as a guide to the Bidder in understanding the Scope of Work for the Project, but shall not be construed as being all inclusive of the Work described in the Construction Documents (Plans & Specifications). The information in the Construction Documents shall rule.
- B. Subcontractor specifically agrees to perform the Work in strict accordance with the Construction Document (Plans & Specifications) which are listed for reference in Attachment A – Section V. The general Scope of Work includes a full review of an entire set of contract drawings and specifications, **including Section 2.01: Division One – General Requirements.**
- C. Bidding subcontractors should review and be familiar with the approved subcontractor agreement (Attachment G). Acceptances of all terms are required to be awarded work.
- D. Bidders shall include all costs for equipment, tools, materials, labor, engineering, supervision and all other services required to complete the Work described in the Construction Documents.
- E. Subcontractors shall secure and pay for all necessary permits and inspections required to complete their Scope of Work. Final certificates of inspection and approval are required before final payment is made.
- F. Subcontractors shall cooperate with other subcontractors working in the vicinity of the Work of this Project and shall endeavor to resolve conflicts in their respective work without impacting other trades or the General Contractor Master Schedule.
- G. Responsibility, for control of all on-site vehicular and personnel movements, is solely that of the subcontractor. Cost for repairing damages to the Work of this subcontractor, as well as others, as a result of failure to control activities, shall be borne by the subcontractor causing the damage.
- H. Direct any and all questions on the correct Request for Information Form (Attachment D) to:

Eric Hendrickson  
Preconstruction Services  
770.242.8588  
[ehendrickson@hoganconstructiongroup.com](mailto:ehendrickson@hoganconstructiongroup.com)

The Owner (Fulton County) and/or Architect (Leo A Daly) **ARE NOT** to be contacted directly.



**ATTACHMENT B1 – SCOPE OF WORK  
ELECTRICAL**

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**I. SCOPE of WORK – GENERAL ITEMS**

- A. Subcontractors shall field check all necessary dimensions of all work and/or associated material whether furnished and/or installed by others or by Subcontractor to assure final proper fit and function of the work before fabrication commences. All work or rework necessitated by Subcontractors' failure to meet this requirement shall be done at Subcontractors' own expense.
- B. All workmanship, materials, fixtures, specialties and equipment required shall be subject to an in accordance with the requirements of the applicable state, local and national codes and standards under which the installation is made. Work and materials specifically required by the state, local and national codes which are not specifically called out for in the Contract Documents, but necessary to complete the scope of work are the responsibility of the Subcontractor. These items shall be furnished and installed by the Subcontractor at their own expense.
- C. Subcontractor shall do all cutting and patching necessary for the installation of their scope of work. Please refer to Attachment A – General Items, Section II, Item G.
- D. Prior to starting work, subcontractors must inspect those areas prepared for your work and notify Hogan Construction Group of any deficiencies which impact your work. This inspection shall be done no less than five (5) working days from the anticipated start of activity.
- E. Subcontractor is responsible for the continuous and daily clean-up of their construction activities. Failure to perform clean-up activities will result in back-charges for supplemental labor to complete this requirement.

**I. SCOPE of WORK – TRADE SPECIFIC: ELECTRICAL**

- A. Subcontractor shall furnish and install the complete electrical system including but not limited to switchgear, transformers, connections on high and low side, branch panels/feeders, building service, primary distribution, control outlets/feeders, power outlets and wiring, cable tray and conduit and light fixtures as required.
- B. Subcontractor to provide and install a complete fire alarm system as shown
- C. Subcontractor will provide and install all low voltage systems per contract documents.
- D. Provide and install all accessories attached to or part of light fixtures, including diffusers.
- E. Provide and install any required pigtails for equipment not so equipped and provided by others and listed in the contract documents.
- F. Includes electrical connections and location coordination for automatic doors, power door operators, magnetic hold opens, electric strikes and hinges and all other equipment furnished by door hardware supplier requiring electrical connection as shown on the contract documents.



**ATTACHMENT B1 – SCOPE OF WORK  
ELECTRICAL**

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- G. This subcontractor shall provide and install all weatherproofed enclosures for all finished exterior building electrical work.
- H. Subcontractor to coordinate all fire alarm strobes clock location with the marker boards, tack boards and other furniture or equipment to prevent conflicts.
- I. Provide and install all required lamps/bulbs and replacement as required for final lighting as well as temporary lighting service per OSHA minimum standards.
- J. Subcontractor shall provide and install all cool tower equipment per the Contract documents.
- K. Permanent fixtures and lamps will be used prior to turnover. Relamping of burned out lamps/bulbs is included.
- L. Commissioning of all electrical systems is included in this subcontract scope. Subcontractor shall provide complete systems training by certified manufacturer's representatives for all electrical systems.
- M. Subcontractor shall provide all final electrical connection and hook-up to all equipment and starters requiring electrical power to all items requiring electrical power, not necessarily shown on the electrical drawings but is indicated on other contract documents Coordinate with all drawings and trades.
- N. Subcontractor shall furnish and install all disconnects required for complete scope.
- O. Subcontractor will provide sleeves and coordinate conduit installation with the masonry or drywall contractors. All penetrations through ceilings and floors will be by this subcontractor. If sleeves or block-outs are missed, or not installed due to an error of this subcontractor, this subcontractor is strictly restricted to coring holes only. Chipping, hammering, jack-hammering, cutting out, knocking out tooling walls, etc. is strictly prohibited.
- P. Subcontractor shall coordinate with all equipment submittals to ensure all appropriate power is installed.
- Q. Subcontractor shall provide all required testing, certification, licenses, fees, permits, and agency approvals involving the electrical work, is the responsibility of the electrical contractor.
- R. Subcontractor shall provide all required identification and equipment labeling. Include all color coding of conduits, boxes, raceways, etc. as required.
- S. Subcontractor shall furnish and install all required raceways, cable trays and conduits
- T. Subcontractor shall coordinate electrical requirements with mechanical and architectural documents; including equipment lay-out drawings, and power requirements in conjunction with other trades and code requirements.



**ATTACHMENT B1 – SCOPE OF WORK  
ELECTRICAL**

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- U. Subcontractor shall furnish and install all below slab concrete work required for installation of electrical systems.
- V. Subcontractor shall furnish and install a complete life safety system including power wiring fire alarm and installation of miscellaneous devices.
- W. Provide power for fire protection tamper and flow switches – including any tamper switches required at vault. Quantity and location will be provided by others during the submittal phase of the project.
- X. Subcontractor shall furnish all duct detectors, and coordinate installation with HVAC subcontractor, installation is by HVAC subcontractor.
- Y. Subcontractor shall coordinate roof openings with roofer, structural steel supplier and Contractor. Subcontractor shall furnish and install all roof penetrations, curbs, flashings, as required to make a complete and watertight roof penetration. Curbs furnished by this Subcontractor and to be installed by roofer.
- Z. Subcontractor shall meet with and coordinate with the Mechanical, Plumbing and Fire Sprinkler Subcontractor(s) to ensure that between all four subcontractors, all items whether electrical, mechanical or fire protection will be completed by one or the other subcontractor without any additional cost to the Owner, Architect, or Contractor.

## **I. SCOPE of WORK – OVERVIEW**

- A. A brief description of work for this Proposal package is included. It is to be used as a guide to the Bidder in understanding the Scope of Work for the Project, but shall not be construed as being all inclusive of the Work described in the Construction Documents (Plans & Specifications). The information in the Construction Documents shall rule.
- B. Subcontractor specifically agrees to perform the Work in strict accordance with the Construction Document (Plans & Specifications) which are listed for reference in Attachment A – Section V. The general Scope of Work includes a full review of an entire set of contract drawings and specifications, ***including Section 2.01: Division One – General Requirements.***
- C. Bidding subcontractors should review and be familiar with the approved subcontractor agreement (Attachment G). Acceptances of all terms are required to be awarded work.
- D. Bidders shall include all costs for equipment, tools, materials, labor, engineering, supervision and all other services required to complete the Work described in the Construction Documents.
- E. Subcontractors shall secure and pay for all necessary permits and inspections required to complete their Scope of Work. Final certificates of inspection and approval are required before final payment is made.
- F. Subcontractors shall cooperate with other subcontractors working in the vicinity of the Work of this Project and shall endeavor to resolve conflicts in their respective work without impacting other trades or the General Contractor Master Schedule.
- G. Responsibility, for control of all on-site vehicular and personnel movements, is solely that of the subcontractor. Cost for repairing damages to the Work of this subcontractor, as well as others, as a result of failure to control activities, shall be borne by the subcontractor causing the damage.
- H. Direct any and all questions on the correct Request for Information Form (Attachment D) to:

Eric Hendrickson  
Preconstruction Services  
770.242.8588  
[ehendrickson@hoganconstructiongroup.com](mailto:ehendrickson@hoganconstructiongroup.com)

The Owner (Fulton County) and/or Architect (Leo A Daly) **ARE NOT** to be contacted directly.



**ATTACHMENT B2 – SCOPE OF WORK  
HVAC**

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**I. SCOPE of WORK – GENERAL ITEMS**

- A. Subcontractors shall field check all necessary dimensions of all work and/or associated material whether furnished and/or installed by others or by Subcontractor to assure final proper fit and function of the work before fabrication commences. All work or rework necessitated by Subcontractors' failure to meet this requirement shall be done at Subcontractors' own expense.
- B. All workmanship, materials, fixtures, specialties and equipment required shall be subject to an accordance with the requirements of the applicable state, local and national codes and standards under which the installation is made. Work and materials specifically required by the state, local and national codes which are not specifically called out for in the Contract Documents, but necessary to complete the scope of work are the responsibility of the Subcontractor. These items shall be furnished and installed by the Subcontractor at their own expense.
- C. Subcontractor shall do all cutting and patching necessary for the installation of their scope of work. Please refer to Attachment A – General Items, Section II, Item G.
- D. Prior to starting work, subcontractors must inspect those areas prepared for your work and notify Hogan Construction Group of any deficiencies which impact your work. This inspection shall be done no less than five (5) working days from the anticipated start of activity.
- E. Subcontractor is responsible for the continuous and daily clean-up of their construction activities. Failure to perform clean-up activities will result in back-charges for supplemental labor to complete this requirement.

**I. SCOPE of WORK – TRADE SPECIFIC: HVAC**

- A. All labor, materials, accessories, supervision, equipment, coordination, permits, licenses, fees and insurance that is required to complete this scope of work in accordance with the plans and specifications.
- B. Perform all work associated with the mechanical systems including equipment, mechanical and refrigerant piping, louvers, air distribution, controls, sensors, test and balance as shown on the Contract Documents and specifications.
- C. This Subcontractor to make arrangements to meet with the structural, fire protection, electrical, and plumbing subcontractors and provide coordinated shop drawings to ensure that all rough-in, fixtures, devices, equipment, etc., can be installed in accordance with the Contract Documents.
- D. All HVAC Controls as required per plans and specifications.
- E. Subcontractor shall coordinate exact location of all grilles, registers, and diffusers with the Reflected Ceiling Plans.
- F. Coordination of all ceiling mounted equipment and diffuser locations with ceiling subcontractor is the responsibility of this subcontractor.



**ATTACHMENT B2 – SCOPE OF WORK  
HVAC**

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- G. Furnish and Install all fire dampers per plans and specifications.
- H. Coordinate location and sizes of all framed openings with respective trades during the construction of walls, ceilings, and floors.
- I. All cutting and patching required for this scope of work.
- J. Subcontractor shall layout concrete work associated with the mechanical equipment including housekeeping pads, curbs, etc.
- K. Seal, pack, fire safe, etc., all mechanical penetrations in accordance with the Contract Documents.
- L. Subcontractor to provide all mechanical pipe and equipment identification.
- M. Subcontractor to provide and install all cooling tower equipment in accordance with the Contract Documents.
- N. All Drain Lines shall be routed per the drawings and securely fastened to prevent movement.
- O. All louvers as shown as in the mechanical drawings are included and considered to be furnished and installed. Coordination of louver installation shall be done by this subcontractor.
- P. Subcontractor to provide and maintain any required temporary filters.
- Q. Insulate mechanical piping and ductwork in accordance with the Contract Documents.
- R. Provide all supports for the mechanical work, including anchor bolts, hangers, isolators, channels, angles, embeds, plates, Unistrut, etc.
- S. Provide certified Testing and Balancing services in accordance with the Contract Documents.
- T. Perform all work associated with the mechanical controls, including digital control equipment, wiring, instruments, control elements, etc., as required by the Contract Documents.
- U. Subcontractor to provide start up and commissioning services of all equipment furnished under this Subcontract.
- V. Perform all refrigerant piping work in accordance with the Contract Documents.
- W. Subcontractor is responsible for all caulking and sealants associated with the mechanical work.
- X. Subcontractor shall maintain as-built drawings on-site throughout the duration of the project. As-built drawings shall be available for review by the Contractor if requested. Submit Operations and Maintenance manuals, as-built drawings, warranties, and other close out documents prior to substantial completion of the electrical work.



**ATTACHMENT B3 – SCOPE OF WORK  
PLUMBING**

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**I. SCOPE of WORK – OVERVIEW**

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**ATTACHMENT B3 – SCOPE OF WORK  
PLUMBING**

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**I. SCOPE of WORK – GENERAL ITEMS**

- A. Subcontractors shall field check all necessary dimensions of all work and/or associated material whether furnished and/or installed by others or by Subcontractor to assure final proper fit and function of the work before fabrication commences. All work or rework necessitated by Subcontractors' failure to meet this requirement shall be done at Subcontractors' own expense.
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- C. Subcontractor shall do all cutting and patching necessary for the installation of their scope of work. Please refer to Attachment A – General Items, Section II, Item G.
- D. Prior to starting work, subcontractors must inspect those areas prepared for your work and notify Hogan Construction Group of any deficiencies which impact your work. This inspection shall be done no less than five (5) working days from the anticipated start of activity.
- E. Subcontractor is responsible for the continuous and daily clean-up of their construction activities. Failure to perform clean-up activities will result in back-charges for supplemental labor to complete this requirement.

**I. SCOPE of WORK – TRADE SPECIFIC: PLUMBING**

- A. All labor, materials, accessories, supervision, equipment, coordination, licenses, fees, insurance that is required to complete the scope of work in accordance with the plans and specifications for the plumbing work.
- B. Furnish and install a complete plumbing system including all plumbing rough-in, sanitary drainage, domestic water, plumbing fixtures, hot and cold water lines as required for a fully operational plumbing system per state and local codes.
- C. All sanitary and domestic water work in accordance with the documents including the connection to the water and sewer systems within 5 feet of the building unless noted otherwise in this agreement.
- D. All excavation and backfill as required for plumbing work.
- E. Furnish and install all identification for Pipes and valves.
- F. Furnish and install water heater with thermal expansion tank, thermometer as noted.
- G. Furnish and install hot water circulation pump and piping with aqua stat as noted.



**ATTACHMENT B3 – SCOPE OF WORK  
PLUMBING**

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- H. Furnish and install freeze wall hydrant with box and cover as noted.
- I. Furnish and install interior hosebibb with vacuum breaker as noted.
- J. All caulking associated with plumbing work.
- K. Coordination with the mechanical and electrical subs for overhead clearances and proper drainage of each other's work.
- L. All sleeves, roof drains, escutcheons, fire stopping, as required of all wall and floor penetrations for plumbing work.
- M. Any concrete cutting and or coring along with the pour back for any work required for the plumbing systems.
- N. Documentation and performance of all testing, flushing, cleaning and treatments of all systems.
- O. Toilet accessories as noted in the plumbing section.
- P. Subcontractor shall furnish all roof penetrations, curbs, pans, flashings and caulking as required to install complete and watertight roof penetrations for all mechanical piping and ductwork etc.
- Q. Waste and vent piping must be schedule 40 PVC solid wall.



**ATTACHMENT B4 – SCOPE OF WORK  
STRUCTURAL STEEL**

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**I. SCOPE of WORK – OVERVIEW**

- A. A brief description of work for this Proposal package is included. It is to be used as a guide to the Bidder in understanding the Scope of Work for the Project, but shall not be construed as being all inclusive of the Work described in the Construction Documents (Plans & Specifications). The information in the Construction Documents shall rule.
- B. Subcontractor specifically agrees to perform the Work in strict accordance with the Construction Document (Plans & Specifications) which are listed for reference in Attachment A – Section V. The general Scope of Work includes a full review of an entire set of contract drawings and specifications, ***including Section 2.01: Division One – General Requirements.***
- C. Bidding subcontractors should review and be familiar with the approved subcontractor agreement (Attachment G). Acceptances of all terms are required to be awarded work.
- D. Bidders shall include all costs for equipment, tools, materials, labor, engineering, supervision and all other services required to complete the Work described in the Construction Documents.
- E. Subcontractors shall secure and pay for all necessary permits and inspections required to complete their Scope of Work. Final certificates of inspection and approval are required before final payment is made.
- F. Subcontractors shall cooperate with other subcontractors working in the vicinity of the Work of this Project and shall endeavor to resolve conflicts in their respective work without impacting other trades or the General Contractor Master Schedule.
- G. Responsibility, for control of all on-site vehicular and personnel movements, is solely that of the subcontractor. Cost for repairing damages to the Work of this subcontractor, as well as others, as a result of failure to control activities, shall be borne by the subcontractor causing the damage.
- H. Direct any and all questions on the correct Request for Information Form (Attachment D) to:

Eric Hendrickson  
Preconstruction Services  
770.242.8588  
[ehendrickson@hoganconstructiongroup.com](mailto:ehendrickson@hoganconstructiongroup.com)

The Owner (Fulton County) and/or Architect (Leo A Daly) **ARE NOT** to be contacted directly.



**ATTACHMENT B4 – SCOPE OF WORK  
STRUCTURAL STEEL**

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**I. SCOPE of WORK – GENERAL ITEMS**

- A. Subcontractors shall field check all necessary dimensions of all work and/or associated material whether furnished and/or installed by others or by Subcontractor to assure final proper fit and function of the work before fabrication commences. All work or rework necessitated by Subcontractors' failure to meet this requirement shall be done at Subcontractors' own expense.
- B. All workmanship, materials, fixtures, specialties and equipment required shall be subject to an in accordance with the requirements of the applicable state, local and national codes and standards under which the installation is made. Work and materials specifically required by the state, local and national codes which are not specifically called out for in the Contract Documents, but necessary to complete the scope of work are the responsibility of the Subcontractor. These items shall be furnished and installed by the Subcontractor at their own expense.
- C. Subcontractor shall do all cutting and patching necessary for the installation of their scope of work. Please refer to Attachment A – General Items, Section II, Item G.
- D. Prior to starting work, subcontractors must inspect those areas prepared for your work and notify Hogan Construction Group of any deficiencies which impact your work. This inspection shall be done no less than five (5) working days from the anticipated start of activity.
- E. Subcontractor is responsible for the continuous and daily clean-up of their construction activities. Failure to perform clean-up activities will result in back-charges for supplemental labor to complete this requirement.

**I. SCOPE of WORK – TRADE SPECIFIC: STRUCTURAL STEEL**

- A. Provide any necessary equipment, labor and materials for structural steel, steel joists, steel roof deck, miscellaneous metals, fabricated steel ladders, shop metal fabrications, steel railings, prefabricated metal products, ornamental hand rails as well as the erection and installation of all preceding items.
- B. Provide any and all anchor bolts, loose lintels, embeds and plates.
- C. Scope includes supplying labor and material to install and maintain safety rails as required.
- D. Provide shop drawings (refer to Attachment A, Section I, Item D; Section II, Item F) and anchor bolt plans per the specifications and the General Contractor Master Schedule.
- E. Provide any and all necessary steel frames for support of/suspension of any items that are to be connected to the structure and necessary labor to install these items.
- F. Include multiple mobilizations as necessary to complete Scope of Work
- G. This subcontractor is responsible for layout of their Scope of Work.



**ATTACHMENT C – BID FORM**

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**I. BID FORM**

A. *List the corresponding Bid Package being submitted on:*

BID PACKAGE: \_\_\_\_\_

B. *List the following company information:*

\_\_\_\_\_  
Name of Bidder

\_\_\_\_\_  
Address of Bidder

\_\_\_\_\_  
City, State, Zip Code of Bidder

\_\_\_\_\_  
Telephone Number of Bidder

\_\_\_\_\_  
Email Address of Point of Contact for Bidder

C. **PROPOSAL – BASE BID:**

After having carefully examined the Construction Documents for the project as well as any and all Addenda, and after including the provisions stipulated in Attachment A – General Items, do hereby offer to furnish all labor, supervision, materials, tools, equipment, transportation and other facilities necessary for the construction work required for this project as stated above for the price described below:

The Proposal Price shall be the Lump Sum Price of:

\_\_\_\_\_ (\$ \_\_\_\_\_ )

for the work as described in the Construction Documents.

*BID FORM CONTINUED ON PAGE 2.*



**ATTACHMENT C – BID FORM**

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**D. Itemized Breakout Pricing – included in Base Bid:**

1. Bonding:

- Bonding Rate: \_\_\_\_\_ %

**E. Alternate Pricing – Please submit additional suggestions on reverse of this sheet:**

1. Description: \_\_\_\_\_  
Deduction if Accepted: \_\_\_\_\_ (\$ \_\_\_\_\_ )
2. Description: \_\_\_\_\_  
Deduction if Accepted: \_\_\_\_\_ (\$ \_\_\_\_\_ )
3. Description: \_\_\_\_\_  
Deduction if Accepted: \_\_\_\_\_ (\$ \_\_\_\_\_ )
4. Description: \_\_\_\_\_  
Deduction if Accepted: \_\_\_\_\_ (\$ \_\_\_\_\_ )

**F. Changes in the Work:**

The Owner reserves the right to have any additional work done at a fixed negotiated cost which will include subcontractor profit and overhead. The undersigned indicates below that the fee will be based on the following percentage:

Total mark-up applied to changes in work, inclusive of all overhead and profit: \_\_\_\_\_ %

**G. Schedule:**

Time to complete the work in consecutive calendar days: \_\_\_\_\_ days.

*BID FORM CONTINUED ON PAGE 3.*



**ATTACHMENT C – BID FORM**

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**H. Assumptions and Clarifications:**

Bidder is to list any assumptions or clarifications which were used to develop the Base Bid Proposal Price. Please submit all assumptions/clarifications in a separate document. This document must list the Project, Bid Package, Name of Bidder, Contact information of Bidder and Date.

**I. Acceptance of General Items:**

Please circle the appropriate response to the statements listed below:

- I accept all terms and conditions listed in Attachment A – General Items:      YES      NO
- I accept all terms and conditions listed in Attachment B – Scope of Work:      YES      NO

**J. Addenda:**

In proposing the Base Bid Proposal Price, the bidder acknowledges the receipt and inclusion of all addenda for the Project and specifically lists those addenda below:

Addenda	Date	Addenda	Date
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**K. Minority Participation:**

The undersigned company is authorized to claim the following minority classification(s):

Minority Business Enterprise (MBE): \_\_\_\_\_

Women Owned Business Enterprise (WBE): \_\_\_\_\_

Disadvantaged Business Enterprise (DBE): \_\_\_\_\_

Other (Please Specify Type): \_\_\_\_\_

Authorizing Authority (City/County): \_\_\_\_\_

If your company is not a MWDBE, please indicate the percentage and total dollar amount of your proposed area of work that will incorporate minority participation.

Percentage: \_\_\_\_\_ Total Dollar Amount: \_\_\_\_\_

*BID FORM CONTINUED ON PAGE 4.*



**ATTACHMENT C – BID FORM**

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L. *SIGNATURES:*

The Undersigned is doing business as a:

Sole Proprietor \_\_\_\_\_; or Partnership \_\_\_\_\_;

or Corporation \_\_\_\_\_ (incorporated in the State of \_\_\_\_\_);

and signs the Bid Form Proposal on the \_\_\_\_\_ day of \_\_\_\_\_, 2013.

This proposal will be held open for acceptance by Hogan Construction Group for thirty (30) days after the date as indicated above.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

END OF BID FORM.



## Request for Information

Project: **Wolf Creek Library**

No: \_\_\_\_\_ Request Date: \_\_\_\_\_

Location: **3100 Enon Road, Atlanta GA 30331**

Reason For Request:  Insufficient Information  
 Engineering Conflict

To: Hogan Construction Group, LLC  
5075 Avalon Ridge Parkway  
Norcross GA 30071

Alternate Proposal  
 Other

Attention: **Eric Hendrickson - Preconstruction**

Action Requested:  Clarification  
 Direction  
 Approval

Response Required By: \_\_\_\_\_

Probable Effect:  Increase / Decrease Cost  
 Increase / Decrease Time  
 No Change

Reference: \_\_\_\_\_ Drawing No: \_\_\_\_\_ Detail No: \_\_\_\_\_ Spec. Section: \_\_\_\_\_

Information Needed:

Submitted By: \_\_\_\_\_

Recommendation:

Submitted By: \_\_\_\_\_

- Proceed With Recommended Solution
- Proceed With These Instructions:

Authorized Signature: \_\_\_\_\_