

Renovations to the Old City Hall

4501 Padre Blvd.
SOUTH PADRE ISLAND

For

The City of South Padre Island

South Padre Island, Texas

April, 2015

SAM A LISTI

Listi Architects

South Padre Island, Texas

"The Texas Board of Architectural Examiners has jurisdiction over complaints regarding the professional practices of persons registered as architects in Texas."

**RENOVATIONS TO OLD CITY HALL
City of South Padre Island**

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**SECTION 00102
BIDDING INFORMATION**

1.0 PROJECT

Old City Hall Renovations
4501 Padre Blvd.
South Padre Island, Texas

1.1 OWNER

City of South Padre Island
South Padre Island, Texas

1.2 ARCHITECT

Sam A. Listi AIA
Listi Architects
PO Box 2220
South Padre Island, TX 78597
Tel 956-345-9960
Fax 956-761-4935

1.3 GENERAL CONTRACTOR- To Be Announced

1.4 BID RECEIPT- To Be Announced

1.5 SUB-BID INFORMATION- Sub bids are invited from all qualified experienced sub- contractors who have examined the bid documents and are able to provide references.

1.6 PROPOSALS- Sealed proposals, in duplicate, will be received at the Office of the City Secretary, City of South Padre Island, 4601 Padre Blvd, South Padre Island, TX 78597 up to 1:30pm on April 22, 2015 at which time they will be opened and read publicly.

1.6.1 If forwarded by mail, the sealed envelope containing the bid must be enclosed in another envelope addressed as specified.

1.6.2 Only one proposal will be accepted from any bidder.

1.6.3 All bid proposals must be accompany by a bid bond in the amount of 5% of the maximum amount of the proposal from an acceptable Surety Company authorized to transact business in Texas or Certified or Cashier's check on a State or National Bank of State of Texas.

1.6.4 A Pre-Bid conference is scheduled for April 8, 2015 at 10:00am to be held at City of South Padre Island, City Hall 2nd floor, 4601 Padre Blvd, South Padre Island, TX 78597. While the pre-bid conference is not mandatory it is highly recommended that prospective bidders attend.

2.0 PREPARATION AND SUBMISSION OF BID

All proposals are to be in the form designated "Proposal Form" included in these specifications to ensure complete uniformity of wording. Proposals may be rejected if they show any omissions, alterations of wording, conditional bids, voluntary alternates, qualifications or irregularities of any kind.

3.0 RECEIPT AND OPENING OF BIDS

3.1 Bids will be received at the time, date and place shown above in section 1.6. Any bid received after such time will not be considered.

3.2 Bids will be privately opened and read.

3.3 Any bid may be withdrawn prior to the scheduled time for the openings of bids or authorized postponement thereof.

3.4 No bids may be withdrawn for a period of thirty (30) days subsequent to the date of receipt of the proposals, without the consent of the owner.

3.5 The owner will notify the successful bidder by phone and by mail, of the acceptance of his bid.

4.0 RIGHTS OF OWNER

4.1 The owner reserves the right to waive any informality in the bids received when such waiver is in the interests of the owner.

4.2 The owner reserves the right to reject any and/or all bids when such rejections are in the interest of the owner.

5.0 ADDENDA

5.1 Requests for interpretations shall be in writing; emailed to the architect (spiarch@yahoo.com) and requests received less than five (5) days prior to the scheduled date for the bid opening will not be considered.

Interpretations and supplemental instructions will be issued in the form of written addenda to the contract documents, and will be faxed or emailed to all bidders of record, not later than three (3) days prior to the scheduled date for the opening of bids. Failure to receive any addendum shall not relieve bidder from any obligation under his bid as submitted.

5.2 No oral interpretation will be given with respect to the meaning of the drawings, specifications or other documents.

6.0 AGREEMENT- The standard Form of Agreement between Owner and Contractor, Stipulated Sum, AIA Document A101, current edition, shall be included by reference in this contract as if it were integrally bound herein. A complete copy of this form is on file at the office of the architect. Agreement to be reviewed and approved by the owner's legal representation- Dennis Sanchez, Attorney at Law, Brownsville Texas.

7.0 PERFORMANCE BOND

7.1 Performance Bond, AIA Document A311, latest edition, pages 1 and 2, shall be included by reference in this contract as if it were integrally bound herein. A copy of the Performance Bond is on file at the office of the architect.

7.2 An executed copy of the form shall accompany the executed Agreement.

8.0 PAYMENT BOND

8.1 Payment Bond, AIA Document A311, latest edition, pages 3 and 4, shall be included by reference in this contract as if it were integrally bound A copy of the Payment Bond is on file at the office of the architect.

8.2 An executed copy of the form shall accompany the executed Agreement.

9.0 PROPOSAL

To:

William DiLibero

City Manager

City of South Padre Island

For the following work: Renovations to the old City Hall

Proposal of: (name) _____

(address) _____

1. The undersigned, as bidder, declares that the only person or parties interested in this proposal is made without collusion with any other person, firm or corporation; that he has carefully examined the form of Agreement, instructions to Bidders, General Conditions, Specifications and Drawings therein referred to, and has carefully examined the locations, conditions and classes of materials of the proposed work; and agrees that he will provide all the necessary machinery, tools, apparatus and other means of construction and will do all the work and furnish all the materials called for in the Agreement, Specifications and Drawings in the manner prescribed and according to the requirements set forth therein.
2. Proposal amounts shall be shown in both words and figures. In case of discrepancy, the amount shown in words shall govern.
3. The bidder acknowledges receipt and incorporation in this bid of the following addenda.

No. _____ Date _____

No. _____ Date _____

No. _____ Date _____

No. _____ Date _____

4. **Phase 1 A - Base Bid includes pricing for the extension of the parapet and the new TPO Roof including replacement of the galvanize pans, tapered insulation, all a/c curbs and all flashing and caps.**

(words)

COMPLETED _____

(figures) \$ _____

5. **Phase 1 B - Add Alternate includes pricing for the complete interior demolition and exterior wing walls.**

(words)

COMPLETED _____

(figures) \$ _____

6. **Phase IIa - Add Alternate includes pricing for the following:**

- a. Rough-in plumbing and back flow prevention device
- b. Slab topping to raise the floor to 6' elevation and to cover the old vinyl tile floor
- c. Paint the interior exposed metal bar-joists with fire resistance paint
- d. Repair the entrances with new storefront, ADA approaches, and canopy's and removal of front wing walls
- e. Flood proof the building to 9' at all entrances
- f. Paint the exterior wall with pre-approved colors to conform to the City color pallet.

(words) _____
(figures) _____
\$ _____

7. Phase IIb - Add Alternate includes pricing for the following:

a. All A/C work including units , ductwork and grills. Roof top curbs are in place.

(words) _____
(figures) _____
\$ _____

8. Phase IIc - Includes pricing on the new interior construction. Included is all other work in the construction documents

(words) _____
(figures) \$ _____

Proposal of (Signature) _____
(Company name) _____
(Address) _____

Seal, if a corporation

8.0 GENERAL CONDITIONS

The General Conditions of the Contract for Construction, AIA Document A201, latest edition, pages 1 through 19, shall be included by reference in this contract as if it were integrally bound herein. A complete copy of the General Conditions is on file at the office of the architect.

9.0 SUBMITTALS REQUIRED FOR THIS PROJECT- the following submittals are required for this project. Additional submittals may be required by the architect, owner, other specifications sections, or the complexity of the project. Written or printed submittals (by specification section):

Description	Number of copies
1. Instructions to Bidders and Bid Proposal Form	
a. Bid Proposal Form	1
b. Corporate Resolution allowing signature	1
2. General Conditions and Supplementary General Conditions	
a. Performance Bond (only if more than \$100,000) and payment bond (only if more than \$50,000) with powers-of-attorney	3
b. Proof of recording bonds	3
c. Insurance Certificates	3
d. List of subcontractors and suppliers	3
e. Construction Cost breakdown	3
f. Construction Progress Schedule	3
g. Copies of all required permits	3
h. Name of on site project Superintendent, including telephone and fax numbers	3
i. Name of proposed material testing service company	3
j. Anticipated monthly draw request schedule	3
k. Jobsite telephone numbers	3

I. Monthly request for payment	
1. AIA form G702, Current edition	3
2. AIA form G703, Current edition	3
3. Updated construction progress schedule	3
4. Construction Progress photographs	3
5. Documents regarding stored materials:	
a. Location of stored materials	3
b. Bills of Lading	3
c. Transfer of ownership to project owner	3
d. Insurance certificates covering stored materials	3
e. Schedule of status of stored materials from previous applications	3
6. Lien releases for sub-contractors and suppliers in the amounts paid by previous payment request	3

END OF SECTION

**SECTION 00700
GENERAL CONDITIONS**

PART 1 GENERAL CONDITIONS

1.1 SUMMARY

- A. Section Includes:
 - 1. Conditions of the Contract
- B. Related Documents
 - 1. AIA Document A201 - 2007
 - 2. Document 00800 Supplementary Conditions

1.2 GENERAL CONDITIONS

- A. The General Conditions of the Contract for Construction AIA Document A201-2007, is hereby made a part of these documents and are the General Conditions on which all agreements for this work shall be based.
- B. A complete copy of the document is available from the American Institute of Architects or is available in the office of South Padre Island Architects, Inc.

PART 2 PRODUCTS

Not Used

PART 3 EXECUTION

Not Used

END OF SECTION

SECTION 00800
SUPPLEMENTARY GENERAL CONDITIONS

PART 1 GENERAL

1.1 Scope- These Supplementary Conditions shall:

- A. Amend or supplement certain articles of the General Conditions of the contract for construction AIA document A201.
- B. Add certain articles and paragraphs to the general conditions.
- C. Where any articles of the General Conditions is supplemented hereby, original provisions of such article shall remain in effect and all Supplementary Conditions be considered added thereto, except as such original provisions are specifically amend, superceded or voided by these Supplementary Conditions.
- D. In cases of conflict between the General Conditions and the Supplementary Conditions, these Supplementary Conditions shall have precedence.
- E. The term General Conditions as used in the Specifications shall be interpreted to include these Supplementary General Conditions.

2 Amendments-

- A. Article 4- Contractor: 4.4 Labor and Materials: Add the following subparagraph:
 - 4.4.3 The contractor shall submit to the Architect a list of all materials and equipment proposed for use in the work, as specifically requested by the Architect within 30 days after signing the agreement. All materials furnished shall comply with the following requirements.
 - 4.4.3.1 Materials and equipment identified in the specifications by three (3) or more manufacturer's names, brand names or trade names: Furnish one of the identified items.
 - 4.4.3.2 Materials and equipment identified in the specifications by less than three (3) or more manufacturer's names, brand names or trade names: The reference shall establish a standard quality and shall not be construed to limit competition.
 - 4.4.3.3 Materials and equipment specified by descriptions and definition of physical characteristics and performance: Such information indicates the quality and performance required for such items and invites competition among manufacturers of substantially equal items.
 - 4.4.3.4 The Contractor shall ascertain that items offered as equals to items specified will fit the physical limits of space shown on the drawings, and leave ample clearance for proper installation, operation and servicing of the item and all adjacent items.
 - 4.4.3.5 Materials and equipment proposed as substitutes for specified items will be rejected unless they are equal in the judgment of the architect to specified items in quality, intended appearance, and function when installed in this particular work. Substitutes shall not be used unless approved by the architect.
 - 4.4.3.6 Should it become necessary during the tenure of the agreement due to US government restrictions or unavailability of materials and equipment, the combined consideration of the owner, architect and contractor shall be given to possible substitutes and the architect shall issue a record of the decision.
- B. Subparagraph 4.12.3: Add the following sentences:

At least one (1) week will be required for processing of shop drawings and brochures by the architect and his consultants, exclusive of transmittal time. This time shall be considered when scheduling the submittal of shop drawings and samples.
- C. Paragraph 4.12 Add the following subparagraphs:
 - 4.12.9 Shop drawings and manufacturers brochures shall be prepared by skilled draftsmen, shall clearly illustrate the work with scale and full size details, and shall comply with the following requirements:
 - 4.12.9.1 Show kind of material, size or gauge of all members, method of joining and anchoring members to each other and to adjoining materials, quantity and room locations of each item, surface finishes, and all other pertinent data.
 - 4.12.9.2 A title plate at the lower right-hand corner of each sheet shall provide the following information: Sheet Title and Number: Names of Project Architect, The Contractor and subcontractor; Date of Original Submission, Date of Revision or Correction.
 - 4.12.9.3 Maximum sheet size shall be 24x36. Fold sheets to 8 1/2" x 11" overall with title plate exposed to view. Reproducible prints shall be rolled.

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- 4.12.9.4 Brochures, printed literature, catalogues, and manufacturer's standard drawings shall be clearly marked, dimensioned, and identified to show the specific items being submitted. All data required to describe design, physical, and performance characteristics pertinent to the particular project shall be included with the submission. All irrelevant information shall be marked out.
- 4.12.9.5 The Architect will not accept shop drawings for review unless the contractor has first reviewed and corrected the drawings and certified that drawings conform to requirements of the contract documents.
- 4.12.10 Shop Drawing submission- Method and Number of copies:
- 4.12.10.1 Brochures, printed literature, catalogues and manufacturer's standard literature- submit number of copies required by contractor and supplier. Plus one copy each for architect and consultant and owner.
- 4.12.10.2 All other Shop drawings- submit one (1) reproducible print with the contractors corrections thereon, together with one (1) black line copy each for architect and consultant.
- 4.12.10.3 After reviewing shop drawings, architect will return the one (1) reproducible the General Contractor stamped "No Exception Taken", "Note Markings", or "Rejected". General Contractor shall retain copies for his file and transmit copies to the originator of the shop drawing.
- 4.12.10.4 Shop Drawings stamped "No Exception Taken"; "Note Markings" shall not be resubmitted but shall be reproduced for construction use.
- 4.12.10.5 Shop Drawings stamped "Rejected": New reproducible and black line prints made from corrected original drawings shall be resubmitted under the same conditions as the initial submission.
- 4.12.10.6 Final Shop Drawings for construction shall be made from corrected original drawings and shall be clearly marked "For Construction". Furnish sufficient copies of Shop Drawings for construction use and for use in coordination of all related work.
- 4.12.10.7 The architect will require a minimum of one (1) copy of "For Construction" shop drawings.
- 4.12.11 Samples shall be delivered to the architect as soon as possible after signing the agreement, in the following manner:
- 4.12.11.1 Submit Shop Drawings and Samples together when both are required for any item of work.
- 4.12.11.2 Furnish samples for all items called out in the various sections of the specifications and all other samples that may be required to establish the character and quality of materials to be used in the work.
- 4.12.11.3 A label on each sample shall bear the following information: Name of Project, Name of Architect, Contractor and subcontractor, Name, quality and finish of material; Name of manufacturer and/or source; Date of submission.
- 4.12.11.4 Submit samples in duplicate unless a greater number is specified. In case samples are disapproved, resubmit the same number of samples originally required. One sample will be retained by the architect; the balance will be returned to the contractor.
- D. Paragraph 4.15 Add the following subparagraph:
- 4.15.3 In addition to broom cleaning, the contractor shall effect the following cleaning program:
- 4.15.3.1 All rubbish shall be removed daily in suitable containers or dropped through chutes.
- 4.15.3.2 Immediately after unpacking materials, all packing case lumber or other packing materials, excelsior, wrappings and other like flammable wastes shall be collected and removed from the building and premises.
- 4.15.3.3 Care shall be taken by all workmen not to mark soil or otherwise deface any finished surfaces. In the event that any finished surfaces become defaced in any way by mechanics or workmen, the contractor or any of his subcontractors shall clean and restore such surfaces to their original condition.
- 4.15.3.4 Besides the general broom cleaning, the following cleaning shall be done just before final acceptance of the work:
1. Remove putty stains and paint from all glass, wash and polish same. Care shall be taken not to scratch the glass.
 2. Clean all soil, dirt, stains, and marks from all finishes and all exposed surfaces of the building as required leaving interior and exterior surfaces in first class condition.
 3. Remove all temporary protection at completion.

4. Clean and polish all hardware for all trades; this includes removal of stains, dust, dirt, etc.
 5. Removal of all spots, soil and paint from all tile work and stone work and wash same upon completion.
 6. Clean all fixtures, equipment, doors and door and window frames, removing all stains paint dirt, and dust.
- 4.15.3.5 Upon completion of the work, the contractor will be required to thoroughly clean the buildings and surrounding areas and all trash and rubbish produced and accumulated in the course of construction of the work shall be removed and disposed of off the site of the work.
- 4.15.3.6 All excess materials on the site belong to the contractor. The contractor shall dispose of such material off the site of the work upon final completion.
- E. Paragraph 4.18 Indemnification- Subparagraph 4.18.1: Delete in its entirety and substitute the following:
- 4.18.1 The contractor shall defend, indemnify and hold harmless the owner and the architect and their respective officers, agents, and employees, from and against all damages, claims, losses, demands, suits, judgments and costs, including reasonable attorney's fees and expenses, arising out of or resulting from the performance of the work, provided that any such damages, claims, loss, demand, suit judgment, cost or expense:
- 4.18.1.1 Is attributable to bodily injury, sickness, disease or death or injury to or destruction of tangible property including the loss of use resulting there from; and,
- 4.18.1.2 Is caused in whole or in part of any negligent act or omission of the contractor, any subcontractor, anyone directly or indirectly employed by any one of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder.
- F. Sub-paragraph 4.18.: Delete in its entirety and substitute the following.
- 4.18.2 The obligation of the contractor under this paragraph shall not extend to the liability of the architect, his agents or employees arising out of preparation or approval of maps, drawings, reports, surveys, change orders, designs or specifications or the giving of or the architect, his agents or employees provided such giving or failure to give is primary cause of the injury or damage.
- G. Article 11- Insurance- Paragraph 11.1: Add the following subparagraph:
- 11.1.2 The contractor shall require insurance in the same amounts of all his subcontractors, except as stated otherwise.
- H. Paragraph 11.1.4, revise to read as follows:
- 11.1.4 Certificate of insurance acceptable to the owner shall be filed with the owner prior to commencement of the work. Certificates shall contain a provision that coverage afforded under the policies will not be cancelled or materially changes until at least thirty days prior written notice has been given to the Owner. Certificates shall indicate company, policy numbers, policy dates, coverage and limits applicable. The contractor shall file a copy of all policies with the owner and the architect before starting work.
- I. After paragraph 11.1.4, add the following:
- 11.1.5 Liability Insurance required under paragraph 11.1 including completed Operations Liability and Contractual Liability shall be written for not less than the following.
- 11.1.5.1 Workers Compensation
- | | |
|---|---------------|
| State | Statutory |
| Applicable Federal | Statutory |
| Employer's Liability | \$500,000 |
| Benefits Required by union Labor | As applicable |
| Contracts | |
| Provide Waiver of Subrogation in favor of Owner and Architect | |
- 11.1.5.2 Comprehensive General Liability (including Premises-Operations; Independent Contractor's Protective; Products and Completed Operations; Broad Form Property Damage):
- | | | |
|---------------|--|-----------|
| Bodily Injury | Each Occurrence | \$300,000 |
| | Aggregate, products and Completed operations | \$300,000 |

Property Damage	Each Occurrence	\$100,000
	Aggregate	\$100,000

Products and Completed Operations Insurance shall be maintained for a period of two (2) years after final payment. Contractor shall continue to provide evidence of such coverage to Owner on an annual basis during aforementioned period.

Contractual Liability (Hold Harmless Coverage):

Bodily Injury	Each Occurrence	\$300,000
Property Damage	Each Occurrence	\$100,000
	Aggregate	\$100,000

Extend policy to hold harmless the Owner and Architect.

Personal Injury, with Employment Exclusion \$300,000

Deleted Aggregate

Flood, Windstorm, Fire ACV

11.1.5.3 Comprehensive automobile Liability (owned, non-owned, hired):

Bodily Injury	Each person	\$250,000
	Each accident	\$500,000
Property Damage	Each occurrence	\$100,000

11.1.5.4 Commercial Umbrella (Catastrophe Liability) Policy

Aggregate \$1,000,000

J. After paragraph 11.3.9, add the following:

- 11.3.10 Property Insurance (builders risk) required under this paragraph shall be purchased and maintained by the general contractor. The policy shall be written in the name of the contractor and owner as their interests may appear, and shall provide extended coverage against at least the perils of fire, theft, vandalism and malicious mischief; the limits of insurance to be the actual completed value of the building, except that theft of subcontractor's tools and equipment shall be excluded. The contractor shall file a copy of all policies with the owner and the architect before starting work.

END OF SECTION

**SECTION 01010
SUMMARY OF WORK**

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Scope of Work
- B. Special Requirements
- C. Contractor use of site and premises.
- D. Temporary Facilities
- E. Sequence of Construction

1.2 SCOPE OF WORK

A. GENERAL

1. It is the intent of the Contract Documents to describe to the Contractor the complete work to be performed under this Contract and to briefly set forth the minimum requirements for labor, materials, equipment and workmanship which are considered essential to meet design requirements and which are compatible with accepted standards of the practice for this type of project.
2. The intent of the Contract Documents, particularly the drawings and specifications, is to clearly define the scope, configuration, and quality of the completed Project. The Contractor shall clearly understand that any and all items of Work required for the Project shall be completed in a workmanlike manner, by competent workmen, in the scope intended and indicated.

B. LOCATION AND DESCRIPTION OF THE PROJECT

1. Name: City Hall Renovations – City Of South Padre Island
2. Location: 4501 Padre, South Padre Island, Texas
3. Description of the Work

The work to be performed under this contract includes construction and renovations of the Old City Hall including Interior construction changes and the exterior and painting.

The proposal shall be for Phase IIa, b & c.

The City will determine what part of Phase II will be awarded and when it will be awarded.

1.3 SPECIAL REQUIREMENTS

A. REFERENCE STANDARDS AND SPECIFICATIONS

Specific standards and specifications referred to in the specifications and drawings (to the extent of such references only), compiled by other organizations and societies, and shall form a part of this contract. The standards and specifications referred to include all applicable amendments, revisions, and emergency alternates who may have been promulgated and are in effect at the time bids are submitted.

B. PROTECTION OF EXISTING STRUCTURES, FACILITIES AND PROPERTIES

1. Existing facilities, utilities, pipelines, fences, roads, and all other surface and subsurface facilities and structures shall be protected by the Contractor from damage during the course of operations, and if damages resulting from failure to so protect, and for interruptions of any service or services, will repair or replace all damages at his expense. If unidentified services, utilities, pipelines, etc., are found during the construction period, the Contractor shall take all necessary precautions, to protect these facilities and he shall notify the Architect of such discoveries. The Contractor shall also visit the site

facilities and he shall notify the Architect of such discoveries. The Contractor shall also visit the site and become thoroughly familiar with existing facilities.

2. The Owner assumes no responsibility for failure to make known all existing structures and facilities, or to show them in their exact locations. The Contractor agrees that this failure shall not constitute a basis for claims of any type for additional compensation in any manner whatsoever, unless the facilities or structure encountered necessitates changes in the alignment of grades, or requires the building of special work for which provisions are not made in the plans and specifications.
3. The Contractor shall not move, or in any way change, the property of the public utilities or private service corporations without prior written consent of a responsible official of that service or public utility, and representatives of these facilities are reserved the right to enter within the limits of the project for purposes of maintaining their properties or making such changes or repairs of their property that may be considered necessary by performance of this contract. Consent for work performed shall be addressed to the Owner and submitted through the Architect.
4. The Contractor shall be responsible for the removal or damage of fences, roads, culverts, drainage ditches and channels, etc., during the course of operations for this project, and such damage or removed facilities shall be repaired or replaced in the same location and left in a condition as good or better than that in which they were found, unless otherwise ordered by the Architect.

C. CONSTRUCTION AIDS

The Contractor assumes all liability and protects, indemnities, and holds harmless the Owner and the Architect against liability for personal injury and property damage resulting and in any way connected with such faulty design, or inadequate protective facilities or aids.

D. ALTERATIONS AND RECORD DRAWINGS & SPECIFICATIONS

1. At the start of the project, the Contractor will be furnished five sets of blue line drawings and two sets of specifications..
2. On one set of blue lines the Contractor shall show in red ink all changes made, as they are authorized, to the original plans during the installation of this work. The Contractor will record in the specifications the manufacturer and model number of all installed products that deviate from those specified or that are not specifically listed in a section. These drawings and specs shall be maintained at the job site at all times until the completion of the work.
3. The red marked blue line drawings are to be available for review at the time the final inspection is scheduled.
4. At the end of the project the Contractor shall transfer all deviations and changes to a clean set of drawings. These will serve as as-built drawings and are to be submitted to the Owner with the close out documents.

E. CONTRACT DRAWINGS

The following list of drawings prepared by the Architect and Engineers are a part of the contract documents as though attached thereto and bound herein. For complete list of sheets refer to Index page of construction Drawings.

COVER
SITE - CIVIL
ARCHITECTURAL
MECHANICAL
ELECTRICAL
PLUMBING

F. MATERIAL

Absolutely no asbestos shall be used in any manner, nor contained in any material used on the Project. The Contractor shall provide to Architect at Architect's request, affidavits from any or all material manufacturers certifying that their product does not contain any asbestos.

G. PROJECT MEETINGS

Regular project meetings may be held at project site. The Contractor's project manager is required to attend these meetings. The contractor and architect will agree to dates and times of all meetings.

1.4 CONTRACTOR USE OF SITE AND PREMISES

- A. The Contractor shall not have the right of exclusive possession of the site and the Contractor shall cooperate with the representatives and employees of the Owner, Architect, with Subcontractors and with other contractors on the premises who may be employed by the Owner, to facilitate the construction of the entire facility.
- B. If any part of the Work depends for its proper execution on completion upon the Work of others, the Contractor shall report promptly in writing to the Architect any defect in the Work of others or other causes that interfere or may interfere with the proper execution of the Work and failure to do so would constitute a waiver of any claim against the Owner at the time the Contractor commenced that part of the Work.

1.6 TEMPORARY FACILITIES

- A. GENERAL
Applicable provisions of Section 1.1 and 1.2 govern work under this section.
- B. SCOPE
Provide all temporary services and facilities as specified below and as required for the proper and expeditious prosecution of the work.
- C. TEMPORARY SERVICES- refer to section 01510.
 - 1. Provide temporary light, power, if needed, and pay all costs of installation and maintenance for a temporary electrical lighting and power distribution system from the meter to wherever required on the job site including transformers, panel boxes, circuit breakers, switches, wire, outlets, sockets, bulbs, etc. The systems shall conform to applicable electrical codes, safety codes and standards.
 - 2. Temporary Water
Provide and pay for temporary water, if needed, for construction purposes.
 - 3. Temporary Heat
 - a. Provide and pay for temporary heat when and as required by weather conditions and work requirements and so as to insure sufficient and timely performance of the work under the Contract. The Contractor shall supply and pay for all water, fuel and maintenance required for the operation of the heating system for the purpose of temporary heat. The heating system used and the manner and times of heating shall be subject to the approval of the Architect.
 - b. No salamanders or open fires will be allowed on the work unless specifically approved in writing by the Owner.

4. Temporary Toilets

- a. Provide ample sanitary conveniences with proper enclosures for the use of the workmen employed on the job. Such conveniences shall be kept clean and be properly ventilated and be installed and maintained in conformity with local laws or ordinances governing such work. After completion of the work, such conveniences shall be removed from the site.
- b. Pit type toilets will not be permitted, chemical type facilities conforming to state and local ordinances will be used.

5 Temporary Telephones

Temporary telephones for construction purposes will be the responsibility of the contractor.

6 TEMPORARY FIELD OFFICES

Provide and maintain a field office with telephone at the job site. Contractor shall pay for all cost associated with field office. Coordinate location with the Owner and Architect.

7. TEMPORARY SAFETY AND SECURITY FENCING

1. Areas of construction which pose safety risk shall be barricaded off for public safety. This especially includes trenches for storm drain lines.
2. The construction site and building shall be maintained secure at all times when the Contractor is not present at the job site (nights, weekends, etc.)
3. The Contractor shall coordinate with the Owner and Architect All Locations of Barricades and Storage Areas.

D. CONSTRUCTION PARKING

Construction parking shall be coordinated with the Architect and The City of South Padre Island.

E. TEMPORARY STORAGE

Provide on the job site, where directed, temporary storage facilities, as may be required for the security and storage of all materials which could be damaged by the weather.

F. TEMPORARY STAIRS, RAMPS, HOISTS, RUNWAYS, ETC.

1. Furnish and maintain in good order all equipment such as temporary stairs, ladders, ramps, scaffolds, hoists, runways, derricks, chutes, etc., as required for the proper execution of the work. All such apparatus, equipment, and construction shall meet all requirements of the labor laws and other State, Federal, and Local laws applicable thereto.
2. Open shafts and other roof openings shall have solidly constructed temporary guardrail installed immediately.

G. HOUSEKEEPING

Contractor to keep construction site clean and safe. Loose debris and trash shall be picked up daily.

END OF SECTION

**SECTION 01700
CONTRACT CLOSEOUT**

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Closeout procedures.
- B. Final cleaning.
- C. Adjusting.
- D. Project record documents.
Warranties
- E. Operation and maintenance data.
- F. Spare parts and maintenance materials.

1.2 RELATED SECTIONS

- A. Section 01010 - Summary of Work.
- B. Section 01019 - Contract Considerations

1.3 CLOSEOUT PROCEDURES

- A. Submit written certification that Contract Documents have been reviewed, Work has been inspected, and that Work is complete in accordance with Contract Documents and ready for Architect/Engineer's review.
- B. Provide submittals for Architect/Engineer and Owner that are required by governing or other authorities.
- C. Submit final Application for Payment identifying total adjusted Contract Sum, previous payments, and sum remaining due.

1.4 FINAL CLEANING

- A. Execute final cleaning prior to final project assessment.
- B. Clean debris from roofs, gutters, downspouts, and drainage systems.
- C. Clean site; sweep paved areas, rake clean landscaped surfaces.
- D. Remove waste and surplus materials, rubbish, and construction facilities from the site.

1.5 ADJUSTING

- A. Adjust operating Products and equipment to ensure smooth and unhindered operation.

1.6 PROJECT RECORD DOCUMENTS

- A. Maintain on site, one set of the following record documents; record actual revisions to the Work:
 - 1. Drawings.
 - 2. Specifications.
 - 3. Addenda.
 - 4. Change Orders and other modifications to the Contract.
 - 5. Reviewed Shop Drawings, Product Data, and Samples.
 - 6. Manufacturer's instruction for assembly, installation, and adjusting.
- B. Ensure entries are complete and accurate, enabling future reference by Owner.
- C. Store record documents separate from documents used for construction.
- D. Record information concurrent with construction progress.
- E. Specifications: Legibly mark and record at each Product section description of actual Products installed, including the following:
 - 1. Manufacturer's name and product model and number.
 - 2. Product substitutions or alternates utilized.
 - 3. Changes made by Addenda and modifications.
- F. Record Documents and Shop Drawings: Legibly mark each item to record actual construction including:
 - 1. Measured depths of foundations in relation to finish [first] [main] floor datum.
 - 2. Measured horizontal and vertical locations of underground utilities and appurtenances, referenced to permanent surface improvements.
 - 3. Measured locations of internal utilities and appurtenances concealed in construction, referenced to visible and accessible features of the Work.
 - 4. Field changes of dimension and detail.
 - 5. Details not on original Contract drawings.
- G. Remove Architect/Engineer title block and seal from all record documents.
- H. Submit documents to Architect/Engineer with claim for final Application for Payment.
- I. Submit as-built sepias to Architect/Engineer with close-out documents (See Section 01010).

1.7 OPERATION AND MAINTENANCE DATA

- A. Submit data bound in 8-1/2 x 11 inch text pages, three D side ring binders with durable plastic covers.
- B. Prepare binder cover with printed title "OPERATION AND MAINTENANCE INSTRUCTIONS", title of project, and subject matter of binder when multiple binders are required.
- C. Internally subdivide the binder contents with permanent page dividers, logically organized as described below; with tab titling clearly printed under reinforced laminated plastic tabs.
- D. Contents: Prepare a Table of Contents for each volume, with each Product or system description identified, typed on 24 pound white paper, in three parts as follows:
 - 1. Part 1: Directory, listing names, addresses, and telephone numbers of Architect/Engineer, Contractor, Subcontractors, and major equipment suppliers.

-
2. Part 2: Operation and maintenance instructions, arranged by system and subdivided by specification section. For each category, identify names, addresses, and telephone numbers of Subcontractors and suppliers. Identify the following:

- a. Significant design criteria.
- b. List of equipment.
- c. Parts list for each component.
- d. Operating instructions.
- e. Maintenance instructions for equipment and systems.
- f. Maintenance instructions for special finishes, including recommended cleaning methods and materials, and special precautions identifying detrimental agents.

3. Part 3: Project documents and certificates, including the following:

- a. Shop drawings and product data.
- b. Air and water balance reports.
- c. Certificates.
- d. Photocopies of warranties.

- E. Submit 1 draft copy of completed volumes 15 days prior to final inspection. This copy will be reviewed and returned after final inspection, with Architect/Engineer comments. Revise content of all document sets as required prior to final submission.

- F. Submit three sets of revised volumes, before submission of Final Application for Payment.

1.8 SPARE PARTS AND MAINTENANCE MATERIALS

- A. Provide products, spare parts, maintenance and extra materials in quantities specified in individual specification sections.
- B. Deliver to Project site and place in location as directed; obtain receipt prior to final payment.

PART 2 PRODUCTS

Not Used

PART 3 EXECUTION

Not Used

END OF SECTION

ADDENDUM NO. 2

April 17, 2014

PROJECT: OLD CITY HALL RENOVATIONS
OWNER: CITY OF SOUTH PADRE ISLAND
4601 PADRE BLVD.
SOUTH PADRE ISLAND, TX 78597

BID OPENING: WEDNESDAY, APRIL 22, 2015 AT 1:30 P.M. **Remains Unchanged**

TO ALL BIDDERS BIDDING ON THE ABOVE PROJECT:

All Bidders submitting a Bid on the above Contract shall carefully read this Addendum and give it consideration in the preparation of their Bid.

This Addendum forms a part of the Bidding Documents and will be incorporated into Contract Documents, as applicable. Insofar as the original Project Manual and Drawings are inconsistent, this Addendum governs. Acknowledge receipt of this Addendum by signing.

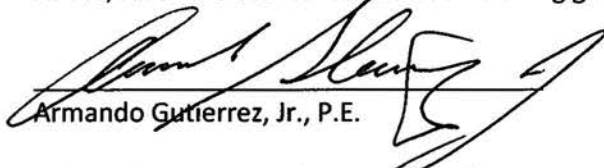
CLARIFICATION

Q. Have the plans been stamped by a structural engineer. Has detail on plans been reviewed and approved by structural engineer?

A. Yes, Bob Fudge, P.E. sealed the original plans which may have not been reflected in the electronic plan copies.

Q. At the rear of the property there are several generator disconnects, transfer switches and electrical panels that do not meet code and some are currently a hazard. Are these to be removed and permanent power reestablished in phase 1a?

A. Yes, All that electrical comes out including generator disconnect.


Armando Gutierrez, Jr., P.E.

4-17-2015

Date

Acknowledge Receipt by signing and returning to Public Works Department attention Mary Ann Guillen by email or fax at 956-761-3898.

Signature

Date

END OF ADDENDUM NO.2

"A Certified Retirement Community"

ADDENDUM NO. 3

April 21, 2015

PROJECT: OLD CITY HALL RENOVATIONS
OWNER: CITY OF SOUTH PADRE ISLAND
4601 PADRE BLVD.
SOUTH PADRE ISLAND, TX 78597
BID OPENING: WEDNESDAY, APRIL 29, 2015 AT 1:30 P.M.

TO ALL BIDDERS BIDDING ON THE ABOVE PROJECT:

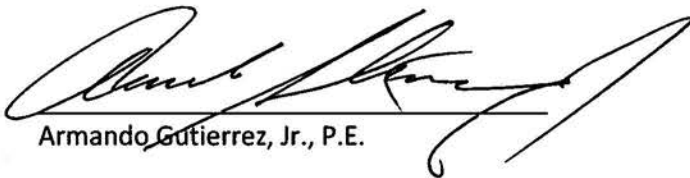
All Bidders submitting a Bid on the above Contract shall carefully read this Addendum and give it consideration in the preparation of their Bid.

This Addendum forms a part of the Bidding Documents and will be incorporated into Contract Documents, as applicable. Insofar as the original Project Manual and Drawings are inconsistent, this Addendum governs. Acknowledge receipt of this Addendum by signing.

MODIFICATION

Bid opening date has been extend from Wednesday April 22, 2015 to Wednesday April 29, 2015.

Location and time to remain the same.



Armando Gutierrez, Jr., P.E.

4-21-2015

Date

Acknowledge Receipt by signing and returning to Public Works Department attention Mary Ann Guillen by email or fax at 956-761-3898.

Signature

Date

END OF ADDENDUM NO.3

"A Certified Retirement Community"

ADDENDUM NO. 4

April 23, 2015

PROJECT: OLD CITY HALL RENOVATIONS
OWNER: CITY OF SOUTH PADRE ISLAND
4601 PADRE BLVD.
SOUTH PADRE ISLAND, TX 78597
BID OPENING: WEDNESDAY, APRIL 29, 2015 AT 1:30 P.M.

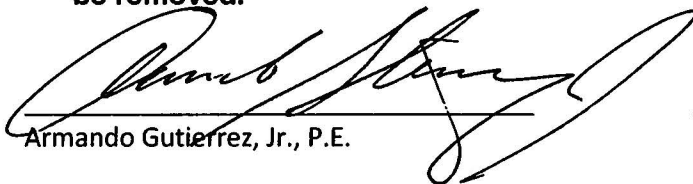
TO ALL BIDDERS BIDDING ON THE ABOVE PROJECT:

All Bidders submitting a Bid on the above Contract shall carefully read this Addendum and give it consideration in the preparation of their Bid.

This Addendum forms a part of the Bidding Documents and will be incorporated into Contract Documents, as applicable. Insofar as the original Project Manual and Drawings are inconsistent, this Addendum governs, Acknowledge receipt of this Addendum by signing.

CLARIFICATION

1. Is the roofing and demo complete? **Yes with the exception of a couple of small walls that still need demo. These walls are shown as 'MAINTENANCE' on the north wall sheet A1-5.0**
2. Does the building have a sprinkler system? **No Sprinkler System**
3. Is there a fire alarm system? **No**
4. The "flood proofing" shows "see sheet XXXX". I do not see a sheet XXXX. Where can I get this information? **Flood Proofing is found on A2-1.0**
5. Is the service feed going to be overhead or underground? **Overhead, only new services are required to be underground. All existing electrical panels on rear of building to be removed.**



Armando Gutierrez, Jr., P.E.

4-23-2015

Date

Acknowledge Receipt by signing and returning to Public Works Department attention Mary Ann Guillen by email or fax at 956-761-3898.

Signature

Date

END OF ADDENDUM NO. 4

"A Certified Retirement Community"