

SCOPE OF WORK
083526.00 - City of Austell - HVAC Filtration Systems Upgrades
CARES ACT Improvements
5000 Austell Powder Springs Rd SW Austell, GA 30106
August 25, 2020

Summary Scope

Install new HEPA Filters and modify existing filter rack housing as needed; Install Bipolar Ionization Devices at all existing HVAC Units at (7) seven location in the City of Austell.

Detailed Scope of Work

The Contractor shall furnish the materials, equipment, labor, and supervision to provide and install the work as described below;

Engineering Assessment

- Provide Engineering Assessment Report for all (7) seven locations with recommendations and strategies for improvement; Recommendations provided in Engineering Assessment will supersede proposed plan of action propose by F.H. Paschen
- Engineering Assessment includes site inspections of existing facilities, travel and follow-up meetings

HVAC Filtration

- Remove existing filters and filter rack housing at existing HVAC unit locations; modify housing as needed to accommodate new filters.
- Install new HEPA Filters at existing HVAC unit locations.
- Install Bipolar Ionization Devices at existing HVAC unit locations.
- Proposed Locations & Existing Equipment:
 - (a) City Hall / Police Station – (3.5 – 10 Ton HVAC Units) - *8 Total*
 - (b) Community Center – (4 – 7.5 Ton HVAC Units) - *6 Total*
 - (c) Fire Station #1 – (4 Ton HVAC Units) - *2 Total*
 - (d) Fire Station #2 – (4 Ton HVAC Units) - *4 Total*
 - (e) Legion Field – (3.5 – 4 Ton HVAC Units) - *2 Total*
 - (f) Public Works – (1 – 4 Ton HVAC Units) - *4 Total*
 - (g) Threadmill Mall Complex – (2.5 – 5 Ton HVAC Units) - *12 Total*

***NOTE:** This is FHP's best assumption for the existing equipment; All equipment and filter sizes will be confirmed through engineering assessment prior to construction*

Exclusions

- HVAC Upgrades not specifically called out in scope above; this includes repair, replacement and/or test/balancing of existing HVAC Equipment (indoor, outdoor and rooftop units)

Details that Apply to All Work Areas:

1. Contractor shall utilize the latest issue of the NJPA Specifications for all work.
2. Submittals are to be provided to the Owner as part of the submittal process prior to installation by the contractor.
3. Maintain clean work areas at all times. Remove and dispose of all demolished materials and construction debris. Site must be cleaned every day at the completion of work. Contractor shall take extra precautions to pick up all debris, nails and fasteners from the ground and all surrounding area and finishing with magnetic pickup to ensure safety and cleanliness.
4. All measurements and quantities supplied in this scope of work are approximate in nature and are supplied as a convenience for the contractor. The contractor is responsible for field verification of all measurements and quantities.
5. Contractor shall verify all new and existing conditions and dimensions at job site prior to the proposed process start of construction, and during construction.
6. The Contractor shall perform all work, make all deliveries and have access to work areas between 7:30 A.M. and 5:00 P.M. Monday through Friday and, upon written permission of the Owner, may make deliveries and have access to work areas at any hour of any day, but shall bear without any contribution from the Owner, any extra expense and responsibility for doing so, including, without limitation, its own overtime expense. Contractor shall coordinate inspections as required.
7. Parking will be made available for the Contractor by the Owner and the Contractor shall coordinate all parking with the Owner prior to beginning work.
8. Contractor shall obtain approvals in advance for all lay down and storage areas.
9. All salvageable materials remain the property of the Owner.
10. Contractor shall coordinate inspections as required.
11. The Contractor shall keep at the site one copy of all drawings and specifications in good order with all addenda and change orders noted thereon and available to the owner & Architect and to his representative(s).
12. Prior to any shut-down of any system (electrical, mechanical, etc.), Contractor shall supply, not less than five (5) working days' notice to the Architect with a copy to the Owner. No shutdown of any system shall occur until the Contractor has received permission from the Owner in writing.
13. Contractor is responsible for protection of all surfaces including those not in the scope of work from construction dust, debris or damage during construction up until final acceptance. The methods of protection including plastic, paper, sealing doors or windows, etc.
14. Final clean up and disposal: Remove debris, rubbish, and waste material from the property of the Owner on a daily basis. Upon completion of work, all construction areas shall be left

clean and free from debris. Clean all dust, dirt, stains, hand marks, paint spots, droppings, and other blemishes.

15. Contractor shall not be required to pay Davis Bacon Wage Rates.

Exclusions:

Any and all work associated with hazardous materials including asbestos, lead, and mold is excluded from this scope of work. If at any time hazardous materials are uncovered, work will stop until the appropriate method of abatement or removal is determined. Method of removal may initiate a contract modification.

Submittals:

1. Contractor shall submit to Owner submittals for approval
2. Contractor shall submit a proposed list of subcontractors and a schedule showing a proposed duration of construction with the price proposal package.
3. The Contractor shall submit for approval the manufacturer's cut sheets for materials utilized for this project prior to commencing any work.

Project Schedule

1. All work shall be completed during normal working hours (7:30am to 5pm) as directed by Owner.
2. Contractor to propose a detailed construction schedule and submit with proposal package.