

Cherokee Nation
W.W. Keeler Second Story Addition and Remodel
Tahlequah, Oklahoma
WORK PACKAGE # 7A
Roofing and Trusses
2/25/15

SCOPE SUMMARY:

DIVISION: 0	- LEGAL DOCUMENTS	As Applicable;
DIVISION: 1	- GENERAL REQUIREMENTS	As Applicable;
DIVISION: 2	- Demolition	As Applicable;
DIVISION: 053100	- Steel Decking	Complete;
DIVISION: 054400	- Pre-Engineered Pre-Fabricated Cold-Formed Steel Trusses	Complete;
DIVISION: 061054	- Wood Blocking and Curbing	As Applicable;
DIVISION: 072220	- Polyisocyanurate Roof Board Insulation	Complete;
DIVISION: 072500	- Weather Resistant Membranes	As Applicable;
DIVISION: 074113	- Metal Roof Panels	Complete;
DIVISION: 074213	- Aluminum Metal Wall Panels	Complete;
DIVISION: 076200	- Sheet Metal Flashing and Trim	As Applicable;
DIVISION: 078400	- Firestopping	As Applicable;
DIVISION: 079005	- Joint Sealers	As Applicable;

In the event of a conflict or ambiguity between the following “clarifications” to the scope of Work and the contract documents, the contract documents shall control. The following “Scope Clarifications” are intended to emphasize, amplify, and clarify the Work of this package, and do not supersede the contract documents or in any way list every item of work required by the contract documents for Work of this package.

Terminology

Contractor shall mean work package Bidder.
Construction Manager shall mean M. Ross, Inc..

GENERAL SCOPE OF WORK INCLUSIONS:

Includes, but is not limited to, providing all the necessary labor, materials, tools, supplies, supervision, insurance, equipment, scaffolding, hoisting, fees, etc. necessary to provide the Roofing and Trusses Bid Package 7A – Roofing and Trusses for the Cherokee Nation - W.W. Keeler Second Story Addition and Remodel – located at 17675 South Muskogee Avenue, Tahlequah, OK 74464, in accordance with the Contract Documents. It is further understood and agreed that this Work Package also includes the furnishing and installation of the below listed items regardless of whether or not they are in the listed specification section(s) or any other specification section(s), or shown on the plans. Drawing and detail references are provided for reference only and are not to be considered as all inclusive of Contract Documents for the particular items referenced. (Please note: The word “provide” when used herein shall mean furnish and install completely, including all costs for labor, materials, equipment, hoisting, layout, scaffolding, ladders, staging, tools, rigging and any other facilities necessary to complete the work”.)

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1. Anticipate work of this package to be performed in several phases and could be controlled by performance of other site and building work. Contractor shall be responsible for all mobilizations as required.
2. Work hours will need to be flexible as to keep disruption or displacement to employees and patrons to a minimum. After hours and weekend work will be acceptable with prior notice to avoid disruption. No disruption to Council meeting (which should be three days a month and we will provide a calendar for these events) or meetings that Administration may have.
3. Existing building must remain active during installation.
4. Provide complete shop drawings and submittal information for the work as required by the contract documents Two (2) weeks after Letter of Intent.
5. Provide welder's certification for all welders on site.
6. Provide and install complete all Pre-Engineered Pre-Fabricated Cold-Formed Steel Trusses in accordance with specification section 054400, as indicated and as required but not necessarily limited to: roof demolition and weather sealing, parapet wall removal, fasteners used in fabricating trusses and installation, screws, truss chords and web components, tube webs, rolled formed webs, etc..
7. Provide and install complete all Metal Deck in accordance with specification section 053100, "Steel Decking" as indicated, and as required including but not necessarily limited to: roof deck, acoustical deck, sound absorbing insulation and its installation, rubber and steel rib closure strips at top and bottom of metal deck and sealant as required to provide weather tightness and as required, ridge and valley plates, finish strips, connectors, temporary bracing, etc. as required.
8. Provide all temporary protection required to not damage adjacent work. This protection is to be left in place until directed by the Construction Manager
9. Contractor shall provide and meet all safety and 100% OSHA fall protection requirements for work of this package. This contractor shall provide all perimeter guardrail protection for elevated roof edges, etc. in such method and manner whereby perimeter/opening guardrail systems and attachments do not interfere with other work. Additionally all guardrail shall be installed in a segmental manner thus providing for removal and replacement as required for subsequent contractor's work. Upon completion of work, deck guardrail protection systems shall remain in place for subsequent contractor(s) use. As necessary and for the performance of subsequent contractors' work, each subsequent contractor shall be responsible for the removal, replacement of this system or other, and maintenance thereof to meet OSHA requirements and 100% fall protection requirements. Upon determination that permanent construction or subsequent Contractors' temporary fall protection meet all OSHA fall protection requirements; the roofing contractor shall load from storage, transport and provide complete removal of his perimeter guardrail protection from project.
10. It is this Contractor responsibility to provide any required coordination drawing information for interface with other trade contractors. All shop drawings and erection documents must show sufficient detail for review and be sequentially broken down in accordance with the construction schedule.
11. Provide, maintain, and remove adequate crane erection and access roads as required for the performance of work of this package
12. Furnish and install all temporary shores, guys, bracing, etc. required for erection. Remove temporary erection apparatus only upon completion or until permanent truss members achieve adequate loading requirements
13. Subcontractor shall provide it's own power for welding equipment
14. Provide all surveying, engineering and lay-out required for Contractor's work.
15. Subcontractor shall utilize crane mats, shoring, and/or other precautions or routes, when moving any cranes (or equipment to erect trusses, place roofing materials etc...) to avoid

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- damage to existing underground utilities or manholes, existing surface paving, and structures, etc. Construction manager will also provide (ONLY to the extent available) limited on-site area for shakeout and unloading of material, with the understanding that subcontractor will cooperate with other trades within space available
16. Existing roof must remain water tight. Contractor will be responsible for any interior damages (Water) due to this scope of work.
 17. All applicable wood blocking and plywood underlayment (if applicable) as identified in contract documents and as specified.
 18. All items herein shall be shop fabricated and shop assembled as far as practical
 19. All applicable Waterproofing / Pavers as specified in the contract documents, per Specification Section
 20. All Polyisocyanurate Roof Board Insulation as specified in the contract documents, per Specification Section - 072220.
 21. All weather resistant membranes as applicable per specification section – 072500
 22. Provide and install complete all metal roof panels in accordance with specification section 074113, “Metal Roof Panels”, as indicated and as required but not necessarily limited to: anchor clips, flashings, gutters, downspouts, trim, moldings, closure strips, and caps of the same material, sealants, ice and water shields, roof insulation, snow gem barricade bar system with optional barricade plate stops, etc..
 23. Provide and install complete all aluminum metal wall panels in accordance with specification section 074213, “Aluminum Metal Wall Panels” as indicated and as required but not necessarily limited to: cold formed metal framing, plywood substrate, weather barriers, sheet metal flashing and trim, joint sealers, copings, fascia, mullions, sills, corner units, and similar items ect..
 24. All applicable Sheet Metal Flashing and Trim as specified in the contract documents, per Specification Section – 076200.
 25. All applicable firestopping as specified in the contract documents, per Specification Section - 078400
 26. All applicable Joint Sealants as specified in the contract documents, per Specification Section - 079005.
 27. Provide systems by specified manufacturers as identified in each relevant specification. Approved substitutions must be made in accordance with specification section 016501, prior to bid.
 28. All sheet metal work for the Membrane Roofing, including flashings, counter flashings, edge flashings, etc. (pre-finished where required).
 29. Provide through wall flashing, to be installed at masonry end walls (if applicable / required), to the masonry contractor for installation.
 30. All through wall flashings under the curtain wall system.
 31. All flashings and counter flashings at roof penetrations.
 32. All dimensional lumber and plywood blocking pertaining to this work package.
 33. Provide all wood blocking and plywood at roof perimeters, mechanical roof curbs, roof hatch curbs, and at all roof penetrations as required, indicated and as necessary.
 34. Provide all sealants and caulking necessary for a complete installation of this work package
 35. All warranties as specified.
 36. All Prefinished Metal thru wall scupper.
 37. All roof penetration details.
 38. Caulking and sealants of all portions of this package to any other adjacent material as indicated by the contract documents shall be provided by this contractor.
 39. Furnish and install flashing pertaining to the work of this bid package.
 40. Field welding as required (to be performed by certified welders).

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41. Perform all layout and surveying required for proper placement of all work installed under this bid package, including field measurements of openings prior to fabrications (as necessary).
42. All roofing and sheet metal work
43. All roof insulation as specified
44. 2 year and 10 year warranties as specified.
45. All flashings and counter flashings required to tie into and make watertight the junction of roofing to the metal wall panel or composite aluminum wall panel systems, or their respective flashings.
46. Canopy drain downspouts. Gutters at canopies?? Tie into down spout in column provided by Division 15, provide boot if required
47. Provide roof hatch as indicated, including safety devices.
48. Roof control and expansion joint covers. Provide expansion joint covers at roof tie-ins to existing construction or as otherwise detailed
49. All caulking and sealants associated with roofing and sheet metal work
50. Provide all wood roof blocking, furring blocking. All wood to be treated as specified. Intent is to include all plywood and blocking required for the complete roof, and canopy roof systems.
51. Provide and prep roofing for lightning protection pads or penetrations.
52. Furnish to other trades all roof related flashings or receivers that must be built into another trades work. Also install any flashings furnished by other trades. Coordinate the installation to ensure that it is properly done.
53. All miscellaneous flashings and counter flashings per the documents and details.
54. Roof expansion joint cover/flashings
55. All gutters and downspouts and splash blocks
56. Downspout boots where tied into the storm drain system
57. All metal wall panels at entry canopy. Including trim, flashings, sill trim and accessories as required by the documents. Includes cutouts for signage conduits and electrical boxes, and bottom flashing closure where panels meet EIFS or masonry.
58. Install any MEP trade furnished flashings.
59. Pads for lightning protection attachment.
60. All caulking and sealants associated with roofing, sheet metal or metal wall panels, including caulking to dissimilar materials.
61. Provide temporary dry in as required.

General Items:

Safety:

1. Comply with Construction Manager's Safety Policies and Insurance Requirements.
2. Submit Daily Project Reports to M. Ross, Inc. daily, while on site.
3. Participate in and submit weekly safety audits as required by the Construction Manager.
4. Hard Hats, eye protection, & high visibility vests are required at all times while on site.
5. In addition to other safety requirements required elsewhere in this bid package, this contractor shall replace or restore all safety rails, guards, fences or the like, which are temporarily removed or damaged by and for the Work of this package.

Project Coordination:

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6. Provide mandatory on-site Subcontractor supervision while work is being performed.
7. If Work involves demolition of items to be salvaged and turned over to the Owner; Bidder shall remove, load, transfer and unload all salvaged items to and at locations designated by the Owner.
8. Coordinate all work with the Construction Manager to avoid delay and/or interference with other work and to ensure minimum interference with vehicular or pedestrian traffic and to permit unencumbered access to site and adjacent properties.
9. Subcontractor shall conform to Construction Manager's work hours. Normal work hours are 7:30 am to 4:00 pm or as otherwise required per schedule or by Cherokee Nation. Additionally, all weather delays, coordination conflicts and work congestion delays are considered normal delays; as such, all normal delays will be made up on Saturday and Sunday.
10. Provide manpower and equipment mobilizations/remobilizations as required for the work in accordance with project schedule including all phasing and interim milestone dates.
11. Subcontractor in performance of this work agrees to cooperate and work harmoniously with other trades to achieve all interim and final completion dates and to coordinate the work to avoid compression (to the extent possible) for the benefit of all trades.
12. Provide as applicable to the work, all identification requirements including charting, tagging, labeling, marking tape and trace wires, stenciling and painting as specified, indicated, and/or required by Cherokee Nation and jurisdictional authorities.
13. Subcontractor shall include daily cleanup of all waste and debris generated by their work, their employees, sub-tier subcontractors and suppliers. All waste shall be accumulated, removed, broken down, compacted, bundled and deposited in project dumpsters as provided by others. Subcontractor shall employ (as necessary) adequate personnel whose sole responsibility is the performance of clean-up described herein.
14. Additionally, each subcontractor will also be responsible for contributing personnel to a composite clean-up crew. This will not supersede daily clean-up as stipulated above. Crew 5-10 – 1, Crew 11-20 – 2, Crew 21-40 – 3, Crew 41 and above - 4
15. Provide, Schedule and coordinate with CM all required testing requirements including providing assistance, access, obtaining samples and data gathering, as required. All field testing and cost thereof for geotechnical, concrete, asphalt, masonry and structural steel is provided by others. Costs for all retesting due to failed tests and Subcontractor unpreparedness for tests, will be paid by this Work Package Subcontractor.
16. Provide as applicable to the scope of this Work package, all required factory or field testing, and systems including cleaning, disinfection, sterilization, and certifications as specified, indicated and/or as required and necessary by jurisdictional authorities for the Work.

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17. Furnish, install and remove upon completion, all temporary protection for protecting existing or new improvements (whether public or private), work of other trades, stored materials, floors, and/or building finishes from damage from Work activities. Restore areas to new condition per documents and/or as required by the Cherokee Nation, the CM or jurisdictional authorities to new condition immediately following completion of the Work.
 18. Provide and mark as applicable to the Work, all existing underground utility locations. Damage and repair to existing utilities resulting from the Work will be the responsibility of the Subcontractor.
 19. Provide all field engineering and layout from benchmarks and base building control. Benchmarks and baseline control is furnished by others. This contractor is responsible for replacement of any damaged benchmarks, base line control, or layout work of other trades/packages damaged or destroyed by the work of this subcontractor.
 20. Provide all required dewatering, pumping, bailing, squeegeing, mopping, fans, etc. necessary to keep all work areas free of water during performance of Work. All discharge shall be in accordance with EPA guidelines or other more stringent jurisdictional and/or Owner requirements. Protect all existing and new finished surfaces from rutting, dirt, debris, stain, mold and repair all damage resulting from standing or discharged water.
 21. Provide all temporary shoring and bracing that may be required for work of this package including all engineering, design and calculations stamped by a registered engineer in the State of Oklahoma. All costs and fees therefore as required are to be included as a portion of the bid.
- Provide all hoisting as necessary, material transportation, dunnage, rigging, loading and unloading, etc. as required for the work of this bid package.
22. Provide, arrange, obtain and pay for all licenses, taps, connections, meters and appurtenances including all cutting and patching, testing, inspections, approvals and certifications.
 23. All deliveries are to be coordinated though M. Ross, Inc. and may be restricted to nights or weekends to avoid traffic or Tribal Complex disruptions. All deliveries shall be prescheduled with M. Ross, Inc. to ensure that construction access is available when needed (Subcontractor is to cooperate, and work harmoniously with other trades to avoid delivery delays). Additionally, Subcontractor must have adequate flagmen where required to position truck(s) for unloading and to control traffic during truck positioning. All deliveries and components must be sized to fit within the designated construction entrances.
 24. All work in existing building and work outside of construction zones where work is to be performed areas must be pre-scheduled though M. Ross, Inc. as specified, including a minimum 14 working days advanced scheduling (or longer if so specified). All areas outside of construction zones will remain operational and hard temporary partitions (drywall) are to be avoided and will not be installed.

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25. Provide all safety requirements including traffic and pedestrian control (i.e. signage, barricades, flashers, etc.), traffic covers, flagmen and flagging, etc. in conjunction with Work whether on public or private property for the prosecution and completion of this work scope.
26. Attend weekly on-site Supervisors, foreman, safety meetings, etc. as required by the Construction Manager.
27. As applicable to the Work, provide all attic stock, extra materials, chemicals, special tools, filters, testing equipment, etc. as indicated, specified, as required.

Administrative:

28. Subcontractor will be responsible for timely submission of all submittals including but not limited to: daily reports, shop drawings, licenses, certificates, permits, manifests, samples, product data sheets, MSDS information, LEED requirements and all other submittals required by Contract Documents. Note: furnish the required number of copies including electronic copies of all submittals in quantities as determined by the CM.
29. Subcontractor agrees to diligently process submittals, expedite material deliveries and to supply required manpower and resources to complete work in accordance with M. Ross, Inc.' master schedule including all individual milestone dates, Owner equipment installation dates, and Owner's completion date. If progress by Subcontractor is inadequate, M. Ross, Inc. may direct Subcontractor to immediately remedy scheduling inadequacies at no additional cost to M. Ross, Inc. or the Owner.
30. Provide all mock-ups as indicated and required,
31. Provide all licenses, permits, fees, and certifications and arrange for inspections and tests as required for the work. (Coordinate all inspections and tests through Construction Manager).
32. General building permit and payment for the required fee is provided by others, however, Subcontractor except as otherwise indicated, shall provide, arrange, obtain and pay for all other required permits including trade, Infrastructure Development Process, and/or similar specialty permits required by jurisdictional authorities.
33. Provide, arrange, obtain and pay for all licenses, taps, connections, meters and appurtenances, all cutting and patching, testing, inspections, approvals and certifications, safety requirements, traffic and pedestrian control (i.e. signage, barricades, flashers, etc.), traffic covers, flagmen and flagging, etc. in conjunction with Work whether on public or private property for the prosecution and completion of this work scope
34. Submit to the Construction Manager a self-performed, typewritten pre-punch listing of items of work including for any embedded, concealed, in-wall, and/or above ceilings as part of this contractor's quality control procedures.
35. Subcontractor is responsible for all applicable federal, state, municipal and local sales and use taxes.
36. Provide all warranties and specialty as specified.

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37. Schedule of Values and Applications for Payment shall be broken down as required by the Owner and/or the Construction Manager.
38. Contractors, subcontractors and lower tier subcontractors and suppliers lien releases must be received monthly prior to processing of the following months application for payment. Additionally, provide all required reports, certifications, etc. as indicated above. Upon 80% of total billing, Subcontract shall submit all close-out documents. If close-out documents are not submitted at 80%, Subcontractor shall not be paid until close-out documents are submitted in form and format (hardcopies and electronic media) as required.
39. Provide all test and balance, start-up, and commissioning reports, Owner training information, record drawings (pdf), O&M manuals, etc. as required and specified. All close-out information is to be submitted as one package.
40. Costs for performance and payment bonds shall be stated separately as an add to your base bid and any applicable alternates or unit prices. All base bids, or combination Base Bid and any Alternate, of \$100,000 or above will require Performance and Payment Bonds.
41. The terms and conditions contained in the following documents, including General Provisions – Article 2.5, Indemnification as included with the contract documents; are incorporated herein by reference as if fully written out;

M. Ross, Inc. General Provisions for Subcontracts

Exhibit “B” Subcontract Performance and Payment Bonds

Exhibit “C” Subcontractors Minimum Insurance Requirements

Exhibit “D” of Subcontract;

Exhibit “E” Indemnification;

Exhibit “F” Schedule

SCOPE OF WORK EXCLUSIONS:

1. Removal of existing roof top units and piping
2. Structural Steel
3. Metal Fabrication (Stairs and Ladders etc..)