**KINCO BID MANUAL**

**Section 3: Scope of Work**

**Bid Package 23 30 – Mechanical**

Your signature on this page is a confirmation of your bid and an acknowledgement and acceptance of the requirements of the Kinco Bid Manual, project schedule and all Addendums and CM Clarifications.

Company AR State Contractor’s License #

Name Title

Address

City State Zip Code

Phone Number w/ Area Code Email Address

**Specification:**

Bidders will include work from referenced specifications and other work normally associated with this trade whether referenced or not.

**Scope of Work:**

The bid package shall also include the following items, but shall not limit more stringent requirements found elsewhere in the contract documents unless specifically listed as exclusion below.

1. Contractor is responsible for furnishing and installing a complete, fully operational, and tested HVAC system in accordance with the contract documents. It is the intent and meaning of this bid package that this Contractor will provide a HVAC installation that is complete in accordance with the contract documents, and that all items and apparatuses necessary, reasonably incidental, or customarily included, even though each and every item is not specifically called out or shown is included.
* Condensate Drains
* Common Work HVAC
* HVAC Insulation
* Roof Top Units
* Roof Curbs
* Refrigerant Piping
* HVAC Ducts, Casings, and Insulation
* Air Duct Sealants
* Exhaust Fan
* Kitchen Hoods
* Air Outlets and Inlets
* HVAC Power Ventilators
* Diffusers, Registers, and Grills
* Testing, Adjusting, and Balancing, HVAC
* Controls and Wiring
* Electrical (as pertains to this scope of work)

1. Contractor is to furnish and install the HVAC insulation as required by the Contract Documents or by the authorities having jurisdiction.
2. Contractor is to furnish and install the louvered equipment screens as required by the Contract Documents or by the authorities having jurisdiction.
3. Contractor is responsible for all field engineering of HVAC systems including, but not limited to, line level, grade, and layout for chases, block-outs, niches, and openings. Contractor agrees to layout and dimension the chases, block-outs, niches, and openings required on Contractor’s layout drawings.
4. Contractor is to furnish and install vibration isolation and noise control in accordance with the contract documents.
5. Contractor shall furnish and install louvers, dampers, and vents for the HVAC system as required by the contract documents.
6. Contractor is to submit roof jacks, boots and flashing for approval by roofing supplier. Install approved flashing. Contractor shall be responsible for all miscellaneous accessories or incidental items required for a complete installation.
7. Contractor shall grout mechanical equipment bases as required.
8. Contractor is to furnish all required mechanical systems testing, adjusting, and balancing work in accordance with the contract documents including fuel, labor, appliances, etc. required to test the equipment. Coordinate all testing with Construction Manager, including special inspections.
9. Contractor is to provide instructional training to Owner’s representatives of the mechanical system operation and maintenance.
10. Contractor is responsible for any core holes and structural penetrations required by this bid package.
11. Contractor will be responsible to protect adjacent surfaces and clean up coring water and debris.
12. Contractor is to furnish and install all signage and/or pipe identification as specified or as required by the authorities having jurisdiction.
13. Contractor is to furnish and install all sleeves, rings, fasteners, and covers etc. required to complete the Work of this bid package.
14. Contractor is to furnish all cosmetic joint sealers as they relate to the Work installed under this bid package.
15. Contractor is responsible for furnishing and installing roof curbs and supports, including all flashing and counter-flashing, for all roof mounted mechanical equipment, piping, drains, and ductwork, including any wood blocking as required. Flashing for all drains. This contractor to furnish pitch pans to the roofer, where required.
16. Contractor is responsible for all rough-in and final hook-up of all items requiring mechanical service that are specified in any other section of the specifications, Owner furnished, future work, and /or shown on the drawings.
17. Contractor is responsible for coordinating with other trades.
18. Contractor is to furnish and install all required access doors required by the work of this bid package including those that are not specifically shown on the architectural drawings.
19. Contractor is to furnish and install all fire stopping required to complete the Work of this bid package.
20. Contractor is to form, reinforce and pour any miscellaneous concrete pad not shown on the Structural or Civil drawings necessary for this scope of work.
21. Contractor is to furnish and install all required miscellaneous metal supports, unistrut, stands, hangers, etc. required to complete the Work of this bid package, which is not specifically shown and sized on the Structural Drawings.
22. Contractor is responsible for the preparation and coordination of all layout drawings, record drawings, as-built drawings and surveys as applicable to the scope of this package.
23. Contractor is to prepare the coordination drawings for the mechanical ductwork with the other trades.
24. All product data submittals shall be submitted in less than 3 weeks following the issuance of a Notice to proceed by Kinco Constructors.
25. Contractor shall be responsible for all expediting costs for material and fixtures if applicable to maintain schedule.
26. At the time that the HVAC system can be placed in service to move air to allow for finish construction to be accomplished, it will be this Contractors responsibility to operate these systems. All reasonable efforts and/or methods should be taken to expedite the use of these systems. Temporary construction filters and filter medium will be provided by this Contractor to protect the equipment. Prior to final test and balance the equipment will be brought to new condition including new filters and the warranties will begin at substantial completion.
27. All ceiling heights are to be maintained per the contract documents. The contractor shall coordinate all above ceiling work with the work of other trades to ensure the ceiling heights are met for the remainder of the work. Prior to installation of work, this contractor shall coordinate a meeting with affected above ceiling trades to coordinate the dimensioned location of his work and the work of other trades to ensure above ceiling systems are routed and coordinated as required to fit in available spaces.
28. Contractor is to furnish and install all condensate drain piping.
29. Contractor is responsible for furnishing and installing all fire dampers including bracing or mounting angles and sleeves as required.

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| **BASE BID to provide labor and furnish and install materials as****required by this bid package and listed specifications.** | **$**  |
| **BOND COST to furnish a Payment and Performance Bond for this****project.**  | **$** |
| **TOTAL BID AMOUNT – BASE BID AND BOND COST** | **$**  |

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| --- |
| **ALTERNATE #1 –**  |
|  | **$** |

VOLUNTARY VALUE ANALYSIS

Value Analysis propositions will be strongly considered in the subcontractor selection process. Bidders are encouraged to explore and identify Value Analysis savings for this scope of work. Please describe below (and on separate page if necessary) any cost saving opportunities as well as potential savings:

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Bidder acknowledges receipt of the following addenda:

1. Dated:
2. Dated:
3. Dated:

Bidder acknowledges receipt of the following CM Clarifications:

1. Dated:
2. Dated:
3. Dated: