



INSTRUCTIONS TO BIDDERS

UCA District Chilled Water Plant

April 7th, 2026

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Bid Invite

Kinco Constructors, LLC has been selected as Construction Manager for the UCA District Chilled Water Plant.

We are currently requesting material quotes and subcontractor bids for this project.

This project is the new construction of a 3,537 SF metal building. 3 chillers will be set inside along with 3 cooling towers constructed in the new mechanical yard. Underground chiller pipes will be run to tie-in several buildings to the new chiller loop. An existing chiller will be demoed out of the south plant and a new one set in its place. Brewer-Hegeman, Reynolds, Stanley Russ, and Windgate buildings will all undergo varying levels of mechanical improvements.

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Project Documents:

Contact KINCO for access to bid documents. These can be viewed electronically by receiving a link to the Smart Bid website or hard copies can be viewed at the KINCO Little Rock office. Please contact the project manager to schedule a time to view.

Current documents include these Kinco Instructions to Bidders, Construction Drawings, and the specifications issued by AMR Architects dated **April 6th, 2026 (UCA District Chilled Water Plant)**. Changes to the current project documents will be issued via Addendum or Kinco Prebid RFI Log. All updates will be sent via Smart Bid.

Prebid RFI's and Meeting:

All Prebid questions are to be submitted to kstockton@kinco.net, no later than **12:00 PM on April 21st, 2026**.

The Kinco project team will be on site on **April 15th at 2:00 PM** for a non-mandatory site walk with interested bidders at the south plant. **Parking directions are below for the pre-bid walkthrough.**

Bid Submission:

April 28th @ 2:00 PM Via Sealed Envelope at Kinco Office

Bids shall be delivered in a sealed envelope to Kinco Constructors Little Rock Office. Bids will not be accepted that are not on the proper bid form or not submitted prior to 2:00pm. Do not submit via Smart Bid. It is the bidder's responsibility to ensure bids are received. **All bidders must be prequalified with Kinco prior to submitting a proposal.**

Bid shall be submitted on required bid form and identify the following items:

1. Base bid on required bid form
2. Unit prices, if any, associated with scope of work
3. List of inclusions and exclusions
4. Bid bonds are not required
5. Identify percentage of payment and performance bond, KINCO will review and determine if this will be added to base bid.
6. **Supply only bids** shall be broken out by each item being priced, **do not include taxes, include delivery to site.**
7. Acknowledge receipt of all addenda and Prebid RFI Log.
8. **IMPORTANT:** Bidders should provide lead times and pricing for expedited shipping for any material or equipment with a lead time longer than four weeks:
 - a. Division 08: Doors, Frames, Hardware
 - b. PEMB: Shop Drawings & Material
 - c. Mechanical: All HVAC Equipment (Chillers, Booster Pumps, ETC)
 - d. Electrical: Switchgear, Breakers, Lighting

UCA District Chilled Water Plant Bid Form

Date of Bid: _____

Submitting Company ("Bidder"):

Company Name: _____

Project State License Number: _____

Scope of Work

Detailed Description:

Supplemental Instructions

Bidder acknowledges receipt of the following Supplemental Instructions issued by AMR Architects:

Addendum # _____ Dated _____

Addendum # _____ Dated _____

Addendum # _____ Dated _____

Base Bid

By submitting this proposal form, bidder acknowledges receipt of and compliance with Kinco Instructions to Bidders, minimum insurance requirements, Project Contract Agreement, Performance and Payment Bond requirements, Purchase Order, and Safety Standards.

Bidder agrees to complete the Scope of Work listed below for a lump sum of:

\$ _____

Voluntary Alternates

1. _____ Add/Deduct \$ _____

2. _____ Add/Deduct \$ _____

Completion Time

All Work shall be completed within the schedules prepared by and agreed to by Kinco. Bidder shall provide adequate manpower and submit documentation for approval necessary to work within the timeframe scheduled. Estimated time period for construction is May 2026-May 2027.

Bonding

Cost of Payment & Performance Bond should not be included in base bid.

Payment & Performance Bond Rate Cost in Percent_____

Bidder can provide a Performance and Payment Bond and can meet the requirements set forth in the "Project Contact". (circle one)

Yes/No

Name of Surety Agent: _____

Surety Agent Phone Number: _____

Signature

Bidder agrees that this proposal remains valid for a period of 30 days. Bidder understands that Kinco and the Owner reserve the right to reject any or all bids. Bidder acknowledges Kinco minimum insurance requirements and understands that the Kinco Project Contract shall be the basis of any contract offered by Kinco to Bidder. Attach additional sheets if necessary. Upon receipt of notice of acceptance of bid, Bidder agrees to execute and return the contract and required insurance certificates within two weeks of notification.

By: _____

Printed Name: _____ Title: _____

Email Address: _____

Mobile Phone: _____

END OF PROPOSAL FORM

SCOPE OF WORK SUMMARY

The following summary has been prepared to identify the scope of work that should be included with subcontractor and supplier proposals. This list is not meant to be comprehensive or list complete details but should be used as a guide to create your proposal.

KINCO GENERAL INCLUSIONS

1. General project supervision.
2. Layout of building corners and benchmarks. **Each subcontractor is responsible for their own layout.**
3. Dumpster for general trash. Concrete and masonry waste will NOT be placed in dumpster but shall be removed and disposed of by associated trade.
4. Temporary toilets.
5. Procore
6. Temporary fencing.
7. Temporary water and power charges will be provided by KINCO.

SUBCONTRACTOR GENERAL INCLUSIONS

1. Follow all OSHA, KINCO and applicable safety requirements.
2. Provide pricing breakout for expedited shipping on all long lead items.
3. This project does have commissioning. Subcontractors will be required to participate.
4. Provide foreman for duration of work. Foreman to be the primary site contact and shall attend all weekly subcontractor meetings. **Project manager or foreman if qualified shall attend mandatory BIM clash detection meetings.** Employee sent to the weekly subcontractor meeting must have the authority to make commitments on manpower to maintain the project schedule.
5. Provide all material, equipment, labor, hoisting, scaffolding, permitting, fees, wage rates and other items necessary to complete scope of work.
6. Provide all associated submittals and mockups per the specifications associated with bidder's scope of work.
7. **Complete layout associated with trade scope of work from established building corners and benchmarks provided by KINCO.**
8. Complete site cleanup for associated trade work daily. Back charges will be incurred if daily cleanup is not completed.
9. Complete dewatering for associated trade work.
10. Remove and dispose of dirt spoils.
11. Provide necessary storage facilities for trade work.
12. Coordinate equipment access on slab with KINCO. Slab must be protected. Weight restrictions will apply. Equipment will need to be diapered, and non-marking tires used to prevent damage to slabs receiving polished concrete.
13. Include firestopping and caulking of openings and penetrations associated with trade work.
14. All work to include a general one-year material and workmanship warranty, and all special and extended warranties as required by contract documents, at which time the greater will apply.
15. Lean construction practices will be implemented on this project. Subcontractors shall participate in weekly KINCO scheduling huddles, ensure material is delivered as needed for installation (items needing stored must be coordinated with the KINCO project team), **all materials within the building must be placed on carts or blocking to allow for efficient movement and all work areas must be kept clean daily.** KINCO encourages input from subcontractors on ways to improve productivity.

16. All Division 00 – Procurement and Contracting Requirements and Division 01 – General Requirements apply to subcontractor and supplier scopes of work as well as all specifications applicable to the quoted scope of work.

SITE UTILITIES

Site Utilities General Notes:

1. Subcontractor shall perform site visit to examine the existing conditions of the project site.
2. Subcontractor is responsible for coordinating with other trades and local and state authorities.
3. Subcontractor to carry money for hydro excavating where necessary.
4. Subcontractor to fully excavate and backfill all areas where site utilities are to be run.
5. Subcontractor to supply all pipe, fittings, valves, and any other components needed for a complete site utilities package.
6. Subcontractor will supply all materials and equipment.
7. Subcontractor will provide any temporary shoring, benching, trench boxes, traffic controls, barricades, and any required safety measures for excavating.
8. All work must be completed in accordance with the applicable spec sections.

Site Utilities Project Specific Notes:

1. Subcontractor to supply temporary barricades around any open ditch to secure work areas from any students and traffic.
2. Include patch and place concrete or asphalt as a unit price.
3. Site utilities contractor will be responsible for including all street sweeping to maintain roadways.
4. Utility contractor to locate existing utilities.

EARTHWORK & STORM DRAINAGE

Earthwork & Storm Drainage General Notes:

1. Subcontractor shall perform site visits to examine the existing conditions of the project site.
2. Subcontractor is to provide all site grubbing and clearing.
3. Subcontractor is responsible for coordinating locations of existing utilities with authorities having jurisdiction prior to beginning any work. Repairing any damage to existing utilities is the responsibility of this Subcontractor.
4. Subcontractor is to provide all saw cutting as required to complete the site work, includes saw cutting of street as required to install this scope of work.
5. Subcontractor is to provide, positive drainage, de-watering and pumping throughout site construction for bid package.
- 6. Subcontractor is to confirm their knowledge and understanding of the updated soils report.**
7. Subcontractor is to provide and install temporary construction entrances as noted in the CM Site Utilization Plan.
8. Subcontractor is to establish, protect and maintain all excavations and slopes to provide a safe work area and as otherwise required by State, Local and Federal regulations. Provide and remove any required shoring required for the project.
9. Subcontractor is responsible for coordinating with other trades and local and state authorities.
- 10. Subcontractor shall include a reasonable amount of re-grading after construction operations are complete to restore grade to ± 0.1 foot at all areas around the site.**

11. Subcontractor is responsible for protecting all benchmarks and control points and bear the cost for re-establishing benchmarks and control points that are damaged during construction.
12. Subcontractor is responsible for all mass excavation and backfill work, including export of excess material or import of approved fill, including the removal of unsuitable material.
13. Subcontractor is to provide final grading at the end of the project.
14. Subcontractor is to provide fine grade under the building and the site to +/-0.1 foot of the required subgrade elevations.
15. Subcontractor is to provide site grading for planted areas, +/- 0.1 foot.
16. Subcontractor is to provide water necessary to achieve subgrade compaction requirements.
17. Subcontractor is to anticipate normal rainfall and handling wet material to minimize impacts to Project Schedule.
18. Subcontractor is responsible for maintaining and protecting all existing underground utilities.
19. Subcontractor is responsible for staking and layout of lines, grades, and elevations for this scope of work. A single elevation benchmark and control point will be provided by others.
20. All work must be completed in accordance with the applicable spec sections.

Earthwork Project Specific Notes:

1. Provide dust control, as necessary.
 2. Provide and install 4" of topsoil at all disturbed areas and behind curbs.
 3. Subgrade improvements to extend 10' outside building line and 3' outside of curb & gutter.
 4. Multiple mobilizations may be required.
 5. Include demolition and removal of existing site concrete and asphalt.
 6. Exclude undercut allowance from base bid. This will be carried by Kinco at unit rates established in bid. Undercut and backfill unit rate to include removal, haul off, and compaction of in place select fill per geotechnical engineer.
 7. Include all erosion control through the entirety of the project.
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Building & Site Concrete

Concrete General Notes:

1. Contractor's scope of work includes furnishing and installing all concrete and related materials for the building and site in accordance with the Contract Documents, including but not limited to all footings, foundations, slabs on grade, sidewalks, mechanical yards, concrete paving, and mechanical and/or electrical equipment pads.
2. Concrete contractor to include underdrains for drives and sidewalks. Reference C-502.
3. Work is to conform with specifications.
4. Place and finish concrete surfaces as required by the contract documents including all rubbing and patching on walls, interior and exterior equipment pad edges, and exposed slab edges.
5. Furnish and install all reinforcing steel and all accessories associated with Cast-In-Place Concrete Work for the building. Provide submittals and shop drawings per the contract documents not less than one week following issuance of Notice to Proceed by Kinco Constructors.
6. Termite treatment and all concrete accessories are to be included.
7. Includes all necessary reinforcing, formwork, rubbing, etc as required for complete product.

8. The foundation work shall include all labor and material to complete excavation, spoil removal from site, backfill, fine grading, forming, furnish and install all placing and finishing of concrete, placement of reinforcing steel, installation of expansion joints, grouting of column bases and all base plates, grouting of elevator threshold, beam bearing plates, and lintels if required, pouring of slab block outs for columns, installation of expansion joint, pumping water from open footings and trenches and pumping of concrete to furnish a complete foundation system including but not limited to all footings, columns, mats, etc. as shown in the construction documents.
9. The slab on grade will include all labor and materials to level existing building subgrade pad, form slab edges, termite treatment, install rock sub-base, furnish and place reinforcing steel, place and finishing of concrete including thickened slabs, specialized curing procedures, layout and saw cut construction joints, install expansion joints and any formed construction joints. Form any block outs or recesses for other trades work that is embedded in the concrete.
10. Include concrete admixtures as specified.
11. Include forming of any block outs or recesses for other trades work that is embedded in the concrete.
12. Contractor to include all associated excavation, backfill and compaction. Remove spoils off-site or to location designated by the Construction Manager.
13. Coordinate with other trades in advance and make provisions for installation of their work to avoid cutting and patching.
14. Coordinate with Construction Manager a location for concrete washout, then haul-off all concrete washout and debris upon completion of this bid package and or as directed by Construction Manager. Repair any damage as required and return the area to proposed grade.
15. Submit saw cut and control joint plan for review and approval by Architect and Construction Manager.
16. The Contractor shall coordinate with the testing laboratory. Testing will be paid for by others. Work put in place without specified/required testing documentation shall constitute a lack of acceptance of work and may require to be redone at discretion of the CM. All concrete work must be scheduled with Construction Manager allowing for ample time to coordinate with Testing Laboratory. Coordinate all special inspections that are required per Construction Documents.
17. Furnish, erect and strip form materials, equipment, and accessories as required for a complete installation including but not limited slab on grade forms, edge forms, block-outs, chamfer strips, expansion joint assemblies, and keyways, etc.
18. Provide all layout as required including verification of subgrades, erection and maintaining of batter boards. Construction manager to provide building corner points.
19. This Contractor will be responsible for the layout and installation of all anchor bolts, hold down anchors, and/or embeds that are to be cast in concrete. Anchor bolts and embeds will be supplied by others to this Contractor. Layout per approved structural steel shop drawings is by this Contractor.
20. All anchor bolts, embeds and handrail sleeves shall be set in templates (provided by this Contractor) and properly secured before concrete is poured. This Contractor will be responsible for any remedial work required if anchor bolts are not in the correct location. "Floating" of anchor bolts after concrete is poured will not be allowed.

21. Formwork quality shall be maintained throughout the construction of this project to produce formed surfaces in compliance with the Contract Documents.
22. Provide and install concrete at block-outs, including expansion joints.
23. Provide and install epoxy as needed to repair misplaced anchor bolts, and as needed for rebar installation, approval must be required from structural engineer prior to any epoxy work.
24. Provide cleaning and blowing out of all form work just prior to the placement of concrete.
25. Repair of offsets, bulges, excessive deflections, blowouts, and any other formwork failures.
26. Concrete pumping as required by this bid package.
27. Furnish all expansion joints, zip top for sealants (sealants by others), expansion joint material, bentonite rope, water stop, and/or keyways as scheduled and specified associated with the scope of work of this bid package.
28. Furnish and install doweling/drilling reinforcement including epoxy at all required locations per contract documents.
29. Furnish and install provisions for cold and hot weather work as required including but not limited to hot or chilled water, temporary heat, enclosures, blankets, etc.
30. Contractor shall clean all residue off surfaces if necessary.
31. Slabs are to meet flatness requirements as specified. It is the responsibility of this Contractor to meet any requirements by manufacturers of products provided under this bid package that exceed said requirements. If flatness is not met per the specifications, this subcontractor will be responsible for all costs associated with removal and placement of new concrete.

STRUCTURAL STEEL SUPPLY

Structural Steel Supply General Notes:

1. Furnish all miscellaneous steel, including but not limited to sidewalk grates, anchor bolts, cooling tower frames, lintels, conventional steel, and handrails.
2. Deliver to site.
3. Include necessary shop drawings.
4. All work must be completed in accordance with the applicable spec sections.

LGMF, DRYWALL & ACOUSTICAL

LGMF, Drywall & Acoustical General Notes:

1. Furnish and install acoustic ceilings, in-wall insulation, and lay-in insulation above. Price all but not limited to metal framing, wood framing, wood blocking (Break out your price not included in base bid), and drywall.
2. All work must be completed in accordance with the applicable spec sections.

WATERPROOFING AND JOINTS SEALANTS

Waterproofing and Joint Sealants General Notes:

1. Subcontractor is responsible for furnishing material and equipment to install the specified waterproofing, vapor and air barrier, exterior masonry sealer /water repellent, and joint sealant products in accordance with the Contract Documents and manufacturer's installation instructions.
2. Subcontractor shall furnish material and equipment to install all caulking in joints as scheduled by the contract documents, including but not limited to:
 - a. Exterior caulking around all hollow metal window and door frames
 - b. Exterior joints in horizontal wearing surfaces
 - c. Paving joints for streets, roads, driveways, sidewalks, curb, and gutter, etc.
 - d. Interior expansion and control joints CMU walls
 - e. Interior expansion joints and saw cuts at concrete floors as noted on drawings
 - f. Masonry, EIFS, and metal panels to dissimilar materials
 - g. Interior and Exterior concrete joints
3. Subcontractor is to perform all cleaning and preparation work to make surfaces and joints ready to receive materials.
4. Subcontractor is to examine all sub-surfaces or substrates prior to beginning work and report any conditions detrimental to this work. Commencement of work will be construed as acceptance of all surfaces.
5. Subcontractor is responsible for coordinating with other trades.
6. Subcontractor is to coordinate compatibility of caulking materials with material substrate, finish coating and joint sizes.
7. All work must be completed in accordance with the applicable spec sections.

Waterproofing and Joint Sealants Project Specific Notes:

1. Complete all waterproofing and joint sealants as indicated on the contract documents.
2. Warranty as specified.

DOOR, FRAME AND HARDWARE SUPPLY

Door, Frame and Hardware Supply Project General Notes:

1. Provide price to supply all division 08 doors, frames, and hardware.
2. Include shipment to job site.
3. Exclude aluminum door hardware. Cores shall be provided for aluminum doors and match throughout building.
4. Provide cylinders, pins, and keys.
5. Perform all work to the standard set in the applicable specification.

DOOR, FRAME & HARDWARE INSTALL

Door, Frame & Hardware Install General Notes:

1. Install all doors and hardware, excluding any aluminum storefronts.
2. Finish hardware for aluminum doors will be installed by others.
3. The hollow metal frames will be installed by others.
4. All work must be completed in accordance with the applicable spec sections.

OVERHEAD DOORS

Overhead Door General Notes:

1. Include complete scope for the supply and installation of all overhead doors.
2. Doors must be per the drawings and specifications.
3. Contractor is responsible for installing any automatic door openers as well as any integration with the fire alarm system.
4. Contractor to include any support angles or misc. steel associated with installing overhead doors.

PAINTING

Painting General Notes:

1. Prepare and paint all areas noted in the contract documents, including but not limited to masonry walls, steel structure, steel handrails, HM doors and frames, exposed conduit, duct, piping, etc.
2. Protect adjacent finished surfaces and flooring from overspray.
3. All work must be completed in accordance with the applicable spec sections.

SPECIALTY SUPPLY

Specialty Supply Project Specific Notes:

1. Provide a detailed proposal for division 10 specialties, including but not limited to toilet accessories, toilet compartments, signage, fire extinguishers and cabinets, building plaque, corner guards, Knox Box, etc....
2. **Do not include sales taxes in proposal.**
3. Include delivery to site.
4. Kinco may select to purchase all or only a portion of the division 10 items from one supplier.
5. Note lead times for material on proposal.
6. Lockers to be delivered assembled.
7. Exclude security grille door.
8. All work must be completed in accordance with the applicable spec sections.

SPECIALTY INSTALL

Specialty Install General Notes:

1. Provide detailed proposal for the installation of specialty items you select to install.
2. Furnish miscellaneous fasteners and material as necessary for complete installation.
3. Provide protection of adjacent surfaces while performing installation.
4. Install material provided by others level, plumb, and in accordance with the manufacturer's instructions.
5. Exclude security grille door.

PEMB SUPPLY

PEMB Supply General Notes:

1. Provide a rigid frame pre-engineered metal building system including but not limited to all structural framing, **roofing, siding, and wall panels, fascia and soffits, gutters, and downspouts, flashing and trim, snow guards** and other necessary items (purlins, girts, channels) to complete the system.
2. Comply with all engineering and design load requirements per the contract documents.
3. Provide miscellaneous framing support for MEP trades.
4. All work must be completed in accordance with the applicable spec sections.

PEMB Supply Project Specific Notes:

1. Include all associated warranties, including but not limited to weather tightness and color.
2. Look at notes on S301 for piping loads.
3. Include thermal break strips.
4. Please specify if anchor bolts, insulation, or any dimensional steel will be provided in bid.
5. This project will be BIM modeled. Please include the price in your base bid to send a complete model of your scope.

STRUCTURAL STEEL & PEMB ERECTION

Structural Steel & PEMB Erection General Notes:

1. Complete off-loading, staging, bracing and erection of all PEMB items listed in the PEMB supply section above.
2. Furnish cribbing for PEMB structure and sheeting so it does not contact the ground.
3. Provide certificates for all crane operators and welders as applicable.
4. Be an approved erector of the PEMB supplier. If erector is not an approved erector of PEMB supplier at time of bid, erector agrees to complete approval process before being issued a subcontract.
5. Protect the concrete slab from damage by falling objects and equipment.
6. **Coordinate equipment access on slab with Kinco. Slab must be protected. Weight restrictions will apply. Equipment to be diapered, and non-marking tires to be used to prevent damage to slab.**
7. Coordinate roof penetrations with other trades. Boots and flashing to be provided by others and installed by erector.
8. All work must be completed in accordance with the applicable spec sections.

Structural Steel & PEMB Erection Project Specific Notes:

1. PEMB column anchor bolts set by concrete subcontractor.
2. Complete installation of all PEMB supplied components. Standing seam roof, wall panels, trims, copings, soffits, adjustable framing system, exterior insulation, etc.

PEMB INSULATION SUPPLY

PEMB Insulation Supply Project Specific Notes:

1. Supply and deliver PEMB insulation system per the project specifications.

MECHANICAL & PLUMBING PACKAGE

Mechanical Package:

1. Subcontractor is responsible for furnishing and installing a complete, fully operational, and tested mechanical and plumbing system in accordance with the contract documents. It is the intent and meaning that this Subcontractor provides a plumbing 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 item is not specifically called out or shown is included.
2. Subcontractor is to furnish and install the plumbing systems' insulation as required by the Contract Documents or by the authorities having jurisdiction.
3. Subcontractor is responsible for all field engineering of plumbing systems including, but not limited to, line level, grade, and layout for chases, block-outs, niches, and openings. Subcontractor agrees to layout and dimension the chases, block-outs, niches, and openings required on Subcontractor's layout sepias.
4. Subcontractor is to furnish and install vibration isolation and noise control in accordance with the contract documents.
5. Subcontractor is to submit roof jacks, pipe stands, boots and flashing for approval by roofing supplier. Furnish approved roof jacks/boots/flashing.
6. Subcontractor shall furnish and install equipment as shown on the Contract Documents, including final connections to equipment furnished by Others.
7. Subcontractor is to furnish all required systems testing, adjusting, and balancing work in accordance with the contract documents including fuel, labor, appliances, etc. required to test the equipment. Coordinate all inspections, including special inspections, with Construction Manager.
8. Subcontractor is to provide instructional training to Owner's representatives of the plumbing system operation and maintenance.
9. Subcontractor is responsible for any core holes and structural penetrations for this scope of work. Subcontractor is to verify location of core holes with Construction Manager. Subcontractor will be responsible to protect adjacent surfaces and clean up coring water and debris.
10. Subcontractor is to furnish and install all signage and/or pipe identification as specified or as required by the authorities having jurisdiction.
11. Subcontractor is to furnish and install all sleeves, rings, fasteners, and covers etc. required to complete this scope of work.
12. Subcontractor shall furnish and install pipe wrap insulation as specified in the specialties schedule and shown on the Contract Documents.
13. Subcontractor is to furnish all cosmetic joint sealers as they relate to this scope of work.
14. Subcontractor is responsible for all rough-in and final hook-up of all items requiring plumbing service that are specified in any other section of the specifications, Owner furnished, future work, and /or shown on the drawings.
15. Subcontractor is responsible for coordinating with other trades.

16. Subcontractor is to furnish and install all required access doors required by this scope of work including those that are not specifically shown on the architectural drawings.
17. Subcontractor is to furnish and install all fire stopping/fire caulking/fire safing required for this scope of work.
18. Subcontractor to furnish and install all required miscellaneous metal supports, Unistrut, stands, hangers, etc. required to complete this scope of work, which is not specifically shown and sized on the Structural Drawings.
19. Subcontractor is to furnish and install metal backing or wood blocking as required for items furnished within this scope of work.
20. Subcontractor shall furnish and install all interior and exterior gas piping for a complete system, including all excavation and backfill.
21. Subcontractor is responsible for preparation and coordination of all layout drawings, record drawings, as-built drawings, and surveys as applicable to this scope of work.
22. Subcontractor is responsible for coordinating locations of existing utilities with Authorities having jurisdiction prior to beginning any work. Repairing any damage to existing utilities is the responsibility of subcontractor.
23. Subcontractor is responsible for City and State approval of utility work including engineered surveys, testing, etc. as required.
24. Subcontractor is to provide and install pull boxes and valve boxes as required.
25. Subcontractor is responsible for all testing associated with this scope of work.
26. Furnish and install a complete HVAC system per the contract documents that is compliant with all HVAC standards and codes.
27. Include all associated HVAC controls, testing, balancing, and adjusting. Provide completed reports confirming system is operating as designed.
28. **Substitutions of HVAC equipment shall comply with the electrical design and be approved by the design team.** If modifications are necessary due to substitution being approved, the HVAC subcontractor shall be responsible for electrical modification required to meet unit specifications.
29. Seal all duct openings during construction to prevent debris from entering system.
30. Coordinate and complete final hooks ups of equipment provided by the owner and other trades.
31. Complete insulation, identification and stenciling of all HVAC piping and duct.
32. Provide and install one set of air filters and any attic stock per the contract documents. Provide a list of filters required for each piece of equipment along with maintenance schedules. This can be included in the operation and maintenance manuals.
33. Construction Manager will provide temporary filter media and filters while system is used prior to turnover.
34. Provide system to meet all seismic requirements as noted in the contract documents.
35. Ensure all necessary AHJ inspections are scheduled and conducted.
36. All work must be completed in accordance with the applicable spec sections.

Plumbing, HVAC, and Mechanical Combo Specific Notes:

1. Connect building water, sewer and gas to site utility lines as noted on Kinco Site Utility Coordination Plan.

2. Structural members will be provided with metal building, but mechanical subcontractor shall provide any Unistrut or hangers necessary to install mechanical piping.
3. Include heat trace as shown. (Plumbing & Mechanical Combo)
4. This project does have commissioning. Subcontractors will be required to participate.
5. Provide price breakout for expedite measures on all long lead times.
6. Include all interior condensate lines. Coordinate with HVAC. (Plumbing & Mechanical Combo)
7. **Include HVAC control work.** (HVAC & Mechanical Combo)
8. Furnish and install maintenance platform if needed to access units. (HVAC & Mechanical Combo)
9. Coordinate roof penetrations with roofing installer. Furnish boots, curbs and flashing to be installed by roofing contractor. (Plumbing & HVAC & Mechanical Combo)
10. Provide system to meet all seismic requirements as noted in the contract documents. (Plumbing & HVAC & Mechanical Combo)
11. Ensure all necessary AHJ inspections are scheduled and conducted. (Plumbing & HVAC & Mechanical Combo)
12. Obtain all necessary permits associated with this scope of work. (Plumbing & HVAC & Mechanical Combo)
13. Furnish all specified warranties from time of substantial completion. (Plumbing & HVAC & Mechanical Combo)
14. Include all water service work from point of new meter. Kinco will order meter from water department.
15. Include all gas line work from point of new meter location. Kinco will coordinate meter installation with service company.
16. Exclude all work associated with fire protection.
17. Exclude all demolition work. Include cutting and capping lines as necessary for demolition contractor to remove.
18. Exclude concrete cutting and removal. Kinco will remove slab in bathroom and locker rooms and trench vestibule for new plumbing lines. Plumbing contractor to remove below grade plumbing as necessary, excavate for new lines, install bedding, backfill, and compact.
19. **This project will be modeled. Please include money to provide a full model for your scope of work. Plan to attend BIM Coordination meetings to help with clash detection.**
20. Please include unit pricing for concrete/asphalt patch back.
21. Include all fire alarm associated with the mechanical work such as duct detectors and the integration of the duct detectors into the fire alarm system.
22. A weekly email will be sent to the mechanical contractor requesting updated lead times from Trane. It is expected that updated lead times on equipment will be provided weekly.

ELECTRICAL

Electrical General Notes:

1. Subcontractor is responsible for furnishing and installing a complete and fully operational electrical system in accordance with the contract documents, the National Electric Code, and all AHJ's. It is the intent and meaning of the contract documents that this Subcontractor provide an electrical system installation that is complete and all items and apparatuses necessary, reasonably incidental, or customarily included, even though each item is not specifically called out or shown. The electrical

system includes any and all fire alarm, communications, intercom, access controls, and lighting controls.

2. Subcontractor to provide and install all light fixtures with lenses, lamps, supports, brackets, and standards for mounting light fixtures, and all wiring and conduit required to complete the electrical system shown in the Contract Documents.
3. Subcontractor to coordinate the location of outlets, switches, fixtures with the Architectural Plans.
4. Subcontractor to supply and install light poles as shown on site plans.
5. Subcontractor is responsible for all wiring and conduit required to complete the electrical system shown on the Contract Documents.
6. Subcontractor is responsible for all field engineering for this scope of work including, but not limited to line, level, and layout for electrical systems, chases, block-outs, and openings.
7. Subcontractor is responsible for turning over to Mechanical Subcontractor all items, which are specified to be furnished by this Subcontractor and installed by the mechanical trades.
8. Subcontractor is responsible for electrical rough in, wiring, conduit and final connections to all equipment, specialties, door hardware, furnishings, interconnection wiring, and motors furnished under other sections of the Contract specifications.
9. Subcontractor is responsible for electrical concrete, rebar, and formwork for conduit encasement, if required.
10. Subcontractor is to furnish and install all miscellaneous steel, Unistrut, all-thread rod and accessories required for pipe supports, wall penetrations, floor penetrations and equipment supports associated with this Subcontractor's scope of work.
11. Provide instructional training to Owner's representatives of the electrical system operation and maintenance.
12. Coordination with other trades.
13. Furnish and install all required access doors required by this scope of work including those that are not specifically shown on the architectural drawings.
14. Subcontractor will provide layout information and furnish panels prior to the framing for openings.
15. Furnish and install all electrical systems identification including color-coding, stencils, labels, tags, etc., required by the contract documents or the Authorities having jurisdiction.
16. Furnish and install all sleeves, thimbles, inserts, and other embedded items required to complete the electrical installation, including sleeves with waterproofing for electrical installation passing through waterproofing or damp proofing areas and flashing/ pitch pockets through roof areas required to complete this scope of work.
17. It is intended that this Subcontractor will furnish and securely install all sleeves, thimbles, inserts, and other embedded items as required prior to drywall. All penetrations shall be cut to fit the device within a ¼ inch. This Subcontractor will be required to patch drywall holes larger than noted tolerances. Patches shall be flush with adjacent.
18. All sleeves and/or core drilling required to complete this scope of work.
19. Furnish and install fire stopping, fire sealing, and caulking for this scope of work.

20. This Subcontractor to verify which starters are furnished with mechanical equipment and provide all other loose starters required for mechanical and electrical work.
21. Temporary electric power and lighting conform to OSHA standards, sized and located adequately for use by all trades.
22. Connect temporary power to Construction Manager Project Office at beginning of project and disconnect temporary power to Construction Manager Project Offices at the end of the project.
23. Trenching and excavation safety systems as required. Backfilled ditches are to be compacted as specified.
24. All ceiling heights are to be maintained per the contract documents. The Subcontractor 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 Subcontractor 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.
25. Subcontractor is responsible for all excavation, backfill, compaction, and haul-off of excess material required to complete the work as shown on the Contract Documents including compaction of subgrade and replacement gravel at slab on grade if disturbed during rough in.
26. Coordinate and make final connections and/or install Owner-furnished equipment.
27. Furnish and install power to all electrical panels. Properly label and identify the panels, conduits, equipment, etc, as specified.
28. All work must be completed in accordance with the applicable spec sections.

Electrical Specific Notes:

1. Furnish and install all required conduits, boxes, and raceways for this trade and all other trade work per the contract documents.
2. Furnish and install all site conduit for power and low voltage per site electrical plan.
3. This project does have commissioning. Subcontractors will be required to participate.
4. **Furnish and install complete scope for fire alarm and communications including but not limited to conduit, boxes, and devices.**
5. **Provide price breakout for expedite measures on all long lead times.**
6. Complete testing of system and furnish reports.
7. Include all maintenance and operations manuals along with adequate owner training.
8. Furnish system to meet all seismic requirements as noted in the contract documents.
9. Ensure all necessary AHJ inspections are scheduled and conducted.
10. **This project will be modeled. Please include money to provide a full model for your scope of work. Plan to attend BIM Coordination meetings to help with clash detection.**
11. **Please submit a price breakout with a lead time of switchgears identified in deductive alternate.**

ASPHALT PAVING & BASE

Asphalt Paving & Base General Notes:

1. Contractor is responsible for coordinating locations of existing utilities.

2. Contractor is to provide fine grading of modified sub grade for the paving, and curb and gutter areas adjacent to the paving.
3. Contractor is responsible for cleaning pavement and making any necessary repairs before placing final lift.
4. Contractor is to furnish necessary traffic control, flashers, barricades, and temporary lane markings to re-route traffic for work relative to this scope of work; coordinate lane closings etc. with Construction Manager and AHJ's prior to such closings.
5. Contractor is responsible for keeping surrounding streets, drives, and parking areas free of dirt and debris including dust control caused or created by this scope of work.
6. Contractor is to furnish and install all asphalt pavement, binder, primer, base, and asphalt sealer materials.
7. Contractor is to perform all saw cutting required for this scope of work.
8. Contractor shall examine substrates upon which work is to be installed. Notification must be given to the Construction Manager in writing of conditions detrimental to timely and proper installation of work. Do not start the work until unsatisfactory conditions have been corrected. If work is started without notification of unsatisfactory conditions, it shall be construed as an acceptance of substrate by this Contractor, who shall repair unsatisfactory work caused by unsatisfactory substrate at no expense to the Owner.
9. Contractor is responsible for provisions for cold weather work as may be required for this scope of work.
10. Contractor shall coordinate with other trades in advance and make provisions for installation of their work to avoid cutting and patching.
11. All work must be completed in accordance with the applicable spec sections.

Asphalt Paving & Base Project Specific Notes:

1. Include all regular-duty and heavy-duty asphalt paving and rock base.
2. Include base under curb and gutter. Site concrete subcontractor will grade rock base to elevation at curb and gutter.
3. Match existing pavement lines.
4. Contractor is to furnish and install all parking lot striping, fire lane striping, curb striping, handicap ramps with warning striping, arrows, and handicap logos stenciled in accordance with the contract documents.
5. Contractor is to furnish and install traffic and parking signage mounted on U channel post in accordance with the contract documents. Include concrete footing and bollard as detailed for the signposts.
6. Contractor is to install new crosswalk markings as required by the contract documents.

BIM MODELING

BIM Modeling General Notes:

1. Please provide pricing to integrate the architectural, structural, and MEP models sent to you by the contractor. Please provide pricing to run clash detection and lead/coordinate clash detection coordination meetings.
2. The north chiller plant and the south plant will be BIM modeled. Brewer-Hegeman, Reynolds, Stanley Russ, and Windgate will not be modeled.

MILESTONE SCHEDULE

See milestone schedule below.

SITE UTILIZATION PLAN

Reference Kinco Site Utilization Plan.

KINCO EXHIBITS

KINCO will issue subcontractor agreements, purchase orders, and pay requests. Copies of these forms are available upon request. Contact the KINCO team members listed on the ITB to obtain sample forms.

Reference attached sample of the KINCO Certificate of Liability Insurance below. Reference competent person form below. Reference bid form on pages 5 and 6. Upon signing a subcontract immediately send a W9, Competent person form, and COI. All successful bidders will be required to meet these policy requirements prior to being issued a subcontract agreement.

All subcontractor billings must be processed through Trimble Pay.

Kinco Constructors

EXHIBIT "A" 1 of 2



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
<Show Date Here>

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | |
|--|---|
| PRODUCER <Show Producer Name & Address Here> | CONTACT NAME: <Show Producer Contact Name Here> |
| | PHONE (A/C, H/L, Ext): <Show Producer Phone #> FAX (A/C, Ext): <Show Fax #> |
| INSURED <Show Insured's Name & Address Here> | E-MAIL ADDRESS: <Show Producer E-mail Here> |
| | INSURER(S) AFFORING COVERAGE |
| | INSURER A: Show exact Name of Insurance Company Show NAIC# |
| | INSURER B: Show exact Name of Insurance Company Show NAIC# |
| | INSURER C: Show exact Name of Insurance Company 2565@Show |
| | INSURER D: Show exact Name of Insurance Company Show NAIC# |
| INSURER E: Show exact Name of Insurance Company Show NAIC# | |
| INSURER F: Show exact Name of Insurance Company Show NAIC# | |

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| TYPE | TYPE OF INSURANCE | AGENCY | POLICY NUMBER | POLICY EFF. DATE | POLICY EXP. DATE | LIMITS | |
|------|--|--------|---------------|----------------------|------------------|----------|---|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Includes Contractual <input checked="" type="checkbox"/> AEO Included GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-SUBJECT <input type="checkbox"/> LOC OTHER: | X | Y | <Show Policy # Here> | MM/DD/YY | MM/DD/YY | EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP/AGG \$ 2,000,000 |
| B | AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS | X | Y | <Show Policy # Here> | MM/DD/YY | MM/DD/YY | COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ |
| C | <input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ <Show> | X | Y | <Show Policy # Here> | MM/DD/YY | MM/DD/YY | EACH OCCURRENCE \$ Show Maximum AGGREGATE \$ Limits Carried FORM PER \$ |
| D | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NE) If yes, describe under DESCRIPTION OF OPERATIONS below | Y/N | N/A | Y | MM/DD/YY | MM/DD/YY | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - FA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Project: <List Project Here>
 See Attached Comments/Remarks Section

| | |
|--|---|
| CERTIFICATE HOLDER Kinco Constructors, LLC 12600 Lawson Rd. Little Rock, AR 72210 | CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <Signature of Agent> |
|--|---|

Kinco Constructors

EXHIBIT "A" 2 of 2

| COMMENTS/REMARKS | |
|---|--|
| <p>ENDORSED ADDITIONAL INSURED: As required by written contract, Kinco Constructors, LLC & Project Owner are included as an additional insured as respects General Liability (on a primary and noncontributory basis), Auto Liability and Umbrella Liability. General Liability shall provide coverage for additional insured for both ongoing & completed operations. ("X" denotes coverage.)</p> | |
| <p>and all nonresidential premises for a period equal to or greater than the statute of repose following completion of the Work.></p> | <p>coverage for items than the statute o</p> |
| <p>COPYRIGHT 2000, AMS SERVICES INC.</p> | <p>OFREMARK</p> |



Competent Person Form

The following form must be completed along with the Subcontract and returned to the Project Manager. If there are any changes to onsite personnel, the Kinco Project Manager must be informed in order to amend this document.

Project: _____ Date: _____

Kinco Project #: _____ Contract #: _____

Subcontractor: _____

Subcontractor shall identify each competent personal for specific work activities as required by OSHA.

Competent Personnel:

Tasks:

- | | |
|----------|----------|
| 1. _____ | 1. _____ |
| 2. _____ | 2. _____ |
| 3. _____ | 3. _____ |
| 4. _____ | 4. _____ |
| 5. _____ | 5. _____ |

Equipment Certifications:

Competent Personnel:

Equipment Type:

- | | |
|----------|----------|
| 1. _____ | 1. _____ |
| 2. _____ | 2. _____ |
| 3. _____ | 3. _____ |

This form will be posted in the KINCO jobsite trailer after it is completed.