



SCOPE OF WORK

for

Springfield Apartments Complex – Phase I – Kitchen Cabinet Replacement

INTRODUCTION:

The Tallahassee Housing Authority is seeking the services of a qualified contractor to perform the services required to complete the Springfield Apartments – Kitchen Cabinet Replacement scope of work. The scope of work involves demolition and removal of the existing kitchen cabinets / counter tops and replacement with new cabinets and plastic laminate counter tops. Scope of work includes Kitchen appliance disconnection and moving (set aside for re-installation), electrical disconnection (exhaust hood), plumbing disconnection (sink and dishwasher), underlying damage inspection, repairs and touch up painting (if required), reinstallation of all components and clean up. The replacement of the Kitchen cabinetry is to be accomplished in four (4) phases with PHASE I being bid at this time.

The apartment floor plans vary by the number of bedrooms in the unit and the Kitchens have a different configuration based on that variable. Pictures and conceptual layouts of the various kitchen units are included in Exhibits "A" and "B" (see attached).

Note: Pictures of an alternate layout in a 3-Bedroom Unit are included and should be used as the basis of design for that specific 3-Bedroom Unit.

PHASE I of this consists of the following Unit mix:

1-Bedroom Units – 18

2-Bedroom Units – 12

3-Bedroom Units – 18

4-Bedroom Units – 0

5-Bedroom Units – 0

Complex Offices – 1 - (2) 1-Bedroom apartments combined

Note: The Contractor should expect the Units to be occupied by Tenants at the time of Renovation. All care should be taken to minimize the impact on the residents and no Kitchen should remain un-useable for more than 24 hours.

All bidders are encouraged to visit the site of the project, walk the site, and familiarize themselves with the construction documents, specifications, site conditions and the project's scope of work as specified.

DETAILED SCOPE OF WORK:

The work required to complete the Springfield Apartments – Kitchen Cabinet Replacement is listed below to include but is not limited to the following:

TASK I: Mobilization:

Contractor should provide a schedule to the Engineer detailing the Lead time requirements for measuring of the Units, order and delivery of the cabinets, fabrication of the counter tops and the demolition, repair (if required), re-installation, clean-up and turnover of the Units. Contractor will be limited to the kitchen renovation in (1) building at a time.

TASK II: Pre-Renovation:

Contractor should visit the Unit, field measure the kitchen and create shop drawings of the kitchens to include upper and lower cabinet plans, elevations and overall room dimensions for use in ordering cabinets and countertops. Contractor needs to discuss timing for the renovation with the property manager and identify items that need to be removed / relocated by the tenant prior to demolition.

TASK III: Lead Time Prep:

Contractor should Order / Receive all components necessary for the completion of the selected units prior to Demolition. Kitchen components should be verified as correct and complete and confirmation made to the Engineer / Property Manager so that final scheduling confirmation can be made with the Unit tenants. Cabinet demolition cannot be started prior to this Task being complete.

TASK IV: Demolition:

All Kitchen appliances should be moved and placed in a pre-arranged location out of the way of work to be completed. Plumbing and electrical connections are to be capped off / terminated safely to insure that no damage can result during the demolition / Replacement of the Kitchen components. Cabinet removal should be accomplished in such a way so as to avoid damage to the adjoining surfaces including flooring and painted surfaces. All demolished components are to be removed from the Unit to a dumpster (provided by the Contractor) and disposed of properly off-site. The Engineer and Property Manager are to be made aware of any discovered underlying damages immediately upon discovery. Documentation such as

pictures are required. Repairs are to be made per the unit pricing provided by the Contractor in the Bid.

TASK V: Installation:

Cabinet components are to be installed per the Specifications in the locations as per the shop drawings. Contract is to insure a true and close fit of all components. Counter top shall be fastened to the cabinets using concealed fasteners and side splashes added at adjoining walls. All edges adjoining wall surfaces are to caulked using a waterproof silicon sealer. Installation of the kitchen sink and range hood are to be made per Code requirements and properly sealed to their adjoining components. All doors and drawers are to be installed complete and adjustments made as necessary to insure proper operation.

TASK VI: Cleanup:

Contractor shall clean all areas inside cabinets and drawers, caulked backsplashes and in the Unit's areas affected by the construction. Clean up any exterior areas where removed debris was kept. All kitchen cabinets removed/replaced shall be the responsibility of the contractor to properly dispose of.

TASK VI: Inspections and Warranty:

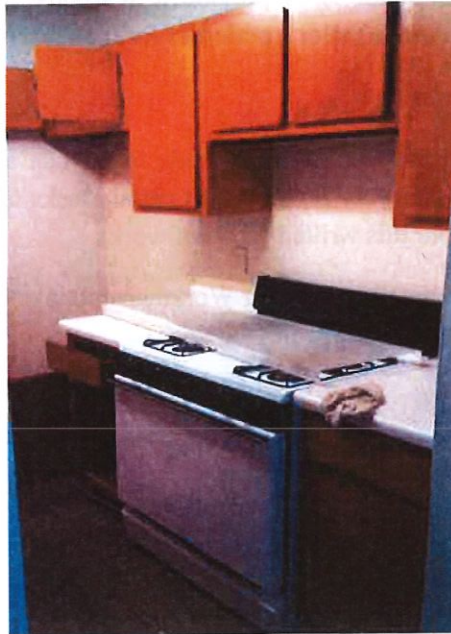
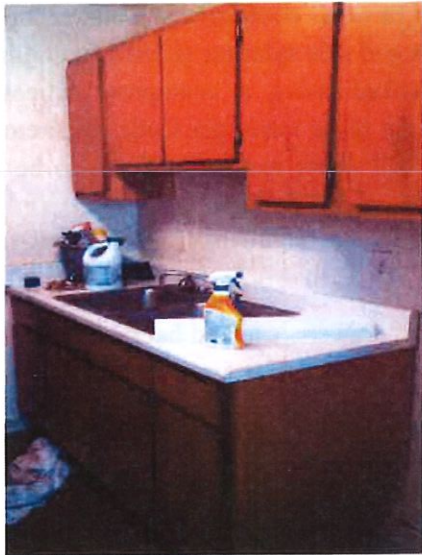
Contractor is to provide a Warranty for the workmanship and material of the installed components for a period of five (5) years from the date of completion.

Note: Every effort has been made to include all the tasks within the scope of work listed below. However, it is very possible that certain tasks necessary for to complete the project may have been omitted from this written scope of work.

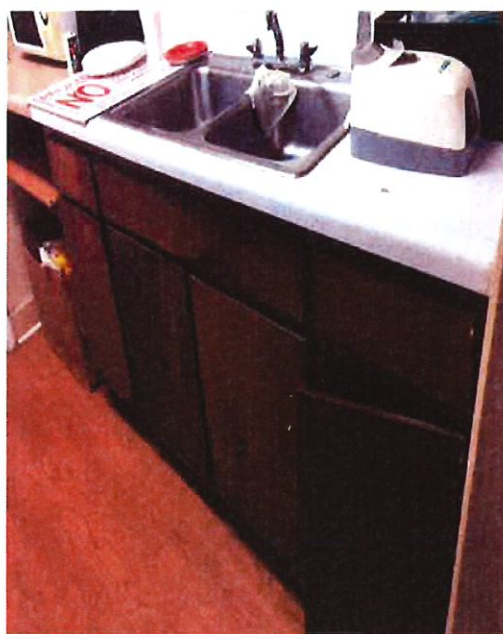
Additional details regarding Workmanship, Conduct, Protection, Touch-up, Products and Warranties are included in the Specifications.

EXHIBIT "A" PICTURES

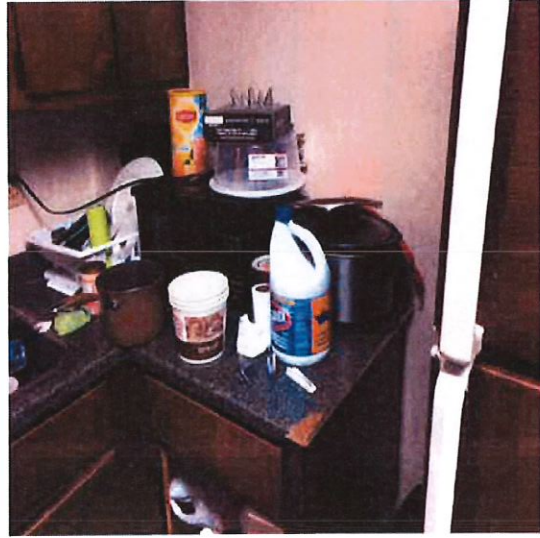
1-BEDROOM



2-BEDROOM



3-BEDROOM
ORIGINAL CONFIGURATION
(RIGHT HAND ELL)



**3-BEDROOM
ALTERNATE CONFIGURATION
(LEFT HAND ELL)**



4-BEDROOM

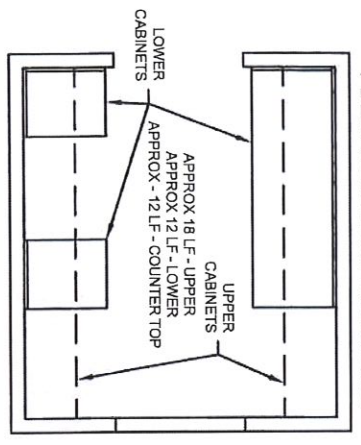


5-BEDROOM

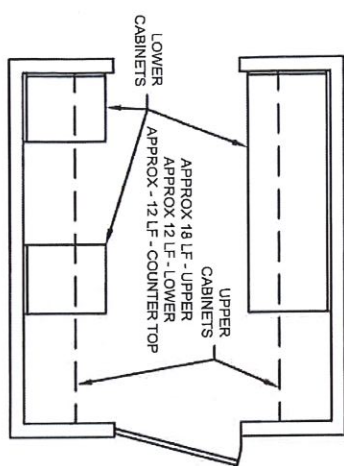
(SIMILAR TO 4-BEDROOM UNIT)



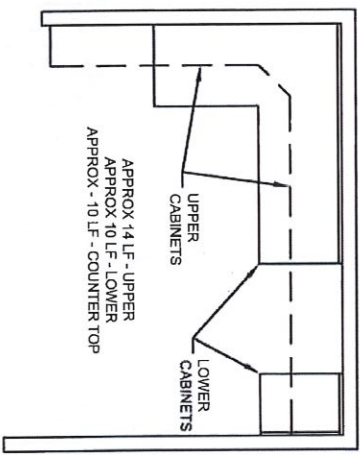
1-BEDROOM KITCHEN LAYOUT



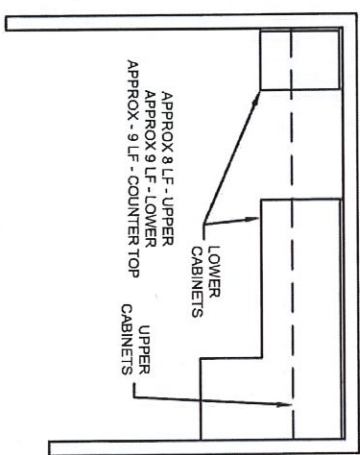
2-BEDROOM KITCHEN LAYOUT



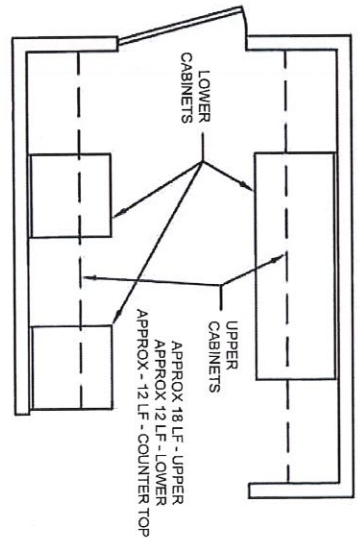
3-BEDROOM KITCHEN LAYOUT (LH)



3-BEDROOM KITCHEN LAYOUT (RH)



4-BEDROOM KITCHEN LAYOUT



5-BEDROOM KITCHEN LAYOUT

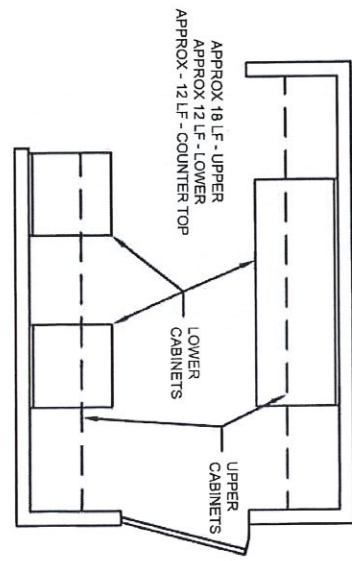


EXHIBIT "B"
KITCHEN LAYOUT SCHEMATICS

NOTE:
THIS IS AN UNSCALED REPRESENTATION
OF THE KITCHEN LAYOUTS AND IS FOR
ORIENTATION AND POSITIONAL
PURPOSES ONLY. THIS IS NOT FOR
DIMENSIONAL USES.

Drawn By: Charles
Party Chief: Eddie

Prepared For: TALLAHASSEE HOUSING AUTHORITY
Project: KITCHEN LAYOUT SCHEMATICS
Springfield Apartments, Joe Lewis St.
Tallahassee, Leon County, Florida

SPECTRA ENGINEERING & RESEARCH, INC.
CIVIL • ENVIRONMENTAL • PLANNING • LAND SURVEYING
1315 E. Lafayette St. Suite B Tallahassee, Florida 32301 (909)656-9894
FAX (909)942-2717

Certificate of Authorization No. 5898
Field District: 002477
Field Station: xx

Job No. 17-117
Scale: NTS
Sheet No.: 1 OF 1

Scale: NTS
Date: 11/22/17
Pilar Dioniso
Professional Engineer
Florida License No. 51459

This value without the signature and true original stamp shall be of no force or effect.
Pilar Dioniso
Professional Engineer
Florida License No. 51459