

COMPANY \_\_\_\_\_

ESTIMATOR \_\_\_\_\_

BID DAY PHONE NO. \_\_\_\_\_

### **Work Package: Mass Excavation**

*The work in each bid package shall include but shall not be limited to all labor, burden, fringe benefits, materials, tools, equipment, incidentals, supplies, samples, shop drawings, layout, hoisting and rigging, shipping and handling, storage, distribution, protection, supervision, coordination, compliance with all applicable agencies, insurance, overhead and profit to perform the scope of work as required by the contract documents and this Work Package.*

*Subcontractor is expected to fulfill all the obligations contained in the Master Subcontract Agreement (“MSA”), and, in addition, the following requirements. In the event of any inconsistency between the MSA and the contents of this Scope of Work, Subcontractor shall comply with the more stringent requirement.*

#### **General Provisions**

1. General Provisions apply to all Work Packages. The following conditions are hereby incorporated into each and every Work Package description.
2. Include complete coordination with all other trades.
3. All work on site is to be performed safely in accordance with all OSHA standards and McCownGordon’s published Safety Program. It is the responsibility of the Contractor to inform and educate all personnel working onsite of the aforementioned requirements and ensure that these policies are enforced each day. Specifically each Contractor is required to meet the following guidelines:
  - a. All Contractors must complete a Safety Orientation and a Competent Person form before starting work.
  - b. All Contractors must submit weekly safety meeting minutes and jobsite safety inspections to the Construction Manager.
  - c. When crane work can possibly encroach within 20’ of energized power lines, the Contractor is responsible to provide a spotter and have protective covers installed on the power lines.
  - d. Appropriate PPE is to be worn by all employees at all times. This includes but is not limited to hard hats, high visibility clothing, footwear, pants, shirts with sleeves, etc.
  - e. 100% fall protection is required for any worker that is exposed to a 6’ fall or greater.
  - f. Any energized electrical work must comply with NFPA 70E regulations.
4. Any employees who work around or with lead base paint materials must have lead awareness training before work begins. Certificates of training must be provided to MGC before work begins.
5. Subcontractors are responsible for reviewing Lead surveys and must identify all areas of work that have lead base paint materials.
6. This project shall include at minimum a 1 year warranty from date of Substantial Completion of project for all items unless otherwise noted.
7. Include all required cleanup for work completed under this contract. Include daily cleanup of all areas where work is performed and disposal of debris to dumpsters provided by others (unless noted otherwise).
8. Include complete coordination of deliveries and storage of all materials on site with Construction Manager’s Onsite Superintendent.

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9. All work to be in accordance with durations shown in the construction schedule. The construction schedule will be reviewed at each weekly progress meeting. All modifications to the schedule at the progress meeting will be sent out with the meeting minutes and will become a contract document, superseding the original bid/contract schedule.
10. Included is the protection of all adjacent surfaces during performance of the work.
11. Include all necessary "quick-shipping", material expediting, procurement expediting, labor overtime as necessary and costs necessary to meet the scheduled milestone dates and scheduled completion date per the construction schedule.
12. All materials and equipment to arrive in sufficient time to allow for installation and in sufficient time to be coordinated with work that is to be completed by other trades.
13. Include all necessary phasing required to complete the work per the project schedule. Contractor may deem it necessary to work an extended shift, more than one shift or more than one extended shift to meet the project schedule. All costs associated with work performed outside normal working hours shall be at the expense of the Contactor unless shift work has been directed and authorized in writing by the Construction Manager. If off-hours work is required, Contractor is required to obtain and pay for any permits associated with the work.
14. Include all necessary mobilizations as required to complete the work per the project schedule.
15. Include all manufacturer warranties, owner and maintenance manuals and as built drawings under this Contract. These are to be delivered to the Construction Manager (60) days from notice to proceed.
16. Include all lifts, equipment, scaffolding, etc...as required to complete this Contract. Contractors are expected to complete their Scope of Work in a timely fashion in accordance with the project schedule so as not to unduly extend the rental period of the scaffolding. Any Contractors causing delays in this work will be subject to back charges for scaffold rental.
17. Include all necessary material handling, hoisting, distribution, drayage, etc... of all materials installed under this contract on site.
18. Include preparation and delivery of (1) electronic copy of all necessary submittals and shop drawings and one (1) copy of "for construction" drawings provided to MGC per the dates below:
  - a. All submittals and shop drawings are due within 10 calendar days of Awarded Contracts unless otherwise noted on the construction schedule
  - b. All submittals are to be electronic format to Construction Manager unless they are material or color samples and they must be delivered to Construction Manager's Office.
19. Provide all mockups and samples as indicated by contract documents. Include mockup fabrication on jobsite, staging in location per Construction Manager, and removal following completion of work.
20. Include all layout, field verifications and/or field engineering required to complete work under this scope. Take all necessary field measurements to verify fit of this work to that of other Contractors or existing conditions prior to the start of fabrication/erection/installation.
21. Include all required "hand work" to complete the scope under this contract.
22. All work in this contract to be in accordance with the contract documents.
23. All temporary power sources must be GFCI protected, it is the responsibility of each subcontractor to confirm or provide GFCI protection per OSHA standards.
24. Included is the weekly updating of all master as-built Construction Manager jobsite drawings by this contractor's on site superintendents or foreman so that Construction Manager is informed of work in place and modifications to the design.
25. Include As-Built Record Drawings to Construction Manager within one (1) week of completion of this scope of work on site.

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26. Include all necessary add mixtures for any materials to facilitate construction per the schedule for both hot and cold weather provisions.
27. Provide and pay for all required permit fees for work under this scope, excluding building permit.
28. All deliveries will be unloaded, inventoried and confirmed by the Contractor.
29. All traffic control labor required for this scope of work.
  - a. A flagman is required at all pedestrian access areas. Must be present during loading/unloading and back-up activities, as well.
  - b. Equipment working in public streets must have working flashing strobe/beacon mounted on the equipment
30. Include pumping of water as required to complete scope of work.
31. Any additional work that is put out for pricing from the Construction Manager shall be returned within one (1) week. All pricing must be submitted with the following items broken out: Material, Labor, Equipment, overhead, and profit. The labor must be broken down by labor rate and hours.
32. Include attendance at weekly progress meetings, foremen meetings, safety meetings, and any other coordination meetings as necessary. This contractor will have a representative present at each weekly progress meeting on site. The time and day is to be determined. This representative at the meeting will possess knowledge on this contractor's scope, procurement, man power, etc... and have the authority to make decisions for this contractor concerning schedule and pricing. At a minimum the Project Manager and Field Foreman are required to be in attendance at progress meetings.
33. This contractor will provide a detailed schedule of the completion of submittals and shop drawings along with a detailed list of all materials showing accurate lead times from approved submittals/shop drawings.
34. Any field work tickets that are generated in the field by the Construction Manager should be submitted within one (1) week of being verified by Construction Manager's site superintendent with all cost associated broken down.
35. Daily reports are required to be filled out in detail and submitted to the superintendent at the end of each working day.
36. Coordinate openings required by this contract with other trades.
37. Each Work Package performing any excavations, trenching or earthwork must be familiar with the Geotechnical Report and bid their work accordingly. Each Contractor must provide suitable compacted materials per project documents and haul off-site any extra materials.
38. Temporary toilets will be provided by others.
39. Each Contractor will be required to make provisions for safety/access for own work such as; provide ladders, fall protection, drinking water, traffic control, signage, etc.
40. Each contractor must provide the necessary manpower to monitor, protect and adjust their work items placed in concrete, masonry grouting, etc. to ensure alignment of finished product.
41. Each contractor will be required to provide their own sleeves, core drill, or otherwise make own penetrations and seal openings for work through walls, floors and ceilings.
42. At locations where work is scheduled to take place over or on the finished roof, the installing Contractor will be required to place plywood down in their work area in order to protect the roof from materials and heavy foot traffic.
43. Each work package must coordinate with the Roofing Contractor in order to schedule installation of roof penetrations prior to roofing system installation.
44. All contractors should make arrangements to provide temporary lighting above and beyond what is installed as part of the Electrical work package as required to complete the Scope of Work. This includes any portable lighting and related power supply for any work required after hours to meet the construction schedule.
45. Each contractor must provide an electronic device capable of using MGC programs to track RFI responses, submittals, contract documents, schedule, meeting minutes, etc. MGC will not be responsible for printing documents for subcontractors.

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46. **Material Escalation Costs:** Each Contractor is responsible for reviewing the Project Schedule for timing of delivery of equipment and materials to the jobsite. This includes accounting for material escalation costs associated with material to be installed, as well as potential labor rate increases. If equipment or materials are pre-purchased and stored, Contractors may bill for stored materials if they provide sufficient documentation (i.e. pictures, affidavits, proof of insurance, etc.) that the equipment or material is for the Salina High School project.
47. Contractor shall be responsible for keeping surrounding streets clean of mud and debris and track out resulting from the work include in their scope. Any Contractor whose operations disturb, disrupt, damage or obliterate any siltation control measure, track out reduction measure, or Best Management Practice process or practice will be responsible for the cost to replace or re-establish the measure.
48. If required to complete the scope of work, Contractor is to provide temporary generator power until permanent/temporary power is connected.
49. Owner's surveyor will provide benchmarks / control points at various locations. All Contractors are responsible for their own layout above and beyond. Any benchmarks that are damaged will be re-established by the Owner's surveyor at the expense of the Contractor responsible for the damage.

**Plans & Specifications**

1. This Contract to include all work complete per Contract Documents including:
  - a. Structural & Site Package Permit Set, dated November 4, 2015
  - b. Progress Set dated November 4, 2015 (Architectural & MEPFS For Reference Only)
2. Specification Sections that are included in the scope of this Work Package include all Division 0 and Division 1 specification sections and particularly specification sections:
  - a. Section 311000 Site Clearing
  - b. Section 312000 Earth Moving
  - c. Section 312319 Dewatering
  - d. Section 321000 Structural Soil

**Scope of Work**

1. This Work Package includes all site clearing, grubbing, site demolition, tree protection, tree removal, and removal as indicated, site mass excavation and grading work.
2. This Contractor to include all building demolition necessary for Area E including canopy, sunscreen, column, ramps, stairs, footings, etc as specifically shown in Sheets D0.02 and D0.03 from Gridline y3 from envelope of building out. Temporary weather partitions to be by others.
3. This Contractor to include all building demolition necessary for Area G as specifically shown in Sheets D0.02 and D0.03 except walls, door, sill and window removal.
4. Includes cut, cap and make safe of all MEPFS items associated with this scope of work.
5. This Contractor to include construction of building pad based on the recommendations of the Geotechnical Data, including; proof-rolling and re-compaction of unsuitable material is to be included by this contractor.
6. Include 6" of KDOT AB-3 for the building pad. Top of AB-3 building pad to be 4" below bottom of slab on grade. Top 4" of granular mat to be by others (concrete subcontractor). Reference geotechnical report, structural and civil documents.
7. Provide building pad to required elevations as noted on the contract documents and this scope of work. Coordinate with slab thickness and base course material to define elevation of building pad.
8. All mass excavations, compaction and fills to be included. Excavation work is unclassified, review soils report.
9. Include backfilling specifically, but not limited to, against concrete curbs, sidewalks, paving and foundation walls.

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10. Building pad to be 5' outside perimeter of building footprint. Reference geotechnical report and grading plan.
11. There will be no additional compensation for unclassified or unsuitable soils. If the existing soils are determined to be unacceptable by the Geotechnical Engineer for use, this Contractor will be responsible to import appropriate material.
12. This Contractor to strip topsoil and stockpile onsite as directed by the Construction Manager, including temporary stabilization. Re-spreading of topsoil for landscaped areas to be included by this contractor. Removal of any excess topsoil to be included by this contractor. Includes fine grading for landscaped areas.
13. This Work Package includes removal of the existing parking lots, roads and site concrete, including all saw-cutting and removal/haul-off of all paving, curbs, walks, etc. Salvaging as noted on the demo plan to be by this contractor.
14. Include clearing and grubbing of site, removal of trees, shrubs and existing vegetation. This includes removal of stumps and roots and backfill of hole if required.
15. This Contractor to include installation, maintenance and removal of construction entrances, roads, crane paths, and parking / laydown areas as indicated in the attached logistics plan. Include all temporary signage as required by the City for temporary roads and construction entrances. Crane path to be 6" of 3" minus rock, rolled and compacted on top of filter fabric. Parking near jobsite offices to be 6" KDOT AB-3, rolled and compacted, on top of filter fabric. At the direction of the Construction Manager, include removal of all temporary materials. It is not to be assumed that all temporary roads, entrances, laydown areas will be installed at one time. Multiple mobilizations should be anticipated.
16. This Contractor shall be responsible for importing any fill dirt required to complete the grading work. It is the discretion of the bidding contractor to assume cut material to be suitable for fill. Refer to the Geotechnical Report.
17. This Contractor to bring all areas to proposed subgrade +/- .10". This includes but is not limited to all building pads, field areas, paved parking areas, etc.
18. Layout and staking, both vertical and horizontal, as required for the work, is the responsibility of this Contractor. A benchmark for the project will be provided by others.
19. This Contractor shall field verify locations of existing public and private utilities prior to starting any excavation work. It is the responsibility of this Contractor to exercise due diligence through private locates, hydro excavation, potholing, etc.
20. This Contractor shall at all times protect utilities, adjacent properties and school property that are not noted to be a part of construction. This includes all shoring and engineering that may be necessary and as noted in construction documents.
21. This Contractor shall include all necessary pumping, dewatering, drainage swales, etc. along with any other measures required to keep water from ponding on the site and also to assist the soil in drying throughout the duration of this package and Scope of Work.
22. This Contractor to include all siltation and erosion control work, including initial installation, inspections/maintenance, and removal upon completion of the project. Provide inspections of erosion control system weekly and after each rainfall while on-site performing work. Repair/replace erosion control devices that are damaged, out of position, or have failed within 24 hours of inspection or of written notice by the Owner or Construction Manager. Provide sediment removal as noted within 24 hours of inspection or written notice by the Owner or Construction Manager of such requirement. Any costs or fines associated with the failure to maintain erosion control shall be the responsibility of this Contractor. Complete removal of temporary erosion control devices will be at a time determined by the overall schedule. Should erosion control devices require inspection and/or maintenance at times when this contractor is not scheduled to perform work on site, maintenance operations will be provided by others, materials necessary for maintenance to be included by this Contractor. Include maintenance of erosion control until weather permits restoration to original or detailed condition.
23. Provide all necessary reports to the Department of Natural Resources regarding storm water runoff in a timely fashion.

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- 24. This Contractor to include all labor, material, and equipment for dust control. This includes, but is not limited to, watering down site to minimize dust.
- 25. This Contractor shall haul-off and properly dispose of in a timely manner, all spoil material remaining at the completion of this Scope of Work unless directed otherwise by the Construction Manager. Haul-off to include any and all rock material encountered.
- 26. Includes coordination of work with other trades, owners and owner's tenants as required.
- 27. Provide any special permits required for demo operation. Standard building and demolition permit will be obtained by MGC.
- 28. Over excavation, haul-off, compaction are included.

29. **Exclusions**

- a. Sales tax
- b. Trash dumpsters
- c. Site utilities (storm, sanitary, domestic/fire, electrical)
- d. Structural excavation

31. **Unit Prices**

- a. Unit Price #1 – Furnish, grade and compact additional 3” minus rock material and for temporary roads/laydown areas. Bid price will be per ton. a. \$ \_\_\_\_\_
- b. Unit Price #2 – Furnish and install rock underlayment supporting fabric. Bid price will be per square yard. b. \$ \_\_\_\_\_
- c. Unit Price #3 – Furnish and install siltation control fence measure. Note that this work as a unit price should be considered as a separate mobilization and priced accordingly. Minimum amount installed would be 25 lf. Bid price will be per lineal foot. c. \$ \_\_\_\_\_
- d. Unit Price #4 – Removal of unidentifiable, stockpiled, or stored spoils. Unit cost is to include all equipment, hauling and disposal fees. Bid price will be per cubic yard. d. \$ \_\_\_\_\_
- e. Unit Price #8 – Hourly rate for work by excavator with an operator. e. \$ \_\_\_\_\_
- f. Unit Price #9 – Hourly rate for work by skid-steer with an operator. f. \$ \_\_\_\_\_
- g. Unit Price #10 – Hourly rate for work by backhoe with an operator. g. \$ \_\_\_\_\_
- h. Exterior concrete flatwork, light poles & bases, asphalt and curb removal h. \$ \_\_\_\_\_

32. Base Bid \$ \_\_\_\_\_

33. Alternate ADD – Removal of all Auger Cast Pile spoils from jobsite. Soils to be stockpiled by others. \$ \_\_\_\_\_

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**Subcontractor Acknowledgement:**

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The undersigned hereby declares that he/she has examined the Construction Documents, has visited the Site, and agrees to all terms and conditions set forth in this scope of work and all of the Contract Documents. The undersigned understands that his/her competence and responsibility and that of his/her subcontractors, time of completion, as well as any other factors of interest to the Owner may be a consideration in making award. The Owner reserves the right to reject any or all proposals and unit prices, and waive technicalities concerning the proposals received as it may be in his/her best interest to do so.

Name & Title: \_\_\_\_\_

Company: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Phone: \_\_\_\_\_

Work Package: \_\_\_\_\_