

**PROJECT:
NORTH LOBBY AND IT RESTROOMS/ HR AREA
CENTRAL OFFICE
19-019-9999**

1.01 WORK INCLUDED

- A. Removal and disposal of flooring in designated areas.
- B. Removal and disposal of Cove Base in designated area.
- C. Repair, patch and prepare subfloor material as required. Ensure clean, smooth and dry condition.
- D. Repair any surface defects in floor slab including cracks, low spots and deterioration.
- E. Provide and install Mannington Amtico LVT Spacia-Wood in Worn Ash (7" x 48" plank)
- F. Provide and install Millwork wall base (to match that which is on site) in all areas receiving new flooring.
- G. Provide and install new transition pieces as needed to match existing.
- H. Removal and disposal of Cove Base in designated area.
- I. Prime, patch and paint all walls. Color to be chosen by THA Job Representative.
- J. Apply two (2) coats of paint to be clear of streaks, drips, runs, sags, etc., to ensure a smooth even finish.
- K. Prep and paint cabinetry in the HR area.
- L. Install new hardware on cabinetry in HR area.
- M. Paint will be water based latex with low VOC.
- N. Prep metal stalls for paint. Repair/ patch any scratches or damage.
- O. Prime and paint metal stalls and pilasters with interior enamel. Color to be chosen by THA representative. This is to be done during weekend hours only.
- P. Remove and replace all stall hardware with new hardware.
- Q. Provide and install 2 baby changing stations. One in each North lobby restroom.
- R. Remove and replace all toilets with new, elongated, tank toilets and toilet seats. ADA stalls must have ADA compliant toilets.
- S. Remove and replace vanities with new solid surface vanity to match previously remodeled employee restrooms.
- T. Remove and replace counter top and window sills in HR area with new solid surface counter tops. Colors to be chosen by HR representative.
- U. Remove and replace all sinks to match previously remodeled employee restrooms
- V. Remove and replace faucets to match previously remodeled employee restrooms. These will be touchless motion sensor faucets.
- W. Provide and install new mirrors. Up to 10 large mirrors may be used.
- X. Install new trifold paper towel dispensers. 3 in each north lobby restroom and 1 each in the IT restrooms.
- Y. Remove and replace all toilet paper holders
- Z. Install new exterior door handles on all restrooms
- AA. Install timed deodorizers in each restroom.
- BB. Remove and replace all urinals with new urinals of like quality.
- CC. Remove and replace all safety bars
- DD. Install ADA compliant shower in both IT restrooms to include, shower pan, fiberglass surround, fixtures, curtain rod, curtain, exhaust fan and safety bars. Install any and all required plumbing, framing, moisture barriers and electrical to ensure proper functionality of the shower, drain and exhaust fan.
- EE. All materials are to be removed from site daily and work area is to be kept clean and in a workable environment.
- FF. Contractor is responsible for verifying all measurements and quantities.

1.02 PROJECT CONDITIONS

- A. Conduct demolition to minimize interference with adjacent [and occupied] building areas.

PART 3 - EXECUTION

3.01 PREPARATION

3.02 REPAIR OF SURFACE DEFECTS

- A. Allow Job Representative to observe concrete surfaces immediately upon removal of flooring material.
- B. Use floor fill to repair any defects in existing flooring.

END OF SECTION

**SECTION 09111
NON-LOAD BEARING METAL FRAMING**

1.04 SYSTEM DESCRIPTION

- A. Metal stud framing system for interior walls, with batt insulation and gypsum wallboard. In moisture rich environments, green board is to be used.
- B. Design system to accommodate construction tolerances, deflection of building members and clearances of intended openings.

1.05 SUBMITTALS

NOT USED

1.06 QUALITY ASSURANCE

- A. Perform work in accordance with MFMA and ASTM C754.

PART 2 PRODUCTS

2.01 STUD FRAMING MATERIALS

- A. Studs: Non-load bearing rolled steel, channel shaped, punched for utility access, as follows.
 - 1. Depth: 1 5/8 inch for interior CMU wall furring, 3 5/8 inch for all interior wall partitions.
 - 2. Thickness: 25 gauge to be used for floor to existing suspended ceiling.
- B. Runners: Of same material and thickness as studs.
- C. Fasteners: Self drilling, self-tapping screws.
- D. Anchorage devices: Power actuated.

2.02 FABRICATION

- A. Fabricate assemblies of framed sections to sizes and profiles required; with framing members fitted, reinforced, and braced to suit design requirements.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that conditions are ready to receive work.
- B. Verify that rough-in utilities are in proper location.

3.02 ERECTION

- A. Align and secure top and bottom runners.
- B. Achieve an airtight seal between runners and substrate with sealant.
- C. Fit runners under and above openings; secure intermediate studs to same spacing as wall studs.
- D. Install studs vertically at 16 inches oc and 24 inches oc as scheduled.
- E. Secure studs to tracks using fastener method. Do not weld.
- F. Stud splicing not permissible.
- G. Fabricate corners using a minimum of three studs.
- H. Double stud at wall openings and doors, not more than 2 inches from each side of openings.
- I. Brace stud framing system rigid.
- J. Coordinate erection of studs with requirements of door frames and install supports and attachments.

- K. Coordinate installation of wood bucks, anchors, and wood blocking with electrical and mechanical work to be placed within or behind stud framing.
- L. Blocking: Secure wood blocking to studs. Install blocking for support of electrical hardware.
- M. Refer to Drawings for indication of partitions.
- N. Coordinate placement of insulation in stud spaces made inaccessible after stud framing erection.

END OF SECTION

**SECTION 09250
GYPSUM WALLBOARD
SYSTEMS**

PART 1 - GENERAL

1.01 WORK INCLUDED

- A. Gypsum Wallboard (GWB - Sheetrock) in walls as required for all interior and exterior wall partitions of the office renovation.
- B. Patch, tape and bed all GWB.

1.02 RELATED WORK

- A. Rough and Finish Wood Framing.
- B. Doors and Hardware.
- C. Carpet Flooring and Base.
- D. Miscellaneous Electrical and Computer / Printer Access.
- E. Painting.

PART 2 - PRODUCTS

2.01 MATERIALS

- A. Provide GWB materials in accordance with applicable recommendations of Manufacturer. GWB shall be 1/2" thick, Type "X" Fire-code sheathing on walls. All GWB shall be installed with maximum permissible length; ends square cut with tapered edges. Moisture rich environments require green board installation.

2.02 ACCESSORIES

- A. The Contractor shall provide and use screws, nails, beads and moldings of type and size to suit application in accordance with ASTM C754 and GA 216 unless otherwise directed by the THA Representative.

3.00 EXECUTION

- A. Install materials true to lines and levels to provide surface flatness with maximum variation of 1/8 inch in 10 feet.
- B. Ensure framing members and blocking are true, plumb and level and ready for installation of GWB before beginning Work. Do not cover rough framing before inspection by City Inspector and the THA Representative. Nail wood blocking to studs, in a secure manner as required for structural repair, installation of hardware and miscellaneous fixtures, accessories and equipment.
- C. Coordinate installation of bucks, anchors, blocking, electrical and mechanical work which is to be placed in or behind GWB. Coordinate installation with other portions of the work.
- D. Acceptance of Work is subject to the approval of the THA Representative.

END OF SECTION

PART 1 - GENERAL

1.01 WORK INCLUDED

- A. Installation of hardware for wood doors and stall doors as required for acceptable operating condition.
- B. Installation of ADA compliant hardware wood doors as required for acceptable operating condition.
- C. New hardware to include lockable door handle to lock from the inside, keyed to match building master.
- D. Door Hardware to match pre-finished metal door frames.

1.02 RELATED WORK

NOT USED

1.03 REGULATORY REQUIREMENTS

Conform to applicable sections of the code having jurisdiction.

1.04 DELIVERY

- A. General Contractor is responsible for protecting the original finish and texture of all items of finish hardware.

PART 2 - PRODUCTS

2.01 MATERIALS

- A. Wood Doors: Provide new hardware sets for doors. Door Hardware to match pre-finished door framing.
- B. Screw, bolts and fasteners shall be adequate and suitable for installation or re-installation for secure mounting of all items related to this section.
- C. Keying: To match site keying, two (2) masters included.

3.00 EXECUTION

- A. Install all materials and products in strict accordance with the manufacturer's written instructions and recommendations or as directed by the THA representative.
- B. All hardware shall be installed by laborers skilled in this type of Work.
- C. Acceptance of Work is subject to the approval of the THA Representative.
- D. Keying: The General Contractor to see that no keys are lost or duplicated copies made or that no keys given to unauthorized persons. Upon completion of the project, he shall turn over to the Owner all keys, properly tagged for their respective doors, etc. Key all locks to Owner's Master Key System or as otherwise directed by Owner.

END OF SECTION

PART 1 - GENERAL

1.01 WORK INCLUDED

- A. Prepare existing flooring and install Mannington Amtico LVT flooring in area as detailed.
- B. Repair, patch and prepare subfloor material as required. Ensure clean, smooth and dry condition.
- C. Repair any surface defects in floor slab including cracks, low spots and deterioration.
- D. Remove existing vinyl cove base material and replace with wood cove after completion.

1.02 RELATED WORK

NOT USED

PART 2 - PRODUCTS

2.01 MATERIALS

- A. Replacement Flooring shall be as follows: Mannington Amtico LVT Spacia- Wood in Worn Ash (7" x 48" plank)
- B. Replacement with new 5" millwork wall base to match previously remodeled restrooms
- C. Installation of new appropriate transition pieces where required.

3.00 EXECUTION

- A. Prepare existing flooring.
- B. Install flooring using only new materials. Neatly trim around fixtures, escutcheons and all corners. Cut and fit tight to protrusion and perpendicular interruptions. Follow Manufacturer's written instructions and recommendations for installation. Install materials true to lines and levels to provide surface flatness with maximum variation of 1/8 inch in ten (10) feet.
- C. Do not begin work before inspection and approval by the THA Representative.
- D. When installing base boards, use molded corners for all outside corners and ensure inside corners are properly fitted with toe cut to 45 degrees.
- E. Coordinate installation with other portions of the Work.
- F. Acceptance of Work is subject to the approval of the THA Representative.

END OF SECTION

**SECTION 09900
PAINTING**

END OF SECTION PART 1 - GENERAL

1.01 WORK INCLUDED

- A. Prime and paint all GWB (sheetrock) surfaces as required.
- B. Paint all interior surfaces as required. Color to be chosen by THA Job Representative.
- C. Apply two (2) coats of paint to be clear of streaks, drips, runs, sags, etc., to ensure a smooth even finish.
- D. Provide all paint, paint products and labor required for a complete and proper installation.

PART 2 - PRODUCTS

2.01 MATERIALS

LATEX PAINT:

- A. Interior Surfaces (New)
 - 1. Latex primer (Sherwin Williams or equal)
 - 2. Latex interior flat (Sherwin Williams or equal) – Color to be chosen by THA Job Representative

ENAMEL PAINT

- A. Metal stalls

- a. Enamel interior gloss (Rustoleum or equal) – color to be chosen by THA representative.

2.01 ACCEPTABLE MANUFACTURERS

- | | | |
|---------------------|----------------|----------------------|
| A. Coronado | D. Kelly-Moore | G. Anchor |
| B. PPG | E. Porter | H. Pratt and Lambert |
| C. Sherwin Williams | F. Sonneborn | |

I. Acceptable manufacturer's shall be as referenced above or approved equal. Deliver paint materials in sealed original labeled containers, bearing manufacturer's name, type of paint, color designation and instructions of mixing and/or reducing.

2.02 APPLICATION EQUIPMENT

- A. All necessary equipment shall conform to OSHA regulations and local ordinances.
- B. General: For application of the approved paint, use only such equipment as is recommended for application of the particular paint by the manufacturer of that paint, subject to the approval of the Housing Authority.
- C. Compatibility: Prior to actual use of application equipment, use all means necessary to verify that the proposed equipment is actually compatible with the material to be applied and that the integrity of the finish will not be jeopardized by use of the proposed application equipment.

PART 3 EXECUTION

3.00 INSTALLATION

- A. Thoroughly examine surfaces scheduled to be painted prior to commencement of work. Do not commence until such defects have been corrected.
- B. Correct defects and deficiencies in surfaces, which may adversely affect work of this Section.

3.01 TESTING

- A. The Contractor, at no cost to Owner, shall correct any work that does not conform to the manufacturer's specification requirements.

3.02 PROTECTION

- A. Adequately protect other surfaces from paint and damage.
- B. Furnish sufficient drop cloths, shields, and protective equipment to prevent spray or droppings from fouling surfaces not being painted and in particular, surfaces within storage and preparation area.
- C. Place cotton waste cloths and material which may constitute a fire hazard in closed metal containers and remove daily from site.
- D. Remove electrical fixtures, surface hardware, fittings, and fasteners, prior to painting operations. These items are to be carefully stored, cleaned, and replaced on completion of work in each area. Do not use solvent to clean hardware that may remove permanent lacquer finish.
- E. Barricade work area to prevent pedestrian traffic. Contractor shall erect temporary interior signs to direct traffic to alternate means of ingress and egress when ever points of entry are blocked.
- F. Secure scaffolding and lines at a height sufficient to prevent vandalism and mischief at close of work each day.
- A. Examine all surfaces on site to determine job conditions and degree of surface preparation necessary for a professional job.
- B. Perform all preparation and cleaning procedures in strict accordance with the paint manufacturer's recommendations as approved by the Housing Authority.

3.03 APPLICATION

- A. Mix and prepare painting materials in strict accordance with the manufacturer's recommendations as approved by the Housing Authority.
- B. Stirring: Stir all materials before application to produce a mixture of uniform density, and as required during the application of materials. Do no stir into the material any film which may form on the surface. Remove the film and, if necessary, strain the material before using.
- C. Remove all removable items which are in place and are not scheduled to receive paint finish or provide surface applied protection prior to surface preparation and painting operations.

- D. Following completion of painting in each space or area, reinstall the removed items by using workmen skilled in the necessary trades.
- E. Ensure all materials to be finished are dry, clean and surrounding air temperature is above 45 Degrees Fahrenheit before applying finishes. Provide adequate and continuous ventilation.
- F. Acceptance of Work is subject to the approval of the THA Representative.

3.04 PAINTING AND FINISHING SCHEDULE

- A. Metal Door Frames
 - 1. Primer as recommended.
 - 2. Enamel gloss. Color to be chosen by THA Job Representative
 - 3. 4.5 mils total dry thickness

3.05 CLEANING

- A. Protect all work at all times. Protect adjacent work and materials by suitably covering or other method during work in progress.
- B. During progress of work keep premises free from any unnecessary accumulations of tools, equipment, surplus materials, and debris.
- C. Thinners or other paint materials shall not be disposed of in the building plumbing system.
- D. Upon completion of work leave premises neat and clean.

3.06 GUARANTEE

Contractor to guarantee work against all defects for a minimum period of one (1) year from the date of final acceptance and make good by repair at no cost to Owner any portion that may show defects in either workmanship or materials during that period.

END OF SECTION

**SECTION 15500
HEATING, VENTILATING
AND AIR CONDITIONING**

PART 1 - GENERAL

1.01 DESCRIPTION:

A. Work Included: Provide and install new exhaust fans in shower areas to include any and all required ductwork, ventilation and electrical.

1.02 QUALITY ASSURANCE:

A. Use adequate numbers of skilled workmen who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the Work of this Section.

B. Codes and Regulations:

- 1. In addition to complying with the specified requirements, comply with pertinent regulations of governmental agencies having jurisdiction, all applicable laws, codes, ordinances including those of the state, county and city.

END OF SECTION

SECTION 16000

PART 1 - GENERAL

1.01 WORK INCLUDED

- A. Provide and Install as required: receptacles, Switches, Ground fault intercept receptacles, and other equipment as specified.
- B. Bring electric distribution up to required standards.

1.02 RELATED WORK

- A. Demolition
- B. Rough Carpentry.
- C. Metal Stud Framing
- D. Gypsum Drywall Systems.
- E. Sealants
- F. Mechanical Work

1.03 SUBMITTALS

Submit manufacturer's installation instructions and material and color samples.

PART 2 - PRODUCT

2.01 MATERIALS

Use only new materials and components designed to be compatible with existing components of Electrical system.

2.02 ACCESSORIES

Use only new accessories designed to be compatible with existing components and equipment.

PART 3 – EXECUTION

3.01 INSTALLATION

- A. Verify all related items of Work are placed and ready for replacement of items of work included in this section.
- B. The Contractor shall set and secure materials and components in place, plumb, level and true
- C. Install all equipment in accordance with manufacturer's instructions and prevailing industry standards in a neat and workmanlike manner.
- D. Coordinate the work of this division with the work of other divisions. The work of this section shall not delay or interfere with the work of other sections. Workmanship shall be of the highest grade and in accordance with the best practices of the trade.
- E. Guarantee: The electrical systems shall be guaranteed for a period of one year from the date of substantial completion.
- F. Acceptance of Work is subject to the approval of the THA Representative.

3.02 LIGHT FIXTURE SCHEDULE

NOT USED

3.03 ROUGH-IN

- A. Verify final locations for rough-ins with field measurements and with the requirements of the actual equipment to be connected.

3.04 ELECTRICAL INSTALLATIONS

A. General: Sequence, coordinate, and integrate the various elements of electrical systems, materials, and equipment. Comply with the following requirements:

- 1. Coordinate electrical systems, equipment, and materials installation with other building components such as computer, telephone, copiers, etc.
- 2. Verify all dimensions by field measurements.

3. Arrange for chases, slots, and openings in other building components during progress of construction, to allow for electrical installations.
4. A minimum of four (4) quad electrical outlets per wall.
5. Install a minimum of three (3) IT outlets per wall to accommodate copiers, telephone, internet, etc.
6. Coordinate the installation of required supporting devices as they are constructed.
7. Sequence, coordinate, and integrate installations of electrical materials and equipment for efficient flow of the Work.

END OF SECTION

**HOUSING AUTHORITY OF THE CITY OF TULSA
FORM OF BID**

1.1 PROJECT: NORTH LOBBY AND IT RESTROOMS/ HR AREA (19-019-9999)

1.2 LENGTH OF CONTRACT This contract will commence pursuant to the Notice to Proceed. All work will need to be correctly completed by May 12, 2019.

1.3 The undersigned, having familiarized themselves with the conditions affecting the cost of the work, the Form of Contract, as prepared by the Housing Authority of the City of Tulsa, 415 E. Independence, Tulsa, Oklahoma 74106, hereby proposes to furnish all Permits, Licenses, Insurance, Labor, Materials, Equipment, Services, Freight, Applicable Taxes and Fees required to perform the duties as per THA Specifications for ITEMS LISTED ABOVE, at the above identified location (s) for the following amount:

1.4 PLEASE ENTER BASE BID AMOUNT PER THE SUMMARY OF WORK

\$ _____
NUMERICAL

\$ _____
WRITTEN

1.8 BID ACCEPTANCE OR REJECTION: The Authority reserves the right to accept or reject any or all bids; to waive minor irregularities or formalities. Price alone will not be the sole determining criteria in awarding of bid.

1.9 M/WBE / SECTION 3 CERTIFICATION

A M/WBE is a business in which a woman or a minority owns and operates at least 51% of the business. (See minority list at bottom of this page.)

A Section 3 business concern is one that provides economic opportunities for a class of persons that has a majority controlling interest in the business; employs a substantial number of such persons; or meets such other criteria as the Secretary of HUD may establish.

- | | |
|---|--|
| <input type="checkbox"/> - is a M/WBE | <input type="checkbox"/> - is <u>not</u> a M/WBE |
| <input type="checkbox"/> - is Section 3 | <input type="checkbox"/> - is <u>not</u> Section 3 |

1.10 COMPANY NAME: _____
ADDRESS: _____ **CITY:** _____ **STATE/ZIP:** _____
PHONE NUMBER: _____ **FEIN NUMBER:** _____
E-MAIL: _____
SIGNATURE: _____ **DATE:** _____
PRINT NAME: _____ **TITLE:** _____
NAME OF COMPANY OWNER: _____

1.11 All Documents, Specifications and Plans within this bid package are as fully a part of this Form of Bid as if hereto attached or herein repeated.

In submitting this bid, it is understood the right is reserved by the HOUSING AUTHORITY OF THE CITY OF TULSA to reject any and all bids. No bid shall be withdrawn for a period of sixty (60) days subsequent to the opening of bids without the consent of the HOUSING AUTHORITY OF THE CITY OF TULSA.

MINORITIES: Black American, Native American, Hispanic American, Asian/Pacific American, Hasidic Jew