

Berkshire ES (Former) Demolition and Removal

I. Basic Description of Work

- A. Existing Information: Former Berkshire Elementary School was constructed in 1964 with an addition in 1965 composing the 44,315 SF structure. The facility was closed in 2013 and utilized intermittently by the community, charter schools, and as swing space for renovations. The building has been vacant since 2015.
- B. Scope of Work Overview:
 - 1. The scope of work for this project is for the demolition and removal of this facility and full restoration of grounds into green space.
 - 2. Contractor shall consider any hazardous materials to be removed to be within this scope of work.
 - 3. Any fill that may be required after excavation of underground materials should be included as well.
 - 4. PGCPs shall have first salvage rights of any remaining materials and/or equipment in facility with usable life. Relocation shall be responsibility of Department of Building Services.
 - 5. Cost estimate shall come in form of 2004 Master Format pricing by CSI division.

II. General Scope of Services

- A. General Notes:
 - 1. It is intended that the Contractor shall provide complete services for all phases of this project including creating fully-coordinated architectural and engineering drawings and specifications, obtaining all approvals described herein and obtaining the release of all non-trade permits.
 - 2. No proprietary materials or services will be specified, unless appropriate justification is provided. The Contractor will be responsible for verifying the existence of all special materials or equipment of all manufacturers specified and the availability of all materials. Reproducing preprinted specifications without verifying the applicability to this project is to be avoided.
 - 3. It is the Contractor's responsibility to determine all requirements of Prince George's County, local municipalities, Maryland agencies or other authorities which may apply to this project. It is expected that the Contractor will become completely familiar with all applicable regulations, so that no delays or cost increases are experienced on account of failure to comply with code or regulatory requirements. No adjustment in fee will be made for Contractor's failure to have knowledge of and/or comply fully

with the requirements of Prince George's County, local municipalities, and other authorities having jurisdiction.

4. Contractor shall, at its own cost and expense, provide all the services, equipment and materials necessary to complete the work described in the Scope of Work. All work shall be performed to the highest professional standard.
5. No work shall commence prior to Contractor's receipt of PGCPS' written notice to proceed.
6. The BOARD will have ownership of all drawings and related electronic format data (AutoCAD or Revit format) produced as part of any contract awarded as a result of this solicitation. The BOARD, at its own discretion, may use part or all of these documents for future coordination or facility management purposes.
7. The Contractor shall make timely requests of PGCPS for additional information required for the planning and production of the work. Such requests shall be submitted as required, but shall be filed in ample time to permit appropriate action to be taken by all parties involved so as to avoid delay in schedule. At any phase of work, if the Contractor determines that the program cannot be achieved within the construction budget, the Contractor shall notify the PGCPS Project Manager immediately to discuss alternatives. The Contractor understands and agrees that it is their duty to determine the need for, and to request said additional information in writing from PGCPS by such date. Thus, an appropriate amount of time would be allowed to provide the information to the Contractor by a date that will not adversely affect the Contractor or contractor's ability to complete the work by the date specified in the Contract. Submission of cost estimates that exceed the construction budget, without alternatives, will not be accepted by PGCPS.
8. Contractor shall produce a 95% cost estimate at the conclusion of the contract document phase. 100% estimate shall be produced at the conclusion of permitting phase.

B. Preliminary Services

1. Investigative services as required for the performance of this work to include, at minimum, the performance of site surveys to become familiar with the specific site conditions and the review of archival plans and details to gain an understanding of the existing building. Any additional work required to verify existing conditions including (but not limited to) electrical circuit tracing, airflow volume testing, etc, shall be the full responsibility of the Contractor.
2. Existing as-built documents may be provided if available at the beginning of the contract. Any provided documents should not be solely relied upon for the purpose of completing the work in this scope of work unless the documents have been independently verified for accuracy. It is the

responsibility of the consultant to verify and confirm all existing field conditions.

3. Contractor is responsible for all work under this Agreement, including the work performed by any subcontractors or any other independent contractors hired by, or working under, the Contractor.
4. Destructive type testing or field surveys are not permitted unless otherwise authorized in writing by PGCPs.
5. Following receipt of Notice to Proceed/Notice of Award, the Contractor will attend a kick-off meeting to discuss general project parameters and proposed work with the Department of Capital Programs staff. The Contractor is to prepare minutes of this meeting with electronic copy to the identified PM.
6. Among other items, at this meeting the Contractor should verify the construction budget and start to coordinate with PGCPs staff to ascertain what components might be locally or separately funded as these components will have to be clearly identified as alternates (or other clear unit pricing) and coordinated between the drawings and the bid form.