Instructions to Bidders

All Bidders interested in supplying product for, and/or performing work on the Trinity Lutheran School Addition located in Billings, Montana, shall be subject to the requirements contained within the collective Bid Documents, which are outlined below.

1. Bid Addenda, if any.
2. Instructions to Bidders
3. General Requirements
4. Individually Numbered Bid Package Scopes, Instruction to Bidders, Bid Form, and General Requirements
5. CPM Schedule

The designation of responsibility in the bid packs takes precedence over the designation of responsibility on the drawings or specifications. If any conflict exists between these documents, precedence shall be determined by the order in which they are listed above. For example, if a conflict exists between the Plans and Specifications, Bidder is to follow the Specifications and include such requirements in his/her bid, unless requirements are altered by subsequent Bid Addenda issued during the bidding process.

Complete Bid Documents may be obtained at the office of the Construction Manager:

Langlas and Associates
2270 Grant Road
Billings, MT 59102
(406) 656-0629
FTP Site: www.Langlas.com/projects
Find the client login at the top right of the page
password: trinity (case sensitive)

During the bidding phase, all questions concerning the project, Bid Documents, bidding process, scope related items, plan discrepancies, pre-bid Requests for Information, product substitutions, site visitation, etc. shall be directed to the Construction Manager designated below:

Langlas & Associates, Inc.
Jason Arrowsmith, Project Manager
2270 Grant Road
Billings, MT 59102
Ph. 406-656-0629 Fax 406-656-1088
E-mail: jarrowsmith@langlas.com
Bidders shall submit all questions to the Construction Manager in writing by May 15th, 2015 at 5:00 P.M. Questions will be answered in a timely manner, and may be used to generate Bid Addenda for distribution to all Bidders at the discretion of the Construction Manager, Owner and Design Team. Oral, telephonic, or other form of communication other than a formal Bid Addenda shall not be construed as to alter the Bid Documents.

Sealed bids for all scopes of work on this project shall be submitted on the Bid Form(s) provided within this package and are due no later than May 22nd, 2015, at 10:00 A.M. at the Langlas office located at 2270 Grant Road, Billings, MT, 59102. Bids shall be delivered by U.S. Mail, commercial carrier, or by hand to the address shown above and shall be clearly marked as follows:

Bidders Name and Address
Project: Trinity Lutheran School Addition – Billings, MT
Bid Date: {insert bid date according to this publication or subsequent addendum}
Bid Package: {insert applicable Bid Package Number(s)}

Bids submitted on any form other than the one(s) provided within this package will be rejected.

Faxed bids will not be accepted. Faxed modifications to previously received sealed bids are acceptable, may be sent to (406) 656-1088, and shall clearly state the same information as shown above, in addition to indicating Bidders additive or deductive modification to the previously submitted bid. Do not indicate total bid amount on faxed modifications. Faxed modifications need to be in 15 minutes prior to bid time. Bidders are responsible for receipt of fax and ensure fax modification is received and accepted.

Bids shall remain valid for a period of sixty (60) days following the Bid Date and may not be revoked during this time.

Bids will be evaluated on the basis of the information requested on the Bid Form(s) as well as a post-bid scope and qualifications review by the Construction Manager following tabulation of the bid results. Construction Manager shall make recommendations to the Owner whether or not to accept bids from the apparent low bidders for each bid package depending upon Construction Manager’s findings during the qualification process. In the event that Construction Manager recommends against accepting an apparent low bid based on substantiated information and/or Owner elects not to accept such bid, the second bidder will be contacted for scope and qualification review. Such process shall continue until a qualified subcontractor/supplier is recommended by Construction Manager and/or accepted by Owner.

The CM and Owner may make such investigations as they deem necessary to determine the ability of the Bidder to perform the work, and the Bidder shall furnish all such information and data for this purpose as may be requested. The CM and the Owner reserve the right to reject any proposal if the evidence submitted by, or the investigation of, such Bidder fails to satisfy the CM and/or the Owner that such Bidder is properly qualified to carry out the obligations of the Subcontract and complete the work contemplated therein.

The CM and the Owner reserve the right in awarding subcontracts to consider the competency, responsibility, and suitability of the Bidder, as well as the amount of the proposals. The CM and the Owner also reserve the right to reject any or all proposals, or waive any irregularities or informalities in the proposals received.

The CM will designate a set of documents as the record documents (as-built drawings) to be kept on-site. Any changes in work that deviate from the Contract Documents will be expected to be recorded on this set of Documents by the Subcontractor responsible for the scope of work affected. Any changes that the Subcontractor makes that vary from the Contract Documents shall be recorded within a Seventy two (72) hour period after the change occurs in the field, by the Subcontractor, on the above mentioned Record Documents. The Record Documents will be reviewed weekly by the CM for compliance to this Article. If Documents are not being kept up to date, CM reserves the right to withhold progress payments and/or final payment to the Subcontractor, until the change(s) is (are) recorded in the Record Set of Documents.

The CM shall promptly pay each Subcontractor/Supplier, upon receipt of payment from the Owner, out of the amount paid to the CM on account of such Subcontractor’s/Supplier’s work, the amount to which said Subcontractor/Supplier is entitled. The CM requires each Subcontractor/Supplier to make prompt payments to its Sub-subcontractors in a
similar manner. Joint check agreements may be used and can be accommodated by the CM. Progress and final payment to the Subcontractor/Supplier will only be processed upon receipt of a properly executed pay request from the Subcontractor/Supplier, on the CM’s “Subcontractor’s request for payment, certificate and interim waiver of claim and lien” form (Attached). This pay request must be received by the CM on or before the 25th of the month. Applications received after the 25th of the month will be held unprocessed until the following pay period.

Prior to commencing work, Subcontractor shall furnish and thereafter maintain certificates of insurance in accordance with the “Table of Insurance Requirements.” Certificates of insurance and the policies represented thereby shall not be cancelled or modified until thirty (30) days after written notice has been given to CM of such cancellation or modification. Required coverage’s shall be maintained without interruption from the date the Subcontractor commences work on the Project until at least the date of the Subcontractor’s receipt of final payment.

END OF SECTION
GENERAL REQUIREMENTS FOR ALL BID PACKAGES

The following General Requirements apply to ALL bid packages unless specifically modified within an Individually Numbered Bid Package Scope. Bidders shall carefully review and consider the requirements listed below prior to submitting their bid on the Bid Form for their respective scope.

Without limiting the scope of work contained within the balance of the Bid Documents, all bidders shall include and/or comply with the following:

1. Bidder represents and warrants by submissions of a bid that he/she has carefully examined the Construction Documents, any soil test reports, drainage studies, geotechnical or other reports, and the site of the Work and that, from his/her own investigations, he/she has satisfied himself/herself as to the nature and location of the Work, the character, quality, and quantity of surface and subsurface materials likely to be encountered, the character of equipment and other facilities needed for the performance of the Work, the general and local conditions and all other materials which may in any way affect the Work or its performance. Without Construction Manager’s prior written approval, Bidder shall not be entitled to compensation for costs arising from the Bidders’ failure to visit the site or the Bidder’s failure to thoroughly study and compare all of the Bid Documents prior to submitting a bid.

2. Each Subcontractor shall be required to completely familiarize himself/herself with the plans and specifications, to visit the Work site to completely familiarize himself/herself with existing conditions, and to conduct any other appropriate investigations, inspections or inquiries prior to submission of a bid or proposal. No increases in Contract Sums shall be allowed for failure to so inspect or investigate.

3. Bids will be evaluated on the basis of the information requested on the Bid Form(s) as well as a post-bid scope and qualifications review by the Construction Manager following tabulation of the bid results. Construction Manager shall make recommendations to the Owner whether or not to accept bids from the apparent low bidders for each bid package depending upon Construction Manager’s findings during the qualification process. In the event that Construction Manager recommends against accepting an apparent low bid based on substantiated information and/or Owner elects not to accept such bid, the second bidder will be contacted for scope and qualification review. Such process shall continue until a qualified subcontractor/supplier is recommended by Construction Manager and/or accepted by Owner.

4. The CM and Owner may make such investigations as they deem necessary to determine the ability of the Bidder to perform the work, and the Bidder shall furnish all such information and data for this purpose as may be requested. The CM and the Owner reserve the right to reject any proposal if the evidence submitted by, or the investigation of, such Bidder fails to satisfy the CM and/or the Owner that such Bidder is properly qualified to carry out the obligations of the Subcontract and complete the work contemplated therein.

5. The CM and the Owner reserve the right in awarding subcontracts to consider the competency, responsibility, and suitability of the Bidder, as well as the amount of the proposals. The CM and the Owner also reserve the right to reject any or all proposals, or waive any irregularities or informalities in the proposals received.

6. Successful Bidder shall require all construction workers, whether his/her own forces or the forces of lower tier subcontractors, while on Owner’s property, to refrain from committing any criminal conduct, using tobacco products, possessing or drinking alcoholic beverages, possessing or using illegal drugs or any controlled substance, carrying weapons, speaking profane and/or offensive language, or engaging in any inappropriate interactions of any nature whatsoever with general public, including talking, touching, staring or otherwise contributing to a hostile or offensive environment in and around the project site. Successful Bidder shall also require adequate and appropriate dress and identification of his/her employees, and subcontractors carrying out the Work. No on-site fraternization shall occur between personnel under the Subcontractor’s direct or
indirect supervision and Owner's employees and the general public. Failure of an individual to adhere to these standards of conduct shall result in the immediate termination of the employment of the offending employee from all construction on any of Owner's property. Repeated termination of Subcontractor's forces, or one serious infraction, can result in the immediate termination of the Subcontract Agreement between the Successful Bidder and the Construction Manager.

7. Successful Bidder releases, indemnifies and holds harmless the Construction Manager and the Owner for Bidder’s forces' non-compliance with Owner's drug-free, alcohol-free, weapon-free, harassment-free, and tobacco-free zones, or Bidder’s forces' noncompliance with immigration laws or regulations. Any individual found by Construction Manager or Owner to have violated these restrictions is subject to permanent removal from the Project. Successful Bidder shall cooperate with the Construction Manager and the Owner to ensure compliance with these requirements.

8. The CM will designate a set of documents as the record documents (as-built drawings) to be kept on-site. Any changes in work that deviate from the Contract Documents will be expected to be recorded on this set of Documents by the Subcontractor responsible for the scope of work affected. Any changes that the Subcontractor makes that vary from the Contract Documents shall be recorded within a Seventy two (72) hour period after the change occurs in the field, by the Subcontractor, on the above mentioned Record Documents. The Record Documents will be reviewed weekly by the CM for compliance to this Article. If Documents are not being kept up to date, CM reserves the right to withhold progress payments and/or final payment to the Subcontractor, until the change(s) is (are) recorded in the Record Set of Documents.

9. Radios and/or portable music players will not be allowed on the Project site during the performance of the Work.

10. Subcontractor (or lower tier subcontractor) shall park company and personal motor vehicles on Owner’s property only in parking spaces designated for such use by the Owner and/or Construction Manager. Any vehicles not parked in the appropriate locations will be towed at the vehicle owner's sole expense.

11. Subcontract Agreements for entities performing work at the site will be issued by the office of Langlas & Associates using the format included at the end of this package. Bidders are encouraged to review this Subcontract Agreement prior to submitting their bids.

12. Prior to commencing work, Subcontractor shall furnish and thereafter maintain certificates of insurance in accordance with the “Table of Insurance Requirements”. Certificates of insurance and the policies represented thereby shall not be cancelled or modified until thirty (30) days after written notice has been given to CM of such cancellation or modification. Required coverage’s shall be maintained without interruption from the date the Subcontractor commences work on the Project until at least the date of the Subcontractor's receipt of final payment.

13. The CM shall promptly pay each Subcontractor/Supplier, upon receipt of payment from the Owner, out of the amount paid to the CM on account of such Subcontractor’s/Supplier’s work, the amount to which said Subcontractor/Supplier is entitled. The CM requires each Subcontractor/Supplier to make prompt payments to its Sub-subcontractors in a similar manner. Joint check agreements may be used and can be accommodated by the CM. Progress and final payment to the Subcontractor/Supplier will only be processed upon receipt of a properly executed pay request from the Subcontractor/Supplier, on the CM’s “Subcontractor’s request for payment, certificate and interim waiver of claim and lien” form (Attached). This pay request must be received by the CM on or before the 25th of the month. Applications received after the 25th of the month will be held unprocessed until the following pay period.

14. Construction scheduling for a particular bid package may overlap between site activities and building activities.

15. Subcontractor is responsible for layout, permitting and inspections required to complete all work of the bid package. Layout shall begin from horizontal and vertical controls provided by the Construction Manager.
16. Coordinate construction operations included in various Sections of these Bid Packages to ensure efficient and orderly installation of each part of the Work. Coordinate construction operations included under different Packages that depend on each other for proper installation, connection, and operation.

   i. Schedule construction operations in the sequence required to obtain the best results where installation of one part of the Work depends on installation of other components, before or after its own installation.

   ii. Make provisions to accommodate items scheduled for later installation.

17. Clean up of all debris generated by this work on a DAILY basis. If the Construction Manager determines that the contractor has failed to adhere to the Construction Manager’s high standards of cleanup, the Construction Manager will send written notice of that determination to the contractor. Such notice will include a list of the project areas or conditions requiring the contractor’s immediate cleanup. If the contractor fails or refuses to cleanup the project in response to such notice within forth-eight (48) hours after receipt thereof, the Construction Manager shall have the right, without further notice to the contractor to hire other firms or persons to cleanup the project to the Construction Manager’s satisfaction. The cost of such project cleanup shall be deducted from the Construction Manager’s payment to the contractor. Such deductions shall not be deemed the Construction Manager’s default on any payment provisions in the Contract Documents.

18. Subcontractor shall furnish warranties similar to that enclosed within the Bid Documents on its own letterhead upon completion of the project. The labor and material warranty period shall be twelve (12) months from the date of substantial completion as established by the owner.

19. Subcontractor shall be required to submit all payment applications on forms provided by the Construction Manager and as required by the Subcontract or Purchase Agreements. Failure to properly submit required forms, sworn statements, proper insurance information shall be cause for the Construction Manager to withhold payment until such time that delinquent items have been rectified. Subcontractor shall have no recourse against Construction Manager for failure to comply with this requirement.

20. Lien Wavers will be required for all subcontractors and all suppliers for all pay applications per CM subcontract agreement.

21. Selected bid scopes may require Bidder to provide 100% Payment and Performance Bonds for their respective bid amount(s). Please see each Bid Package Scope for further information. Owner and Construction Manager reserve the right to waive this requirement if mutually determined such decision is in the best interest of the Owner.

22. When required, 100% Payment and Performance Bonds shall be furnished for the entire bid/contract amount for the duration of the project. Bonds shall not be limited to the amount of each phase or provide phased coverage during construction of the project as a whole.

23. Provide site-specific safety manuals for project, and weekly safety meeting records. Subcontractors will be required to attend weekly onsite coordination meetings. These items are per the supplemental safety requirements.

24. Include all special inspections and other required testing and inspections for own scope of work per the plans and specifications. All testing and inspections need to be coordinated with the CM. Contractor responsible for costs associated for re-testing due to failure or non-compliance.

25. Provide all lifts, hoisting, etc. for own scope.

26. Material deliveries and staging will be determined and approved by Construction Manager.

END OF SECTION
# Trinity Lutheran School Addition

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Trinity School Addition – Billings, MT

Bid Package No. 1A - Final Cleaning, Window Cleaning

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, **Review General Requirements for all Bid Packages**.

This scope of work includes, but shall not be limited to the following:

**SCOPE ITEMS:**

1. Provide final construction cleaning for all interior spaces, in addition to window cleaning for all interior and exterior glass surfaces and window/storefront frames as shown on the project plans.

2. Cleaning of all new fixtures and equipment for the project as shown in plans and specifications, include all equipment in mechanical rooms, and bathrooms.

3. Includes, but is not limited to final clean of all benches, desks, bookshelves, lockers, marker boards, chair rail, cabinets, drawers, and floors. Include the north vestibule addition.

4. Begin cleaning using a “top down” approach. Wipe clean all horizontal and vertical surfaces. Dust all electrical fixtures, as required. Clean and sanitize all plumbing fixtures. Vacuum all carpets. Sweep, mop and wax all hard surface flooring. Clean, mop and buff tile floors with mechanical brush, as required. Clean all appliance faces. Clean interiors and exterior of all cabinets.

5. Windows and frames to be cleaned of all residue and debris.

6. All spaces to be left in new, clean, and move-in ready condition.

7. Provide allowance within base bid for 20 man hours of additional cleaning work, as directed by the Construction Manager.

8. Provide supplies, equipment, and adequate manpower to complete own work in a timely manner and in accordance with the project schedule.

9. Prior to use, all cleaning products to be approved by manufacturers of materials to be cleaned.

**END BID PACKAGE #1A**
Trinity School Addition – Billings, MT

Bid Package No. 1B – Supply and Install of Temporary Fence

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

This scope of work includes, but shall not be limited to the following:

SCOPE ITEMS:

1. Supply and install temporary construction fence. Please reference the site logistics plan for the two phases required for fencing.

2. Rental will be on a monthly basis, however bid price will include 6 months of rental.

3. Bid to include monthly maintenance of fences as needed.

END BID PACKAGE #1B
Trinity School Addition – Billings, MT

Bid Package No. 1C – General Conditions

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

This scope of work includes, but shall not be limited to the following:

SCOPE ITEMS:

1. Provide temporary utilities sufficient for the number of trades/men on site per the schedule provided. Includes payment of temporary power utility bills for the duration of the project.

2. Provide a temporary office trailer and storage for tools.

3. Provide general construction cleanup- to include periodic sweeping and general cleanup of the construction site.

4. Provide overall site supervision and project management.

5. Provide on-going safety risk assessment: includes periodic review of safety practices and procedures, as well as risk assessment prior to construction activities. Includes all forms and paperwork.

6. Supply and maintain dumpster and garbage service for the duration of the project.

7. Provide one (1) extendable boom forklift for expediting materials at the job site. Requires a minimum 6,000 pound rating. Include all fuel and maintenance costs.

8. Provide copies of plans for all subcontractors.

9. Provide job site communications including: cell phones, email access to superintendent, and field engineers on site.

10. Building risk insurance provided by owner.

11. Supply, install, and remove protections of all finished surfaces once trades are complete. Includes but is not limited to cover of tile, carpet, wood, windows, painted walls, etc.

END BID PACKAGE #1C
Trinity Lutheran School Addition – Billings, MT

Bid Package No. 2A – Site Work

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

This scope of work includes, but shall not be limited to the following:

SCOPE ITEMS:

1. Provide separate cost for each bid alternate as applies to this Bid Package.

2. Supply and install site as shown on all civil drawings and architectural site plans, including the architectural site detail sheets. Including but not limited to site concrete, building over-excavation, backfill, curb and gutter, asphalt, storm piping, retention ponds, demo as listed in this scope, striping, trash enclosure pad and bollards and all associated excavation, backfill, compaction, material for these items, prep work, hauling of material for the items stated above. Include the excavation associated with the north vestibule addition. Demo of concrete will be under a separate bid pack.

3. Provide an “alternate” cost for the complete basketball court as shown in the plans. Alternate price should include Excavate and provide 6” of compacted gravel for the new basketball court. Provide a 2” compacted asphalt with all necessary striping. Basketball hoops by owner.

4. Construction scheduling for this bid package will overlap between, site utilities, site work, and building activities, and between each phase of the work.

5. This scope of work will require multiple trips or mobilizations to jobsite, which are included as part of the Base Bid.

6. The schedule may warrant weekend and off-hour work shifts for this scope of work.

7. Bid Package #2D will provide all surveying and staking for the building portion of this scope of work.

8. Bid Package #2D will provide horizontal and control only for the site related work. All other surveying and layout for site related work in this scope will be covered in this bid package. Any re-staking of horizontal and control due to damage by work in this scope shall be paid for by this contractor.

9. All blue-top staking for own work is included in this package.

10. All excavation, backfilling, compaction and proper disposal of excess material offsite for own work, unless directed otherwise in writing by Construction Manager. All compaction and backfill will need to be approved by the engineer of record and installed according to the soils report, plans, and specifications. Testing by owner.

11. All site demolition which includes but is not limited to, gravel, concrete sidewalks, asphalt paving, sidewalks, curb and gutter required for new work.

12. Demo and remove all asphalt for current basketball court.

13. Site utilities will be completed under bid pack #2B.
14. Clear and Grub site. Stockpile all topsoil for installation in item #34 below. Remove excess materials to facilitate adequate work space for other trades.

15. Prep for all sidewalks and exterior concrete as shown. Supply and Install all asphalt sub-base, base course, fine grading and paving.

16. Footing/Foundation excavation, over-excavation, backfill and fine grade for all building concrete flatwork to +/- 1/4", unless noted otherwise. Vapor barrier and rigid insulation are in Bid Package #3A.

17. Complete all grading per bid documents.

18. Provide and install storm water trench drains and grates as detailed on sheet C3.0.

19. Install storm water swale as detailed on sheet C3.0.

20. Import and off-haul is the sole responsibility of the site contractor.

21. Install construction fence around trees to remain.

22. Remove trees as shown on the plans.

23. Parking lot and sidewalk must be completed before start of school at end of August.

24. Provide 6” drain lines from roof downspouts to storm water swale

25. Over-excavation per Bid Documents and soils report is included.

26. Provide building pads, as required. Include any over-excavation shown on plans. Include all fine grading required.

27. Include all site concrete work as shown, related aggregate base material, fine grading for same, rebar and truncated domes as shown.

28. Include in the base bid a complete power washing and sweeping of all exterior concrete flatwork and paved asphalt areas under this contract prior to grand opening to remove all gravel, dirt and debris.

29. All site signage and traffic control signs. This includes handicap / van accessible signs and bases. Also includes all striping as shown on plans.

30. At all times, keep adjacent roads and parking areas free of mud and debris caused by construction activity.

31. Assure the elevations of tops of manholes, catch basins, curb inlets, cleanouts, etc., to provide proper drainage, pavement thickness, and smooth paving transitions and elevations. Coordinate with all other trades.

32. Saw-cutting, grinding, etc. as necessary to make required transitions with existing surfaces or new surfaces. All transitions must be straight and smooth when abutting existing pavement.

33. All excavation, backfill, import of fill, structural fill, haul-off, grading, etc. as required by drawings and specifications and geo-technical report.

34. Supply, install, maintain, and remove traffic control for own work.

35. Provide a minimum of 6” of topsoil to all planting areas and grade to finish elevations. Landscaping by owner.
36. All sidewalks at exterior door openings shall be drilled and dowelled into building slab to prevent movement. All sidewalks along edge of building other than at doorways shall use expansion joint with void cap. Subcontractor shall remove void cap and caulk joint with approved sealant following 28 day cure of sidewalk. Include all caulking required for site concrete.

37. Dewatering (if necessary) for own work as defined in this Bid Package, as well as any additional dewatering deemed necessary by the CM as required.

38. Include all cold-weather costs associated with maintaining the CPM schedule included in the bid documents or as directed by the CM.

39. Install and maintain job access for the purposes of construction for the duration of the project.

40. Includes DAILY clean up and disposal of waste generated from this scope of work. Includes DAILY roll up and tool organization. The level of clean-up and roll up required will be approved and inspected by the CM to his/her satisfaction, refer to the General Conditions.

41. Provide all Closeout Documents electronically. Including but not limited to as-builts, warranties, and O&M's.

1. Include a $5,000 allowance for miscellaneous excavation. Allowance to be tracked on a monthly basis and approved by CM prior to use. All remaining funds will be credited to the owner at the end of the project.

END BID PACKAGE #2A
Trinity Lutheran School Addition – Billings, MT

Bid Package No. 2B – Site Utilities

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

This scope of work includes, but shall not be limited to the following:

**SCOPE ITEMS:**

1. Supply and install complete site utilities as shown on all civil drawings and architectural site plans. Utilities include the 4” fire line and the sanitary sewer line.

2. Construction scheduling for this bid package will overlap between site work, site utilities, and building activities, and between each phase of the work.

3. This scope of work will require multiple trips or mobilizations to jobsite, which are included as part of the Base Bid.

4. The schedule may warrant weekend and off-hour work shifts for this scope of work.

5. Dewatering for own work as defined in this Bid Package, as well as any additional dewatering deemed necessary by the CM is required.

6. Any and all work taking place in an easement shall be submitted for approval by site utility contractor for this scope of work and approved by local and state authorities having jurisdiction. Any applications and permits associated for this work will be covered in this scope.

7. All excavation, backfilling, compaction and proper disposal of excess material offsite for own work, unless directed otherwise in writing by Construction Manager. All compaction and backfill, will need to be approved by the engineer of record and installed according to the soils report, plans, and specifications. Includes imported fill as needed.

8. Surveying and Control will be provided as described in Bid Package #2F. All layout from those points is provided by this Bid Package. If any points need to be re-surveyed due to damage caused by this scope of work, that cost will be covered by this scope of work.

9. All utility tap fees and connection fees.

10. Include any rigid insulation required where piping is not below frost depth.

11. Include excavation and backfill for temporary utilities.

12. Remove all spoils and excess material as required per plans and specifications, staging and stockpiling at the discretion of CM.

13. Includes chlorination and flush of all required piping. Provide certification of flush test.
14. Supply and install all sewer and 4” fire suppression line to within 5’ of building, including exterior cleanouts. Final connection to building

15. Include street restoration after utility installation.

16. Includes DAILY clean up and disposal of waste generated from this scope of work. Includes DAILY roll up and tool organization. The level of clean-up and roll up required will be approved and inspected by the CM to his/her satisfaction, refer to the General Conditions.

17. Provide all Closeout Documents electronically. Including but not limited to as-builts, warranties, and O&M’s.

END BID PACKAGE #2B
Trinity Lutheran School Addition – Billings, MT

Bid Package No. 2D – Surveying, Control and Layout

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

This scope of work includes, but shall not be limited to the following:

SCOPE ITEMS:

1. Provide separate cost for each bid alternate as applies to this Bid Package.
2. Construction scheduling for this bid package will overlap between site work, site utilities, and building activities, and between each phase of the work.
3. This scope of work will require multiple trips or mobilizations to jobsite, which are included as part of the Base Bid.
4. This scope of work will require calibrated surveying equipment; minimum would be a Total Station. This equipment will be required for all surveying.
5. Minimum of 24 hours’ notice will be given for layout required.
6. Minimum of 2 complete layouts for all scopes of work is included.
7. Appropriately mark and flag this work. Notify and coordinate with the CM prior to staking.
8. Verify all control points (property corners) and bench marks provided by owner prior to any surveying or lay out.
9. Verify, survey, and provide as-builts of existing buildings that new construction will attach to prior to any construction surveying. Report any discrepancies to the CM immediately.
10. Transfer grid lines to finish slabs during all phases of the project.
11. Locate bench marks and control points for all areas in permanently reasonable locations as approved by the CM.
12. Surveying to be completed using CAD base drawings.
13. Provide surveying required for Bid Package #2A Building Excavation, Bid Package #2B Site Utilities, Bid Package #16A Light pole Bases, and Bid Package #3A Concrete, including but not limited to horizontal control, vertical control, grid lines, building offsets, and utility offsets with elevations. Layout from those points are by others, Bid Packages #2B and #3A respectively.
14. Provide horizontal and vertical control for site work contractor, electrician, and plumber. Bid Package #2A site work, Bid Package #15A underground only, and Bid Package #16A underground only. All other surveying for those Bid Packages is by those respective subs.
15. Provide double check of electrical and plumbing rough-in locations within building prior to slab pour.
16. Provide layout of concrete steps in music room.
17. The schedule may warrant weekend and off-hour work shifts for this scope of work.
18. Includes DAILY clean up and disposal of waste generated from this scope of work. Includes DAILY roll up and tool organization. The level of clean-up and roll up required will be approved and inspected by the CM to his/her satisfaction, refer to the General Conditions.
19. Provide all Closeout Documents electronically. Including but not limited to as-builts, warranties, and O&M's.

END BID PACKAGE #2D
Trinity Lutheran School Addition – Billings, MT

Bid Package No. 3A – Concrete Foundations, Interior Concrete Flatwork, and Rebar

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

This scope of work includes, but shall not be limited to the following:

SCOPE ITEMS:

1. Concrete foundation and flatwork scope to include the building foundation for the new addition, the slab, and the installation of the new foundation, slab and sidewalk for the north vestibule.

2. Construction scheduling for this bid package will overlap between site activities and building activities.

3. This scope of work will require multiple trips or mobilizations to jobsite, which are included as part of the Base Bid.

4. The schedule may warrant weekend and off-hour work shifts for this scope of work.

5. Provide CAD footing/foundation drawings for review and approval by the CM. Plan will include footing, foundation, and slab layout, door block-outs, anchor bolt layout, rebar layout, embed layout, reinforcing and all elements required to complete the work of this bid package. Layout shall begin from horizontal and vertical controls provided, and grid lines all provided by Bid Package #2D. Coordinate layout drawings with the framing contractor.

6. Control, elevation, and grid lines will be provided once for Foundation and slab for each phase of the project as outlined on the CM schedule. Any re-surveying that needs to be done due to damage by work in this scope shall be paid for by this contractor.

7. All layouts shall be done using a total station instrument to ensure accuracy.

8. Include rebar installation, form, place and finish for all concrete footings, foundation walls, and slabs. Excludes site concrete. Rebar supplied by bid pack 5B.

9. Includes install of all rebar, rebar chairs, form ties, bracing and mesh for this bid package.

10. Supply and install all perimeter foundation insulation and 20 mil polyethylene sheeting as specified and as shown.

11. Coordinate all blockout locations with all trades. Set and secure all blockouts provided by MEP contractors. Masonry blockouts to be coordinated with masonry subcontractor; provided and installed by this bid pack.

12. Set anchor bolts and grout base plates as shown. Verify accuracy of installed elevation and location of base plates and provide CM an as-built drawing. Plate elevation must be within 1/8” of plan height prior to setting of structural steel. Anchor bolts and base plates furnished by Bid Package 5A.

13. Coordinate with all underground work before scheduling floor pours.
14. Supply, install, and remove all forming material for the bid package.

15. Supply all equipment for own work. Includes but is not limited to forklift for own work, if required.

16. Coordinate building grounding with Bid Package #16A prior to placement of footing concrete.

17. Wash out of concrete after delivery will be at a pre-determined location on-site.

18. Includes any concrete pumping required for completion of work. This will include multiple pours and phases for the entire project.

19. Supply and maintain all rebar caps during construction, per OSHA Standards.

20. Supply full time onsite supervision for own work.

21. Contractor bidding this scope is not allowed to subcontract work without prior written approval of the CM.

22. Sack all exposed concrete walls, to repair any excessive voids or rock pockets, as required.

23. Includes provisions for add mixtures, and additional labor for cold weather work, as required by CM.

24. Furnish and install all door blockouts, slab blockouts, footing steps, and wall transitions as required.

25. Edge of slab at all exterior doors shall be coordinated with door thresholds so as not to protrude beyond the outside face.

26. Coordinate placement of all anchor bolts with CM.

27. Grind all slab on grade control joints and construction joint if/where slab “curling” occurs prior to installation of finish flooring. Clean all dust, water, slurry, or debris caused by grinding.

28. All curing agents require prior approval by flooring/tile contractors and Construction Manager.

29. Grout all structural steel column baseplates after framing is complete.

30. Place and finish all concrete at column block-outs after baseplates have been grouted.

31. Supply and install all vapor barrier, joint taping, and termination bar for under floor slabs as detailed in plans and specifications.

32. Includes all horizontal concrete flatwork within perimeter of buildings. Including stair risers in the music room.

33. Excludes all site flatwork, sidewalks, concrete paving, etc.

34. No chalk, red or otherwise, which contains pigment likely to permanently stain concrete, shall be used on any slab that does not get covered by flooring.

35. Verify elevation of cleanouts and floor drains prior to pouring slabs. This is very important to insure a quality installation of flooring.

36. Includes all saw cutting for own work.

37. Submit control joint and slab pour sequence plan to CM/Architect for approval 14 days prior to first interior slab-on-grade pour.
38. Supply and install of all expansion joints and cure for own work.

39. Supply and install all labor and material for epoxy of all dowels as shown.

40. Includes all block-outs for mechanical and electrical equipment where required.

41. Absolutely no “wet setting” of any rebar will be allowed.

42. Includes DAILY clean up and disposal of waste generated from this scope of work. Includes DAILY roll up and tool organization. The level of clean-up and roll up required will be approved and inspected by the CM to his/her satisfaction, refer to the General Conditions.

43. This scope of work will require multiple trips or mobilizations to jobsite, which are included as part of the Base Bid.

44. Provide all Closeout Documents electronically. Including but not limited to as-builts, warranties, and O&M’s.

END BID PACKAGE #3A
Trinity Lutheran School Addition – Billings, MT

Bid Package No. 3B – Concrete Supply

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

This scope of work includes, but shall not be limited to the following:

SCOPE ITEMS:

1. Provide separate cost for each bid alternate as applies to this Bid Package.

2. Provide all concrete materials for building footings, foundation and slab including the front vestibule. Excludes site concrete

3. Provide mix designs with strength test data for approval a minimum of 14 days prior to placement of concrete materials.

4. Will require multiple pours, as scheduled by concrete placement subcontractor.

END BID PACKAGE #3B
Trinity Lutheran School Addition – Billings, MT

Bid Package No. 4A – Masonry

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

This scope of work includes, but shall not be limited to the following:

SCOPE ITEMS:

1. Scope includes masonry on school addition, north vestibule addition, and CMU trash enclosure with precast concrete cap.

2. Construction Manager will review staging areas. Material deliveries and staging will be determined and approved by Construction Manager.

3. Install and provide all masonry work as shown and specified.

4. All layout is included in this scope of work. A horizontal and vertical control will be provided once for each phase of the project as outlined in the CM schedule.

5. Provide, install, and remove all necessary shoring and scaffolding, per OSHA requirements, to accomplish this work. Shoring includes all dead-men required for bracing and removal of dead-men after work is complete. Cover top of all walls with non-staining waterproof covering when work is not in progress as specified.

6. Provide and install any pre-cast sills, cornice, or decorative masonry.

7. Supply and install of all mortar, grout, ties, anchors, reinforcement, and misc. accessories per specifications. Includes all grout pumping.

8. Coordinate all door and window locations with masonry demo or installation.

9. Include all winter conditions for own work, including but not limited to tenting, temporary heat, blankets, etc.

10. Protect all finished work around and under work area from damage; contractor shall bear financial liability for any damage his crew may cause to finished work.

11. Provide, install, and remove rebar caps for own work, per OSHA requirements.

12. Provide, install, and remove safe work zone barricade around own work per OSHA requirements.

13. Includes cleaning of all masonry work.

14. Includes all weep holes, wicks, flexible masonry flashings, masonry veneer ties, mortar reinforcing, and any other masonry accessories required to provide a completed project that is in accordance with the bid documents.

15. Provide and install expansion joints as required including caulking.
16. Includes all task lighting for own work.

17. Includes all heat and cover as necessary for normal weather per the CPM schedule provided.

18. Provide full-time onsite supervision.

19. Provide for own water and water storage. Water will NOT be available onsite, until late in the project.

20. Supply and install all masonry for site and civil work detailed in the plans and specifications.

21. Includes DAILY clean up and disposal of waste generated from this scope of work. Includes DAILY roll up and tool organization. The level of clean-up and roll up required will be approved and inspected by the CM to his/her satisfaction, refer to the General Conditions.

22. This scope of work will require multiple trips or mobilizations to jobsite, which are included as part of the Base Bid.

23. Provide all Closeout Documents electronically. Including but not limited to as-builts, warranties, and O&M's.

END BID PACKAGE #4A
Trinity Lutheran School Addition – Billings, MT

Bid Package No. 5A – Structural Steel, Miscellaneous Steel (Furnish Only – No Installation)

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

This scope of work includes, but shall not be limited to the following:

SCOPE ITEMS:

1. Provide separate cost for each bid alternate as applies to this Bid Package.

2. Supply 8 sets of submittal shop drawings to the Construction Manager (CM) for review. These submittals may be separated into different packages based on the schedule and materials. The CM must approve separate packages prior to submission by supplier.

3. Supply 8 sets of construction drawings as well as an electronic copy to the CM once review is complete and approved.

4. Coordinate construction operations with CM to ensure proper delivery of materials and sequencing of erection based on the schedule set forth at the Pre-construction meeting that will be agreed upon by CM, Supplier and Erection Contractor.

5. Construction Schedule distributed with this Bid Package by the CM shall be maintained throughout the project. The Supplier shall maintain the original schedule, unless adjusted or modified by Change Order. In the event the Supplier, at any time, is behind schedule he or she must notify the CM immediately. The CM will notify the Supplier as to what remedies will be accepted to make up for the delays.

6. Furnish all structural steel columns, base plates, and miscellaneous metal required for building as shown on contract documents. This includes trash enclosure gates, HSS columns, North vestibule steel (including deck) embeds, and bolts. Also includes one set of bolt templates for each bolt pattern. All structural steel will be prime-painted.

7. Furnish all anchor bolts, washers, leveling shim packs, leveling nuts, all connection bolts, and anchor bolt drawings for installation by Foundation Contractor per Construction Manager’s schedule.

8. Provide delivery to the job site for all items furnished. Coordinate with Construction Manager.

9. Furnish sufficient touch-up paint for painting of all welds, abrasions, scratches, etc. Paint is required with first shipment of steel.

10. Furnish all concrete to steel, wood to steel and steel-to-steel connections for this bid package including but not limited to steel plates and fasteners. Furnish expansion anchors as shown on the drawings.

11. Furnish all steel ladders and ladder-ups as shown in the plans and specifications.

12. Provide all Closeout Documents electronically. Including but not limited to as-builts, warranties, and O&M’s.

END BID PACKAGE #5A
Trinity Lutheran School Addition – Billings, MT

Bid Package No. 5B – Concrete Reinforcement Supply

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

This scope of work includes, but shall not be limited to the following:

SCOPE ITEMS:

1. Provide separate cost for each bid alternate as applies to this Bid Package.

2. Supply 8 sets of submittal shop drawings to the Construction Manager (CM) for review. These submittals may be separated into different packages based on the schedule and materials. The CM must approve separate packages prior to submission by supplier.

3. Supply 8 sets of Construction Drawings to the CM once review is complete and approved.

4. Supply concrete reinforcement as required in the project plans and specifications. Excludes masonry reinforcement if needed.

END BID PACKAGE #5B
Trinity Lutheran School Addition – Billings, MT

Bid Package No. 6A – Rough Carpentry and Finish Carpentry

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

This scope of work includes, but shall not be limited to the following:

SCOPE ITEMS:

1. Provide separate cost for each bid alternate as applies to this Bid Package.

2. Provide wall framing layout drawings and detailed wall framing drawings for all walls. Drawing shall include door and window rough openings, member sizes, headers, and be fully dimensioned. Submit to CM a minimum of 10 days prior to starting work for review and approval.

3. Include layout required to complete all work for this bid package. Layout shall begin from horizontal and vertical control provided.

4. Includes all rough carpentry labor and material required to complete work in this Bid Package.

5. Supply and install any required material to frame any wall, interior or exterior, all soffits including, per the plans and specifications. Including but not limited to, steel studs, glulams, LVL’s, BCI’s, dimensional lumber, and all sheathing. This includes all hardware and fasteners for associated work.

6. Due to the schedule restraints all wall framing will need to be framed offsite and brought to site when slab is ready for wall erection. Include all offsite requirements to frame, including but not limited to, power, stable framing surface, forklift to load walls onto a truck, truck delivery to the jobsite, forklift for unloading at the jobsite. All walls will need to be framed, lifted, and transported following all OSHA guidelines and local or state transport requirements. The offsite wall framing plan will need to be approved by the CM 5 days prior to the start of framing. The offsite wall framing will include all exterior walls and any interior walls that are required to set the roof structure. Truss placement is included in this bid pack.

7. Provide and install all exterior and interior wood sheathing including roof sheathing

8. Provide and install all building wrap shown on plans. Properly lap all building wrap and flashings during installation to shed moisture from behind finished exterior materials.

9. Receive organize, inventory, and install all doors, closet doors and tracks, hollow metal doors, frames, window kits, and hardware supplied by Bid Package 8A. Coordinate openings, delivery schedule and onsite tracking for these items. Costs for any re-work associated with this or other bid packages as a result of door and/or window openings that are out of plumb, square or plane shall be done by this Subcontractor.

10. Install Pella Windows.

11. Supply and install all anchors, wall expansion anchors, fasteners, and hardware required for this bid package.
12. Subcontractor for this bid package is not allowed to subcontract work without prior written approval from the CM.

13. Include wood nailers and parapet cap lumber where shown and as required at membrane roof area for edge of roofing, penetrations, roofing transitions, roof steps, etc.

14. Supply and install all Simpson Hardware noted on Architectural and Structural drawings including specifications. Include drilling, epoxy, and install of all Hold Downs.

15. Provide all manlifts, forklifts, scaffolding and equipment for own work. All unloading, loading, and storage of material is included for this scope of work.

16. Supply, install, and remove all bracing required for own work.

17. Includes all cold roll material for own work.

18. Includes framing of all penetration openings, headers, etc. as required. Coordinate with all Mechanical and Electrical trades prior to and during execution of the work. Any framing in conflict with any MEP or structural member will be revised to work around those elements. All revisions are to be included.

19. Provide all seismic requirements per local codes.

20. Supply, install, and remove all plywood covers for all mechanical equipment per mechanical spec.

21. Supply and install all soffit framing, alcove framing, furred framing, hat channel, and suspended gypsum board soffits.

22. Supply and install all pressure treated and fire treated material per plans and specs.

23. Supply and install all fire rated shaft walls per plans and specifications.

24. Provide and install proper flashings and/or sealant at all material transitions, dissimilar materials, trim to windows, etc. whether detailed on the plans, or not, to ensure a completely weather tight assembly.

25. Provide clean-up crew for construction debris for duration of project as directed by the CM.

26. Supply, install and remove all temporary handrails and toe kicks as directed by CM and OSHA requirements for this scope of work.

27. Includes all headers, backing, and corners as required for proper drywall hanging and installation.

28. Supply task lighting required for this bid package.

29. Includes furnishing and installation of FRP around mop sink in mechanical room. FRP to be fully adhered with manufacturer’s approved adhesive. Fasteners applied to the face of panels will not be accepted.

30. Provide full time onsite supervision.

31. Include all provisions for cold-weather work, as directed by the CM.

32. All penetrations in fire walls/floors/ceilings by this scope of work is to be included. This includes fire caulking and approved fire rated sleeve assemblies per local and state codes.

33. Erection of all structural steel and miscellaneous steel. Supplied by Bid Pack #5A.
34. Install blocking and backing for all finishes, cabinets, operable walls, and any blocking required for sheeting.

35. Install fire wall, gyp sheeting, or any other required pre-rock.

36. Include grouting of column bases.

37. Includes DAILY clean up and disposal of waste generated from this scope of work. Includes DAILY roll up and tool organization. The level of clean-up and roll up required will be approved and inspected by the CM to his/her satisfaction, refer to the General Conditions.

38. This scope of work will require multiple trips or mobilizations to jobsite, which are included as part of the Base Bid.

39. Provide all Closeout Documents electronically. Including but not limited to as-builts, warranties, and O&M's.

END BID PACKAGE #6A
Trinity Lutheran School Addition – Billings, MT

Bid Package No. 6B – Cabinetry and Countertop Supply and Installation

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

This scope of work includes, but shall not be limited to the following:

SCOPE ITEMS:

1. Provide separate cost for each bid alternate as applies to this Bid Package.
2. Supply and install all cabinetry, countertops, cubbies, shelves, and related finish hardware per plans and specifications. Includes all countertops.
3. All materials during all phases of the project will need to be stored offsite and brought to site “as-needed”.
4. Supply and install all cleats, hardware and attachment requirements for this bid package.
5. Supply and install all backsplashes for own work.
6. Cut all holes for all penetrations into cabinets, shelves, and countertops. Includes sink cut-outs and mounting of sinks if undermounts.
7. Supply and install all trim for own work and trim for all penetrations. Coordinate grommet quantity and locations with Construction Manager prior to installation.
8. Supply and install all toe kicks.
9. Supply and install maple window sills and aprons with a clear finish to match material L1 on sheet A7.2.
10. Caulk all backsplashes, cabinets, and trims for this bid package, using color matched caulk.
11. Supply task lighting as required for own work.
12. Include all lifts, carts, hoists to unload millwork and install in buildings.
13. No storage of materials will be allowed on site.
14. All penetrations in fire walls/floors/ceilings by this scope of work is to be included. This includes fire caulking and approved fire rated sleeve assemblies per local and state codes.
15. Any wall/floor/ceiling penetration through a fire assembly, that is needed after the wall/floor/ceiling assembly is complete, will be the responsibility of the contractor making the change to the assembly. This includes but is not limited to any demo, cutting, patching, filling, painting, or caulking that is needed to make the wall/floor/ceiling assembly back to its original finished approved fire rated assembly.
16. Includes DAILY clean up and disposal of waste generated from this scope of work. Includes DAILY roll up and tool organization. The level of clean-up and roll up required will be approved and inspected by the CM to his/her satisfaction, refer to the General Conditions.

17. This scope of work will require multiple trips or mobilizations to jobsite, which are included as part of the Base Bid.

18. The schedule may warrant weekend and off-hour work shifts for this scope of work.

19. Provide all Closeout Documents electronically. Including but not limited to as-builts, warranties, and O&M's.

END BID PACKAGE #6B
Trinity Lutheran School Addition – Billings, MT

Bid Package No. 6C– Metal Siding, Soffit, and Fascia

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

This scope of work includes, but shall not be limited to the following:

SCOPE ITEMS:

1. Provide materials and labor for all metal siding soffits, and fascia.
2. Include the supply of all necessary fasteners, caulk, and caps as needed.
3. Provide materials submittals for approval.
4. Provide all Closeout Documents electronically. Including but not limited to as-builts, warranties, and O&M’s.

END BID PACKAGE #6C
Trinity Lutheran School Addition – Billings, MT

Bid Package No. 6D– CertainTeed Siding Package

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

This scope of work includes, but shall not be limited to the following:

SCOPE ITEMS:

1. Provide materials and labor for all non-metal siding. Include the supply of all necessary fasteners, and caulk as needed.

2. Provide materials submittals for approval.

3. Provide all Closeout Documents electronically. Including but not limited to as-builts, warranties, and O&M’s.

END BID PACKAGE #6D
Trinity Lutheran School Addition – Billings, MT

Bid Package No. 6E Demolition and Reframing of front Entry

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

This scope of work includes, but shall not be limited to the following:

**SCOPE ITEMS:**

1. Provide labor and materials for demo and reframing of front entry vestibule.
2. Must be completed per the accelerated schedule to allow for school opening in late August.
3. Storefront will be provided by bid pack #8B.
4. Provide all Closeout Documents electronically. Including but not limited to as-builts, warranties, and O&M’s.

END BID PACKAGE #6E
Trinity Lutheran School Addition – Billings, MT

Bid Package No. 6F – Supply of Roof Trusses

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

This scope of work includes, but shall not be limited to the following:

SCOPE ITEMS:

1. Supply all trusses as required by the plans.
2. Supply all hardware for truss connections to framing.
3. Provide shop drawings and engineer stamped submittal package for approval.
4. Trusses must be delivered on 7/10/2015.

END BID PACKAGE #6F
Trinity Lutheran School Addition – Billings, MT

Bid Package No. 7A – Insulation

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

This scope of work includes, but shall not be limited to the following:

SCOPE ITEMS:

1. Provide separate cost for each bid alternate as applies to this Bid Package.

2. This scope of work will require multiple trips or mobilizations to jobsite, which are included as part of the Base Bid.

3. Supply and install all thermal and acoustical insulation per plans and specifications. Rigid insulation is by others. Includes the north vestibule addition.

4. Supply and install sound batt insulation as shown.

5. Supply and install all vapor barriers including FRK vapor barrier at ceiling. Excludes vapor barrier under slab on grade.

6. Completely secure ceiling insulation.

7. Includes all foam insulation around windows, doors, storefront, wall to wall connections and all corners, as required for a complete, draft-proof seal.

8. All penetrations in fire walls/floors/ceilings by this scope of work is to be included. This includes fire caulking and approved fire rated sleeve assemblies per local and state codes.

9. Any wall/floor/ceiling penetration through a fire assembly, that is needed after the wall/floor/ceiling assembly is complete, will be the responsibility of the contractor making the change to the assembly. This includes but is not limited to any demo, cutting, patching, filling, painting, or caulking that is needed to make the wall/floor/ceiling assembly back to its original finished approved fire rated assembly.

10. Additional lighting as necessary for proper performance of work under this section.

11. Provide all manlifts, scaffolding, etc. for own work.

12. Include $500 allowance for vapor barrier and insulation repairs.

13. Includes DAILY clean up and disposal of waste generated from this scope of work. Includes DAILY roll up and tool organization. The level of clean-up and roll up required will be approved and inspected by the CM to his/her satisfaction, refer to the General Conditions.

14. Provide all Closeout Documents electronically. Including but not limited to as-builts, warranties, and O&M’s.

END BID PACKAGE #7A
Bid Package No. 7B – Roofing

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

This scope of work includes, but shall not be limited to the following:

SCOPE ITEMS:

1. Layout of own work and coordination with other trades for location and proper flashing of all penetrations.

2. Provide initial “dry-in” of all roof surfaces immediately following completion of roof sheathing (by others). May require multiple trips to jobsite, which are included as part of the Base Bid. Maintenance of “dry-in” between initial installation and final roofing is also included.

3. Supply and install a complete membrane roof system as outlined in the plans including: recovery board, crickets and TPO roof. Includes the roof on the north vestibule addition.

4. Refer to the architectural, mechanical and electrical drawings to determine all roof penetrations. Coordinate with all MEP trades on penetrations.

5. Supply and install all associated flashing for complete roof systems as detailed in the Bid Documents, including but not limited to, parapet caps, caulking, and wall to roof flashings.

6. Provide all caulking associated with own work.

7. Provide required warning lines, harnesses, and other fall protection for own work.

8. During installation of roofing, Contractor shall make every effort to coordinate and protect roof area from damage by all trades. This shall include monitoring of other Contractors’ equipment and procedures to prevent such damage. If damage occurs and the responsible party is not identified, the Roofing Contractor shall repair all damaged areas. Other trades must be permitted to finish required work after installation of roofing.

9. Include an allowance of $500.00 for miscellaneous roof repairs as directed by the CM. Repairs must be documented and approved by CM. Unused allowance will be returned to the owner.

10. Clean entire roof prior to substantial completion. Provide final roof inspection immediately after cleaning and repair any damage in accordance with items 11 and 12, above.

11. Supply and install all curb caps as shown for all equipment.

12. Supply and install all rain gutters, downspouts, and splash blocks. Including the gutters for the north vestibule.

13. Supply and install all roof crickets, as required for proper drainage.

14. Provide a “wet” roof test on all roof systems prior to occupancy under the direction and supervision of the CM.
15. Properly store material for own work to prevent physical damage, sun fading, corrosion, etc. until ready for installation. On-site storage will not be available.

16. Include warranty per plans and specifications for all roofing systems.

17. Includes DAILY clean up and disposal of waste generated from this scope of work. Includes DAILY roll up and tool organization. The level of clean-up and roll up required will be approved and inspected by the CM to his/her satisfaction, refer to the General Conditions.

18. This scope of work will require multiple trips or mobilizations to jobsite, which are included as part of the Base Bid.

19. Provide all Closeout Documents electronically. Including but not limited to as-builts, warranties, and O&M's.

END BID PACKAGE #7B
Trinity Lutheran School Addition – Billings, MT

Bid Package No. 7D – Caulking

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

The scope of work generally includes, but shall not be limited to the following:

SCOPE ITEMS:

1. All caulking, interior and exterior, as required by project plans and specifications, as well as what is detailed by CM. Includes color matched caulk at sheetrock window and door returns, siding to vinyl windows, etc.

2. Supply and install all caulk for masonry joints and penetrations in exterior walls. This includes all HM doors and frames.

3. Supply and install caulking for all control and expansion joints in all concrete.

4. Caulk around all doors, windows, and cabinets on the interior of the building.

5. Caulk all dissimilar materials in exterior and interior of building.

6. Supply all man-lifts, ladders, scaffolding for own work.

7. Excludes any caulking specifically enumerated in another bid scope. Caulking contractor is advised to verify other contractor’s enumerated scopes.

END BID PACKAGE #7D
Trinity Lutheran School Addition – Billings, MT

Bid Package No. 8A– Doors and Hardware (Supply Only)

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

This scope of work includes, but shall not be limited to the following:

SCOPE ITEMS:

1. Provide separate cost for each bid alternate as applies to this Bid Package.

2. Supply all Hollow Metal (HM) doorframes, HM window frames, and HM re-lite frames, HM and Wood Doors and finish hardware per plans and specifications. Provide pre-drilled and precut stop material for all HM windows and HM re-lites as well as all fasteners for same. Supply of hardware for aluminum storefront doors is by Bid Package 8C.

3. Exclude all access doors.

4. Provide temporary construction cylinders with keys for all exterior HM doors.

5. Provide final keying according to plans and specifications, this will also include keying and permanent cylinders for the aluminum storefront entrances. Keying will be post-installation of hardware.

6. Glass and installation of glass for doors and re-lites is by others.

7. Provide all brackets for mounting HM Frames and floor anchor brackets.

8. Includes all associated material and hardware to complete the installation (by others) of this bid scope per the plans and specs.

9. Supply access control hardware per plans and specifications.

10. Includes 6 sets of submittals of all materials for own work including 1 electronic copy.

11. Includes all signs for emergency exits panic hardware and door operations, such as those that stick to the panic device or on door glass (i.e. “Emergency Exit Only”, etc). Illuminated exit signs are by others.

12. All installation is by others under bid package 6A.

13. Include an allowance of $1,000 for miscellaneous doors and hardware as directed by the CM.

14. All wood doors to be prefinished by manufacturer. Supply stain and finish samples for approval.

15. Coordinate purchase of materials to ensure same dye lots and or material runs for consistent colors and look throughout.
16. Properly store material for own work to prevent physical damage, sun fading, corrosion, etc. Until ready for installation. On-site storage will not be available.

17. Provide all Closeout Documents electronically. Including but not limited to as-builts, warranties, and O&M's.

END BID PACKAGE #8A
Trinity Lutheran School Addition – Billings, MT

Bid Package No. 8B – Aluminum Framed Entrances, Storefront Entrances, Interior Glass, and Glazing

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

This scope of work includes, but shall not be limited to the following:

SCOPE ITEMS:

1. Provide separate cost for each bid alternate as applies to this Bid Package.

2. Furnish and install all material needed to complete Aluminum Entrances, Storefronts, and Windows (transoms and lites) according to the plans and specifications, including all hardware for this scope. Permanent cores and final keying will be by others.

3. Storefront entry at the north of the building will be out of sequence with other work. The new storefront vestibule prior to the start of the new school year in late August.

4. Provide temporary cylinders & keys on all storefront doors. Furnish and install of permanent cylinders is by others.

5. Field verify all openings and wall thicknesses.

6. Supply and install interior and exterior glass and glazing at all locations indicated on the drawings. Excludes framed mirrors furnished and installed under Division 10.

7. Level all curbs if required.

8. Supply 6 sets of shop drawings.

9. Supply and install all appropriate flashing for own work, including but not limited to sill flashing.

10. Caulk the interior and exterior of all aluminum windows and doors. Set thresholds and sill flashing in full bed of sealant.

11. Cover all aluminum doors, frames, and thresholds with protective mask or similar material to prevent damage from other trades following initial installation.

12. Includes all manlifts, hoisting, and scaffolding for own work.

13. Remove all window stickers, shipping tags, etc. from all material.

14. Rolled edges, dimples, or imperfections in window gaskets will not be accepted.

15. Clean windows after initial installation. Final cleaning is by others.

16. All penetrations in fire walls/floors/ceilings by this scope of work are to be included. This includes fire caulking and approved fire rated sleeve assemblies per local and state codes.
17. Any wall/floor/ceiling penetration through a fire assembly, that is needed after the wall/floor/ceiling assembly is complete, will be the responsibility of the contractor making the change to the assembly. This includes but is not limited to any demo, cutting, patching, filling, painting, or caulking that is needed to make the wall/floor/ceiling assembly back to its original finished approved fire rated assembly.

18. Includes DAILY clean up and disposal of waste generated from this scope of work. Includes DAILY roll up and tool organization. The level of clean-up and roll up required will be approved and inspected by the CM to his/her satisfaction, refer to the General Conditions.

19. This scope of work will require multiple trips or mobilizations to jobsite, which are included as part of the Base Bid.

20. Provide all Closeout Documents electronically. Including but not limited to as-builts, warranties, and O&M's.

END BID PACKAGE #8B
Trinity Lutheran School Addition – Billings, MT

Bid Package No. 8C– Supply of Pella Windows

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

This scope of work includes, but shall not be limited to the following:

**SCOPE ITEMS:**

1. Provide separate cost for each bid alternate as applies to this Bid Package.
2. Furnish Pella windows as specified in the contract documents. Shown as type II windows in the plans.
3. Installation will be included in bid package #6A.
Trinity Lutheran School Addition – Billings, MT

Bid Package No. 9A– Drywall Supply and Installation

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

This scope of work includes, but shall not be limited to the following:

SCOPE ITEMS:

1. Provide separate cost for each bid alternate as applies to this Bid Package.

2. Supply and install all interior and exterior drywall, tile backing panels, taping, texture and related materials detailed in the plans and specifications.

3. Supply and install all acoustical caulking per the plans and specifications for this scope of work.

4. Contractor bidding this scope is not allowed to subcontract work without prior written approval of the CM.

5. Provide J-trim or tear away metal to aluminum windows and storefront.

6. Supply task lighting for own work as necessary to provide quality finish.

7. Supply all hoisting and lifts for own work.

8. Includes all provisions to complete work in cold weather conditions.

9. Clean all drywall and floor surfaces of debris and dust left from finish sanding.

10. Furnish and install all fire stopping and fire caulking where required at drywall to roof and/or floor intersections, where framing members penetrate drywall surface, and where drywall meets CMU or brick. Fire caulking of M/E/P penetrations is by others.

11. Stock all materials for own work.

12. Supply and install drywall for all draft stops, soffits, furred areas, and fire separations.

13. Provide all fasteners for own work.

14. Supply and install all exterior and water resistant drywall as shown.

15. Clean all areas after work is complete.

16. Include a $1,000 allowance for patching of damaged work during construction. Allowance to be tracked on a monthly basis and approved by CM prior to use. Unused allowance will be returned to the owner.

17. Reinstall any plates, covers, hardware, accessories, trim, etc. removed to complete own work.

18. Supply fans to circulate air to assist in drying of taping, as needed and/or to meet schedule.
19. All penetrations in fire walls/floors/ceilings by this scope of work is to be included. This includes fire caulking and approved fire rated sleeve assemblies per local and state codes.

20. Any wall/floor/ceiling penetration through a fire assembly, that is needed after the wall/floor/ceiling assembly is complete, will be the responsibility of the contractor making the change to the assembly. This includes but is not limited to any demo, cutting, patching, filling, painting, or caulking that is needed to make the wall/floor/ceiling assembly back to its original finished approved fire rated assembly.

21. Includes DAILY clean up and disposal of waste generated from this scope of work. Includes DAILY roll up and tool organization. The level of clean-up and roll up required will be approved and inspected by the CM to his/her satisfaction, refer to the General Conditions.

22. This scope of work will require multiple trips or mobilizations to jobsite, which are included as part of the Base Bid.

23. Provide all Closeout Documents electronically. Including but not limited to as-builts, warranties, and O&M's.

END BID PACKAGE #9A
The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder's responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

This scope of work includes, but shall not be limited to the following:

SCAPE ITEMS:

2. Provide separate cost for each bid alternate as applies to this Bid Package.

3. ALL painting work specified or shown, including but not limited to mechanical and electrical items where required (refer to drawings and specifications).

4. Examine conditions and accept the substrate to assure compliance with project standards before paint application.

5. Apply the type of paint in the number of coats specified. Final coat of paint to be applied just prior to area turnover.

6. Protect adjacent surfaces from paint spray or splatter and clean as required to the original condition. This includes protection and cleaning of over spray on concrete floor slabs, fixtures, windows, etc. Provide daily cleanup of own work and protect floor from paint fallout in order to guarantee bonding of floor finish.

7. Supply task lighting for own work as necessary to provide quality finish.

8. Supply all hoisting and lifts for own work.

9. Paint all plywood backboards for telephone and electrical equipment mounting.

10. Provide 6 copies of all paint samples.

11. Painting of all pipe bollards, for site and building is included.

12. Upon drying and curing, all paint shall be of a type safe for constant exposure to children.

13. Provide necessary barriers and ventilation to protect all other trades and adjacent areas from the effects of all paint application.

14. Paint all HM doors, HM frames, exposed ductwork, canopies and miscellaneous metal items.

15. Putty all wood trim prior to completion.

16. Includes any tenting for own work as required.

17. Includes all provisions to complete work in cold weather conditions.

18. Clean all areas after work is complete.
19. Include a $1,000 allowance for patching of damaged work and paint repair during construction. Allowance to be tracked on a monthly basis and approved by CM prior to use. Unused allowance will be returned to the owner.

20. Reinstall any plates, covers, hardware, accessories, trim, etc. removed to complete own work.

21. Prep and clean all existing surfaces prior to painting as required.

22. Supply and label touch-up paint to be supplied to the owner per specifications.

23. Includes DAILY clean up and disposal of waste generated from this scope of work. Includes DAILY roll up and tool organization. The level of clean-up and roll up required will be approved and inspected by the CM to his/her satisfaction, refer to the General Conditions.

24. This scope of work will require multiple trips or mobilizations to jobsite, which are included as part of the Base Bid.

25. The schedule will warrant weekend and off-hour work shifts for this scope of work.

26. Provide all Closeout Documents electronically. Including but not limited to as-builts, warranties, and O&M’s.

END BID PACKAGE #9B
Trinity Lutheran School Addition – Billings, MT

Bid Package No. 9C– Acoustical Ceiling and Acoustic Wall Panels

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

This scope of work includes, but shall not be limited to the following:

SCOPE ITEMS:

1. Provide separate cost for each bid alternate as applies to this Bid Package.
2. Supply individual task light and lifts as required for own work.
3. Supply and install all ceiling grid, ceiling tile, and associated trim per plans and specifications.
4. Include all three bathroom ceilings in square footage calculation. They are no longer gyp ceilings.
5. This scope of work will require multiple trips or mobilizations to jobsite, which are included as part of the Base Bid.
6. The schedule may warrant weekend and off-hour work shifts for this scope of work.
7. Supply and install all seismic bracing and wires as required by code.
8. Supply and install 2 seismic wires per light fixture within acoustical ceilings.
9. Coordinate installation of main runners with lights. Include grid for light fixtures and mechanical grilles.
10. Includes all wall angles for own work.
11. Supply samples for approval of all ceiling tile.
12. Provide additional bracing where required where ductwork may interfere with standard wires.
13. Includes all fasteners for own work.
14. Include $750 allowance to replace damaged ceiling tile. This will require prior approval from the CM to use this allowance. Unused allowance will be returned to the owner.
15. Cut all penetrations through ceiling tile. Coordinate hole locations with other trades.
16. Care should be taken to coordinate grid layout prior to starting work. Coordinate with Construction Manager to ensure proper centering in each room, layout transitions between rooms, and location of M/E/P ceiling rough-ins.
17. Installers pulling themselves along or “scooting” scaffolds during installation is prohibited.
18. Provide attic stock of 5%.
19. Provide protection for own work.

20. All penetrations in fire walls/floors/ceilings by this scope of work is to be included. This includes fire caulking and approved fire rated sleeve assemblies per local and state codes.

21. Any wall/floor/ceiling penetration through a fire assembly, that is needed after the wall/floor/ceiling assembly is complete, will be the responsibility of the contractor making the change to the assembly. This includes but is not limited to any demo, cutting, patching, filling, painting, or caulking that is needed to make the wall/floor/ceiling assembly back to its original finished approved fire rated assembly.

22. Includes DAILY clean up and disposal of waste generated from this scope of work. Includes DAILY roll up and tool organization. The level of clean-up and roll up required will be approved and inspected by the CM to his/her satisfaction, refer to the General Conditions.

23. Provide all Closeout Documents electronically. Including but not limited to as-builts, warranties, and O&M's.

END BID PACKAGE #9C
Trinity Lutheran School Addition – Billings, MT

Bid Package No. 9D– Carpet, Base, and Ceramic Tile

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

This scope of work includes, but shall not be limited to the following:

SCOPE ITEMS:

1. Provide separate cost for each bid alternate as applies to this Bid Package.

2. Examine substrate conditions to assure compliance with project standards. Work closely with Concrete Contractor (Bid Package #3A) to review floor slabs, construction/control joints, etc. to ensure specified surface for finished floor is installed per flooring requirements.

3. Provide and install all flooring materials indicated, by plans and specifications.

4. Provide and install new carpet

5. Provide any floor preparation as required for own work. Include anti-fracture membrane at all concrete control joints and construction joints.

6. Includes all floor prep as required for own work.

7. Provide for smooth transition between flooring types (See transition details). All transition strips, reducers, etc. are to be furnished and installed under this Bid Package.

8. All penetrations in fire walls/floors/ceilings by this scope of work is to be included. This includes fire caulking and approved fire rated sleeve assemblies per local and state codes.

9. Any wall/floor/ceiling penetration through a fire assembly, that is needed after the wall/floor/ceiling assembly is complete, will be the responsibility of the contractor making the change to the assembly. This includes but is not limited to any demo, cutting, patching, filling, painting, or caulking that is needed to make the wall/floor/ceiling assembly back to its original finished approved fire rated assembly.

10. Supply and install specified base where shown on drawings.

11. Submittals shall include samples of all material provided in this bid scope.

12. Verify curing compounds with concrete installer prior to concrete placement to verify compatibility.

13. Protect all finished flooring upon completion of own work per CM.

14. All layouts required for this work. As much as possible, avoid narrow cut tile at wall edges. Coordinate with CM.

15. Examine conditions to assure compliance with project standards before tile installation.
16. Test for adequate floor moisture levels as soon as possible, and well in advance of the installation for all flooring types and areas.

17. Supply and install reinforcing materials, divider strips, schluter, stainless reducer strips and tile as required.

18. Grout tile joints, clean, and seal tile and joints as specified.

19. Coordinate with other floor finishes to provide and assure smooth transition between flooring types.

20. Supply and install all floor and wall tile, tile base, mortar, grout, and sealer.

21. Includes all caulking and sealants for own work.

22. Verify that all slopes to floor drains are adequate where required. Neatly cut tile around drains.

23. Tile backing panels furnished and installed by others under Bid Package No. 9A.

24. Provide task lighting for own work.

25. Supply and install all setting or mortar beds.

26. Includes all equipment for own work.

27. Supply an attic stock of 5% for each material type.

28. Includes DAILY clean up and disposal of waste generated from this scope of work. Includes DAILY roll up and tool organization. The level of clean-up and roll up required will be approved and inspected by the CM to his/her satisfaction, refer to the General Conditions.

29. This scope of work will require multiple trips or mobilizations to jobsite, which are included as part of the Base Bid.

30. The schedule may warrant weekend and off-hour work shifts for this scope of work.

31. Provide all Closeout Documents electronically. Including but not limited to as-builts, warranties, and O&M’s.

END BID PACKAGE #9D
Trinity Lutheran School Addition – Billings, MT

Bid Package No. 10A– Specialties

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below. **Review General Requirements for all Bid Packages.**

This scope of work includes, but shall not be limited to the following:

**SCOPE ITEMS:**

1. Provide separate cost for each bid alternate as applies to this Bid Package.
2. Provide all backing requirements to Framing Contractor and Construction Manager prior to framing stage. Verify all backing has been properly installed prior to drywall installation.
3. Supply and install ALL items for this scope of work.
4. Provide all fasteners, hardware, attachment, and drilling for own work (includes drilling of tile).
5. Supply all other specialty items that appear in plans or specifications not specifically enumerated here.
6. Clean and protect all items in this bid package per the plans and specs.
7. Remove all pencil marks or layout lines immediately following installation.
8. Properly receive and store material for own work to prevent physical damage, sun fading, corrosion, etc., until ready for installation. On-site storage will not be available.
9. Transmit all keys, excess hardware, and specialty tools associated with items under Bid Package 10A to Construction Manager.
10. Supply all hoisting and lifts for this scope.
11. Supply and install all fire extinguishers and cabinets shown on the plans, including fire rated cabinets if needed.
12. Supply and install all paper towel/hand dispensers.
13. Supply and install the roof hatch.
14. Supply all access doors.
15. Supply and install corner guards.
17. Supply and install all toilet partitions and accessories including but not limited to changing stations, soap dispensers, grab bars, sanitary napkins disposal containers, toilet paper dispensers, seat cover dispensers, framed mirrors, and bathroom partitions.
18. All penetrations in fire walls/floors/ceilings by this scope of work is to be included. This includes fire caulking and approved fire rated sleeve assemblies per local and state codes.

19. Any wall/floor/ceiling penetration through a fire assembly, that is needed after the wall/floor/ceiling assembly is complete, will be the responsibility of the contractor making the change to the assembly. This includes but is not limited to any demo, cutting, patching, filling, painting, or caulking that is needed to make the wall/floor/ceiling assembly back to its original finished approved fire rated assembly.

20. Protect all finished surfaces during install.

21. Includes DAILY clean up and disposal of waste generated from this scope of work. Includes DAILY roll up and tool organization. The level of clean-up and roll up required will be approved and inspected by the CM to his/her satisfaction, refer to the General Conditions.

22. This scope of work will require multiple trips or mobilizations to jobsite, which are included as part of the Base Bid.

23. The schedule may warrant weekend and off-hour work shifts for this scope of work.

24. Provide all Closeout Documents electronically. Including but not limited to as-builts, warranties, and O&M’s.

END BID PACKAGE #10A
Trinity Lutheran School Addition – Billings, MT

Bid Package No. 10B – Operable Partition

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

This scope of work includes, but shall not be limited to the following:

**SCOPE ITEMS:**

1. Supply and install the operable partition.
2. Provide a full product submittal package for approval.

END BID PACKAGE #10B
Trinity Lutheran School Addition – Billings, MT

Bid Package No. 15A – Mechanical (Plumbing, HVAC, Mechanical Insulation, Controls, Test and Balance)

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

SCOPE ITEMS:

1. Provide separate cost for each bid alternate as applies to this Bid Package.

2. Furnish and install a complete mechanical package, including plumbing, pipe insulation, HVAC, duct insulation, controls and test and balance in accordance with the plans and specifications.

3. It is the intent of this Bid Package to have a complete functional system when finished. Onsite review of existing conditions is recommended.

4. Supply and install the fire riser line connection. Connect to the 4” fire line 5’ outside of the building, and provide the flange inside the riser room for the fire suppression subcontractor to connect to.

5. Include all hydronic plumbing for HVAC system.

6. Disconnect and remove Plumbing and HVAC components required for the demolition detailed in the plans; this demolition must be coordinated so as not affect the continuing operation of the school. Disposal is included per requirements for all mechanical material.

7. Remove, salvage, and relocate any equipment noted in the plans and specifications associated with mechanical and Controls.

8. All excavation, backfilling, compaction and proper disposal of excess material offsite for own work, unless directed otherwise in writing by Construction Manager. All compaction and backfill will need to be approved by the engineer of record and installed according to the soils report, plans, and specifications.

9. All layout for this scope of work is included. A horizontal and vertical control will be provided by Bid Package #2F.

10. Dewatering for own work as defined in this Bid Package, as well as any additional dewatering deemed necessary by the CM is required.

11. All underground and in-slab work must be performed at a pace that stays ahead of concrete pour schedule. Under no circumstances shall the Mechanical contractor delay the slab pour schedule. Mechanical contractor is required to have someone onsite for every slab pour to resolve any issues that come up regarding this scope of work in the pours.

12. Contractor shall monitor concrete slab placements to ensure proper levelness, orientation, and elevation of drains, etc. All cleanouts and drains must be isolated from concrete pour to permit adjustment and grouting to within 1/64” + or – required elevation to match finish flooring. Final adjustment and grouting by plumbing
contractor. Contractor shall furnish qualified person to verify, adjust, repair, etc. of all cleanouts, drains, etc. during concrete pours and finishing operations at any time of the day.

13. All penetrations in fire walls/floors/ceilings by this scope of work is to be included. This includes fire caulking and approved fire rated sleeve assemblies per local and state codes.

14. Any wall/floor/ceiling penetration through a fire assembly, that is needed after the wall/floor/ceiling assembly is complete, will be the responsibility of the contractor making the change to the assembly. This includes but is not limited to any demo, cutting, patching, filling, painting, or caulking that is needed to make the wall/floor/ceiling assembly back to its original finished approved fire rated assembly.

15. Unless specifically stated, Contractor must make own penetrations and patch surfaces to match existing.

16. Locate and install all roof penetrations. Coordinate location with Roofing Contractor prior to making penetration. The roofing contractor will return a limited number of times to terminate all penetrations. Failure to coordinate with roofer shall make this Bid Package responsible for added roofing costs.

17. Include all caulking of own work.

18. Provide blocking and clamps for gas piping as required.

19. Keep all piping, and related items as close to structure as possible.

20. Coordinate with other trades to avoid routing conflicts.

21. Participate in overhead and underground coordination meetings.

22. Protect stub-ups from damage by others. Immediately cap all stub-ups with rubber test caps and band to keep foreign material out until system is complete.

23. This contractor is responsible to check dimensional locations of all cleanouts, drains, equipment rough-ins, etc. and to coordinate this work with other trades.

24. Include all coring, cutting, removal, and replacement of concrete needed to install own work.

25. All pipes to be insulated shall be installed in accordance with specifications so insulation is continuous, including: through, into, and inside walls.

26. Remove and cap plumbing lines such as hose bibs as required prior to foundation placement.

27. Plumbing insulation to be installed per plans and specifications and shall be clean and neat.

28. Furnish and install all sleeves in any concrete related to own work.

29. Provide plumbing hookups for all owner equipment as required. Refer to plans.

30. Supply and install all controls for entire project. Include controls for HVAC and smoke detectors for all units as shown on bid documents. Include all conduit, pathways, access doors, fire rated sleeves, and junction boxes.

31. Include final connection to utility stubs located 5 feet outside of building.

32. Includes all installation to meet local and state codes. Contractor will be responsible for coordinating inspections of own work with state and local officials. Include any boiler permits, fees and applications.

33. Includes all hoisting, forklifts, manlifts, scaffolding for own work.
34. Supply and install all strapping for seismic restraints.

35. Provide task lighting for own work.

36. Includes training of Owner on all systems, for a minimum of 8 hours.

37. Expeditiously submit equipment, material shop drawings, and product data to CM. CM will review and forward to Architect so as not to delay delivery.

38. Includes all signs for own work required by local codes.

39. Include all permitting fees for this scope.

40. Test and Balance is included in this bid pack. This includes a complete Test and Balance for all building systems, including HVAC and Plumbing combined.

41. Provide 24 hour response or immediate response (in an emergency) if problems are encountered during the warranty period.

42. Include initial start-up of all equipment and maintenance until building is turned over to the owner. Provide extended warranty if needed. 1 year warranty will start at substantial completion.

43. This scope of work, including test and balance, controls, and insulation, will require multiple trips or mobilizations to jobsite, which are included as part of the Base Bid.

44. Any duct testing required by the engineer and per SMACNA's HVAC Air Duct Leakage Test Manual shall be supplied and coordinated by this scope of work. This work will require isolating sections of duct for testing purposes. If the testing does not pass the first time, retesting will be paid for by this contractor. This testing may require multiple trips to accommodate schedule and constructability which is covered by this scope of work.

45. Unless specifically stated, Contractor must make own penetrations and patch surfaces to match existing.

46. Locate and install all mechanical roof penetrations. Coordinate location with Roofer prior to making penetration. The roofing contractor will return a limited number of times to terminate all penetrations. Failure to coordinate with roofer shall make this Bid Package responsible for added roofing costs.

47. Keep all ductwork and related items as close to structure as possible.

48. Protect all mechanical openings and duct ends from contamination during the construction process.

49. Furnish and install sleeves in all concrete related to own work.

50. This contractor is responsible to check dimensional locations of all equipment rough-ins, etc. coordinate with other trades.

51. Cover all roof top unit openings to provide safety per OSHA requirements and to ensure weather protection.

52. Includes all necessary crane operations.

53. Do not mark exposed ductwork with indelible marker. Ductwork must remain clean for painting.

54. This bid package is responsible for all HVAC start-up. Notify Construction Manager in advance of formal start-up date(s) for all units. Turn start-up sheets over to the Construction Manager on the day of start-up. If equipment startup is required for normal course of construction prior to substantial completion, Contractor shall
install temporary filter media, as required, and properly maintain equipment until project turnover. Costs for filter media and maintenance during construction are included within the Base Bid. Replace temporary filters with permanent filters prior to turnover. Provide extended warranty if needed. 1 year warranty will start at substantial completion.

55. Supply and install all roof curbs for own work.

56. Includes all fire and smoke dampers for rated assemblies.

57. Includes DAILY clean up and disposal of waste generated from this scope of work. Includes DAILY roll up and tool organization. The level of clean-up and roll up required will be approved and inspected by the CM to his/her satisfaction, refer to the General Conditions.

58. Provide all Closeout Documents electronically. Including but not limited to as-builts, warranties, and O&M's.

END BID PACKAGE #15A
Trinity Lutheran School Addition – Billings, MT

Bid Package No. 15B– Fire Suppression System

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

This scope of work includes, but shall not be limited to the following:

SCOPE ITEMS:

1. Provide and install a complete fire suppression system in compliance with all local, state, and federal laws.

2. Make the connection to the flange installed by the plumber in the fire riser room.

3. All penetrations in fire walls/floors/ceilings by this scope of work is to be included. This includes fire caulking and approved fire rated sleeve assemblies per local and state codes.

4. Any wall/floor/ceiling penetration through a fire assembly, that is needed after the wall/floor/ceiling assembly is complete, will be the responsibility of the contractor making the change to the assembly. This includes but is not limited to any demo, cutting, patching, filling, painting, or caulking that is needed to make the wall/floor/ceiling assembly back to its original finished approved fire rated assembly.

5. Unless specifically stated, Contractor must make own penetrations and patch surfaces to match existing.

6. Includes DAILY clean up and disposal of waste generated from this scope of work. Includes DAILY roll up and tool organization. The level of clean-up and roll up required will be approved and inspected by the CM to his/her satisfaction, refer to the General Conditions.

7. Provide all Closeout Documents electronically. Including but not limited to as-builts, warranties, and O&M’s.
Trinity Lutheran School Addition – Billings, MT

Bid Package No. 16A – Electrical, Fire Alarm, & Low Voltage

The narrative description to follow is provided to assist the bidder in determining the various portions of Work related to this Bid Package. It shall in no way limit Bidder’s responsibility to consider all information provided within the complete set of Bid Documents, unless specifically noted to “exclude” a particular item within the text below.

The work is described by the complete set of Bid Documents listed in the Instructions to Bidders. Division 01 General Requirements are applicable to all subcontracts. Review specification sections that are applicable to the bid scope detailed below, Review General Requirements for all Bid Packages.

This scope of work includes, but shall not be limited to the following:

SCOPE ITEMS:

1. Supply and install entire electrical system complete per plans and specifications. Includes excavation and compaction for own work.

2. Provide a price for the LED light fixture alternate.

3. Remove and relocate transformer as identified in the plans. Include

4. Supply and install entire low voltage system complete per plans and specifications including the fire alarm.

5. Expedite temporary lighting and power as required. Light stringers for general lighting through corridors and common space shall be furnished, installed, and maintained in good condition by this Subcontractor. Includes bulb replacement. Relocate, adjust, or remove light stingers as required for M/E/P rough-ins and acoustical ceiling installation or as directed by the CM. All light stringers to conform with OSHA requirements.

6. It is the intent of this Bid Package to have a complete functional system when finished. Onsite review of existing conditions is recommended.

7. Remove, salvage, and relocate any equipment noted in the plans and specifications associated with Electrical, Fire Alarm System, and Low Voltage Systems and lighting in the front vestibule.

8. Furnish manpower, equipment, lifts, hoisting, and material to accomplish all installation per schedule.

9. Supply and install all support systems required for installation of own work. Seismic wires for lay-in fixtures shall be provided by acoustical ceiling contractor and hooked to fixtures by this scope of work. Coordinate location of wires.

10. Form, place concrete, and finish concrete for transformer pads as required for utility services at building. Coordinate location and specification with appropriate utility company and CM.

11. Include all coring, cutting, removal, and replacement of concrete needed to install own work.

12. Includes all installation to meet local and state codes. Contractor will be responsible for coordinating inspections of own work with state and local officials.

13. This contractor shall coordinate the underground work of this bid package with the floor pour schedule. Under no circumstances shall Electrical Contractor delay slab pour schedule. Electrical contractor is required to have someone onsite for every slab pour to resolve any issues that come up regarding this scope of work in the pours.
14. Coordinate with other trades to avoid routing conflicts.

15. All excavation, backfilling, compaction and proper disposal of excess material offsite for own work, unless directed otherwise in writing by Construction Manager. All compaction and backfill will need to be approved by the engineer of record and installed according to the soils report, plans, and specifications.

16. All layout for this scope of work is included. A horizontal and vertical control will be provided by Bid Package #2D.

17. Provide all conduits and raceways for communications in walls, etc. All conduits and raceways for communications must be roughed in simultaneously with electrical work. Coordinate, as required, with Owner’s Communication Contractor.

18. Connect and disconnect power for Construction Manager’s trailer as needed, per Construction Manager’s direction.

19. Provide temporary power distribution cable and temporary power boxes with required GFCI protection and number of circuits and locations sufficient to service needs for all trades. Maintain temporary power system for duration of the project.

20. Coordinate building grounding with Concrete Bid Package prior to placement of footing concrete.

21. Participate in overhead and underground coordination meetings.

22. All penetrations in fire walls/floors/ceilings by this scope of work is to be included. This includes fire caulking and approved fire rated sleeve assemblies per local and state codes.

23. Any wall/floor/ceiling penetration through a fire assembly, that is needed after the wall/floor/ceiling assembly is complete, will be the responsibility of the contractor making the change to the assembly. This includes but is not limited to any demo, cutting, patching, filling, painting, or caulking that is needed to make the wall/floor/ceiling assembly back to its original finished approved fire rated assembly.

24. Includes training of owner on all systems, for a minimum of 8 hours.

25. Ensure all light fixtures are installed with protective bags until final cleaning of space. Remove bags 1 week prior to turnover.

26. Include complete fire alarm system per plans and specifications, including but not limited to panels, devices, smoke detectors and duct detectors. Submit complete fire alarm plans for approval by CM and local or state authorities.

27. Electrical contractor shall wire and terminate all powered door hardware (line voltage to transformer, and transformers to low voltage door hardware termination) as required by plans and specifications. Hardware shall be supplied by others under Bid Package #8A.

28. Include all permit fees for own scope.

29. Include the supply and installation of an additional 10 outlets as directed by the owner during rough-in.

30. Provide 24 hour response or immediate response (in an emergency) if problems are encountered during the warranty period.

31. Includes all installation to meet local and state codes. Contractor will be responsible for coordinating inspections of own work with state and local officials.
32. Provide all Closeout Documents electronically. Including but not limited to as-builts, warranties, and O&M's.

33. Includes DAILY clean up and disposal of waste generated from this scope of work. Includes DAILY roll up and tool organization. The level of clean-up and roll up required will be approved and inspected by the CM to his/her satisfaction, refer to the General Conditions.

34. This scope of work, including fire alarm and low voltage, will require multiple trips or mobilizations to jobsite, which are included as part of the Base Bid.

END BID PACKAGE #16A