



210 E. Main St.
Lancaster, OH 43130

OWNER'S PROJECT REQUIREMENTS

FOR:

FAIRFIELD COUNTY PAYMENT CENTER **RENOVATION**

June 30, 2024

Prepared By:



COUNTY FIRM

FACILITY INVESTMENT RETROFIT MAINTENANCE

Db a Palmer Conservation Consulting, LLC

280 N. High St., Suite 100

Columbus, Ohio 43215

eboohar@countyfirm.org

614-588-3450



280 N. High Street
Columbus, Ohio 3215
Phone (614) 588-3450

Owner's Project Requirements (OPR)

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June 30, 2024

Project:

Fairfield County Payment Center Renovation

135 W. Chestnut Street, Lancaster, Ohio 43130

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- II. General Information – ITB/Front-End Specifications & Bid Form(s) - – by Fairfield County
- III. Pre-Proposal Meeting Documents
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FAIRFIELD COUNTY COMMISSIONERS
210 East Main Street
Lancaster, OH 43130

INVITATION TO BID

Pursuant to ORC 307.86

1. NOTICE TO BIDDERS

1.1 Purpose

The Fairfield County Commissioners are requesting sealed bids for the basement infill and roadway renovation project at the Fairfield County Payment Center, 135 West Chestnut Street, Lancaster OH 43130.

1.2 Estimated Key Dates

The following are the estimated key dates associated with the ITB process. Bids received after 10:00 a.m. EDT on the Bid Due Date (as defined below) will not be considered.

PUBLICATION DATE:	Monday, June 30, 2025
INQUIRY PERIOD BEGINS:	Monday, June 30, 2025, 8:00 a.m. EDT
PRE-BID MEETING @ SITE	Thursday, July 10, 2025, 1:00 p.m. EDT
BID DUE DATE:	Thursday, July 24, 2025, 10:00 a.m., EDT
BID OPENING DATE:	Thursday, July 24, 2025, 10:00 a.m., EDT

There are references in this ITB to the Bid Due Date, which shall mean the date, and time that the Offeror's bid response is due at the Fairfield County Commissioners office in Lancaster, Ohio. Sealed Bids received after 10:00 A.M. on the Due Date will not be evaluated. Each bid must be submitted in a sealed envelope and marked on the outside as "PAYMENT CENTER RENOVATION".

The Fairfield County Commissioners reserve the right to reject any or all bids in response to this ITB, and to waive any irregularities, nonconformities, or noncompliance with the terms of this ITB.

1.3 Additional Estimated Dates

CONTRACT AWARD NOTIFICATION:	Tuesday, August 12, 2025
CONTRACT NOTICE TO PROCEED:	Wednesday, August 13, 2025
FINAL CONTRACT COMPLETION DATE:	Friday, October 17, 2025

1.4 Location for Bid Opening

The following is the site for the public opening of bids:

**Fairfield County Commissioners
Third (3rd) Floor Hearing Room
210 East Main Street
Lancaster, OH 43130**

2 EXECUTIVE SUMMARY

2.1 Purpose

This document is a request for bids for the FAIRFIELD COUNTY PAYMENT CENTER RENOVATION under Section 307.86 of the Ohio Revised Code. The Work is to be performed in accordance with the plans and specifications included and this Invitation to Bid document. The Fairfield County Commissioners are soliciting competitive, sealed bids for the described Design-Build Contracting services located in the downtown Lancaster, Ohio area. If a suitable offer is made in response to this Invitation to Bid (ITB), the Fairfield County Commissioners may enter into a contract to have the selected Offeror (the "Contractor") provide the described work.

Upon selecting the lowest and best bid, the Fairfield County Commissioners shall enter into a Contract with such person or entity in accordance with Revised Code Section 307.86. A contract for the described Scope Items shall be prepared by the Fairfield County Commissioners and submitted to the selected Offeror. This ITB provides details on what is required to submit a Bid for the Work, and what will be required of the Contractor in providing the described work. As used herein, the term "the Fairfield County Commissioners" shall also include any of their employees, agents, or representatives.

This ITB also gives the estimated key dates for the various events that are part of the submission process, selection process, and overall project work commencement. While these dates are subject to change, the Fairfield County Commissioners will make efforts to adhere to the dates contained herein. Once a contract is awarded, the described Scope Items must be completed by the completion date agreed upon by the Fairfield County Commissioners and the Contractor.

2.2 Objectives

The purpose of this Invitation to Bid (ITB) is to solicit bids that fulfill the requirements, performance expectations, and deliverables as outlined in the Scope of Work and General Conditions Specifications (see Section 4/published Owner's Project Requirements). It shall be the successful Bidder's obligation to ensure that their personnel providing any Scope Items or services in accordance with this ITB are qualified to perform such work or services.

2.3 Calendar of Events

Significant dates in connection with this ITB are shown above and are subject to change. The Fairfield County Commissioners may change any one or more of the key dates at any time, however significant schedule changes before the Inquiry Period Begins are not expected. If schedule changes occur after the Inquiry Period Begins, all participants will be notified via email.

Any such email announcements shall be considered as an addendum(s) to this ITB. It will be the responsibility of the prospective Offerors to notify the County that they intend to bid upon downloading bid documents, and to check his/her email on a regular basis for posted addendums, changes and other ITB information.

A Pre-Bid Conference will be held at the project site on Thursday, July 10, 2025, 1:00 p.m. EDT, which all prospective bidders are encouraged to attend.

3 INSTRUCTIONS TO BIDDERS

3.1 Purpose

The following sections provide details on how to respond to this Invitation to Bid (ITB). All responses must be complete and in the prescribed format subject to the right of the Fairfield County Commissioners to waive any irregularities, nonconformities, or noncompliance with the terms of this ITB as set forth above.

3.2 Contacts

The following individual will be the representative of the Fairfield County Commissioners who may be contacted in connection with this Invitation to Bid (ITB).

Jason Grubb
Deputy Director of Facilities
740-652-7944
Jason.grubb@fairfieldcountyohio.gov

Bidders may obtain complete sets of the Invitation to Bid document posted on the Fairfield County website at: www.co.fairfield.oh.us , available for downloading by the bidder. Prospective bidders must notify Jason Grubb, Deputy Director of Facilities, of their intention to bid when downloading documents electronically, and provide their contact information to Jason Grubb.

3.3 Inquiries

Bidders may make inquiries regarding this ITB any time prior to the conclusion of the Inquiry Period set forth above in the Estimated Key Dates. Bidders must use email to make their inquiries. All inquiries must be addressed to and sent to Jason Grubb (Jason.grubb@fairfieldcountyohio.gov) and Eric Booher (ebooher@countyfirm.org).

The submission of oral, telephonic, facsimile or telegraphic inquiries **will not** be accepted.

3.4 Preparation of Bid

3.4.1 Submit a bid amount on the original Bid Form furnished by the Fairfield County Commissioners, in this document.

3.4.2 Sign Bid Form with name printed below signature.

- 3.4.3** All bids submitted by an agent shall have a current power of attorney attached certifying the agent's authority to bind the party responding to the ITB.
- 3.4.4** Oral, telephonic, or facsimile bids in response to this ITB will not be accepted.
- 3.4.5** Provide all the required attachments to the Bid Form as follows:
- A) Non-Collusion Affidavit
 - B) EEO Certification
 - C) Affidavit of Property Tax Liability
 - D) Drug-Free Work Place
 - E) Contractor References and Contact Information: The bidder shall provide references to the Owner for three (3) similar projects successfully completed including contact information; reference that information may be seen in Statement of Qualifications.
 - F) Scope Letter with Clarifications, Deviations and Recommendations/Options for Each Item.
- 3.4.6** Submit sealed Proposal/bids in an opaque envelope plainly marked on the outside with the project title "PAYMENT CENTER RENOVATION", bid date and time, and name of the Offeror.
- 3.4.7** If the bid is mailed, the sealed bid shall be enclosed in a separate mailing envelope with the notation "SEALED BID ENCLOSED" on the face of the bid envelope.
- 3.4.8** Mailing and delivery address is:
- FAIRFIELD COUNTY BOARD OF COMMISSIONERS
Third Floor
210 East Main Street
Lancaster, Ohio 43130
- 3.4.9** Bidders shall be solely responsible for the timely delivery of their bid in response to this ITB in the manner and time prescribed. No bid shall be considered if it arrives after the time scheduled, as determined by the Fairfield County Commissioners.
- 3.4.10** Bids in response to this ITB that are unsigned, improperly prepared, contain arithmetical errors, alterations or irregularities of any kind, may, at the Fairfield County Commissioners discretion be declared unacceptable.
- 3.4.11** Bid Security: Each bid must be accompanied by cash, certified check of the bidder, or a bid bond prepared on a bid bond form complying with the Ohio Revised Code Section 153.54(C), duly executed by the bidder as principal and having as surety thereon a surety company approved by the Owner, in the amount of at least 10% of the bid. Such cash, checks, or bid bonds will be returned to all except the three lowest bidders within three days after the opening of bids, and the remaining cash, checks, or bid bonds will be returned promptly after the Owner and the accepted bidder have executed the Contract; or if no award has been made within sixty (60) days after the date of the opening of bids, upon demand of the bidder at any time thereafter, so long as he/she has not been notified of the acceptance of his/her bid. Attorneys-in-fact who sign bid

bonds or contract bonds must file with each bond a certified and effectively dated copy of their Power of Attorney.

- 3.4.10** Performance Bonds: The Contractor shall furnish a Payment and Performance Bond or Bonds in the amount of one hundred percent (100%) of the Contract price covering the faithful performance of the Contract and the payment of all obligations arising thereunder, with security satisfactory to the Owner. The Payment and Performance Bond shall also serve as a guarantee against defective material and workmanship in the said work covered by said Contract, provided however, that no suit, action or proceeding by reason of any defect whatever shall be brought upon this bond after two (2) years following the date of final acceptance of the work by Fairfield County, Ohio.

3.5 Contractor Pre-Qualification Verification Requirements

- 3.5.1** Qualified contractors will be required to submit the following documents before entering into a contract with the Fairfield County Commissioners:

- 1) A completed W-9 Tax Form (if not on file)
- 2) A copy of your Workers Compensation Certificate
- 3) Any required licenses and identification numbers
- 4) Liability Insurance Certificates as follows:

Commercial General Liability:	Minimum \$1,000,000 per occurrence Minimum \$1,000,000 aggregate
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Auto Liability:	Minimum \$1,000,000 per occurrence Minimum \$1,000,000 aggregate
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Umbrella/Excessive Liability:	Minimum \$3,000,000 per occurrence
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3.6 Laws and Regulations

- 3.6.1** The bidder's attention is directed to the fact that all applicable State laws, municipal ordinances, and the rules and regulations of all authorities having jurisdiction over this project shall apply to this contract.

3.7 Occupational Safety and Health Administration

- 3.7.1** Special attention by the bidders is also directed to the requirements of OSHA. The successful vendor will be required to observe all provisions of the Act, which are by reference included in the specified provisions of these specifications as if actually reproduced herein, and will be responsible for their full enforcement.

3.8 Award of Contract/Purchase Order

- 3.8.1** The contract, if let, will be awarded to the lowest and best bid. In determining the awardee the following elements may be considered, as referenced to the published Owner's Project Requirements (OPR) documents: Costs of Scope Items and Services; Product Specification and Performance; Expected Lead time of Items Delivery to the

Project Site; has adequate support personnel and equipment to ensure a complete integrated Installation and Operational effort, properly, and expeditiously; has suitable financial base to meet the obligations incidental to the complete Installation and the coordination of the furnishing and support of the Pre-Purchased Equipment; has appropriate experience; has completed all items on the Bid Form; and has inserted no qualifying phrases or unbalanced items on the bid form.

3.8.2 The Fairfield County Commissioners reserve the right to reject any and all bids in response to this ITB, and to waive any irregularities, nonconformities, or noncompliance with the terms of this ITB.

3.8.3 The bidder must be skilled in the use and interpretation of plans and specifications for this project, and has found them free of ambiguities and sufficient for bidding purposes. Further, he/she has carefully examined the site of the work, as appropriate and from his/her own observations, is satisfied as to the nature and location of the work, the character, and the quality of the materials and the difficulties likely to be encountered, and other items, which may affect the performance of the complete project work. He/she has based the bid solely on these documents, including any addenda and observations, and has not relied in any way on any explanation or interpretation, oral or written, from any other source. Therefore, the bidder agrees to hold the Fairfield County Commissioners harmless for his/her negligence, error, or omissions.

3.8.4 The Fairfield County Commissioners may consider any bids not prepared and submitted in accordance with the provisions hereof and may waive any formalities or irregularities in the bids submitted.

3.9 Time of Completion and Liquidated Damages

3.9.1 The final contract completion date shall be By **October 30, 2025**. The Notice to Proceed will be issued after the contract is signed. The final close-out documents and a final payment request is submitted at the end of the by October 30, 2025, per verified completed construction.

3.9.2 The substantial completion date for building occupancy by the Owner, and all associated electrical work, shall be **October 15, 2025**, from the contracted start date.

3.9.3 Liquidated damages will be assessed at a rate of \$500 per day to the contractor for late completion and occupancy of the building by the Owner, unless an approved contract extension is granted.

3.10 Payment Applications and Changes to the Work

3.10.1 Full payment shall be made upon satisfactory completion of the noted Scope/work, and all contract close-out requirements are met. If partial payment applications are requested, they shall be submitted on a monthly basis and shall be at a "percentage of work completed basis" for the various categories of work.

- 3.10.2** Payment requests must be submitted on the approved Form/Schedule of Values, using the AIA G702 Application and Certificate for Payment form. The Schedule of Values must be approved prior to the first payment request.
- 3.10.3** Retainage: An amount of eight percent (8%) is to be withheld on monthly payments, and will be retained by the Owner until completion of the Contract as a guarantee that the Contractor will faithfully perform and completely fulfill the obligations and conditions imposed by this Contract, and will pay any damages caused the Owner by reason of any failure on his part to fulfill any or all of said obligations or conditions.
- 3.10.4** All changes to the Work involving a change in contract amount must be approved in advance by the Owner. The Contractor will be required to submit a detailed labor and materials pricing breakdown for the change in contract scope for approval by the Owner and Architect/agent. Change Orders will be authorized on a form designated by the Owner.

3.11 Contract Termination

- 3.11.1** Upon written notice to the Vendor, the County may, without cause and without prejudice to any other right or remedy, elect to terminate the Contract. In such case, the Contractor shall be paid for all work executed and any expense sustained plus reasonable profit, unless such termination was due to the act or conduct of the Contractor/Pre-Purchase Vendor/Manufacturer.

3.12 Prevailing Wage

- 3.12.1** State Prevailing Wages shall be paid by the Contractor, and the Contractor shall comply with all administrative regulations required by the State of Ohio, Department of Commerce, Wage and Hour Administration.
- 3.12.2** Refer to the standard reference Prevailing Wage Rates applicable to this project, and to all other associated documents for prevailing wage compliance.
- 3.12.3** Prevailing Wage Rates can be viewed at: <https://com.ohio.gov/divisions-and-programs/industrial-compliance/wage-and-hour/guides-and-resources/view-prevailing-wage-rates>

4 GENERAL CONDITIONS AND SCOPE OF WORK

- 4.1** The purpose of this Invitation to Bid (ITB) is to obtain bids for the complete Payment Center Renovation as identified in the scope – refer to the accompanying Owner’s Project Requirements (OPR) as prepared by County FIRM/Palmer Conservation Consulting.
- 4.2** The Contractor shall provide a complete project as specified for the Payment Center, including all final construction and occupancy inspection approvals, ready for use by the County. The basement infill, asphalt repair, resurfacing, mechanical, plumbing and electrical work for the area includes all associated work indicated on the enclosed OPR.
- 4.3** The Contractor shall include all costs in the bid to furnish all labor, materials, and equipment necessary to complete the project.
- 4.4** The Proposer/Design Builder shall obtain and pay for any plan approval as required by the local

Building Department. The Contractor shall obtain and pay for all other required permits, and provide any required notices as necessary to perform the work.

- 4.5** If necessary, the Contractor is responsible to provide a field office and storage trailer on-site as necessary for the work, with temporary power, portable sanitation facilities, and all necessary temporary utilities.
- 4.6** The Contractor shall provide temporary construction fencing/barricading.
- 4.7** Demolition and removal of all existing debris and spoils from the site is the responsibility of the contractor and must be performed in a timely manner. The project site must be maintained in a clean and organized manner.
- 4.8** The contractor is required to maintain all public streets that are being used for trucking access to and from the site, in a clean condition.
- 4.9** Provide dust control during construction activities to meet County, City, and EPA requirements.
- 4.10** The Contractor must provide submittals of product literature and installation drawings for all items to be incorporated into the final Work, to the Engineer/Owner for review and approval prior to installation.

5 ADDITIONAL REQUIREMENTS

In addition to any other requirements herein, the Contractor shall comply with the requirements listed below:

- a. General requirements
- b. Coordination
- c. Security
- d. Fire safety
- e. Hazardous materials
- f. Cleaning
- g. Storage space use

5.1 General Requirements

- 5.1.1** The Contractor shall comply with all applicable ordinances, laws, and regulations. The Contractor shall obtain and pay for any and all required permits and inspections as needed.
- 5.1.2** The Contractor will remove from the site, as required, any existing materials resulting from excavation or demolition at the building site.
- 5.1.3** The Contractor shall provide a Liability Insurance Certificate, and Workers Compensation Certificate to the County prior to the start of work.

5.2 Schedule and Coordination

- 5.2.1** The Contractor shall coordinate all construction activities with the authorized representative of the Fairfield County Commissioners and the designated involved parties pertinent to the overall Project (Criteria Engineer, Installing Contractor/Design-BUILDER) – refer to the published OPR documents. The Project Schedule must be submitted and approved prior to the first payment application.

5.3 Security

5.3.1 The Contractor shall maintain security of the project site and its contents at all times during the term of the contract and any extensions thereto.

5.4 Fire Safety

6.4.1 The Contractor shall comply with all local fire safety requirements.

6.4.2 The Contractor shall provide adequate fire extinguishing equipment at all interior work areas requiring welding, soldering, or cutting with flame torches.

6.4.3 The Contractor shall take every precaution to prevent fires.

5.5 Hazardous Materials

5.5.1 The Contractor is cautioned to check the premises where the new equipment items are to be located for the existence of hazardous materials during the progress of the work.

5.5.2 In the event materials are encountered during the work which may present a health hazard to workers, occupants, or the public, the Contractor shall take the following actions:

- a. Take immediate action to limit the exposure or hazardous condition.
- b. Cease work in the area until suspected hazardous material can be identified.
- c. Notify the Fairfield County representative of the condition. Such notification shall be made by the most expedient means with subsequent written confirmation.

5.5.3 Testing, identification, removal, or other processes to render hazardous materials safe within legal limits is to be provided by the Contractor, upon approval by the Owner.

5.6 Final Clean-Up

5.6.1 The Contractor shall perform periodic cleaning during the term of this agreement and maintain all surrounding areas in clean condition.

5.6.2 Upon final completion of the work, the Contractor shall perform sweeping of the roadway and surrounding parking areas to remove all dirt, mud, or debris.

5.7 Storage Space Use

5.7.1 The Contractor shall be responsible to provide necessary tool and material storage containers, if needed, and coordinate the location for placement in the parking lot with the County.

CONTRACT FORM A
Fairfield County Commissioners
FAIRFIELD COUNTY PAYMENT CENTER RENOVATION
PROPOSAL FORM

Proposals Must be submitted on this form only. (Type or Print Clearly)
 Prevailing Wage rates apply.

The time for Substantial Completion of all Work is **October 15, 2025**.

Having read and examined the proposed Design Build OPR Documents prepared by the Engineer for the above-referenced Project and the following Addenda:

Addendum Number	Date Received
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

The undersigned Design Bulder proposes to perform all Work for the applicable Contract in accordance with the proposed Contract Documents, for the following sum(s):

ALLOWANCES (Include Allowance amounts in the Base Proposal below. The Contractor's Fee and costs for unloading and handling on the Site, labor, installation costs, and other expenses contemplated for the Allowances are included in the Base Proposal and not in the Allowance.)

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Allowance	General Use	\$10,000.00

ITEM 1: BASE Scope:

Base Scope of Work: Provide specified FAIRFIELD PAYMENT CENTER RENOVATION. Proposer agrees to furnish equipment & perform all the services work necessary, as described in the specifications and shown on the documents, including applicable Installation Project Coordination & services:

for the sum of: \$ _____

Sum in words:

_____ and

_____ /100 dollars.

(Amount shall be shown in both words and figures. In case of discrepancy, the amount shown in words will govern.

Having carefully read and examined the entire set of Construction Documents, including without limitation the Drawings, Specifications and all Addenda (listed above) prepared by the Owner for the above referenced Project; **and** with a clear understanding of the delineation between Base Proposal and Alternate work (if applicable; **and** having visited and examined the site, premises, and the conditions affecting the work, the undersigned Proposer/Design Building proposes to perform all Work, furnish all labor, materials and equipment for this Project in strict compliance with the Construction Documents for the sums indicated above.

Signed By Design Builder/Proposer: _____

Date: _____

Printed Name: _____

Title: _____

Company Name: _____

Address: _____

Phone: _____

CONTRACT FORM B

NON-COLLUSION AFFIDAVIT

State of Ohio)
) SS:
Fairfield County)

I _____ being first duly sworn, deposes and says that
he/she is _____ (Sole Owner, a Partner, President, Secretary, etc.)
of _____

the party making the proposal; that such proposal is not made in the interest of or on behalf of any disclosed person, partnership, company, association, organization, or corporation, that such proposal is genuine and not collusive or sham; that said bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that said bidder has not in any manner, directly or indirectly sought by agreement, communication or conference with anyone to fix the bid price of said bidder or of any other bidder, or to fix any overhead profit, or cost element of such bid price, or of that of any other bidder or to secure any advantage against Fairfield County; that all statements contained in such proposal are true; and further, that said bidder has not, directly or indirectly, submitted his bid price or any breakdown thereof, of the contents thereof, or divulged information or data relative thereto, or paid and will not pay any fee in connection therewith, to any corporation, partnership, company, association, public official or employee, organization, or to any other individual except to such person or persons as have a partnership or other financial interest with said bidder in this general business.

Signed: _____

Title: _____

SWORN to and SUBSCRIBED before me this ____ day of _____, 20____ in
_____ County, State of Ohio.

Notary Public

Seal

Commission Expires: _____

CONTRACT DOCUMENT C

Contractor Equal Employment Opportunity Certification

During the performance of this contract, the undersigned agrees as follows:

1. The undersigned will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The undersigned will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The undersigned agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this equal opportunity (federally assisted construction) clause.
2. The undersigned will, in all solicitations or advertisements for employees placed by or on behalf of the undersigned, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.
3. The undersigned will send to each labor union or representative of workers, with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representative of the undersigned's commitment under this section and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. The undersigned will comply with all provisions of Executive Order No. 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
5. The undersigned will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965, and by the rules, regulations, and relevant orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records and accounts by the administering agency of the Secretary of labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
6. In the event of the undersigned's non-compliance with the equal opportunity (federally assisted construction) clause of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated or suspended in whole or in part, and the undersigned may be declared ineligible for further Government contracts of federally assisted construction contracts in accordance with procedures authorized in Executive Order No. 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order No 11246 of September 24, 1965, or by rules, regulations, or order of the Secretary of Labor, or as provided by law.
7. The undersigned will include this equal opportunity (federally assisted construction) clause in every subcontract or purchase order unless exempted by the rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order No 11246 of September 24, 1965, so that such provision will be binding upon each subcontract or vendor. The undersigned will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for non-compliance: Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor, as a result of such direction by the administering agency the undersigned may request the United States to enter into such litigation to protect the interest of the United States.

(Signature)

(Date)

(Name and Title of Signer, Please Print)

(Firm or Company Name)

CONTRACT FORM D

**AFFIDAVIT OF CONTRACTOR OR SUPPLIER FOR
NON~DELINQUENCY OF PERSONAL PROPERTY TAXES
PER O.R.C. SECTION 5719.042**

STATE OF OHIO)
) SS
COUNTY OF FAIRFIELD)

TO: Fairfield County Commissioners

The undersigned, being first duly sworn, having submitted a bid for:

hereby states that we were not charged at the time the bid was submitted with any delinquent personal property taxes on the general tax list of personal property of any county in which you as a taxing district have territory and that we were not charged with delinquent personal property taxes on any such tax list.

In consideration of the award of the above contract, the above statement is incorporated in said contract as a covenant of the undersigned.

Contractor (Signature)

Sworn to before me and subscribed in my presence this ____ day of _____, 202__.

Notary Public

Seal

Commission Expires: _____

CONTRACT FORM E

DRUG FREE WORKPLACE

This is to certify that the undersigned Contractor complies with the Drug Free Workplace Act of 1988:

1. Any individual contractor must agree not to engage in the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance in the performance of this contract.
2. All organizations covered by the Drug-Free Workplace Act of 1988 are required to provide a drug-free workplace.

In the event of the Contractor's non-compliance with the drug free workplace certification, contracts may be cancelled, terminated, or suspended in whole or in part, and the Contractor may be declared ineligible for further contracts.

Date

Authorized Signature of Contractor

Company Name

Print Name



Pre-Proposal Meeting Agenda

June 30, 2025

NOTE: This document is a part of the OPR proposal request documentation

Project:

Fairfield County Payment Center Renovation

135 W. Chestnut Street, Lancaster, Ohio 43130

Agenda:

I. Introductions

- a. Owner – Fairfield County
 - i. Mr. Jon Kochis, Director Emergency Management & Facilities Services
 - ii. Mr. Jason Grubb, Deputy Director of Facilities
- b. Criterion Engineer/Owner's Advocate – County FIRM
 - i. Eric Booher, Project Manager
 - ii. Thomas Poole, Engineer
- c. Selected Design-Build Contractor Team(s)
 - i. General Trades Support Systems – Primary Sub-Contractor Scopes (BASE & ALTs)

II. Goals of Pre-Proposal Meeting – Prepare Proposers for Delivery of Qualified Proposals

- a. General Items:
 - i. Refer to Add No 1. For Pre-Proposal Meeting Attendance Sheet
 - ii. Bid Info – Refer to Instructions to Bid for dates
 - iii. Bid Bond & Bid Form as prescribed
 - iv. Contract duration – County will adjust based on approvals and Notice of Intent, but Contractor expected to do pre-contract final design & coordination as soon as notified: TARGET to completion date is October 15, 2025
 - v. Letter of Intent right after Proposals, Contract prep & approval phase after
- b. Describe Expected Work - refers to Bid Form and Owner's Program of Requirements (OPR) Docs distributed prior to this meeting and subsequently distributed.
 - i. PROJECT SITE: Fairfield County Payment Center, 135 W. Chestnut Street, Lancaster, OH 43130
 - ii. BASE:
 - 1. Demolition of existing HVAC and electrical systems in the basement for the building.
 - 2. Install a new CMU wall and waterproofing to enclose the existing portion of the basement that will remain.
 - 3. Removal of existing asphalt and concrete decking to allow installation of new controlled density fill (CDF). CDF shall be per ODOT ITEM 613. CDF shall be

installed in lifts of 2-3 feet and compacted as necessary to infill the existing basement.

4. Relocate the existing water meter to the existing portion of the basement that will remain. Extend the piping as necessary. Coordinate with the City of Lancaster Water Department for meter specifications and details. Installation of relocated/new meter shall be the Water Departments requirements.
5. Protect and maintain the existing sanitary lines in the basement and provide appropriate sand infill around the lines to protect them.
6. Repair existing asphalt at the completion of the backfill. New asphalt shall be rated for vehicular traffic.

7. Includes ALLOWANCE by Bid Line Item (to be included w/ Proposals)

a. Base ITEM 1 Fairfield County Payment Center: \$10,000.00.

- c. Describe Delivery of the Work – Performance Specification Single Proposal
- d. Describe Anticipated Timeframes – monies are encumbered, proceed from proposals to contract negotiations without delay, key is being ready for full system operation as allowable by Project Schedules/Site Completions.
- e. Established Pre-Proposal Communication pathways
 - i. RFI-style E-mail preferred: to Jason Grubb at Fairfield County Facilities w/ copy to County FIRM.
 - ii. Voice questions are not allowed.
 - iii. County FIRM will publish all pertinent Non-PROPRIETARY info/answers to RFIs.
 - iv. Last date for Proposer Questions is July 17, 2025 at 5:00 p.m. EST.

III. Project Framework and Delivery

- a. Single Performance Specification (includes applicable portions of vendor-based Final designs) Agreement with Contractor. The Project (This Project is NOT “Plan-&Spec” construction) is to include:
 - i. Options for BASE, ALTs & applicable Value-add Proposals/Clarifications.
 - ii. Prime Contractor with appropriate Main Electrical, Structural, General, Plumbing, subject to Fairfield County/County FIRM reviews and subsequent approvals.
 - iii. Final Planning & Design (this includes scopes related to applicable plan reviews, permits and approvals & detailed coordination/support from chosen/pre-arranged Vendors).
 - iv. Coordination & Project Management.
 - v. Complete Turn-Key Installation Services AND provision of spec’d Documentation.
 - vi. County requires Contractor to provide Bond for their Work/Proposal – refer to published Front End documents from County.

IV. Owner’s Project Requirements (OPR)

- a. Project Pre-Planning Documents, as applicable
 - i. Overall Narratives, Study & Related documents – as applicable
 - ii. Asbestos inspection documents – as applicable, not anticipated.
- b. Front-End Documents – furnished by Fairfield County
 - i. Instructions & Notices
 - ii. Bid/Proposal Forms
 - iii. Specified Wages/Agreements
 - iv. Anticipated Forms of Contract-Agreement/Supplemental information
- c. Specifications
 - i. Overall Criteria, Descriptions and Boundaries
 - ii. Specific Sections/information as applicable to Owner’s Standards, choices & preferences
- d. Drawings – Schematic Not-to-Scale (not ‘Dimensioned’ set) with Best-Scale ‘reference’ Plans as available – refer to published online link.
 - i. Schematic and Specific Demolition

ii. Schematic and Targeted Update Descriptions

V. Anticipated Project Schedule items

a. Design-Build Proposals Due to County – Refer to ITB for dates.

- i. Single Turnkey Bid Price – Lump Sum
 - 1. Standard Bonding requirements apply
 - 2. Specified Wage schedules apply
 - 3. Bid/Proposal submission as noted – confirm with Front End requirements
- ii. Confirmation of Project Schedule targets

b. Pre-Proposal Walk-Thru

- i. Initial: Refer to ITB for dates.
- ii. Planned Subsequent Times
 - 1. As Scheduled with County Personnel – minimum 48 hour notice

c. Construction Targets:

- i. Begin, Upon County Approvals & Valid Notice-to-Proceed – by August 15, 2025.
 - 1. Notice of Intent to award is expected to instigate ‘paperwork/submittal’ preparations while final Orders are being approved – to make best/flexible progress for all parties.
- ii. Complete Commissioning of Project by mid-October.

VI. Important Discussion Items:

- a. Asbestos Abatement – arranged by County direct with Abatement Contractors.
 - i. None anticipated.
- b. Simultaneous Projects – County may have standard projects going on during the Construction period/breaks. Bidders must be prepared to Coordinate Construction efforts/timing.
- c. Work Access: building areas will be fully usable by the County during planned Construction Period. Construction activities that may impact Building Schedules will need to be worked-around (no “free” access can be planned for, but County is committed to coordination to help project).
 - i. Overtime/Shutdown/Weekend Efforts will likely be required to complete Work in time, including any required crane/rig lifts.
 - 1. Expected End-of-Day is 4:30 p.m.
 - 2. Coordinated HVAC/Electric Shutdowns is REQUIRED.
 - ii. Parking – some is available at/near jobsite in designated areas only.
 - iii. Entry/Staging: Coordination with Fairfield County Facilities/Security Personnel is required.
- d. Security: Background checks and Screening/Badging could be required.
- e. Salvage Rights – Fairfield County reserves the rights to retain any contractor-removed items. For all items not retained by County, the Contractor is responsible for complete disposal.
- f. Specific Construction Items:
 - i. Cleanliness – daily requirement for all areas
 - ii. As-built Documents – must provide accurate records
 - iii. Project Meetings
 - 1. Periodic Progress Meetings with County’s Key Staff may be required.

VII. Questions

- All questions to be submitted in “writing” to Jason Grubb at Fairfield County and Eric Booher (contact information below)

VIII. Subsequent Tour of work areas – after Pre-Proposal Meeting.

This Meeting Agenda and subsequent NOTES are to be considered a part of the OPR Documents being used to prepare the Performance Spec Proposals. Please notify the writer if any items are not clear enough as stated or omitted as understood from the discussions.

Eric M. Booher, P.E.
County FIRM
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SECTION 102326 – OVERALL SPECIFICATIONS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS & GENERAL SCOPE OF WORK

- A. Instructions to Proposers, Overall Scopes of Work descriptions, published Supplemental Drawings/Documents and general provisions of the Performance Specification Contract, including General and Supplementary Conditions and Documents of Owner Requirements apply to this Section.
1. The Owner's Program of Requirements (OPR) Documents in-whole are considered the minimum standard on which the Proposing Design-Build format Contractor bases his offering.
 - a. Each Proposing Contractor (and necessary sub-contractors/vendors) will familiarize himself/team with all documents issued as part of the OPR, including Front-End, Exhibits and For-Reference documents in addition to typical drawings & specifications addressing the project Scopes of Work.
 - b. Each Proposing Contractor will issue an RFI (Request for Information) for any apparent or possible conflict found in the OPR documents/field verification efforts in a timeframe before Proposals are due such that the County can responsibly offer a clarification on each item in question.
 - c. If in the event that any conflict discovered/questioned in the OPR documents (i.e. between Specifications and Drawing references) is not properly/officially addressed prior to Proposals being due, the Proposing Contractor will base his offer on the most conservative/stringent/highest value or quantity of the interpretation of the matter, as determined by the Owner/Consultant, which will then continue into final design & coordination stages after a successful award of Contract is made.
 2. **Fairfield County Payment Center Renovation**

Scope of Work: General – [Base Scope], refer to all of the OPR documents issued:

 - A. Demolition of existing HVAC and electrical systems in the basement for the building.
 - B. Install a new CMU wall and waterproofing to enclose the existing portion of the basement that will remain.
 - C. Removal of existing asphalt and concrete decking to allow installation of new controlled density fill (CDF). CDF shall be per ODOT ITEM 613. CDF shall be installed in lifts of 2-3 feet and compacted as necessary to infill the existing basement.
 - D. Relocate the existing water meter to the existing portion of the basement that will remain. Extend the piping as necessary. Coordinate with the City of Lancaster Water Department for meter specifications and details.

Installation of relocated/new meter shall be the Water Departments requirements.

- E. Protect and maintain the existing sanitary lines in the basement and provide appropriate sand infill around the lines to protect them.
- F. Repair existing asphalt at the completion of the backfill. New asphalt shall be rated for vehicular traffic.
- G. See Project General Notes on the drawings for additional information.

1.2 SUMMARY

- A. The purpose of this Overall Specification Section is to describe the project's main intent, to establish main boundaries of responsibilities (including the performance of ALL design & construction work in accordance with local/County requirements and Usual & Customary Standards for Business-Office Facilities), and to reasonably narrow the not-yet-made choices of the proposers according to Owner-driven Criteria & Project intents:
 - 1. Basic Form of Contract – Performance Specification Design-Build (D-B) Contractor with Guaranteed Maximum Lump-Sum Pricing (refer to supplemental documents for legal and clarifications). General/Mechanical/Plumbing/Electrical is primary under a Performance-Based (D-B) Agreement using Owner-furnished schematic design/criteria and certain Owner-evaluated equipment and services as noted.
 - 2. Demolition: Bidder is responsible for the demolition of materials/equipment affecting the Scopes of Work. The Bidder will assume ALL project-required Asbestos-related abatements will be/have been performed by the Owner, unless noted otherwise.
 - 3. General Trades Scope of Work – furnished by Bidder as appropriate for the work. This may include, but is not limited to:
 - a. Complete Final Design and Supportive Coordination for intended Scopes of Work noted in schematic documents and descriptions, both Base and Alternates.
 - 1) Both Engineering Design and Means & Methods for all General Trades items required by the new mechanical/electrical systems. Scope are a part of the Performance-Based proposal. Specific items to note include, but are not limited to:
 - a) Provision for necessary/beneficial Re-Work of existing wall in affected work areas;
 - b. Provide blocking/barricading/fencing to protect the project set.
 - c. Structural Support modifications/additions (miscellaneous foundations and structural steel): modify existing infrastructure and add new support as required to properly support the infilled area.
 - 1) Both Engineering Design and Means & Methods for all structural items are a part of the Performance-Based proposals.

- d. Site modifications required by intended Scope of Work (roads, lawns, planters, pavement, etc.).
 - e. Coordination with Owner/Owner's Representative teams on Project Schedule and Work Progress Plans (locations, areas, shut-downs, tie-ins, etc.).
- 4. Plumbing Trades Scope of Work – furnished by Bidder as appropriate for the work. This may include, but is not limited to:
 - a. Existing Interior piping modifications required by intended Scope of Work.
 - b. Coordination with Owner/Owner's Representative teams on Project Schedule and Work Progress Plans (locations, areas, shut-downs, tie-ins, etc.).
- 5. Mechanical Trades Scope of Work – furnished by Bidder as appropriate for the work. This may include, but is not limited to:
 - a. Complete Final design and build and Overall Project Coordination for intended Scope of Work noted in published documents and descriptions, including, but not limited to: the preparation/submission of applicable permit/coordination drawings (All-pertinent-trades) for the purpose of obtaining a valid Occupancy condition for the Owner (design drawings, permit, inspections, approvals, etc.).
 - 1) Both Engineering Design and Means & Methods for all Mechanical items required by the new mechanical systems Scope are a part of the Performance-Based proposal.
 - b. Coordination with Owner/Owner's Representative teams on Project Schedule and Work Progress Plans (locations, areas, shut-downs, tie-ins, etc.).
- 6. Electrical Trades Scope of Work – furnished/coordinated by Bidder as appropriate for the work. This may include, but is not limited to:
 - a. Complete Final Design and Overall Coordination for intended Scope of Work noted in schematic documents and descriptions.
 - 1) Both Engineering Design and Means & Methods for all Electrical items required by any added Power/Lighting and new mechanical systems Scopes are a part of the Performance-Based proposal. Electrical Contractor will evaluate the electrical power system re-works to existing that are required, and properly coordinate all electrical work needed with schematic/final/permit plans/documents published/submitted.
 - a) Re-Work of existing Main Power Panels/Feeds to affected/new Lighting systems, Emergency power, Ventilation Fans and Mechanical Equipment. Field-coordinate Electrical power locations and unitary components to allow for proper installations/performance based on wiring distance/routing and locations of required terminations.
 - b) Include provisions for additional disconnect/safety switches/controls required for HVAC Units and electrical

Accessories provided with Mechanical Equipment, (Operational Controls & Safeties, Metering and Flow Control devices, etc.).

- b. Coordination with Project Team on Project Schedule and Work Progress Plans (renovation locations, areas, shut-downs, tie-ins, etc.).

1.3 RELATED SPECIFICATION SECTIONS

- A. The equipment and systems designated as Owner-pre-purchased or preferred may have specification sections supplemental to this section. The Intent of any supplemental specification sections offered is to enhance the descriptions of these equipment and services items so that each Performance-Based (D-B) Proposer has reasonable information to consider in preparing his Scope/Design/pricing. Actual Completed Designs and Installations proposed are to be fully compliant with applicable customary and Owner-furnished standards, industry best practices, written installation instructions offered by the manufacturers of the equipment to be installed, and applicable local, state and national code regulations. Related sections include, but are not limited to:

1.4 SUBMITTALS

- A. Pre-Award Phase: At time of (D-B) Performance Specification Proposal and in addition to any Proposal/Bid/Clarification Forms required, provide the following documents to aid the evaluation of Proposals meeting the Criteria:
 1. Schedule of Construction: timeline and expected area sequence of actions – to be continually updated for plans and progress and then shared with Construction Team.
 2. Technical Clarification Statements, Options & Conditions.
- B. Post-Award/Construction Phase: Prior to/after the completion of the Pre-Construction Meeting, provide the following documents to aid the evaluation of Proposals meeting the Criteria established:
 1. REVISED Schedule of Construction: timeline and expected area sequence of actions – to be continually updated for plans and progress and then shared with Construction Team.
 - a. During Construction, an updated Left-to-Do Schedule shall be published to County with critical Timeline schedule or all remaining items to complete.
 2. Final Product Data/System Submittals – refer to individual sections for Submittal requirements, but include as a minimum:
 - a. Accepted supplemental Scope Product/System Data-information – as applicable.
 3. Final Plan Approval/Permit and Coordination Drawing documents for applicable

4. Contractor shall submit the Job Mix Formula (JMF) for materials to the Project Engineer for approval prior to start of construction. No materials shall be placed until the JMF have been reviewed and approved by the Engineer.
- C. Product Data: For each product component proposed: Include standard documentation for the purposes of Owner-review and recordkeeping. Included in this group, but not limited to the group, are the following items:
 1. Warranty terms and associated project documentation.
 2. Maintenance and Operation data, for inclusion in master job O & M manuals.
- D. Operation and Maintenance Data: For each product/system provided to include in emergency, operation, and maintenance manuals.
 1. Include a SPECIFIC Summary of required maintenance items for each unit/system, complete with pertinent part numbers and frequency of actions recommended.
- E. Closeout Documentation & Materials: Provide complete documents as required by the Scope of Work including coordination of any Owner pre-purchased items, transmitted to the Owner's Consultants as requested, including, but not limited to:
 1. As-Built versions of all Drawings covering the Scope of Work, in hard red-line, PDF and CAD formats.
 2. Final Pay Applications and Waivers.
 3. Clarification that Punch Lists and Issues Logs are fully completed.
 4. Operations & Maintenance Manuals/Data as specified.
 5. Training Documents (if any).
 6. Warranty Documents.
 7. Systems Manuals.
 8. Extended Maintenance Program Documents – as applicable.

1.5 QUALITY ASSURANCE

- A. Source Limitations: Obtain only first-quality components.
- B. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, Article 100, by a testing agency acceptable to authorities having jurisdiction, and marked for intended use.
- C. NFPA Compliance: Select and furnish components of installation meeting applicable sections of the current NFPA regulations.
- D. Product Rating Certifications: Select and furnish components of installation meeting applicable sections of the current industry standard rating/listing/labeling regulations.

1.6 COORDINATION

- A. Coordinate with all trades the placement, support and utility requirements for each major equipment item. This includes, but is not limited to:
 - 1. Substrate elements – Asphalt surfaces, Concrete Pads, structural steel, louver locations/lintel sizes, wall sleeves, mechanical/electrical room/closet structures.
 - 2. Existing Fencing/Floors/Walls/Ceilings/Partitions – coordinate with Owner/Owner's Representative team any proposed disturbances of existing substrates and/or those containing hazardous materials.
 - 3. Wall/Ceiling/Roofing modifications – Contractor to fully-coordinate with each trade involved in the renovation construction (HVAC, Electrical power/lighting, etc.) and also with the Owner for existing-to-remain & modified low voltage systems (audio/visual, fire alarm, security, clocks, public address, etc.) affecting existing partitions.
 - 4. Piping – mechanical/fire protection/plumbing service and drain piping - coordinate with Owner/Owner's Representative team any proposed disturbances of existing partitions/accessways.
 - 5. Ductwork/Engineered Ventilation Systems – planned routing from unit connections; coordinated with designated equipment/layouts.
 - 6. Electrical – power wiring, including means of disconnect and planned location/sources of power for replaced/downsized/added mechanical equipment.
 - a. Provide complete installation with NEC/Local Authority panel Clearances as required.
 - 7. Electrical – Updated power/control wiring, including means of disconnect and planned location/sources of power for replaced/added Lighting Fixtures and equipment.

1.7 WARRANTY PROVISIONS

- A. Basic Installation warranty: Provide Bidder/Manufacturer's standard forms in which Bidder/manufacture agrees to repair or replace components of furnished equipment that fails in materials or workmanship. Submit a written warranty signed by Bidder & furnished equipment manufacturer(s) and installer(s) agreeing to furnish labor and parts for failures within a warranty period of Twelve (12) Months from the date of substantial completion/documentated Start-up.

1.8 ALLOWANCES

- A. Proposers are to include an Allowance amount of \$10,000.00, for use in addressing unforeseen conditions/repair-level work discovered during project execution. The Owner, via County FIRM/Palmer Conservation Consulting, has the sole direction that

these funds may be used for the project, including justification documentation as required. The Allowances for each bid Item are therefore:

1. BASE ITEM 1: Fairfield County Payment Center Renovations = \$10,000.00.

PART 2 - PRODUCTS & SCOPE CRITERIA

2.1 DESIGN CRITERIA

- A. Provide Complete Final Design for noted project Scope of Work utilizing schematic-phase documentation included from Owner via the OPR Documents published.
 1. Intent: Each design professional utilized in Bidder's proposal has the liberty to act with the Owner's best interests in mind, based on the individual situations/boundaries presented before design begins and based on qualified professional experience. The criteria set forth in this specification is intended to be a guideline to limit the risks of dissatisfaction over the Balanced Total Life of this facility/project and to make the tasks associated with long-term owning/managing the facilities as effective as it can be, including the limitation of equipment/service providers to those noted as being Owner-preferred and/or listed within these specifications.
 - a. The merits of this Proposal are not dependent on specific savings in operating energy.
 - b. The merits/VALUE of this proposal with reference to matching of intended Scopes, Construction Schedules anticipated, energy savings and/or operational improvements are key factors in selection/consideration.

2.2 BASIC DESIGN AND INSTALLATION REQUIREMENTS

- A. Provide required actions, documents and fees for applicable plan creation and approvals, and all subsequent construction-phase inspections (rough-in, finals, etc.). Coordinate requirements with all members of Owner/Bidder teams & Owner's representatives.

2.3 SITE WORK & OUTDOOR FENCING

- A. Return any disturbed grounds areas (lawns, pavement, sidewalks, etc.) to pre-construction conditions.

2.4 STRUCTURAL STEEL CONCRETE AND METAL FABRICATIONS

- A. Provide materials for equipment support according to applications required using industry standard means-and-methods and common best practices. This includes, but is not limited to:
 - 1. Pre-bid investigation of existing equipment, wiring/piping Support & Rigging Access.
 - 2. Professional evaluation of support/installation modifications required for new equipment.
 - 3. All proper Final Design & submittal Documentation required by the Scope of Work for a Complete, serviceable and safe installation.

2.5 BASIC MATERIALS AND METHODS

- A. General: Provide materials for completing general, mechanical and electrical installations according to applications required (including mechanical/electrical modification-driven architectural/general trades finishes) using industry standard means-and-methods and common best practices. This provision applies to, but is not limited to:
 - 1. Worker and Occupant Safety Signage.
 - 2. Hangers and Supports.
 - 3. Sealing at penetrations in partitions – appropriate for application.
 - a. Fire Walls: per in-effect codes/requirements.
 - b. Exterior: watertight, vermin-proof.
 - c. Aesthetic: to match finishes affected.
 - 4. Equipment/Piping Tagging and Identifying – Black Stencil Markings.
 - 5. Valves – for duty of system served.

2.6 DUCTWORK SYSTEMS

- A. General: Provide materials for completing mechanical installations according to applications required (including applicable material choices and finishes) using industry standard means-and-methods and common best practices. This provision applies to, but is not limited to:
 - 1. Ductwork for Ventilation, Supply and Return Air Systems - SMACNA Gauge and Sealing by duty.

2.7 PIPING

- A. General: Provide materials for completing mechanical installations according to applications required using industry standard means-and-methods and common best practices. This provision applies to, but is not limited to:

1. Domestic Water Piping: Copper.

2.8 INSULATION & JACKETING

- A. Provide base Insulation and proper Exterior Jacketing for each mechanical system, unless otherwise noted. Provide Insulating products/ services using industry standard means-and-methods and common best practices. This provision applies to, but is not limited to:
 1. Insulate below grade domestic water piping with minimum of 1" thick insulation and protective jacket to protect against new basement backfill. Coordinate requirements with the City of Lancaster Water Department.

2.9 ELECTRICAL

- A. General: Provide materials for completing electrical installations according to applications required using industry standard means-and-methods and common best practices, assuring that each device placement is completely and safely accessible for future maintenance. This provision applies to, but is not limited to:
 1. Raceways and wiring
 2. Grounding.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. General: Arrange installations to provide access space around the water meter for service, protection and maintenance.

END OF SECTION 10 23 26