



**CONSTRUCTION COMPANY, INC.**

**Invitation To Bid**

**Request for Design Build Proposals from Subcontractor**

**Project:**

Chelsea School District

Field House Design-Build Services We are Bidding This Project As General Contractor to Clark Construction  
Construction Manager of School District

**Architect/Engineer:**

Accepting Bids From Architectural and Engineering Firms

We need Written Proposals to Submit

**Subcontractors Proposal Scope:**

See Scope of Work Breakdown 1 Pages Below

**Documents:** Copies of the documents are on file for viewing at:

**Davenport Brothers Web Site Bid Room**

**Bid Room - Davenport Brothers Construction**

**BIDS DUE BY:**

**Bid Date: 3:30 pm (ET) on WEDNESDAY, FEBRUARY 12, 2026**

We have to do a Full Construction Write up Proposal

**Send Bids:**

By email to [mark@davenportbrothers.com](mailto:mark@davenportbrothers.com)

**Questions:**

Please reply to [mark@davenportbrothers.com](mailto:mark@davenportbrothers.com)

**Bidders Response:**

Please Remit back if you are planning to submit a proposal

Or email [mark@davenportbrothers.com](mailto:mark@davenportbrothers.com) and let him know

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

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

**Davenport Brothers Construction:**

Industrial Park Dr. Belleville, Michigan 48111 (734)697-2994 Fax (734)697-0200 [www.davenportbrothers.com](http://www.davenportbrothers.com)

**PREVAILING WAGES**

17.1. Payment of prevailing wages and submission of certified payroll will NOT be required for this project.

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## SECTION 002413

### SCOPE OF WORK

#### GENERAL NOTES

##### **1. GENERAL**

- 1.1. All Trade Contractors shall be bound to all requirements and conditions applicable to the Work of their respective area of Work of Division 00 – Procurement and Contracting Requirements and Division 01 – General Requirements, Drawings, Specifications and Addenda.
- 1.2. Scope of Work General Notes shall be applicable to all General Contractors. The Scope of Work of each bid category shall include the following items required for, caused by or resulting from its Work.

##### **2. GENERAL NOTES**

- 2.1. Coordinate and cooperate with all entities associated with the project including the Owner, Architect, Independent Testing and Inspection agencies, local and other governmental authorities and other General Contractors. Cost incurred as a result of lack of coordination of Work, deliveries, access required by others, testing/inspection, schedule, penetrations, etc., shall be the responsibility of the General Contractor failing to notify others of action to be taken or other requirements.
- 2.2. Provide written Daily Reports to include the following minimum information (by 9:00 am the following business day):
  - A. Description of Work performed
  - B. Trade personnel classification and hours
  - C. Equipment used
  - D. Significant events/issues
  - E. Weather
  - F. Other items as requested
- 2.3. Delivery and storage of materials and equipment shall be the responsibility of each General Contractor (Refer to “Temporary Facilities and Controls” section).
- 2.4. All means and methods, labor, material, tools, construction equipment and machinery necessary, including cranes, hoisting equipment, scaffolding, shoring and bracing, to complete the Work.
- 2.5. The General Contractor shall obtain and pay for all plan reviews, permits and fees associated with its Work including but not limited to stormwater/SESC, zoning, BFS, and Building Permits along with all required trade permits.
- 2.6. All inspections required by state and local jurisdictions must be scheduled and documented by the General Contractor.

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## SECTION 002413

### SCOPE OF WORK

#### GENERAL NOTES

- 2.7. Minimal benchmarks and control lines will be provided. General Contractor shall be responsible for all other engineering and layout required for the performance of its Work.
- 2.8. Barricades, traffic maintenance and control as required. The school is occupied during construction, proper barricades and partitions from students and staff will be required.
- 2.9. Confine operations at the site to areas permitted by the Owner.
- 2.10. Protection and safekeeping of General Contractor's own materials and equipment stored on the premises.
- 2.11. Protect all existing structures, equipment, trees, landscaping, etc., to remain.
- 2.12. Dust control to prevent nuisance and hazard.
- 2.13. Cleaning of street of mud and debris (Refer to "Temporary Facilities and Controls" section).
- 2.14. Daily clean-up shall include broom cleaning, dumpster cost and removal of identifiable debris and rubbish from site (Refer to "Temporary Facilities and Controls" section for specific construction cleaning and cleaning of Work in place).
- 2.15. Pumping water required to perform the Work.
- 2.16. Temporary utilities as needed to perform the Work (Refer to "Temporary Facilities and Controls" section for specific temporary utility information).
- 2.17. The building must be secured at the end of every day. All openings need to be secured and weathertight.
- 2.18. Cutting, coring, patching and penetrations of any structural, architectural, mechanical and electrical materials required to complete the Work unless noted otherwise (Refer to "Cutting and Patching" specification section for specific cutting and patching requirements).
- 2.19. Use of tobacco products will not be allowed on the project site, smoking is against the law on school property.
- 2.20. Loud activities may need to be done before or after school operation if they become a nuisance, this includes but is not limited to demolition, tile removal, etc.
- 2.21. All shutdowns will need to be coordinated around school activities and likely have to be performed after school hours and activities.
- 2.22. This contractor is to provide temporary toilets and dumpsters. Coordinate locations of these items and parking with the Owner.
- 2.23. Final cleaning will be done by the Owner.

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GENERAL NOTES

2.24. Weekly coordination meetings with the Owner and Architect will be required. An update on schedule will need to be provided.

2.25. All soils and materials testing as required must be scheduled by the General Contractor. The testing agency will be employed by the Owner. All costs for testing will be paid for by the Owner.

2.26. At all Times (School Days and Non-School Days)

- A. Each person working in or near a school building or on school property shall comply with the following:
- B. No drinking or possession of liquor or alcoholic beverages and or possession of any kind of illicit drugs or narcotics
- C. No use of District facilities or equipment including telephone, computers, internet access, fax, kitchen, maintenance or office equipment
- D. No smoking or use of any tobacco products anywhere within the building at any time nor outside the school on District property during normal school hours (This is a law and punishable as a civil infraction by local authorities)
- E. A reasonable standard of dress must be followed. Within the educational facilities where students and parents are or can be present, this is to mean clothing or attire must be suitable for the work and must not bear images or writing depicting anything to be construed as obscene in nature or promoting or portraying alcoholic beverages or use, drugs, narcotics, tobacco or establishments that serve or promote the use of these substances
- F. There shall be no use of profanity or obscene language or gestures
- G. Language, gestures, or other actions that depict sexual or ethnic harassment or intimidation will not be permitted
- H. The contractor is responsible for a clean and safe workplace. To that end the following will be adhered to:
- I. All work areas, walkways, and stairs must be kept clear of debris and loosely scattered materials
- J. Material storage is to be in an area designated by the Owner
- K. All work areas are to be cleaned by the contractor prior to leaving. Building staff will not be responsible for cleaning work areas
- L. All trash, debris, and material must be removed from the worksite each day and disposed of offsite. District dumpsters and trash containers are not to be used by contractors for disposal
- M. All contractor tools and equipment must be kept in good working order, with guards and safety devices in place and working. Defective tools must be taken out of service. District tools and equipment will not be loaned to contractors
- N. Contractors are to provide, and use required protective safety equipment and comply with all local, state, and federal safety laws and regulations

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GENERAL NOTES

- O. Contractors are responsible for the reporting of accidents both to the Owner and their management and to obtain any emergency treatment that may be required
- P. Upon leaving a jobsite all doors and windows must be locked, secured, or left as they were found prior to beginning the work
- Q. Contractors are to provide their own site safety plan for areas that they are working in
- R. Contractors are reminded that there is asbestos insulation in our buildings. They are not to disturb any insulation or enter any areas that contain asbestos containing building materials. If they have any questions, contact the Owner for direction
- S. Contractor is not to disable or interfere with any fire or burglary system equipment or telephone lines servicing such equipment. If equipment needs to be removed, relocated, or temporarily disabled, the contractor needs to coordinate this with the Owner.
- T. The District will not tolerate acts of theft, vandalism, fighting, or abuse of the facilities or activities that threaten the security and safety of the school environment and its students, staff, and employees.
- U. In summary, good judgment must be used to protect the learning environment. Failure to comply with the above or to exhibit conduct which is deemed not in the best interest of the Chelsea School District will be grounds for immediate removal from the building and the project.

END OF SECTION

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SECTION 002416  
SCOPE OF WORK  
BID CATEGORY SPECIFIC NOTES

**BID PACKAGE – 06 – DESIGN-BUILD CONTRACTOR**

- 1.1. **GENERAL**
- 1.2. The following shall not be interpreted as a complete itemization of the work to be performed under this Bid Category. This Bid Category, General Contractor, shall be responsible to perform all work reasonably interpreted to be included in its scope of work in accordance with the drawings and specifications in addition to these Bid Category notes of clarification.

**PROJECT SCOPE**

1. Construction of 150' x 150' x 35' tall building to be used for practice sports with no audience for more than 300 persons.
2. Structure to be a pre-engineered metal building.
3. Concrete slab on grade.
4. Metal Roofing and Siding with gutters. Colors to be selected from manufacturer's standard offerings. Assume that roof will be ONE color and siding will be ONE color with accent colors for fascias/soffits/trims. Exclude any graphics or custom colors.
5. Assume that there will be NO windows other than the storefront glazing at the vestibule.
6. Lower 8' of wall to be split face masonry.
7. Fully insulated.
8. Will require its own ADA toilet facilities. Men's will require two (2) WC (one may be a urinal) and Women's will required four (4) WC's. Each restroom will require two (2) lavs. Assume that restroom walls will be painted CMU, ceiling finish to be painted gypsum and floors will be sealed concrete with resilient base. Include "standard" bath partitions, bathroom accessories per code, floor drains, and HM door and frames.
9. Provide one (1) drinking fountain.
10. Provide mechanical/electrical room. Walls to be painted CMU and floors to be sealed concrete with resilient base.
11. Provide janitor's closet with one (1) service sink. Walls to be painted CMU and floors to be sealed concrete with resilient base.

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12. Provide entrance vestibule per code requirements with walk off mat carpeting and resilient base. Entrances to be aluminum.
13. Construct mezzanine above restrooms, mechanical/electrical room, and janitor's closet. Steel stairs to access mezzanine.
14. Building to be fully sprinkled.
15. Provide egress as required by code. Doors to be painted HM.
16. Provide concrete entrance stoops at all exterior entrances.
17. Building to be fully functional with the following utilities:
  - i. UG electrical service
  - ii. Natural gas
  - iii. Water
  - iv. Sanitary
  - v. Storm
18. Provide fully functional MEP systems including:
  - i. Domestic water supply and sanitary system including hot water supply.
  - ii. HVAC system for year round operations. System to provide heating during cold weather months and air exchanges only (no cooling) during warm weather months. For bidding purposes, include local controls with programmable thermostats only. Provide ventilation and make-up air as required by code.
  - iii. Electrical system, including power for all equipment and accessories, convenience receptacles, and lighting. Provide LED lighting system throughout the building and on exterior of building as required by code.
19. Indoor practice field to be synthetic turf by Astroturf. For bidding purposes, assume that three colors will be used. At this time, no striping layout is available and is TBD.

**GENERAL INCLUSIONS**

1. Required PPE for every Contractor, Subcontractor, & Delivery Drivers onsite:
  - (a) Class II hardhats
  - (b) Cut level four gloves
  - (c) Eye protection
  - (d) High visibility reflective safety vests
  - (e) Work boots
  - (f) Sleeved shirts
  - (g) Long pants

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(h) Any other PPE required for specific tasks being performed by this trade or by other trades nearby.

2. Contractor is to be licensed to perform work in the State of Michigan. This includes all contractors and lower tier contractors.
3. Project daily working hours are Monday – Friday, Site Opens @ 6:30 am and closes at 3:30 pm. There will be a 5-day minimum work week. Should scheduled workdays or production be lost due to inclement weather or this Contractor's delays, overtime during the work week and weekends will be required to maintain the project schedule at this Contractor's expense.
4. Include all manpower, overtime, composite crews and mobilizations in base bid to complete work per the project schedule. All mobilizations required to complete this Scope of Work have been included in the base contract price, unless specifically addressed otherwise in this Contract Agreement. It is understood and agreed that this work may not be performed in a continuous operation and during normal business hours. This contractor has included the cost of the multiple mobilizations/remobilizations and cost to work during non-normal business hours.
5. All contractors are to field verify all existing conditions that are reasonably accessible prior to submitting a bid. Submitting a bid is acceptance of all field conditions. Do NOT scale the drawings.
6. Include field layout for work of this bid category, also included is field time for this contract to survey existing conditions prior to beginning each phase of work. Any discrepancies between existing conditions and the contract drawings are to be reported in writing to Clark Construction Company immediately.
7. Coordination drawing meetings will be scheduled. Contractor understands that Clark Construction Company is not issuing change orders for items not coordinated with other trades. Contractor also understands any conflicts of existing structure with their new work must be brought to Clark Construction Company and Architect/Engineer attention in advance of start of work.
8. Contractor shall have no claims for additional cost because Contractor has failed to install work in proper sequence and not in accordance with Coordination drawings. Likewise, any cost for removal of materials or damage caused by Contractors who have failed to perform their Work in the proper sequence will be borne by that Contractor.
9. Design-Build Contractor will hold weekly progress meetings and provide an detailed update of all project activities to the owner and owner's representative.
10. Contractor to provide a minimum one (1) full-time on-site

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BID CATEGORY SPECIFIC NOTES

superintendent for the duration of the project. The assigned superintendent will be responsible to manage the entire scope of their work including their subcontractors and suppliers and will be the single point of contact. Superintendent must be able to make all field and financial decisions. If subcontractors are on site when contractor's superintendent is not present, subcontractors will be asked to leave until superintendent returns. Contractor will be held responsible for delays and back charged due to lack of project supervision. Assigned superintendent may not be removed and replaced with a new superintendent without the written approval of the Chelseas School District and their representative. Any changes in supervision assignment(s) must be requested in writing to CSD.

11. Contractor to provide project management software (eg, Trimble, Procore, etc.) for access and processing of project documents, RFI's, submittals, daily reports, etc. Access to be provided to designated Chelsea School District staff and their representatives.
12. Provide Ground Penetrating Radar (GPR) to locate and mark existing gas, water, electrical site utilities, conduits, fiber, and mechanical piping prior to proceeding with any demo or excavation work.
  - (i) Locate all underground utilities (public and private) prior to any demo or excavations. Note that Miss Dig will not locate private utilities on the Owner's property. It is the responsibility of this contractor to hire an outside firm and locate private utilities.
  - (ii) Damage to existing utilities, public or private, including but not limited to gas, water, electric, mechanical, communication, and irrigation lines caused by work of this bid category will be the responsibility of this contractor. Contractor will be responsible for all fees to restore the utilities and temporary measures needed until repairs are made.
  - (iii) Contractor will be responsible for all fees to restore the utilities and temporary measures needed until repairs are made.
  - (iv) Contractor will also be charged a minimum of \$1,500 for each occurrence for Clark Construction administrative costs.
  - (v) Contractor will be responsible for all Owner personnel, administrative costs, and damages for each occurrences.
13. Cleanup is to be performed continuously as work is progressing. This means cleaning up each and every hour. This includes the removal of debris, sweeping (Contractor to provide sweeping compound), wiping down of all finished surfaces, and the proper storage of unused equipment and materials. Cleanup not performed by the Contractor will be completed by a third party (chosen by Clark Construction Company) and back charged accordingly. Written warnings will not be issued.

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14. Contractor is responsible for hoisting of their own materials unless noted otherwise.

**SPECIFIC INCLUSIONS / DELIVERABLES**

1. Design Services: The Design-Build contractor is to provide all required documents required for plan reviews by all AHJ's and construction, including:
  - a. Surveying and establish control points
  - b. Perform soil borings and prepare geotechnical report
  - c. All design to be provided by architects/engineers licensed in the State of Michigan.
  - d. Conduct regular design meetings with design team, owner, and owner representative to review progress of design efforts and facilitate design decisions/selections. Document meeting discussions with written minutes issued within three (3) business days of each meeting. Meetings should be held on a weekly or bi-weekly basis throughout the design phase.
  - e. Milestone drawings for owner's review and approval, including:
    - i. Schematic Design Drawings
    - ii. Design Development Drawings
    - iii. 50% Construction Drawings
    - iv. 100% Construction Drawings
  - b. Provide all calculations of all disciplines required for planning of project by engineers licensed in the state of Michigan.
  - c. Civil Drawings including site plan, grading plan, SESC plan, utilities plan, site amenities plan, and landscaping plan.
  - d. Structural drawings including foundation plan and building structural plans.
  - e. Architectural plans including floor plans, elevations, detail drawings, finish plans, finish schedules, door schedules, enlarged restroom plans and elevations.
  - f. Plumbing drawings including UG sanitary piping, building storm piping (if app), water supply piping, plumbing floor plan, fixture/equipment schedules, riser diagrams.
  - g. HVAC drawings including gas piping plans, floor plans with duct and GRD layout, equipment locations, equipment schedules.
  - h. Electrical drawings including riser diagrams, power plans, lighting plans, fixture schedules, panel schedules, floor plans.
  - i. Provide all engineering and documentation to effectively and properly implement any applicable requirements associated with the ASHRAE 90.1-2019 Energy Code.
  - j. Upon receipt of plan review comments, produce an Issued for

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Construction (IFC) set of drawings to be used for construction purposes.

- k. Upon completion of project provide an as-built drawing with any changes or deviations clearly noted.
- l. Provide electronic files of all drawings in PDF and DWG format. All documents will become property of Chelsea School District.
- m. Provide a complete set of technical specifications based on CSI 2004 format that provides a granular level of detail for all materials and equipment to be used on the project.

2. Plan Reviews: The Design-Build contractor is to submit all documents required to Authorities Having Jurisdiction (AHJ's) and pay for plan review fees including, but not limited to:

- a. Local municipalities for storm water / SESC approval.
- b. Local municipalities for water and sewer approval.
- c. Local municipalities for zoning approval.
- d. State of Michigan Bureau of Fire Services (BFS).
- e. State of Michigan Bureau of Construction Codes (BCC).
- f. Receive and respond to any plan review comments and update drawings to reflect comments.
- g. If required, attend any meetings held by the AHJ to facilitate review process and approvals.

3. Permits / Inspections: The Design-Build contractor is to apply and pay for all permits required by AHJ's to complete project. Contractor is to coordinate and document all inspections. Issuance of Permanent C of O by BCC will be required to meet substantial completion. Contractor is responsible for ensuring that all lower tier contractors apply and pay for their respective trade permits and obtain all required inspections.

4. Project Management / Supervision: The Design-Build contractor is to provide full management of design and construction activities, including:

- a. Weekly progress meetings.
- b. Coordination meetings as necessary.
- c. Conduct a construction kickoff meeting to review processes, procedures, security, schedule, and safety.
- d. Develop and submit logistics plan for use during construction activities that includes, at minimum, location of fencing and barricades, outhouses, dumpsters, job trailer, lay down areas, contractor parking, and traffic routes.
- e. Develop and submit a critical path schedule that establishes milestones and substantial completion date. Provide regular schedule updates at progress meetings. Also, provide three-week look ahead schedules weekly to review upcoming construction activities.
- f. Provide manufacturers product data with contractor's and AE's

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stamp(s) for owner/owner rep review prior to ordering materials.

- g. Provide color and finish samples for owner/owner's rep review and approval. Larger samples/mock-ups may be required for final verification.
- h. Selection of all lower tier subcontractors and provide coordination, scheduling, and supervision of said subcontractors.
- i. Establish, manage, and enforce all measures, processes, and procedures required to maintain a safe project site. All work activities should be performed in accordance with MiOSHA standards.
- j. Coordinate with owner's third party soils and materials testing firm for access to work and to schedule tests in advance of work.
- k. Provide commissioning and any third party testing/activities required to meet current applicable energy code. Provide all documentation required by AHJ's.
- l. Supervise all on-site construction activities. Contractor to designate one responsible superintendent who is a direct FULL-TIME employee of the Design-Build firm (cannot outsource to a separate entity). This individual shall be the point of contact on site for CSD and its representative and shall be able to make decisions on behalf of the Design-Build firm. Superintendent will be physically on site at any time work is being performed. Should this individual not be able to make it to the site for any reason, a substitute shall be provided that is capable of temporarily carrying out the superintendent's duties.
- m. Submit a log of construction activities on a daily basis including photo documentation. Reports to be emailed to designated owner representatives by 9:00 am the next business day.
- n. Develop and submit a schedule of values to CSD and their representative for review and approval. This SOV will be used as basis for pay applications. Any line items over \$50,000 are to be broken down in sufficient detail to allow owner and its representative to adequately and efficiently evaluate work completion. Identify any allowances and detail all closeout items. Mobilization line item should not exceed 4% of contract total.
- o. Submit monthly pay applications in AIA format with continuation sheets. Include any backup documents and waivers.

5. Project Closeout: Design-Build Contractor is responsible for managing closeout of project in an efficient and expedient manner so as to meet project schedule and not delay use of building. Includes:

- a. Two (2) hard copies and Two (2) electronic copies (thumb drive)

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- of all closeout documents (IOM's, warranties, certificates, inspection documentation, TAB reports, commissioning reports)
- b. One (1) hard copy and One (1) electronic copy of as-built drawings.
- c. Completion list three (3) weeks prior to substantial completion detailing all work remaining to be completed.
- d. Actively participate in punchlist walkthrough with owner and owner representative. Complete all corrections within one (1) week of punchlist walkthrough or as agreed upon by CSD and its representative.
- e. Provide training of owner's staff on operation and maintenance of all equipment.
- f. Conduct 10-month warranty walkthrough with owner and owner representative to review any warranty items that need to be addressed prior to expiration of one-year warranty.

6. Construction General Conditions: Design-Build Contractor is responsible for providing all temporary measures and general conditions to facilitate the efficient, safe, and effective delivery of the project, including:

- a. Site office complete with all necessary furnishings and fixtures.
- b. Temporary fencing and barricades to adequately protect/contain the site and prevent unauthorized access.
- c. Traffic control
- d. Outhouses for use by all construction personnel. These are to be maintained on a regular basis.
- e. Dumpsters for legal, off-site disposal of all debris generated by construction activities.
- f. Winter/cold weather protection and temporary heat.
- g. Telephones
- h. Computers and any personal devices (eg, iPads) for DB staff members
- i. Printing
- j. Mailing/Freight
- k. Temporary electrical and water services required for construction
- l. Temporary drinking water
- m. Cleaning
- n. Two (2) 4' x 8' project signs (coordinate with owner for graphics)

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BID CATEGORY SPECIFIC NOTES

7. Construction: Design-Build Contractor is responsible for furnishing all labor, materials, and equipment necessary to prepare site and construct building including, but not limited to:

- a. Surveying, layout, and staking. Re-staking as required.
- b. Install temporary soil erosion control measures and remove upon establishment of permanent measures.
- c. Construct temporary access path for construction vehicles. Remove and restore upon completion of project.
- d. Any site demolition activities.
- e. Strip vegetation and topsoil.
- f. Excavate for foundations and any sub grade building features. Spoils to be hauled off site for legal off site disposal. Backfill foundations.
- g. Construct building pad using imported fill
- h. Furnish and install storm water structures, piping, and features.
- i. Construct concrete building foundations with necessary reinforcement as required by PEMB package. Construct thickened slabs/grade beams as required for CMU walls.
- j. Construct concrete stoop foundations at exterior entrances.
- k. Construct concrete floor slab
- l. Construct split-faced CMU walls @ lower 8' of building perimeter.
- m. Construct CMU partitions for interior spaces
- n. Construct pre-engineered metal building system including insulation, roof, siding, fascia, soffit, gutters, and all necessary trims.
- o. Provide structural / misc. steel framing to create mezzanine above interior rooms. Provide steel stair system and railings for access.
- p. Furnish and install HM doors, frames, and hardware for interior and exterior egress openings. Furnish and install aluminum storefront system @ entry vestibule.
- q. Furnish and install all finishes including painting of CMU, gypsum, HM doors/frames, and exposed steel, concrete floor sealer, and resilient base.
- r. Furnish and install artificial turf in open training area (Astroturf).
- s. Furnish and install phenolic floor mounted toilet partitions.
- t. Furnish and install all bathroom accessories including TP holder, PT dispenser, framed mirrors, soap dispensers, sanitary disposal, and grab bars.
- u. Furnish and install all necessary joint sealants

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BID CATEGORY SPECIFIC NOTES

- v. Furnish and install a complete plumbing system including water and sanitary piping/accessories, hot water heater, floor drains, and fixtures.
- w. Furnish and install a complete HVAC system including heating system, ventilation system, exhaust fans, make-up air, ductwork, mechanical insulation, gas piping, and local thermostats.
- x. Furnish and install a complete electrical system including panels, power wiring, devices, interior/exterior lighting, connection to equipment.
- y. Coordinate with local municipalities, private utilities, and public utility providers to install all incoming utilities including domestic water, sanitary sewer, storm sewer, electrical, and gas. Pay for all meter and connection fees. Pay for all service fees during construction.
- z. Restore lawns and landscaping affected by construction.
- aa. Provide final cleaning of space prior to occupancy

EXCLUSIONS

1. The following items are to be EXCLUDED from base bid cost:

- a. Any site concrete outside of the building footprint/past entry stoops.
- b. Athletic equipment
- c. Plantings other than lawn restoration
- d. Removal of unsuitable or contaminated soils.

END OF SECTION

002416-10

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SECTION 003113  
PROJECT MILESTONE SCHEDULE

**1. GENERAL**

1.1. Milestone dates identified herein shall become binding under the Contract. The Bidder represents that it will provide sufficient labor, material, supervision, equipment and other necessary resources to achieve the milestone dates.

**2. SCHEDULE REQUIREMENTS**

2.1. Bidders shall review the milestone schedule for Work included in the construction documents and advise, at bid time, of any severe discrepancies identified.

2.2. Bid Proposals shall be based on overall time duration provided in the milestone schedule for all construction activities.

2.3. **Design-Build Contractor will be responsible for providing a comprehensive critical path schedule that aligns with milestone dates.**

2.4. General Contractors will be required to submit monthly progress reports and updated schedules as requested by the Owner.

2.5. The General Contractor shall review, check, approve and submit, in such sequence as to cause no delay in the Work or in the Work of the Owner all shop drawings, product data and samples required by the Contract Documents.

**3. MILESTONE SCHEDULE**

Recommendation for Award Submitted to CSD	Week of March 2, 2026
Board of Education Approval of Contract	March 9, 2026
Contracts Issued	March 20, 2026
Design Kickoff	March 30, 2026
Design / Engineering	March 30 – June 19, 2026
BCC / BFS Plan Review*	June 22 – August 14, 2026
Construction	August 17 – May 14, 2027
Substantial Completion	May 28, 2027

\*Assumes Site Plan / SESC reviews by local AHJ's can be completed concurrently with design as final building CD's are being completed)

END OF SECTION

003113-1

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SECTION 004126  
BID PROPOSAL FORM

1. **Bidder is to submit their bid electronically through Building Connected.** Bid form will be located within Building Connected. Bids submitted orally, by facsimile, or by email will NOT be accepted.
2. **Bidders are to attach a proposal to the electronic bid form in Building Connected, signed by an officer or authorized representative of the firm that includes the following information.** Proposals are to be submitted in PDF format as one file.
  - a. Company Overview
    - i. Legal name of company
    - ii. Legal address
    - iii. Phone number
    - iv. Company website (if applicable)
    - v. Contact information for individual preparing proposal (name, mobile number, and email address)
    - vi. Company type (LLC, corporation, etc.). If corporation, indicate which state(s) firm is incorporated in.
    - vii. Michigan Builder's License Number
    - viii. Number of years company has provided design-build services
    - ix. List of principals of the company
    - x. Current number of projects in pre-construction phase and approximate dollar value.
    - xi. Current number of projects in construction phase and approximate dollar value.
    - xii. Indicate firm's bonding capacity
    - xiii. List any affiliations
  - b. Project Team
    - i. Provide list of staff that will be assigned to the project including, but not limited to, project manager and superintendent.
      1. Indicate roles for each staff member
      2. Indicate years of experience and number of years employed by your firm
      3. Provide educational and/or trade background and experience
      4. Provided list of similar projects that staff members have been part of.

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SECTION 004126  
BID PROPOSAL FORM

ii. If contractor intends on using the services of a consultant for the project (Example: Architectural Firm for Design), provide the following information:

1. Legal name of company
2. Legal address
3. Phone number
4. Company website
5. List of staff members that will be assigned to the project including their name, role, educational background, and list of similar projects they have worked on.
6. List of any subconsultants that the consultant will be using on the project.
7. List of 3-5 similar projects that consultant has worked on.
8. Briefly describe the consultant's role on the project team.

c. Firm Experience

- i. Provide 3-5 examples of projects of similar scope completed within the last ten years.
- ii. Indicate contract value of each project.
- iii. Provide a brief description of project scope.
- iv. Indicate delivery method utilized for each project and whether design was provided by your firm.
- v. Provide owner representative contact information for each project.

d. Construction Approach

- i. Provide a brief description of your firm's approach to managing and executing construction of project.
- ii. Provide a logistics plan detailing how site will be secured/contained, construction access paths, etc.
- iii. Provide a preliminary critical path schedule including lead time for PEMB package.

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SECTION 004126  
BID PROPOSAL FORM

- e. Project Details
  - i. Provide a comprehensive list of design and construction scope and deliverables that have been included in your bid.
  - ii. Indicate manufacturer/model information for building components included in your bid.
  - iii. Provide a list of any assumptions that were made in preparing the bid.
  - iv. Provide a list of any allowances that were included in the base bid. Briefly explain the basis for why these allowances were included and why the value for them was chosen.
  - v. Provide a list of any scope or costs that have been EXCLUDED from your bid. Provide a brief explanation about why these items were excluded from the bid.
- f. Schedule of Values
  - i. Provide a simple schedule of values that includes, at minimum, the following items:
    1. Mobilization
    2. General Conditions
    3. Design/Engineering
    4. Plan Review/Permits
    5. Utility Service Fees
    6. Concrete Foundations
    7. Masonry
    8. Structural/Misc. Steel
    9. Joint Sealants
    10. Doors/Frames/Hardware & Entrances
    11. Finishes
    12. Specialties
    13. Plumbing
    14. HVAC
    15. Electrical
    16. Sitework/Utilities/Restoration
3. The following forms/documents (attached to this section) are to be completed by the bidder and attached, in PDF format (one combined file), with the electronic submission:
  - a. Familial Disclosure Affidavit
  - b. Affidavit of Compliance – Iran Economic Sanctions Act
  - c. Affidavit of Compliance – Criminal Background Checks
  - d. Bid Bond

END OF SECTION

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SECTION 005216  
AGREEMENT FORM

1. **GENERAL**

2. The Contract form to be used for this Project shall be a modified AIA Document A141 – 2024 Standard Form of Agreement Between Owner and Design-Builder (Enclosed), as modified by Owner.

END OF SECTION

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SECTION 007316  
INSURANCE REQUIREMENTS

- F. Claims for damages because of bodily injury, death of a person or property damage arising out of ownership, maintenance or use of motor vehicle;
- G. Claims involving contractual liability insurance applicable to the Trade Contractor's obligations under the Contract;
- H. The Trade Contractor's liability insurance shall be written on a Commercial General Liability basis with coverage at least as broad as an **ISO General Liability Endorsement CG 0001 12 04** or later revised version and such coverage shall specifically include but shall not be limited to:
  - 1. Premises/Operations;
  - 2. Independent Trade Contractor's Protective;
  - 3. Products and Completed Operations;
  - 4. Personal Injury Liability with Employment Exclusion deleted;
  - 5. Contractual, including coverage for Trade Contractor's obligations under its Contract;
  - 6. Owned, non-owned and hired motor vehicles; and
  - 7. Broad Form Property Damage including Completed Operation.

1.7. The Trade Contractor shall, for the protection and benefit of the Owner, Clark Construction Company and the Architect/Engineer (hereinafter these parties are collectively referred to as "Trade Contractor Indemnities") and the Trade Contractor and as part of the Trade Contractor's efforts to satisfy the insurance obligation of Section 1. Procure, pay for and maintain in full force and effect at all times during the performance of the Trade Contractor's Work until final acceptance of the Trade Contractor's Work or for such duration as required policies of insurance issued by a responsible carrier or carriers acceptable to the Owner and Clark Construction Company which afford the coverages in the limits set forth below:

007316-3

Section 007316-Insurance Requirements

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SECTION 007316  
INSURANCE REQUIREMENTS

**2. LIMITS OF LIABILITY**

- 2.1. **See contract included with the project manual.**
- 2.2. The Trade Contractor hereby agrees to deliver to Clark Construction Company within seven (7) days of the date of the Contract and prior to any equipment or personnel being brought onto the Project site, certified copies of all insurance policies procured by the Trade Contractor or with consent of the Owner and Clark Construction Company Certificates evidencing the required coverages with limits not less than those specified in Section 2.0 hereto. Trade Contractor's indemnities shall be included as additional insured on Trade Contractor's Commercial General Liability Policy and shall be primary coverage to any valid and collectible insurance carried separately by any of the Trade Contractor's Indemnities. Further, all policies and Certificates of Insurance shall expressly provide that not less than thirty (30) days prior written notice shall be given the Owner, Clark Construction Company, and the Trade Contractor's Indemnities in the event of material alteration, cancellation, non-renewal or expiration of the coverage contained in such policy or evidenced by such certified copy or Certificate of Insurance.
- 2.3. In no event shall any failure of Clark Construction Company to receive certified copies or certificates of policies required under Section 1.0 or to demand receipt of such certified copies or certificates prior to the Trade Contractor commencing the Work be construed as a waiver by the Owner, and Clark Construction Company, of the Trade Contractor's obligations to obtain insurance pursuant to this Section 1.0. The obligation to procure and maintain any insurance required by this Section 1.0 is a separate responsibility of the Trade Contractor and independent of the duty to furnish a certified copy or certificate of such insurance policies.
- 2.4. If the Trade Contractor fails to purchase and maintain or require to be purchased and maintained, any insurance required under this Section, the Owner, or Clark Construction Company, may, but shall not be obligated to, upon five (5) days written notice to the Trade Contractor, purchase such insurance on behalf of the Trade Contractor and shall be entitled to be reimbursed by the Trade Contractor upon demand, or deduct the cost of insurance from the Contract amount.

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SECTION 007316  
INSURANCE REQUIREMENTS

- 2.5. When any required insurance, due to the attainment of a normal expiration date or renewal date shall expire, the Trade Contractor shall supply the Owner and Clark Construction Company Certificates of Insurance and amendatory riders or endorsements that clearly evidence the continuation of all coverage as is required by this Section. In the event any renewal or replacement policy, for whatever reason obtained or required is written by a carrier other than that with whom the coverage was previously placed or the subsequent policy differs in any way from the previous policy, the Trade Contractor shall also furnish the Owner and Clark Construction Company with a certified copy of the renewal or replacement policy unless, Clark Construction Company provides the Trade Contractor with prior written consent to submit only a Certificate of Insurance for any such policies. All renewal and replacement policies shall be in form and substance satisfactory to the Owner and Clark Construction Company.
- 2.6. Any aggregate limit under the Trade Contractor's liability insurance shall, by endorsement, apply to this Project separately.
- 2.7. The Trade Contractor shall cause each of its Subcontractors to (1) procure insurance reasonably satisfactory to the Owner and Clark Construction Company, and (2) name the Trade Contractor, the Owner, Clark Construction Company, and Architect as additional insured under the Subcontractor's comprehensive general liability policy. The additional insured endorsement included on the Subcontractor's comprehensive general liability policy shall state that coverage is afforded the additional insured with respect to claims arising out of operations performed by or on behalf of the Subcontractor. If additional insured have other insurance which is applicable to the Project, such other insurance shall be for the purpose hereof, on an excess or contingent basis. The amount of the insurer's liability under this insurance policy shall not be reduced by the existence of such other insurance.
- 2.8. The Trade Contractor shall provide for the Owner, Clark Construction Company, and Architect as additional named insured parties under the comprehensive general liability insurance and completed operations required herein, and the insurance shall be primary and non-contributory.

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Section 007316-Insurance Requirements

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SECTION 007316  
INSURANCE REQUIREMENTS

**3. INDEMNIFICATION**

- 3.1. The Trade Contractor shall indemnify, defend and hold harmless School District, its Board of Education, its Board Members, in their official and individual capacities, its administrators, employees, agents, Trade Contractors, successors and assignees, from and against any and all claims, counter claims, suits, debts, demands, actions, injuries, judgments, liens, costs, expenses, damages, injuries and liabilities, including actual attorney's fees and actual expert witness fees arising out of or in connection with the Trade Contractor's performance of the Work pursuant to this Contract and/or from the Trade Contractor's violation of any of the terms of the Contract, including, but not limited to: (i) the negligent acts or willful misconduct of the Trade Contractor, its owners, employees, and agents; (ii) any breach of the terms of this Contract by the Trade Contractor, its owners, employees and agents; (iii) any violation or breach of any applicable Federal, State or local law, rule, regulation, ordinance, policy and/or licensing and permitting requirements applicable to providing the Work; or (iv) any breach of any representation or warranty by the Trade Contractor, its owners, employees and agents under this Contract. The Trade Contractor shall notify the School District by certified mail, return receipt requested, immediately upon actual knowledge of any claim, suit, action, or proceeding for which the School District may be entitled to indemnification under this Contract. This Paragraph shall survive the expiration or earlier termination of this Contract. It is acknowledged that the Trade Contractor's duty to indemnify shall be to the fullest extent permitted by law, including, by way of example only, MCL 691.991.
  
- 3.2. In the event an Indemnified Party (Clark Construction Company, the Owner, the Architect) takes any action, to enforce the Indemnification Provision (3.1) the Indemnified Party shall be entitled to payment of actual attorney fees and costs incurred including all actual attorney fees and costs incurred by the Indemnified Party to enforce the Indemnification Provision from the Trade Contractor.

**4. WAIVER OF SUBROGATION**

- 4.1. A waiver of subrogation shall be provided by the Trade Contractor's insurance carrier for general liability and workers compensation related claims. No waiver of subrogation shall be required or provided by the Owner's insurance carrier.

END OF SECTION

007316-6

Section 007316-Insurance Requirements

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SECTION 012600  
CONTRACT MODIFICATION PROCEDURES

**1. GENERAL**

- 1.1. Design-Build Contractor shall not proceed with any Change in the Work without written direction to proceed by the Owner. Increases to the Contract will not be allowed for any extra Work performed by the General Contractor without this written authorization to perform the Work.

**2. PROCESS**

- 2.1. For any claims for changes in work, The Design-Build Contractor shall provide written quotations to the Owner and the Owner's Representative for Changes in the Work.
- 2.2. Written quotations shall be broken down in detail. Quotation breakdown for Changes in the Work as a minimum shall include actual labor cost (hours x approved direct labor cost), itemized material cost, itemized equipment cost, overhead and profit.
- 2.3. In the event of credits to the Contract for deleted Work which is not quoted by the General Contractor as noted above, the Owner shall calculate a credit cost based on local industry standards for the Work and submit a quotation on behalf of the General Contractor and subsequently issue a deduct Change Order.
- 2.4. Upon acceptance of the proposed cost quotations by the Architect, the Owner will prepare and issue a Change Order.
- 2.5. The Owner may direct the General Contractor in writing to proceed with the Work at any point in time prior to formal approval of the Change Order. The General Contractor shall promptly proceed with the Work.
- 2.6. The Owner reserves the option to instruct the General Contractor to proceed with Work on a time and material cost basis.

**3. COMPENSATION FOR CHANGES IN THE WORK**

- 3.1. The price to be paid for Change in the Work shall be the actual and reasonable cost of:
  - A. Necessary materials (including transportation to the site); plus
  - B. Necessary direct labor cost (direct labor shall be limited to amounts paid to employees for hourly wages, fringe benefits, and payroll taxes). (Refer to "Labor Rate Calculation" form included in Certificates and Forms section); plus
  - C. All insurance required by reason of the performance of the extra Work; plus
  - D. Payments required to be made to labor organizations under existing labor agreements, plus;
  - E. Sales and personal property taxes, if any, required to be paid on materials incorporated in such extra Work, plus;

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**SECTION 012600**  
**CONTRACT MODIFICATION PROCEDURES**

- F. Maintenance, operation, and rental of, or reasonable rental value of, contractor-owned, necessary plant and equipment other than small tools (including gas, oil, electric current, etc.); plus
- G. Necessary installation and dismantling of such plant and equipment (including transportation to and from the site), if any items; plus
- H. For Work performed by General Contractor's own forces fifteen percent (15%) of the total of Items A through G as compensation for all other items of cost or expense including administration, overhead, general superintendence, small tools and profit; plus
- I. For Work performed by General Contractor's subcontractors – General Contractor shall add five percent (5%) of the total subcontractor cost as compensation for all other items of cost or expense including administration, overhead, general superintendence, small tools and profit for General Contractors.
- J. For Work performed by General Contractor's subcontractors – subcontractors for their work shall add fifteen percent (15%) of the total of Items A through G as compensation for all other items of cost or expense including administration, overhead, general superintendence, small tools and profit for General Contractors.

**4. LABOR RATES**

- 4.1. Labor rates must be submitted on the enclosed labor rate breakdown form prior to award of contract for review by the Owner.

END OF SECTION

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SECTION 012900  
PAYMENT PROCEDURES

**1. GENERAL**

1.1. Payment procedures shall be strictly adhered to as a condition of payment.

**2. PROJECT START-UP DOCUMENTATION**

2.1. Prior to beginning Work at the project site, the following documentation shall be submitted to and approved by the Architect:

- A. Current Certificate of Insurance with appropriate limits and Owner and Owner's Representative named as additional insured. Contract Number and project description shall be noted on the Certificate of Insurance. (Refer to "Insurance Requirements" section).
- B. Contract must be returned executed and acceptable to the Owner.
- C. Performance and payment bond must be submitted to the Owner.

**3. APPLICATION FOR PAYMENT**

- 3.1. All Applications for Payment shall be submitted in the AIA G702 and G703 format.
- 3.2. A Sworn Statement and Waivers of Lien as applicable shall be submitted with Applications for Payment. Applications which are not accompanied by an appropriate Sworn Statement will be rejected.
- 3.3. Payment applications which include application for payment for stored materials shall be accompanied by a Materials Stored Payment Form.
- 3.4. Payment applications shall be submitted to the Architect.
- 3.5. The following shall be clearly stated on all Applications for Payment:
  - A. General Contractor name
  - B. Address
  - C. Telephone number
  - D. Contract Number
- 3.6. All paperwork associated with each Application for Payment shall be fastened together as one package to avoid loss of items.

END OF SECTION

012900-1

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SECTION 012973  
SCHEDULE OF VALUES

**1. GENERAL**

- 1.1. General Contractor shall submit to the Architect for approval, a Schedule of Values prior to award of Contract.
- 1.2. Upon request the General Contractor shall submit supporting data to substantiate the accuracy of the values provided.
- 1.3. The Schedule of Values as approved by the Architect shall be used as the basis of all applications for payment.

**2. FORM OF SUBMITTAL**

- 2.1. The Schedule of Values shall be broken down sufficiently for ease of assessment of work completed throughout performance of the Work.
- 2.2. Each line item value shall be broken down into labor and material components including overhead and profit. The aggregate value for all items shall be equal to the Contract sum.
- 2.3. General Contractor shall provide further breakdown as Work progresses if required.
- 2.4. The following items shall be included in the Schedule of Values as a minimum:
  - A. Performance and Labor and Material Payment Bonds (if applicable)
  - B. Mobilization
  - C. Field Supervision, Layout, Barricades and Safety Precautions, Temporary Office and Equipment
  - D. Shop Drawings, Submittals and Samples
  - E. Project Clean-up
  - F. Closeout (The following items shall be included in addition to the contract required retention amount)
    1. As-Built Documents 1.0% of Contract Amount
    2. Training and O&M Manuals 1.0% of Contract Amount
    3. Attic Stock Material 0.5% of Contract Amount
    4. Punchlist Completion 2.0% of Contract Amount
    5. Warranty & Guarantee Documents 0.5% of Contract Amount

END OF SECTION

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SECTION 013119  
PROJECT MEETINGS

1. **GENERAL**

- 1.1. Trade Contractor, Project Manager and Superintendent and/or Foreman shall attend and participate in meetings indicated in this section and other meetings as required by the Owner.
- 1.2. Trade Contractor representative attending meetings shall be fully informed and have authority to make decisions for the Trade Contractor.

2. **PRE-AWARD CONFERENCE**

- 2.1. Pre-Award Conference Meetings will be held prior to award of Contract to review conditions, requirements of the Contract and Scope of Work.

3. **PRE-INSTALLATION MEETINGS**

- 3.1. Trade Contractor representative attending meetings shall be fully informed and have authority to make decisions for the Trade Contractor. In attendance should be the trade contractors' project manager and superintendent.
- 3.2. Pre-Installation Meeting Agenda
  - A. Drawing & Specification Review
  - B. Installation
  - C. Construction Schedule – Three Week Look Ahead Schedule
  - D. Testing & Inspections
  - E. Safety / Clean Up
  - F. Environmental Impacts
  - G. Warranty Requirements
  - H. Misc. / Other Items

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SECTION 013119  
PROJECT MEETINGS

4. **PROGRESS MEETINGS**

4.1. Attend Project Progress and Coordination Meetings held by the Owner and Owner's Representative.

4.2. Progress Meeting Agenda

A. **SAFETY**

1. Observed Violations/Safety Inspections
2. Housekeeping and clean-up
3. Temporary barricades, protection and lighting
4. Accident Reports
5. Material Safety Data Sheets (MSDS)
6. Emergency contacts

B. **ADMINISTRATION**

1. Review current Document List
2. Submittal status
3. Applications for Payment
4. Insurance/Bonds
5. Manpower reporting
6. Permits and approvals
7. Governmental issues
8. Eventual closeout requirement

C. **CHANGES IN WORK**

1. Potential Change Order Log/Bulletins/Field Orders
2. RFI Status Report
3. Change Orders
4. Cost related issues

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SECTION 013119  
PROJECT MEETINGS

D. FIELD OBSERVATIONS

1. Problem resolutions
2. Conflict resolutions
3. Quality Control/workmanship
4. Material storage and site staging issues
5. Installation procedures
6. Field condition issues
7. Design issues

E. SCHEDULE

1. Milestone dates
2. Short term schedule/three week look ahead schedule
3. Material/equipment deliveries
4. Long lead items
5. Manpower
6. Submittals
7. Sequencing/coordination issues
8. Occupancy issues – work completion and punchlist
9. Pre-Task Plan

F. ENVIRONMENTAL ISSUES

1. Review operational controls for significant aspects
2. Complaints/corrective actions required

END OF SECTION

013119-3

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SECTION 013529  
TRADE CONTRACTOR HEALTH AND SAFETY PLAN

**1. GENERAL**

- 1.1. Chelsea School District holds health and safety to be its highest priority at all times, under every circumstance.
  - A. Health and safety shall govern every course and method of action.
  - B. Potential risk to health and safety shall be evaluated prior to commencement of all work activities. Work practices shall be employed which create conditions free of potential injury.
  - C. An environment of concern for the health and safety of each person shall be promoted on the project site.
- 1.2. Design-Build Contractor shall be responsible to take all necessary precautions for the safety of employees, others working on the project site and the general public.
- 1.3. Design-Build Contractor shall comply with all applicable federal, state and local health, safety and environmental laws, codes and requirements.
- 1.4. Design-Build Contractor shall assure that each of its employees, and employees of its subcontractors and material suppliers on the project site are familiar with and abiding by all aspects of the Design-Build Contractor Health and Safety Plan.
- 1.5. Provisions contained herein shall not relieve the Design-Build Contractor of its obligations and liabilities under federal, state and local laws including all additions and revisions thereto. Nor shall any provision herein transfer obligations and/or liabilities of the Design-Build Contractor to the Owner or Architect.

**2. DESIGN-BUILD CONTRACTOR RESPONSIBILITIES**

- 2.1. Design-Build Contractors and subcontractors and material suppliers to the Design-Build Contractor at any tier shall comply with all health, safety and environmental requirements. The Owner shall have authority over such subcontractors and material suppliers at any tier to same extent it has over the Design-Build Contractor.
- 2.2. Design-Build Contractor Health and Safety Program and Hazard Communication Program Documentation:
  - A. Design-Build Contractor shall have in place and implement a comprehensive written Health and Safety and Hazard Communication Program. Design-Build Contractor shall ensure that all of its subcontractors and material suppliers at any tier adhere to the Health and Safety Program, Hazard Communication Program and all health, safety and environmental requirements of the Contract.
  - B. Design-Build Contractor shall ensure that subcontractors and material suppliers to the Design-Build Contractor at any tier have in place and implement a comprehensive Health and Safety and Hazard Communication Program.

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**SECTION 013529**  
**TRADE CONTRACTOR HEALTH AND SAFETY PLAN**

**2.3. Designated Safety Representative**

- A. Design-Build Contractor shall provide the Owner with a contact telephone number of a representative of the Design-Build Contractor that can take action and may be contacted 24 hours per day, seven days per week in the event of an emergency.
- B. Safety Representative shall:
  - 1. have adequate training and experience as required by applicable regulations and be knowledgeable in health and safety aspects of the Work to be performed;
  - 2. have authority to make decisions and take action relative to health and safety on behalf of the Design-Build Contractor, its subcontractors and material suppliers; and
  - 3. assure immediate correction of any health and safety and environmental issues by the Design-Build Contractor at the Design-Build Contractor's expense and report corrective action taken to the Owner in writing.

**2.4. Regulations/Compliance**

- A. Design-Build Contractor shall comply with the current Federal Occupational Safety and Health Act (OSHA), current State Health and Safety requirements, other applicable federal, state and local requirements, health and safety requirements of the (sub) Contract and environmental regulations.
- B. Cost of correction of health and safety infractions shall be paid by the Design-Build Contractor.

**2.5. Disciplinary Action/Termination**

- A. In response to Design-Build Contractor's failure to comply with health and safety and environmental requirements or otherwise performing in an un-safe manner the Owner shall have authority to:
  - 1. order immediate Work stoppage and corrective action to be taken by the Design-Build Contractor;
  - 2. withhold any payments due to the Design-Build Contractor; and
  - 3. take action to correct any issue which is not corrected by the Design-Build Contractor in an acceptable time period.
- B. Design-Build Contractor shall be responsible to ensure compliance by all employees, subcontractors and material suppliers' employees at any tier. Design-Build Contractor supervision unable or unwilling to secure safe performance by these employees shall be deemed unqualified and the Design-Build Contractor

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**SECTION 013529**  
**TRADE CONTRACTOR HEALTH AND SAFETY PLAN**

shall, upon direction of the Owner, replace the unqualified person with a qualified person.

- C. Design-Build Contractor, subcontractor and material supplier employees as a condition of working on the project site shall comply with all health, safety and environmental regulations and requirements.
- D. In response to Design-Build Contractor, subcontractor and material supplier employee(s) failure to comply with health, safety and environmental requirements or otherwise performing in an unsafe manner, the Owner shall have authority to take action up to and including barring an individual from the project site.
  - 1. Disciplinary actions may be implemented against employee(s) of the Design-Build Contractor, subcontractor and material supplier by the Owner in response to violations of health and safety and environmental requirements as follows:
    - a. first notice: verbal and/or written notification to the Design-Build Contractor;
    - b. second notice: written notification to the Design-Build Contractor;
    - c. third notice: termination of the employee from the project;
    - d. The Owner may at its discretion immediately bar the employee(s) in violation from the project site without a first or second notice if in the opinion of the Owner the violation warrants such action.

**2.6. Employee Training**

- A. Design-Build Contractor shall provide health and safety training to each of its employees as required by governing health and safety authorities and shall provide training as required to perform specific duties in a safe manner.

**2.7. First Aid/CPR Training**

- A. Each Design-Build Contractor shall have a minimum of one First Aid/CPR trained person on the project site whenever work is being performed by its employees.
- B. Each Design-Build Contractor shall have a first aid supply kit on site available to its employees.

**2.8. Communication/Foreign Languages**

- A. In the event that one or more Design-Build Contractor employees working on site do not speak the English language fluently, the Design-Build Contractor shall assure that a minimum of one of its employees on site is fluent in the English language as well as the language of non-English speaking employee(s).

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**SECTION 013529**  
**TRADE CONTRACTOR HEALTH AND SAFETY PLAN**

B. The employee fluent in both languages shall be on site at all times when a non-English speaking employee is on site and shall have authority to make decisions and take action on behalf of the Design-Build Contractor.

**2.9. Housekeeping**

- A. Design-Build Contractors shall maintain the project free of debris.
- B. Thoroughly clean up on a daily basis and more frequently as required.
- C. Debris shall be transported to dumpsters on a daily basis.
- D. Material and equipment in storage and in use shall be located out of means of ingress, egress; stairways, walkways, etc.
- E. Location of stored material and equipment shall be coordinated with Clark Construction Company and other trades.

**3. EMERGENCY RESPONSE PLAN**

**3.1. Medical Services**

- A. Prior to commencement of work Design-Build Contractor shall;
  1. make provisions for prompt medical attention in the event of a serious injury;
  2. ensure that adequate first aid supplies are easily accessible when needed;
  3. provide proper equipment for prompt transportation of the injured person to proper medical care or system for contacting necessary ambulance service;
- B. In the event of any incident or accident the following procedure shall ensue.
  1. Attend to the injured party and/or stabilize the area as may be required.
  2. Contact 911 as required.
  3. Notify the Owner when first aid is being administered.
  4. Assist in ascertaining and reporting events surrounding the incident or Accident.
  5. Design-Build Contractor or injured person shall;
    - a. Complete an Incident Observation Report and provide a copy to the Owner.
    - b. Provide status reports to the Owner as conditions require.

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SECTION 013529  
TRADE CONTRACTOR HEALTH AND SAFETY PLAN

**3.2. Emergency Evacuation Plan**

- A. Design-Build Contractor shall have a sounding device and a sign to identify it as an evacuation alarm instructing all personnel to sound three short blasts in the event of emergency (air horn can be used).
- B. Pre-determine a meeting place to account for all personnel.
- C. Each Design-Build Contractor's Designated Safety Representative shall account for all personnel to arrive at the pre-determined meeting place in the event of an emergency.
- D. All persons working on-site shall be familiar with emergency egress routes from their position on the project at all times.

**3.3. Blood–Borne Pathogens**

- A. In accordance with OSHA, Design-Build Contractors shall assure that each employee exposed or potentially exposed to blood and other infectious materials be advised of the potential Blood-borne pathogen hazards and how to guard against those hazard.

**4. CRISIS COMMUNICATION PLAN**

- 4.1. The Owner will designate a spokesperson to make all public comments during a crisis situation.
- 4.2. Design-Build Contractor personnel are encouraged to refrain from comments to the media. Design-Build Contractor employees are encouraged, questioned by the media, to state "The incident is being investigated and Clark Construction Company's spokesperson will make a statement shortly".

**5. PERSONAL PROTECTIVE EQUIPMENT AND CLOTHING**

- 5.1. Personal protective equipment and clothing shall be worn on the project site with exception of construction office areas separated from construction work.
- 5.2. Personal protective equipment shall meet the most stringent standard established by federal, state and local authorities, requirements of the employer.

**5.3. Personal Protective Equipment**

- A. Hard hats shall be worn at all times on the project site with exception of construction office areas separated from construction work.
- B. Safety glasses shall be worn at all times on the project site with exception of construction office areas separated from construction work.

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**SECTION 013529**  
**TRADE CONTRACTOR HEALTH AND SAFETY PLAN**

- C. Safety vest and/or shirt of high visibility fluorescent colored fabric shall be worn when ever performing project site construction activities or in the vicinity of moving site work equipment.
- D. Gloves shall be worn at all times on the project site.

**5.4. Clothing**

- A. Shirt sleeve lengths shall be a minimum of four inches.
- B. Shirts cut off above the waist are not allowed.
- C. Pants shall extend to cover ankles.
- D. Shorts are not allowed.
- E. Work boots shall extend to protect the ankle.
- F. Clothing shall be worn in a neat fashion and be in good repair.
- G. Clothing imprinted with language or images as determined by the Owner to be offensive in any way or advertise and/or promote the use of alcohol or illegal substances shall not be worn on the project site.

**6. CELL PHONE AND ELECTRONIC USE POLICY**

**6.1. Cell phone and electronic devise use**

- A. Cell phone use includes listening, talking, texting, emailing, net surfing or other cell phone device activity.
- B. “Electronic device” includes any internet reception, video, electronic tablets, computers, Bluetooth, walkie-talkies, etc.
- C. Cell phone and electronic device use is allowed only in hazard free areas.
- D. Cell phone and electronic device users shall remain stationary, no walking during cell phone or electronic device use.
- E. Persons not designated as Foreman, Superintendent, Manager, General Foreman, may use a cell phone or electronic device only during breaks in a hazard free area.
- F. Cell phone and electronic device use is not allowed;
  - 1. While engaged in any job task which requires the use of the hands and/or other attention to work activity.
  - 2. While operating equipment, tools or motorized vehicles including cars, trucks and motorized carts, etc.

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- G. Motorized vehicles must be parked in a location free of hazards and turned off while using a cell phone or electronic device.

6.2. Crane and other lifting device cell phone and walkie-talkie use

- A. Cell phones and walkie-talkies shall not be used while operating a crane, hoist, powered industrial trucks or other lifting device (unless identified in a Pre-Task Plan requiring communication for ground person to Operator).
- B. Cell phones must be turned off whenever in the control cab or at the control panel unless identified for use in a Pre-Task Plan.
- C. No communications other than directly between the lift coordinators. Pre-Task planning shall include the communication method/plan.

**7. SUBSTANCE ABUSE POLICY**

7.1. The Owner is committed to an alcohol and drug free work environment.

- A. Possession, distribution, or sale on the project premises, facility, or other work places of alcoholic beverages, intoxicants, drugs and related drug paraphernalia is strictly prohibited.
- B. Person's shall not report for duty or perform work while under the influence of any drug, alcoholic beverage, or intoxicant.

**8. SAFE WORK REQUIREMENTS**

8.1. **Asbestos Abatement**

- A. Design-Build Contractors shall assure that any employee that may be exposed to airborne asbestos fibers shall be trained in the recognition of the hazards and appropriate controls.
- B. Design-Build Contractors engaged in asbestos abatement shall be licensed by the Department of Labor and the State in which the Work is being performed.

8.2. **Confined Space Entry**

- A. Design-Build Contractor shall employ a confined space entry procedure when Contractor's employees are required to enter a confined area or space.
- B. Confined space entry procedures shall conform to OSHA and any State requirements.

8.3. **Excavation**

- A. A competent person trained in soil classification and the recognition of trenching and excavation hazards must be on the project site when excavating or trenching is to be done.

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- B. Trenches and excavations 5'-0 or more in depth and shall be shored or walls cut back to protect persons from cave-in. Trenches and excavations less than 5'-0 with unstable walls shall be shored or cut back to protect persons from cave-in.
- C. Trenches and excavations shall be properly barricaded to prevent persons from falling into them.

**8.4. Fall Protection**

- A. A fall protection system shall be utilized when an adjacent surface is six-feet (6'-0) or more below foot level.

1. Ladders

- a. Fall protection on ladders is not required providing that the persons body remains within the vertical side rails.

2. Personal fall arrest systems

- a. Shall be properly worn and actively used by all workers when an adjacent surface is six feet (6'-0) or more below the foot level of the person unless other adequate fall protection such as guardrails are in place.
- b. All components (anchorage points, lanyards, clips etc.) of a fall arrest system shall be of a type recommended for the work being performed and the conditions to be encountered;
- c. The entire system shall be as approved by the system manufacturer and all local and federal health and safety requirements.

3. Wire rope guard rails;

- a. Wire rope guard rail systems providing fall protection shall incorporate loop type connections with a minimum of two (2) wire rope clamps. Turnbuckles shall be installed at each side or at more frequent intervals to maintain required tautness of the wire rope.
- b. Wire rope horizontal lifelines shall be designed by a registered professional engineer and installed and maintained by a competent person. Wire rope life lines shall be designed to meet, at a minimum, the requirements of OSHA.

4. Flat roofs and decks

- a. A warning barrier meeting, at a minimum, the requirements of OSHA may be used 15 feet from the fall hazard. Warning tape or other such means is not allowed, persons between the warning barrier and fall hazard shall utilize a positive means of fall protection.

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**5. Scaffolding**

- a. Persons erecting, using and dismantling scaffolds shall be trained in the hazards and safe procedures to be followed to eliminate exposure to those hazards and shall utilize fall protection when six feet (6'-0) or more above an adjacent surface.
- b. Design-Build Contractor's designated Competent Person shall inspect all scaffolds prior to each work shift.
- c. All scaffolds shall bear a tag, signed and dated by the contractor's Competent Person, denoting that the scaffold has been inspected and is safe to use prior to inspected and is safe to use prior to an employee utilizing the scaffold on that work shift.

**8.5. Fire Protection and Prevention Plan**

**A. Purpose**

1. The following plan has been developed in accordance with MIOSHA Fire Protection and Prevention Standard Part 18.
  - a. This plan exists to:
    - i. Prevent inception of fire
    - ii. Prevent loss of life and personal injury
    - iii. Protect property from damage
    - iv. Provide uninterrupted operations

**B. Design-Build Contractor shall be responsible for fire prevention associated with its work and operational areas 24 hours per day 7 days per week for the duration of the contract.**

**C. Major workplace fire hazard control procedures to them**

1. Prior to the start of the construction and as construction progresses, Design-Build Contractors shall identify hazards and make on-site personnel aware.
2. Maintenance of equipment and systems to prevent or control fires

**D. Employee training**

1. Design-Build Contractors shall be responsible to train all of its personnel on-site on the general principles of fire extinguishers use and the hazards involved with the various stages of firefighting.

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2. All personnel on site will be responsible to review the Fire Protection and Prevention Plan and be familiar with its contents.

**8.6. Electrical Safety**

- A. Temporary lighting
  1. Temporary lighting may not rest on any metal unless properly insulated.
  2. Proper illumination levels shall be maintained.
  3. Temporary lights shall be removed after permanent lighting is installed and the area is turned over.
- B. Temporary power
  1. GFCI circuits shall be supplied and regularly tested.
  2. Temporary power wiring shall be supported as per code requirements.
  3. Proper height restrictions shall be adhered to regarding temporary wiring installations.
- C. Tools
  1. All tools requiring grounds shall have grounded plugs. Double insulated tools do not need grounded plugs.
  2. Damaged tools and ladders are shall be repaired or replaced.
  3. All electrical power tools shall be tested for electrical safety prior to use.

**8.7. Hazard Communication**

- A. Each Design-Build Contractor shall implement a Hazard Communication Program in accordance with federal, state and local and other applicable requirements.
- B. Each Design-Build Contractor utilizing hazardous chemicals on the project site shall:
  1. maintain project specific Safety Data Sheets (SDS) on the project site available to its employees for all hazardous chemicals and post the location of (SDS), as well as the contact person and telephone number, of the person responsible for managing this file;
  2. provide employees of other employer(s) on the project site access to (SDS) for each hazardous chemical their employees may be exposed to;
  3. inform other employer(s) of any precautionary measures to be taken to protect employees during the workplace's normal operating conditions and in foreseeable emergencies;

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4. inform the other employer(s) of the container labeling system used in the workplace; and
5. submit to the Owner a substance inventory list and (SDS) for hazardous chemicals prior to bringing such chemicals to the project site.
6. Design-Build Contractors shall train employees in chemical hazards and controls for hazardous chemicals used. Training shall include:
  - a. symptoms of exposure;
  - b. exposure prevention including control procedures, work practices and personal protective equipment;
  - c. exposure reaction procedures;
  - d. hazard label and (SDS) understanding; and
  - e. proper disposal of hazardous chemicals.
7. Label all hazardous chemical containers. Labels shall include the following minimum information:
  - a. container contents;
  - b. hazard warning(s); and
  - c. name and address of manufacturer.
8. Notify the Owner and other Design-Build Contractor in the work area when hazardous chemicals will be in use and potential hazards which may be encountered.

**8.8. Lockout/Tagout**

- A. No one shall be permitted to work on and energized circuit. Design-Build Contractor shall employ procedures to ensure that no one will be exposed to hazards as a result of an energized circuit.
- B. Design-Build Contractor shall adhere to the most stringent of the following lockout/tagout procedures as required:
  1. Design-Build Contractors own requirements;
  2. owner requirements;

**8.9. Motor Vehicles and Equipment**

- A. All equipment shall be inspected daily before each use by the operator.

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- B. Defective equipment shall be removed from service immediately.
- C. All operators shall be properly licensed and certified.

**8.10. Rigging**

- A. Lifting and Rigging Planning
  - 1. All loads shall be rigged by a qualified rigger.
  - 2. Materials being hoisted shall be rigged to prevent unintentional displacement.
  - 3. All hoisting operations shall be pre-planned to ensure that all applicable local and federal health and safety agency requirements are met.
  - 4. Routes for suspended loads shall be preplanned to ensure that no employee is required to work directly below a suspended load, except for employees as allowed by local and federal health and safety agencies (i.e., structural steel connector making initial connection).
  - 5. Tag lines shall be used on all loads.

END OF SECTION

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SECTION 017123  
FIELD ENGINEERING

**1. GENERAL**

- 1.1. Design-Build Contractor shall be responsible for all engineering and layout required for performance of its Work.

**2. REQUIREMENTS**

- 2.1. Confirm accuracy of information indicated on the before commencing layout of the Work.
- 2.2. Discrepancies between the Contract Drawings and existing conditions shall be brought to the attention of the Architect prior to layout of the Work.
- 2.3. Confirm engineering and layout of previous Trade Work. Do not rely on Work or layout of other Trade Contractors. Proceeding with Work adjacent to or in concert with the Work of other trades shall indicate acceptance of responsibility for accuracy of layout of previous Trade Contractor Work.

**3. EXISTING CONDITIONS**

- 3.1. Location of underground utilities, such as sewers, electrical power, water piping, conduits, structures, etc., on the drawings is as accurate as can be determined from available information. Accuracy or completeness of this information is not guaranteed. Exact locations and elevations shall be verified by the Trade Contractor prior to starting Work.
- 3.2. Exercise extreme care when excavating at or near the general location of underground utilities.
- 3.3. Notify Miss Dig or other utility location services as required by the Contract Documents, other authorities or quality construction practice, a minimum of three (3) working days prior to commencing site excavation or interruption of utility services.

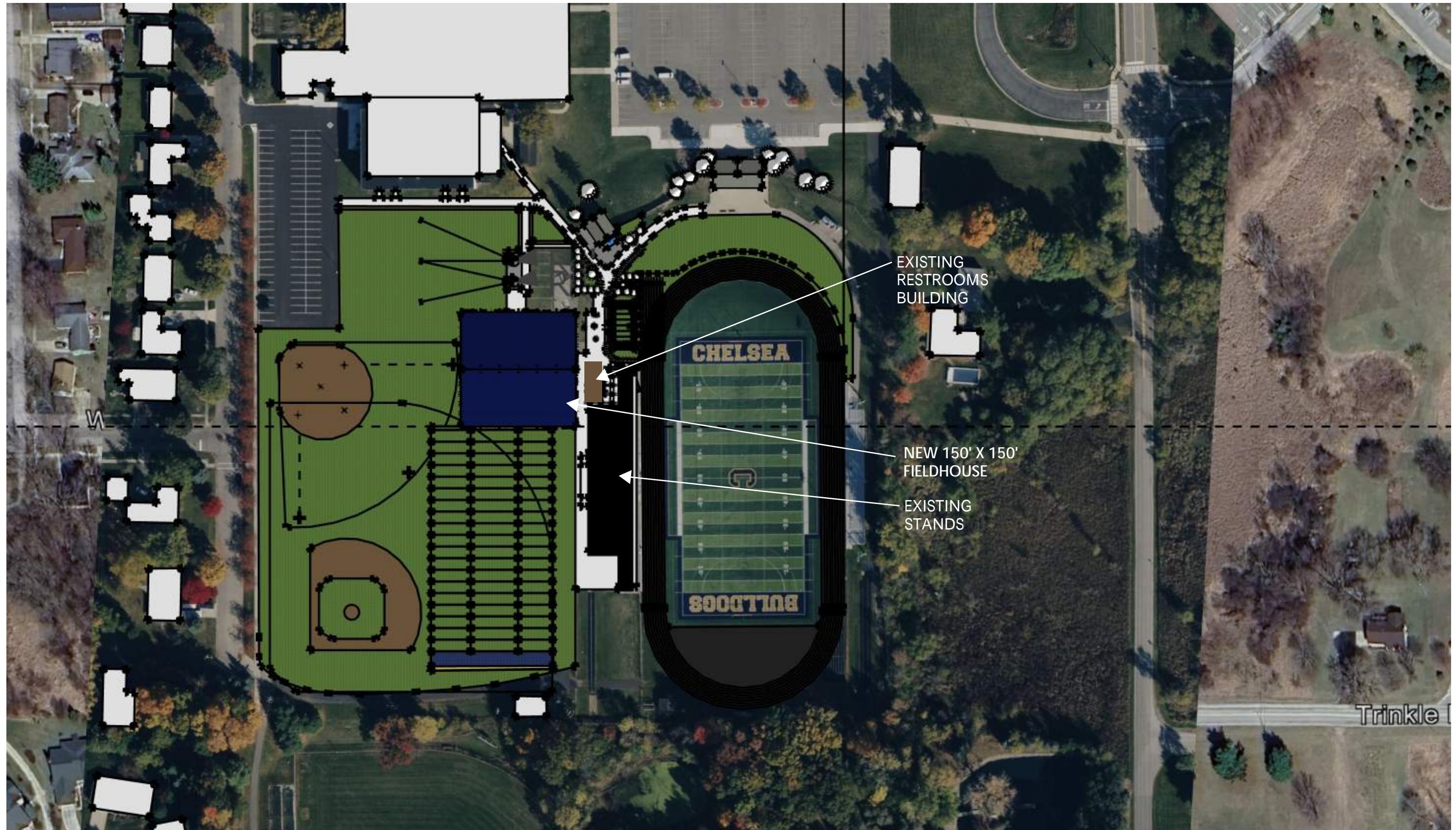
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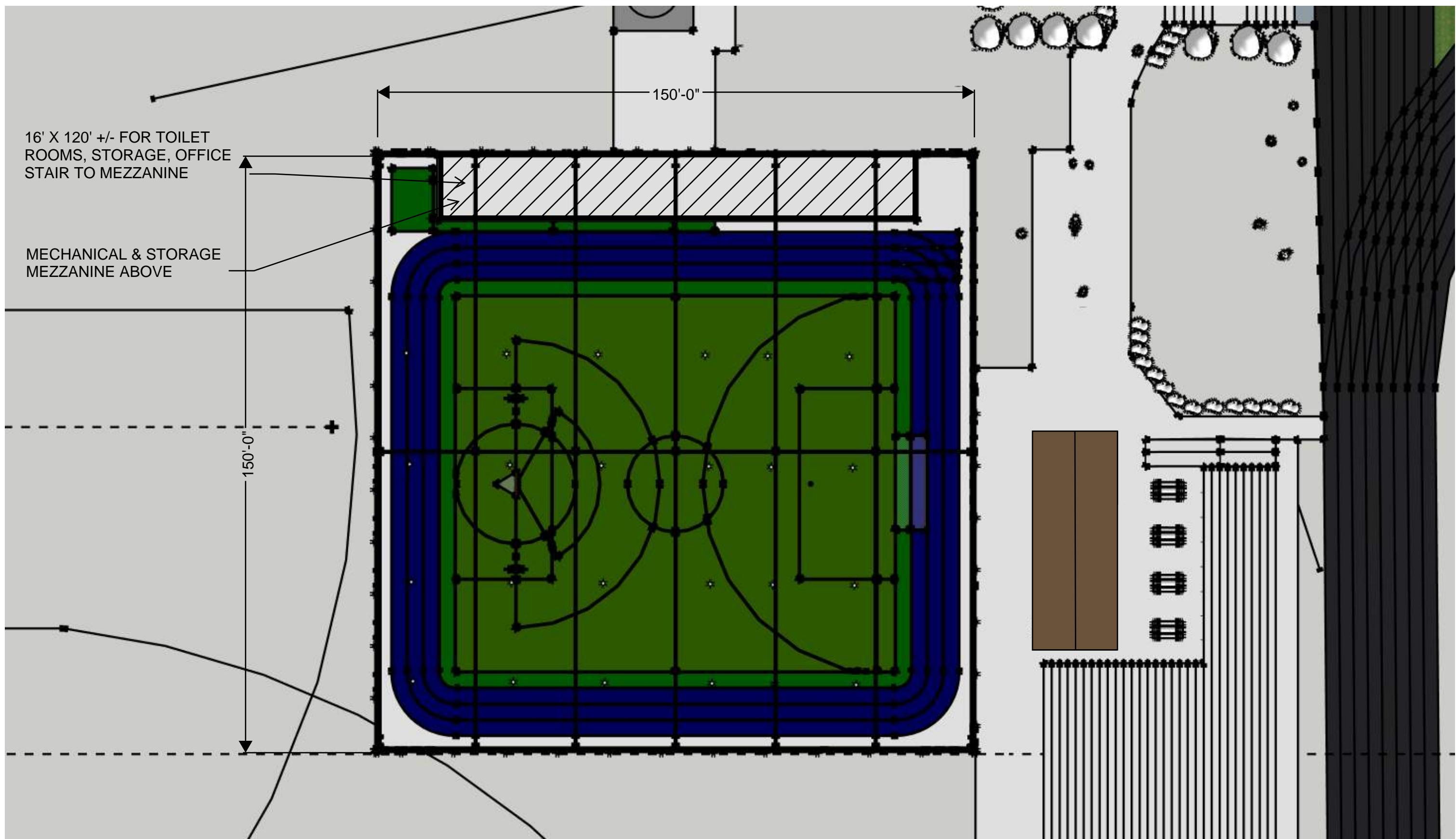
CHELSEA FIELDHOUSE  
CHELSEA SCHOOL DISTRICT





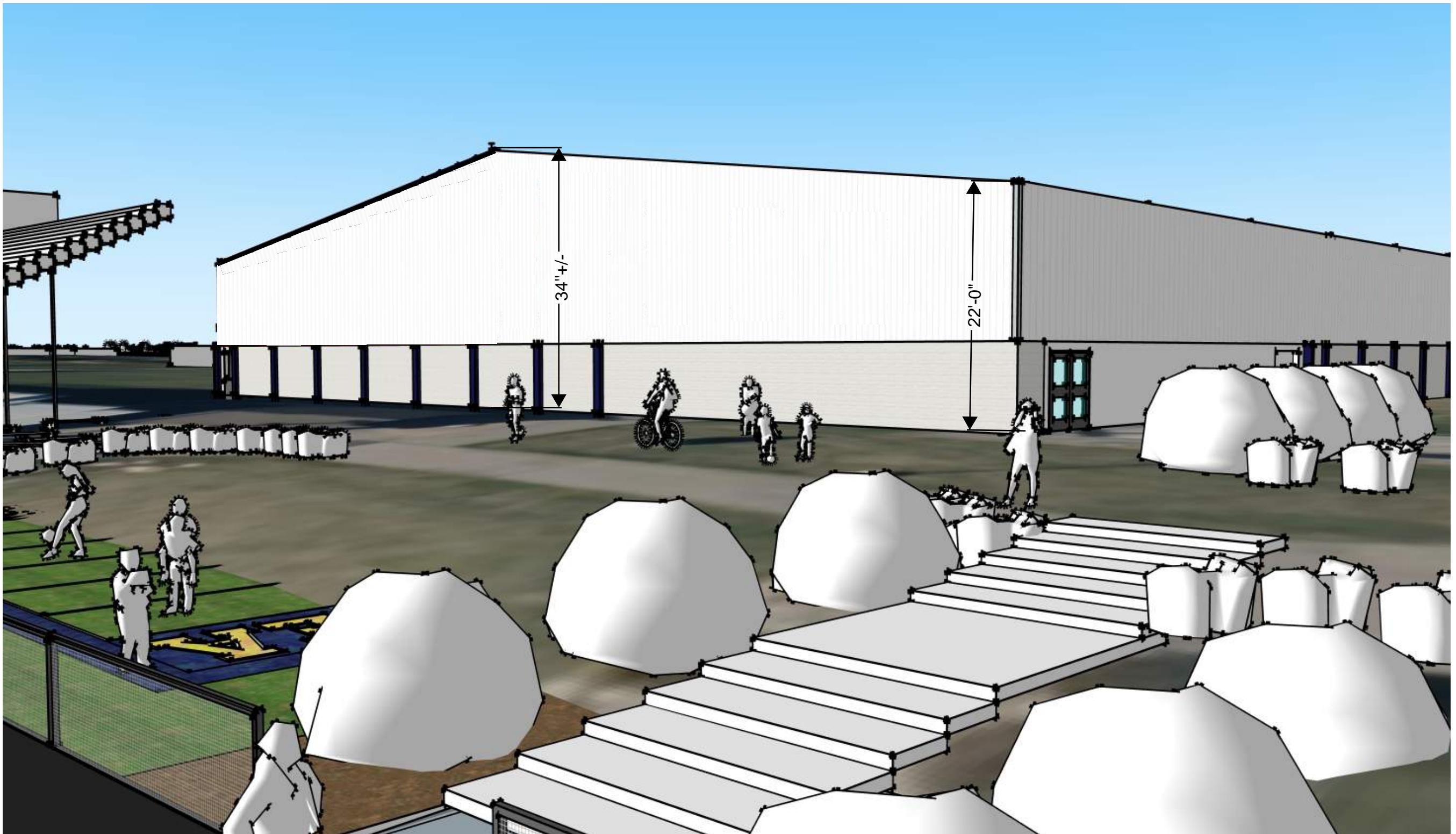
SITE PLAN  
CHELSEA ATHLETIC FIELDHOUSE





FLOOR PLAN  
CHELSEA ATHLETIC FIELDHOUSE





EAST ELEVATION  
CHELSEA ATHLETIC FIELDHOUSE





NORTH & WEST ELEVATIONS  
CHELSEA ATHLETIC FIELDHOUSE





SOUTH & WEST ELEVATIONS  
CHELSEA ATHLETIC FIELDHOUSE

