

EXHIBIT B – Scope of Work

INTENT:

In general, this Bid Package is comprehensive to specific CSI Division Work and related Work as referenced, indicated on, or implied by the Project Drawings, Specifications and Project Manual. Subcontractor acknowledges that the following Scope of Work detail is provided as a courtesy and must be used in conjunction with **all** Project Documents. Scope of Work detail listed is not intended to describe a complete and final work scope. It is provided as a summary overview only.

I. SCOPE OF WORK SUMMARY:

The Scope of Work shall include the furnishing and installation, complete, of the **Window Treatments Work** as outlined in **The Contract Bidding Requirements** and in accordance with the **Contract Documents**. This shall include, but is not limited to all required, engineering, submittals (samples or mock-ups and shop drawings), materials, fabrication, labor, equipment and tools, supervision, hoisting, scaffolding, and transportation, burden and taxes as required for a complete installation.

II. GENERAL REQUIREMENTS

- A. Subcontractor has included all material, labor, supervision and administration for requirements outlined in the Exhibit C - Special Provisions. These are the standard expectations for all Balfour Beatty Construction projects.
- B. This Subcontractor shall obtain and pay for any additional permits, bonds, or fees as required to complete scope of work under this agreement including any required re-inspection fees / costs are responsibility of Subcontractor.
- C. Subcontractor understands that all work is being done on an active university campus. As such the following apply:
 - 1. Due to the Emergency Declaration associated with this project the guidelines present in Section 5 – Special Provisions, specifically Item No. 4 shall be strictly adhered to without exception. Coordinate ALL weekend work with the Site Superintendent as there are restrictions and guidance from UNCW that must be adhered to on Campus.
 - a. No noise making activities (including trucks backing or equipment prepping or music playing) prior to 7:00 AM or after 6:00 PM
 - b. No work will be permitted to start early without 48 hour written notification to UNCW Project Manager outlining specific tasks to be performed prior to 7:00 AM.
 - c. No afterhours work will be permitted without 48 hour written notification to UNCW Project Manager outlining specific tasks to be performed after 5:30 PM.
 - d. All gates will be locked after 6:00 PM.
 - 2. Streets are to be clean all the time. Subcontractor is responsible for cleaning the roads should their specific activities track dirt or mud onto university streets.

3. No trucks are to be left on university roads.
4. All deliveries are to be accompanied by flagmen at the entry gates.
5. No work shall be performed outside the site fencing without UNCW authorization.
6. At no point are any construction personnel to interact (talk or look) with the students.

D. Employee Conduct:

1. All construction personnel shall be respectful to all University of North Carolina Wilmington staff and students. Any disrespect, harassment, unwelcome comments or advances from any construction personnel toward any staff member or student shall constitute sufficient grounds for University of North Carolina Wilmington to request removal of any specific individuals from this project.
 - a. Such Owner action shall not constitute grounds for a delay claim.
 - b. Owner will not be responsible for any delays caused to the project due to any individual being removed from this project.
 - c. Construction superintendents shall be held accountable for any incident of this nature.
2. All after normal hours work shall be scheduled a minimum of 48 hours for Interior Work and 7 Days for Exterior Work.
3. Special attention is required for traffic control in and out of the Construction Site so as to avoid the Student population as they move around on Campus.
4. Use of tobacco products and other controlled substances on the Project Site is not permitted.
5. No Lottering on campus is allowed at any time.

III. **TRADE SPECIFIC SCOPE OF WORK ITEMS:**

- A. The following is a general outline of items included, but not limited to, under this agreement for ***Window Treatments*** per specification section **12 21 13** and in accordance with the contract documents:
 1. Subcontractor shall furnish and install all horizontal louver blinds including but not limited to headrails, Fascia, tilters, wands, tilt rods, cordlocks, bottom rails, braided ladders, all other devices and items necessary for a complete installation.
 2. All required field measurements are included in this agreement.
- B. Schedule: {Description of Critical Patch, requirements and crew logic}
 1. Subcontractor understands that multiple mobilizations are required and has included all cost.

2. Subcontractor understands that multiple crews, supervisors, and equipment are required to start and complete work in each of the buildings simultaneously in accordance with the schedule.

IV. SCOPE ALLOWANCES

- A. The subcontractor shall include the following allowance(s) in the base bid amount for work above and beyond the work outlined in the bid package scope of work sections.
 1. Subcontractor shall include 2% of the contract value for general clean-up. This will be deducted from the contract and managed by CMAR. Once credited, this Subcontractor shall continue to perform their daily clean-up as required by the Special Provisions.
- B. These allowances are intended to cover the cost of work for the scope described. It is understood that all overhead, profit, insurance or other direct or indirect expense of the Subcontractor are included in the base bid amount and thus will not be accounted for when reconciling these allowances.
- C. Verification of any allowance usage must be signed off on by the Contractor to be validated for billing purposes.
- D. All unused portion(s) of these item(s) will be reconciled based on the unit prices provided on the bid form at the completion of the project via deductive change order.
- E. Any work in excess of the allowance amount(s) will be paid via change order based on the unit prices provided on the bid form.

V. TRADE SPECIFIC SCOPE EXCLUSIONS

The following is a list of specific exclusions normally related to this scope of work:

- A. {TBD}

VI. RECAP OF CONTRACT AMOUNT

The Total Subcontract Amount is arrived at and recorded as follows:

| | |
|---------------------------------|---------------------|
| BP-## – Bid Amount | \$ #,###,### |
| Additions / Deletions | \$ ###,### |
| TOTAL SUBCONTRACT AMOUNT | \$ #,###,### |