



Trade Partner Scope of Work

Exhibit A

BP-12A Window Coverings

North Brunswick High School Addition and Renovations

A. The subcontractor shall perform all work and shall furnish all layout, supervision, materials, labor, scaffolding, tools, equipment, supplies, services, rigging, craning and hoisting of all materials and equipment and all other things necessary or reasonably incidental for the construction and completion of their work as portrayed in the enclosed enumerated contract documents and specification sections as referenced below:

Supplemental Instructions to Bidders dated April 17, 2020

S&ME Geotechnical Exploration Report dated August 21, 2019

Associated Specifications:

Division 00 Procurement and Contracting Requirement

Division 01 General Requirements

122413 ROLLER WINDOW SHADES

B. Subcontractor's work specifically includes:

1. All bidders to note project includes all plans and specifications for the Two-Story Classroom Addition, ROTC Building, Cafeteria Expansion, and Classroom 413 Renovations.
2. Furnish and install all horizontal louver blinds and roller window shades as indicated in plans and specifications including any and all accessories for a complete and functional system.
3. Field measurement is included.
4. This scope of work will require multiple mobilizations. Include necessary mobilizations and material/equipment staging relocations as required to facilitate construction progress and/or as directed by Construction Manager.
5. All lay out and field measuring necessary for this scope of work. – W. M. Jordan will not provide field measurements.
6. All spare parts, keys, and O/M Manuals must be turned over and signed for by a W.M. Jordan representative.
7. Shop drawings must indicate all necessary blocking. On site meeting for mockup of blocking will be required as directed by W.M. Jordan. Shop drawings for required blocking or electrical rough in location to be provide within 30 days of contract being received by trade partner.

C. Subcontractor Specific Requirements:



- The following is a general outline of items specifically included, but not limited to, under this agreement:

- A. Submittals must be uploaded onto WMJ Sharepoint site for review. To gain access to Sharepoint site please contact the Construction Manager within 5 days of receiving the contract. All submittals are expected to be received no later than 20 days of receiving the contract unless discussed and approved by the Construction Manager.
- B. Delivery Requirements: As coordinated by Subcontractor with WMJ on site Superintendent. Subcontractor is responsible to coordinate delivers with vendors. The construction manager will not provide equipment to unload subcontractor materials. Please keep in mind the school will be in session during normal school hours and all deliveries must be scheduled. NO DELIVERIES WILL BE ACCEPTED BETWEEN THE HOURS OF 7:00AM AND 8:00AM and 2:00 and 3:30PM MONDAY THROUGH FRIDAY (this excludes deliveries on small company pickup trucks and/or small box trucks as approved by project superintendent). Saturday deliveries will be accepted only on the approval of the project Superintendent.
- C. Subcontractor is responsible for scheduling, coordinating, preparing and documenting all testing, inspections, and punch-list with the Owner, Architect, Engineer, Owner's Commissioning Agent, inspection agencies, and required local authority(s) having jurisdiction. All pre-testing and testing requirements needed to achieve temporary and permanent certificate of occupancy and the construction schedule is included.
- D. It is the responsibility of this Subcontractor to anticipate inspection delays in the installation durations and sequence such work ahead of others as not to impose delays in the schedule.
- E. Any and all requirements for mockups for approval of assemblies on this project are fully included.
- F. In addition to the requirements of the specifications, Subcontractor will supply Shop Drawings that include all dimensions, mounting details, and/or pad layout, weight, color, power requirements, ventilation requirements, and all special attachments and mounting details as applicable to their own scope.
- G. This Subcontractor should provide protection for ANY new and existing installations as part of this Project. If protection provided by others is not sufficient to support/protect the work as part of this scope, this Subcontractor shall provide additional protection as may be required to fully protect that equipment or installation.
- H. All damage to paint primers or applied factory finishes damaged during install shall be repaired by this Subcontractor.
- I. Final cleaning of all equipment prior to Final Project Completion including removal of shipping stickers, etc. This shall apply to all existing installations as well as new installations

D. Allowances:

- a. The Subcontractor is to include the following allowances in their base bid amount. These allowances will include all overhead and profit and will be identified on a separate line item in the payment application schedule of values. The Construction Manager is solely responsible for determining what work will be charged against these allowances and all said work must be authorized in writing by the Project Manager or Superintendent prior to commencing. Subcontractor will submit daily work slips for verification and actual costs against this allowance will be reconciled at the completion of the project. Any work



performed by Subcontractor that was not previously authorized by the CM will not be reimbursed.

E. Unit Prices

- a. Unit prices quoted and accepted shall apply throughout the duration of the contract and are inclusive of all overhead costs, insurance, bonding and profit. If necessary, Subcontractor agrees to provide labor and/or materials and/or equipment to perform the following work on a unit price basis for the unit prices stated below. Should additional Unit Prices be necessary, these will be agreed upon and included here after the completion of the post-bid scope review meeting

F. Alternates:

- a. The subcontractor is directed to reference the big form for applicable project alternate prices to be included with the Subcontractor's Bid. Alternate Prices shall include all cost associated with the changes, omissions, additions or other adjustments to the work of the Bid Package as described in the alternate, or are reasonably inferable therefrom. Alternate Prices shall include all cost of overhead, profit, and bond premiums associated with the work of the Alternate whether additive or deductive. Claims for extras resulting from changes caused by the acceptance or rejection of any alternate will not be allowed. The Drawings, Specifications, Project Manual, Addendum(s), and other Contract Documents shall be considered appropriately modified by either the acceptance or rejection of the various Alternatives. The Construction Manager and Owner expressly reserve the right to accept or reject any, or all, Alternate Prices and in any sequence. Acceptance or rejection of any alternate does not relieve the Bidder of timely completion of the Work within the time periods indicated.