CE 444 Contracts and Specifications

Assignment 3: Draft SOW

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**Scope of Work –**

City of East Grand Forks, Polk County, Minnesota.

Handicap Accessible Picnic Shelter and Recreational Facilities. The work consists of, but is not limited to, procurement of all equipment, labor, and materials to construct handicapped accessible picnic shelter and surrounding recreational facilities. Work includes masonry façade around columns, construction of four picnic tables made from recyclable materials, minimum of one hundred feet of paved concrete handicapped accessible trail, viewing area, all furnishings for picnic shelter such as grills, trash cans, and benches, as well as all earthwork for the viewing area, picnic shelter base, and surrounding recreational facilities, landscaping and restoration of entire area of work, and electrical furnishings for picnic shelter. All work shall be completed by October 1st, 2018. The estimated price is between $50,000 and $200,000.

**List of Specification Sections –**

* Division 00 – Procurement and Contracting Requirements
* Division 01 – General Requirements
* Division 02 – Existing Conditions
* Division 03 – Concrete
* Division 04 – Masonry
* Division 05 – Metals
* Division 06 – Wood, Plastics, and Composites
* Division 10 – Specialties
* Division 11 – Equipment
* Division 12 – Furnishings
* Division 15 – RESERVED FOR FUTURE EXPANSION
* Division 26 – Electrical
* Division 29 – RESERVED FOR FUTURE EXPANSION
* Division 31 – Earthwork
* Division 32 – Exterior Improvements
* Division 33 – Utilities
* Division 36 – RESERVED FOR FUTURE EXPANSION

**Bid Item Schedule –**

Recommend Lump Sum, separated into the following items: Picnic Shelter, Paved Trail, and Viewing Area. Each Bid Item shall include all surrounding work, (e.g. Picnic Shelter bid item includes the picnic tables, electrical work, masonry, etc.).

**Contract Type, Delivery Method, and Solicitation Method –**

Recommending Fixed Price contract type, Design-Bid-Build delivery method, and Advertise for Bidding in trade journals and on government websites.

Fixed price contract relieves owner and AE firm of unnecessary risk for a simple job like this. Design-Bid-Build would probably be the best delivery method to keep things simple. And the work isn’t so complicated or drawn out that it would make sense to start before the design was completed, it makes more sense for the designs to be finished before the work starts. Advertise for bidding in a few different venues to attract a decent number of contractors to compete for low bid on the project.