**BID SPECIFICATION SHEET FOR FB16-059**

HEARNES 103 REMODEL

Missouri Western State University is accepting bids for the following:

Renovation to Hearnes 103 classroom by the removal of one office wall, adding 3 new walls, new ceiling tile and grid, new lighting, new carpet and paint, etc. per specs below.

**Entire suite**

* Demo all 2X4 light fixtures, track lights, soffit including upper light fixtures in soffit area, carpet, ceiling and ceiling grid (leave wall angle).
* Salvage parabolic lenses off of all 2X4 fixtures and all black track lighting for Owner.
* On new ceiling use new wall angle where any is missing or damaged. New ceiling tile to be Astro ClimaPlus 8223 SLT with DONN DX/DXL ceiling grid.
* All existing HVAC diffusers to remain.
* Prepare and paint all walls using Ben Moore Ultra Spec 500 Eggshell. Color choice of owner.
* All metal doors/frames to be prepped, primed with an owner approved bonding primer and painted using Ben Moore Super Spec DTM Alkyd Semi-Gloss.
* Provide and install new carpet in entire suite. Carpet to be J&J Invision Modular Coalesce/Collaborate. Color choice of owner. Provide new 4” vinyl base w/toe.
* New 2X4 light fixtures to be CREE ZR24-40L-40K-10V (no substitutions)
* All lighting will be wired and switched to operate separately to each individual area.

**Room #1**

* Divide room at pillars by building a new metal stud wall to deck including insulation and 5/8” sheetrock flush with pillars on Room #1 side. Do not overlap pillar with sheetrock so to not interfere with existing surface mounted outlets.
* Install new ceiling grid and tile.
* Install 3 rows of new 2X4 light fixtures with 2 fixtures in each row.
* Install new light switch next to where new door is to be installed. Tie all lights in Room #1 together to that switch.
* Install new DBL gang outlet on east wall halfway between new door and North wall.
* In new wall install 1 outlet in the center on classroom side.
* Where teacher station is removed, demo existing floor wiring, fill hole, and prepare for carpet.
* Remove wooden chase at Northwest corner of room and prep wall for paint.
* North wall to be sanded and/or skim coated to match other walls, primed, and painted.
* Teacher station and data rack will be removed by MWSU prior to project.
* Cut hole thru block wall to hallway for a new 3’ X 7’ LH metal door and frame including automatic door bottom seal and 5”X20” visible glass kit. Provide and install a Schlage L9080 mortise lock. Prep frame for and provide a HES 1006 electric strike. Door will have electronic lock system provided and installed by MWSU.
* Install flat threshold to cover flooring issues where door is installed.
* Paint all walls, door, and door frame.
* Install new carpet and vinyl base.

**Room #2**

* Demo ceiling, light fixtures, and carpet.
* Install 2 new 2X4 light fixtures.
* Existing light switch by hallway door wired to operate new lights.
* Install one new outlet centered on north wall of room.
* Install new ceiling, carpet and vinyl base,
* Paint all walls, door, and door frame.

**Room #3**

* Salvage door and frame and use for new door to this office.

(It will open out from the office)

* Demo north wall and window, ceiling, carpet, and light fixtures.
* Remove all soundboard material and prepare walls for painting.
* For new north wall of office build metal stud wall to deck including insulation. Place wall 6” from existing hallway door to north side of new wall.
* Install new ceiling grid and tile.
* Install 2 new 2X4 light fixtures.
* Install new light switch.
* Paint all walls, door, and door frame.
* Install new carpet and vinyl base.

**Room #4**

* Salvage west door and frame from office to be used as new door for

Room #5.

* Demo window, ceiling, carpet, and light fixtures.
* Fill in where window was and prepare for painting.
* Remove all soundboard material and prepare walls for painting.
* Remove bank of light switches including wiring from east wall, patch all holes and prepare for painting.
* Install new ceiling grid and tile.
* Install 2 new 2X4 light fixtures.
* Paint all walls, door, and door frame.
* Install new carpet and vinyl base.

**Room #5**

* Build new metal stud wall to deck with insulation. Place wall 6” from door to room #4 to the east side of the new wall.
* Install door and frame that was removed from west end of Room #4. Door will swing in to office.
* Remove window on south wall.
* Fill in and finish both sides of holes where door and window were removed and prepare for paint.
* Install 2 new 2X4 light fixtures and new light switch.
* North wall to receive one ½” conduit and box and one ¾” conduit and box centered in wall. Both to have blank covers.
* Paint all walls, door, and door frame.

**Wrap up**

* Project can start as soon as contract is approved and awarded. We will work with moving any classes that the noise would interfere with. The Library is right above this room so other than the regular construction noise we would like to keep the rest of noise as low as possible. (radio, yelling, etc)
* During project we will need to coordinate MWSU staff to do some additional work that we are taking care of. There will be both the Campus Locksmith and our Instructional Media Center.
* Contact our Campus Electrician before turning off any power to coordinate any disruptions to other areas.
* It will be a tight area for parking. We can have 2 trucks park along the curb in the west service drive. During demo we can have one truck for hauling trash that can park in front of the Hearnes Center on the large sidewalk but cannot block the path for disable/special needs as we have a couple that work in this building.
* After demo and during the project all other vehicles can park across Downs Drive in the parking lot. We will provide parking passes for project but make sure to park in white general parking spots.
* Keep all materials and tools inside the room to not interfere with traffic in the hallway.
* Clean up and haul away all debris. No construction materials are to be put in dumpster in the service drive it must be hauled away.
* MWSU Physical Plant will inspect the project upon completion.

To schedule a time to view the project contact:

Cori Criger Brian Harrah

Criger@missouriwestern.edu harrah@missouriwestern.edu

816-271-5661 Phone – 816-271-5921

Fax – 816-244-0343

**This will be a prevailing wage project.**

* + **Bidders must submit a notarized Affidavit of Work Authorization and completed MOU signature pages, per attached memorandum dated January 2014, with their bids.**
	+ **Annual Wage Order Number 22 is currently in effect. A copy of this order will be attached separately once bid is awarded.**
	+ **A Certificate of Liability Insurance will also be required with MWSU listed as an additional insured.**
	+ **Missouri Revised Statute Chapter 292.675 went into effect on August 28, 2008, all on-site employees are required to complete the ten-hour safety training program.**

Bid Amount:

Date:

Company Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Authorized Vendor Signature:

Phone Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PREVAILING WAGE PROJECT INFORMATION**

TO: ALL BIDDERS

FROM: MISSOURI WESTERN STATE UNIVERSITY

DATE: January 2014

RE: ADDITIONAL BID SUBMISSION REQUIREMENTS

Please review Missouri statute, 285.530 RSMo, regarding employment of unauthorized aliens. Pursuant to RSMo 285.530 (1), No business entity or employer shall knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the State of Missouri, and (2), the bidder must affirm its enrollment and participation in a federal work authorization program with respect to the employees proposed to work in connection with the services requested herein by:

Submitting a completed, notarized copy of AFFIDAVIT OF WORK AUTHORIZATION (attached) and,

Providing documentation affirming the bidder’s enrollment and participation in a federal work authorization program (see below) with respect to the employees proposed to work in connection with the services requested herein.

A copy of RSMo 285.530 can be viewed in its entirety at:

<http://www.moga.mo.gov/statutes/C200-299/2850000530.HTM>

E-Verify is an example of a federal work authorization program. Acceptable enrollment and participation documentation consists of completed copy of the E-Verify Memorandum of Understanding (MOU). A sample of the MOU is included. For vendors that are not already enrolled and participating in a federal work authorization program, E-Verify is available at:

<http://www.dhs.gov/files/programs/gc_1185221678150.shtm>

*The successful bidder will be required to submit a notarized Affidavit of Work Authorization and the completed MOU signature pages (the last three pages) with their bid. A bid that does not include these items will be deemed Non-responsive.*

**WORK AUTHORIZATION AFFIDAVIT**

**PURSUANT TO R.S.Mo. §285.530**

**(For all bids in excess of $5,000.00)**

**Effective 1/1/09**

State of Missouri )

 )ss

County of Buchanan )

Comes now \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Name of Business Entity Authorized Representative) as \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Position/Title) first being duly sworn on my oath, affirm \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Business Entity Name) is enrolled and will continue to participate in the E-Verify federal work authorization program with respect to employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri for the duration of the contract(s), if awarded in accordance with subsection 2 of section 285.530, RSMo. I also affirm that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Business Entity Name)does not and will not knowingly employ a person who is an unauthorized alien in connection with the contracted services provided under the contract(s) for the duration of the contract(s), if awarded.

***In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)***

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| Authorized Representative’s Signature |  | Printed Name |
|  |  |  |
|  |  |  |
| Title |  | Date |
| E-Mail Address |  | E-Verify Company ID Number |

Subscribed and sworn to before me this \_\_\_\_\_\_\_\_\_\_\_\_\_ of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. I am

 (DAY) (MONTH, YEAR)

commissioned as a notary public within the County of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, State of

 (NAME OF COUNTY)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, and my commission expires on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

(NAME OF STATE) (DATE)

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|  |  |  |
| Signature of Notary |  | Date |