

CITY OF HOUSTON  
SCOPE OF WORK  
FOR  
STAINLESS STEEL COUNTERTOPS  
FOR  
GENERAL SERVICES DEPARTMENT  
BID I00237

It is the intent of the City of Houston to solicit the lowest and best responsible bid or price under competitive conditions. All materials and/or equipment shall be new unless stated otherwise.

Prospective bidders are advised that this bid is not to be considered restricted to any referenced manufacturer and all bidders are specifically directed to informal bid terms of the "General Conditions of Bidding".

The following are the minimum acceptable specifications:

**1.0 SCOPE OF WORK:**

Work under this contract shall include the furnishing of all labor, materials, supplies, tools, transportation services, supervision, and necessary insurance to provide and install stainless steel countertops at Houston Fire Department #44 located at 675 Maxey Road, Houston, TX 77013.

- 1.1 Contractor will provide 14 gauge stainless steel tops for (2) kitchen counters as per The attached plan. One counter cabinet is against a wall and the other is for an island cabinet.
- 1.2 Included in counter against the wall is a double sink that must be fully welded integral with countertop. Each sink compartment or bowl will be 18" x 16" from front to back x 12" deep with drain hole for a standard type basket/strainer.
- 1.3 The sink will have a raised platform 1/2" high x 3" wide x 12" long and fully welded integral with countertop for a standard faucet deck to mount on. The platform is designed to help prevent water from seeping through under the faucet deck and into cabinet below. The platform must be centered evenly with the center of the sink. Provide three (3) one inch diameter holes for a standard type faucet. See plan for location of platform.
- 1.4 Include a standard 3/4" x 4" back-splash and wall panels that rise from splash to the bottom of the upper wall cabinets. Provide cut outs where needed in wall panels for electrical receptacles. Space between countertop and upper wall cabinet is 19".
- 1.5 All exposed finish edges of top and shelf will be a standard "marine" type finish edge
- 1.6 All necessary butt joints must have a polished welded seam.
- 1.7 The finish will be a standard satin luster polish.
- 1.8 Contractor will furnish and attach a 3/4" CDX plywood substrate.
- 1.9 Contractor is responsible for verification of all dimensions.
- 1.10 Protect surrounding work from damage or disfiguration

**2.0 MATERIALS:**

- 2.1 To be determined by contractor.

**3.0 QUALITY ASSURANCE:**

- 3.1 Should any material be found defective, not meeting specifications, or that

which has not been approved in writing by the Owner shall, upon discovery (including any time within the period of the guarantee), be replaced with the specified equipment or material at no additional cost to the City.

#### **4.0 WARRANTY:**

- 4.1 A minimum of one (1) year warranty on the Contractor's labor and workmanship shall be provided. The guarantee (warranty) period shall begin the date the City officially accepts the turnkey job. Any warranty work is to be completed within three (3) calendar days after receipt of notification from the City of Houston. Warranty service shall be performed during normal business hours.

#### **5.0 DISCREPANCIES:**

- 5.1 The exact measurements are the responsibility of the Contractor.
- 5.2 If there are discrepancies in the specifications, the Contractor shall ask for a clarification from the City prior to bid opening.
- 5.3 If no clarification is requested, the City's judgement shall rule.

#### **GENERAL INFORMATION:**

- 6.1 Working hours on site will be 6:00 a.m. to 2:30 p.m., Monday through Friday. Different times will be considered but must be approved and prearranged with City of Houston GSD Field Supervisor.
- 6.2 Performance time shall be 30 workdays. Contractor must coordinate installation times and dates with Ken Mersiovsky, phone (713) 859-3261. If unavailable, call Robert Riebeling so no conflict with scheduled events will occur.

#### **7.0 WORKMANSHIP:**

- 7.1 All work shall be performed and completed in a thorough, workmanlike manner and in accordance with the latest proven practices of the trade by thoroughly skilled and experienced workmen.

#### **8.0 PERMITS:**

- 8.1 Unless specifications state otherwise successful Contractor shall be responsible for securing any and all permits for proposed work. Any fee charged for these permits shall be the responsibility of the Contractor and not the City of Houston.

#### **9.0 SITE VISIT:**

- 9.1 All prospective bidders are encouraged to arrange and attend a site visit with Ken Mersiovsky, phone (713) 859-3261. If unavailable, call Robert Riebeling, phone (713) 247 4889 to clarify the actual scope of work to be done. Failure of a bidder to arrange and attend a site visit shall not constitute grounds for later claim against the City.

- 9.2 The successful bidder's product shall be supported by an authorized service facility for securing replacement material without undue delay.

#### **10.0 TERMINATION OF AGREEMENT:**

- 10.1 This Contract may be terminated by the City Purchasing Agent upon fifteen (15) days notice in writing, if the materials and/or services furnished do not conform to the standard set forth herein; or if the deliveries and servicing of this Contract do not conform to the requirements detailed herein.

#### **11.0 CONTRACT COMPLETION:**

- 11.1 The Contractor shall complete this contract within thirty (30) calendar days of starting date of work. All work is to be performed during normal business hours.

#### **12.0 CLEAN-UP:**

- 12.1 Unless specifications state otherwise at the completion of all work, Contractor shall remove from the area all trash, rubbish, and debris caused by its operations, leaving the job site clean. Contractor shall vacuum carpet and polish base.

#### **13.0 PRODUCT LITERATURE/SPECIFICATION SHEETS:**

- 13.1 To evaluate bids, the user department and the City purchasing staff may require product literature/specification sheets. When required, the bidders(s) should submit the requested product literature/specification sheets within five (5) calendar days from date of request. **FAILURE ON BIDDER'S PART TO FURNISH THE REQUESTED TECHNICAL DATA IN THE TIME LIMIT GIVEN ABOVE MAY BE CAUSE FOR REJECTION OF THE BID.**