

INSTRUCTIONS TO BIDDERS

1. GENERAL INFORMATION:

SLI Design, Inc. is a design-build firm, responsible for the complete project, from initial concept presentation through client move-in. SLI performs in-house, all Architectural and Design, Construction Management / Supervision, and Coordination of Owner provided items. Structural, Civil, Mechanical, Electrical, and Plumbing design is provided by Engineering Consultants.

SLI's philosophy in design drawings is to indicate the finish concept with sufficient details to clarify the work. Full construction details of all components may not be shown in their entirety, but enough to clearly indicate the design intent. Subcontractors are encouraged to request information if information is not sufficient for pricing. Full details for construction will be provided by comments to subcontractor shop drawings, if needed.

2. SPECIFIC INFORMATION

Except in the instances stated below, Subcontractors shall include in their pricing all permanent material, miscellaneous material, consumables, labor, supervision, equipment, tools, insurances, etc. needed to perform their work, **EXCLUDING SALES TAX. Subcontractors MUST indicate Material and Labor separate cost breakout in their bid. A Sales Tax Re-Sale or Exemption Certificate will be issued as a part of the subcontract.**

Concrete ***SLI will provide Concrete Material, Reinforcement Steel, Concrete Accessories, Drilled Piers, and Concrete Pump Truck.***

Sub. - Concrete subcontractor will provide layout, form material (lumber / stakes / nails / etc.), form labor, grade beams and thickened slab area excavation labor, finish grading/leveling, rebar tie wire and labor to tie and place rebar, concrete tools (screed, edger, trowel, etc.), and placement / finish of concrete.

Masonry ***SLI will provide brick, concrete masonry units, cast stone.***

Sub. - Masonry subcontractor will provide grout, mixer, material handling equipment, scaffolding, ties, labor to install reinforcement steel, and labor to receive and install material.

Wood ***SLI will provide lumber, plywood, hangers and clips, structural trusses, glue-laminated components, and finish carpentry trim/moldings.***

Sub. - Carpentry subcontractor will provide labor to receive and unload material, handling and erection equipment, nails, tools and labor to install rough and finish carpentry.

Door/Frame ***SLI will provide hollow metal / aluminum / wood frames, doors and hardware.***

Sub. - Carpentry or Drywall subcontractor will provide labor for receipt, unloading, and installation of doors, frames, and hardware. Glazing subcontractor will provide and install alum framed glass doors complete with hardware.

Windows ***SLI will provide interior aluminum or wood window frames.***

Sub. - Carpentry or Drywall subcontractor will provide labor for receipt, unloading, and installation. Exterior windows will be provided and installed by Glazing Sub, as well as interior window/door glazing.

Drywall ***SLI will provide metal studs and sheetrock.***

Sub. - Drywall subcontractor will provide all other related misc. material, unloading, stocking and installation.

Flooring ***SLI will provide all flooring material (carpet, VCT, ceramic, stone).***

Sub. - Flooring subcontractor will provide labor for receipt, unloading, and installation.

Paint & ***SLI will provide all wallpaper/fabric material and labor.***

Wallcovering Paint contractor to finish sand and fill and provide/install all paint/stain materials.

Plumbing ***SLI will provide main fixtures (Sink, Lavatory, Faucet, WC, EWH, EDF).***

Sub. - Plumbing subcontractor will provide labor to receive, unload, and install fixtures and provide all other materials and tools needed for a complete installation.

HVAC ***SLI will provide major equipment (AHUs & Condensers).***

Sub. - Mechanical subcontractor will provide labor to receive, unload, and install equipment and provide all other material, labor and services needed for a complete installation.

Electrical ***SLI will provide all lighting fixtures, yard lights, lamps, Panels w/breakers and Disconnects.***

Sub. - Electrical subcontractor will provide labor to receive, unload, and install lighting fixtures, lamps and switchgear and provide all conduit, wire, outlets, switches, and other necessary materials and labor needed for a complete installation.

3. INSURANCE

Prior to the start of work all subcontractors shall provide evidence of insurance in a form acceptable to SLI including, but not necessarily limited to the following:

Proof of Insurance shall contain the following limits of liability for each Work Order, unless greater limits of liability are required by law:

- | | |
|---|---------------------------------|
| a) Workers' Compensation: | |
| (1) State | Statutory |
| (2) Employers Liability | \$1,000,000.00 (per accident) |
| b) Commercial General Liability Insurance | \$1,000,000.00 (per occurrence) |
| c) Automobile Liability Insurance | \$1,000,000.00 (per occurrence) |

If, for some reason, the Independent Contractor has been allowed to mobilize on site and has not provided General Liability coverage, the General Contractor will deduct ten percent (10%) of the contract amount to compensate for this act.

S.L.I. Group, Inc., S.L.I. Design, Inc., S.L.I. Construction, Inc. shall be named as an Additional Insured

All insurance must contain a waiver of subrogation by endoresment

4. SAFETY

The safety and health of each employee and subcontractor employee is the highest priority of SLI Group, Inc.. No job or task is so important that we cannot take the time to perform the work safely. The concept that all accidents are preventable must be an integral part of each activity – from initial planning to final execution. **Accidents are caused, they just don't happen!**

As our commitment to keeping your employees and our employees safe on the jobsite the following documents will be required:

- **Contractor Safety Information Sheet** (3 pages, attached) - **is required to be returned with your bid proposal**
- **Subcontractor Letter** (1 page) - The successful bidder will be issued this letter with the agreement. It is required to execute this letter and return it along with the agreement to SLI's office prior to the start of work.
- **Pre-Construction Subcontractor Safety Checklist** (1 page) – The successful bidder will be issued this letter with the agreement. It is required to execute this letter and return it along with the agreement to SLI's office prior to the start of work.
- **Company Safety Program** – The successful bidder will be required to submit to SLI a copy of your *Company Safety Program* in accordance with the **Subcontract Letter** noted above.