

# **Henry Street Office Renovation**

## **SCOPE OF WORK**

### **General**

The purpose of this work is to provide construction services for renovating an existing warehouse to house city staff.

### **Construction Phase**

All work shall be warranted for a period not less than one (1) year from the date of acceptance.

Contractor shall provide services for relocation of the Building Maintenance Offices shall include these, but not limited to;

1. The work shall include installation of masonry units. (CMU), steel door frames and partition wall shown on drawings.
2. The work will include the masonry and partition wall in the lower level, the structural framing for the second floor/ceiling and the bathrooms located on the second floor.
3. The work will not include any of the site work in the front of the building except for the plumbing line from the bathroom fixtures to the manhole in Henry Street.
4. The work will include the second floor flooring, bathrooms, guard rails, and stair.
5. The work will include closing in the entire building with new steel panel. See drawings.
6. All work will be done during normal working hour. No overtime or premium hours will be accepted.
7. Contractor shall coordinate with City staff if alternate times of work will be asked for.
8. The drawings are not to scale and each contractor shall be responsible for their own take off. City staff can provide estimated dimension, but not responsible for contractor take off numbers.
9. Contractor shall maintain a safe and clean site.
10. Contractor shall be responsible for securing and barricading the construction zone to limit pedestrian access.
11. Contractor is responsible for all License, Fees and Permits for the City of Spartanburg.
12. Contractor shall be responsible for insurance requirement per the Contract Documents.
13. Contractor shall be responsible for maintaining a clean site and shall leave the area of work clean at the end of the day.
14. Each contractor will be responsible to contact the City Construction Manager or staff to review the drawings on site.

Submit all questions in writing to: [dcook@cityofspartanburg.org](mailto:dcook@cityofspartanburg.org)  
No questions will be answered verbally.

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