
3. SCOPE OF WORK **(REVISION 1)**

3.1 OVERVIEW. The intent of this document is to obtain pricing from qualified contractors on the interior renovation of an office area at the Board-owned facility located at 255 Keystone Industrial Park Drive, Camdenton, MO 65020 (aka “Keystone facility”).

3.2 CURRENT ENVIRONMENT. The Keystone facility is a functioning public facility; construction must consider and facilitate normal operations to the greatest degree possible. Any work that may possibly disrupt services must be discussed with and approved by the Board’s Executive Director.

3.3 GUIDELINES & BID FORMAT. Provide all necessary materials, labor and equipment to complete the renovation of the office area at the Keystone facility. All proposals must be firm quotations for a minimum period of ninety (90) days from the due date. Proposals must reflect separate identification of labor and material costs for each line item; total line item costs for materials and labor; applicable warranties on labor and materials; estimated project beginning and end dates; and total cash price of the work proposed. All pricing must be listed separately by feature or function as listed below so the Board can evaluate:

- Secure state and/or local permits and/or inspections (if required)
- Remove existing shelving and other miscellaneous fixtures
- Remove and replace all sheetrock on walls and ceilings, install sheetrock in areas without sheetrock, and paint
- Remove and replace/install with new insulation in ceiling, exterior walls, and interior walls **(Added)**
- Upon removal of existing sheetrock, cut and cap unused plumbing fixtures in walls
- Dispose all debris and removed materials
- Replace existing entry doors with 42 inch, accessible doors and modify thresholds to accessibility standards
- Remove “pocket” doors (2) and 34” interior door (1); replace with 36” interior doors **(Added)**
- Move electrical switch box (1) and electrical outlet box (1) to accommodate installation of new doors **(Added)**
- Remove non load-bearing wall and double doors to main access to common area
- Install 42 inch, accessible doorway and door for main access to common area
- Install accessible door knobs or other fixtures as needed
- Install appropriate finish trim as needed