

## **EXHIBIT L – SUMMARY OF WORK**

Tigertail Beach Concession Repair and Enhancement Project  
Restroom Building Renovation/Repair  
Collier County, Florida

### **Project Overview:**

The Tigertail Beach Concession Repair and Enhancements Project – Restroom Building Renovation/Repair consist of restroom repairs/improvements, irrigation and landscaping. The objective of this project is to make the existing unusable restroom building operational and improve the adjacent landscaping. The work shall be constructed in accordance with the design documents prepared by Johnson Engineering, LLC, Parker/Mudgett/Smith Architects, Inc., Pape-Dawson, and others.

### **Background:**

This contract includes turn-key construction based on the signed and sealed drawings and technical specifications. The County expects proactive coordination from the General Contractor, including close collaboration with the design team and County project management. The contractor is expected to manage materials and labor efficiently and minimize risk from market fluctuations utilizing a detailed risk management plan for the project.

The General Contractor shall work closely with the design teams and authorities having jurisdiction on permitting efforts to facilitate the quickest start of the physical development and subsequent construction. Collier County fully expects the General Contractor to work with the design and project management team and employ any creative methods necessary to move the project forward to an on time and successful completion.

The chosen General Contractor must be proactive and provide professional project management support throughout the project. This shall include at a minimum project tracking and progress reports, detailed project accounting, experienced full-time supervision and detailed document management.

### **Licensing Requirements:**

An active General Contractor license or other applicable Florida licensure is required. All work must be performed by qualified individuals and firms meeting OSHA, FDEP, FDOT, and EPA standards. A qualified, dedicated superintendent must be on-site full-time during construction.

### **Permitting and Notification:**

All non-County permits necessary for the prosecution of the Work shall be procured and paid for by the Contractor. Trade contractors shall be responsible for fees associated with their disciplines. The County will issue a Notice to Proceed (NTP) or Limited Notice to Proceed (LNTP) as needed to facilitate early material procurement or construction start.

### **Survey and Layout:**

The signed and sealed drawings are provided outlining clearing, site and roadway plans, utilities, and additional work in detail. The Specification documents, at length, set forth expectations of work quality, processes, procedures, and provide details not contained within

the drawings. It is the responsibility of the Contractor to review the drawings and specifications to accurately bid the work.

**Underground Utilities Locator:**

Contractor to contact Sunshine 811 – Underground Utilities Locator as required by law and coordinate with all utility providers for locating and marking of existing facilities. The contractor shall coordinate with utilities for protection and adjustment of the existing utilities lines/mains as needed and/or required. All costs shall be included in the bid.

**Contractor and Owner-Purchased Materials and/or Equipment:**

No later than 30 days from contract execution, the General Contractor shall identify any materials or equipment for the project best purchased utilizing a direct material purchase program. The County will review the list with the contractor and identify which packages can be purchased directly. The Contractor shall manage this process to ensure the best feasible savings to the project without introducing risk to the project schedule.

The Contractor shall route, review, and approve the invoicing from project suppliers for purchase under this program. The contractor shall receive, unload, handle, store, protect and install all materials and items purchased under the program as if purchased by the Contractor themselves.

The General Contractor shall order all materials and equipment for the project early enough to insulate the project from the supply chain and logistics volatility that exists in the market and is expected to exist throughout the construction phase of the project.

The contractor is to include all required storage containers, storage unit costs or holding costs to facilitate the early ordering and delivery of the construction components both on and off-site. Collier County may provide payment for stored materials in accordance with all local ordinances and contract requirements with the appropriate insurance and backup documents, subject to approval by staff.

**Requirements:**

- All work must comply with Collier County Vertical Standards (CCVS), FDOT Standards, the Florida Building Code, and Collier County Utility Standards. The technical specifications of the project provided by the engineer of record shall take precedence over materials and product specifications in the vertical standards.
- All work must comply with NFPA 30/30A and 62-762, Florida Administrative Code (FAC).
- Obtain and pay for all local, state, and federal permits and inspection(s).
- The cost of preparing and providing paper and electronic copies of as built drawings shall be included in the bid.
- Debris Removal and Disposal. Dispose of debris at a licensed, regulated disposal site. Contractor must provide delivery and disposal receipts to the County. All associated costs shall be included in the bid, and waste removal must be reported within Procore’s Daily Log.
- The contractor must warranty labor and materials for a minimum of one (1) year following the completion of this project. Remediation work during the warranty period shall be at no cost to Collier County.

- All work must be performed by qualified employees. Credentials and licensure may be requested prior to commencing any work.
- The contractor and their subcontractors are required to comply with County Ordinance 2004-52, as amended. Background checks are valid for five (5) years and the vendor / subcontractor shall be responsible for all associated costs. The cost will be paid for by the Contractor and subcontractors.
- Work shall not commence until Collier County has issued the Notice to Proceed (NTP).
- Any infrastructure or site damage caused by Contractor shall be repaired and/or replaced (if necessary) at no cost to the Owner.
- Contractor must comply and maintain all OSHA and Collier County minimum standards as set by the Collier County Environmental Compliance Division.
- Contractors are responsible for reviewing all bid documents and providing qualified responses to be considered.
- A Project Sign shall be erected by Contractor upon issuance of a Notice to Proceed with the following requirements:
  - Sign size shall be four feet by eight feet (4'X8') to be placed on Project Site as directed by the County. The sign shall be supported by a minimum of two 4"x 4" white painted posts.
  - The left one quarter (1/4) of the sign shall contain the current Collier County logo and a listing of the current Collier County Board of County Commissioners with names and districts. **"Your Tax Dollars at Work"** shall be on the sign
  - Sign colors: English Ivy Green Glossy Background with White Letters; Border: Black Glossy
  - The right three quarters (3/4) side of the sign(s) shall contain the following:  
Name of Project: **Tigertail Beach Concession Repair & Enhancements Project.**  
**Project Design Professional: Johnson Engineering, LLC, Project Management: Gregory J Randall Project Manager Facilities Management Division .** Completion Date: **TBD** Start Date **TBD**

**Collier County Project Management Platform:**

The General Contractor shall use Collier County's project management platform (**Procore**) and utilize all tools including Requests for Information (RFIs), Submittals, Daily Log, Photos, Drawings, Specification, Meetings, Schedule, Transmittals, Inspections, Incidents, Budget, Documents, and Directory. The GC will be given full access to Procore and will be empowered to manage the RFI and Submittal workflows, document management, drawing meeting management, and all other project management tools to ensure an efficient project. There is no cost to the contractor for the use of this platform.

The GC will have the ability to invite subcontractors to the project to ensure full participation, access to the latest drawings, and efficient handling of RFIs and submittals.

**Management of Traffic:** Provide Management of Traffic for the project site, including but not limited to Collier County CMA 5807 and/or FDOT requirements. The contractor shall be responsible for all Maintenance of Traffic for the project. Maintenance of Traffic shall be in accordance with the FDOT Standard Index and the Manual of Uniform Traffic Control Device

(MUTCD, Part VI). Comply with Collier County CMA 5807 and associated Maintenance of Traffic Procedure. Spaces in front of the project area shall be managed to avoid public interaction.

**Project Logistics:**

The Contractor shall coordinate all work and access routes to ensure that construction activity does not impede access to or from Hernando Drive or Tigertail Beach. Traffic control plans and staging shall prioritize uninterrupted local circulation and emergency access at all times.

**General Requirements:**

Contractor must comply with all applicable federal, state, and local regulations, including the latest editions of the Florida Building Code, FDOT standards, Collier County Utility Standards, and Collier County Vertical Standards. All work must be performed in strict accordance with the project's signed and sealed construction plans, specifications, and details.

Contractor shall provide a one-year warranty for all labor and materials in addition to the specified manufacturers and subcontractor.

All employees and subcontractors must pass Collier County's background check process and be badged before working on-site.

Maintain site safety, traffic control, and access according to County and FDOT standards. Contractor must protect existing infrastructure and repair any damage caused during construction at no cost to the County.

**Timeline:**

The project is expected to be completed within the number of calendar days specified in the RFQ following issuance of the Notice to Proceed.

**Project Requirements:**

General Contractors are encouraged to visit the site and attend the pre-bid meeting.

All employees and subcontractors selected for this project will be required to be badged through Collier County background check and fingerprinting screening system. No personnel – at any level – will be accepted, nor allowed to work at the construction site, without a valid badge. Badge should always be worn and displayed. The Background checks are valid for five (5) years, and the vendor/subcontractor shall be responsible for all associated costs.

The contractor shall submit specifications, product data, and/or shop drawings on all materials, devices, equipment, or systems being installed at the project for approval by the Project Manager and/or project consultant prior to installation.

The contractor is expected to be familiar with the standards of the Americans with Disabilities Act (ADA) and Florida Building Code Accessibility Standards and ensure all work is completed in accordance with these codes and standards.

All items are to be installed per the manufacturer's recommendations and instructions. In addition, all work must comply with FDOT Standards current edition, Collier County Utility

Standards, and all current building Codes. If there are conflicts in codes/requirements, the more stringent code/requirement shall be required.

Once the work begins, it will be executed with such progress as may be required, to prevent delays in the general completion of the project. At all times, the general contractor shall schedule and direct the Work to provide an orderly progression to completion within the specified time.

The contractor will be required to provide daily reports with photographs of the progress, beginning with preconstruction photos and weekly reports after that, until the successful completion of the work.

**Project Management:**

The General Contractor shall designate, at a minimum, a full-time project manager and superintendent responsible for project coordination, scheduling, communication with stakeholders, and timely completion of deliverables. Daily logs, weekly progress reports, meeting minutes, and photo documentation shall be maintained in Procore.

**Compliance:**

All work must comply with federal, state, and local regulations, including ADA and accessibility standards, FDOT standards, and Collier County utility requirements. All construction activities shall be executed in strict accordance with the approved plans, specifications, and any governing standards. Products shall be installed per manufacturer specifications.

The project shall proceed in accordance with the contract documents and only upon the issuance of a Notice to Proceed by Collier County. Notices to Proceed or to stop/start work may be issued at the County's discretion.