



CITY of NOVI CITY COUNCIL

Agenda Item M
November 25, 2013

SUBJECT: Approval to award Novi Ice Arena's Coaches Office Build Out project to B Sarkett Construction Company, in the amount of \$25,711.

SUBMITTING DEPARTMENT: Parks, Recreation & Cultural Services

CITY MANAGER APPROVAL: 

EXPENDITURE REQUIRED	\$25,711
AMOUNT BUDGETED	\$40,000
APPROPRIATION REQUIRED	\$
LINE ITEM NUMBER	590-000.00-136.000

BACKGROUND INFORMATION:

In February 1997 the Novi Building Authority agreed to acquire, construct, furnish and equip the Novi Ice Arena and lease it to the City of Novi for 50 years. In return, the City agreed to pay/use Ice Arena cash rentals to meet the debt services requirements of the Novi Building Authority Bond issued to build the Novi Ice Arena. The most recent contract between the City of Novi and Suburban Arena Management, LLC, which manages the Ice Arena is dated June 6, 2011. In that agreement the use of excess revenue after expenses, capital reserve and debt service payments is addressed through the City's annual budget approval process. Periodically the Ice Arena makes deposits to the City of Novi. These deposits are used to offset any invoice payments made by the City (Warrant invoices) including payments to the financial institution that holds the debt obligation of the bond.

In June of 2012, a world renowned ice dancing coach approached the management team of the Novi Ice Arena about the possibility of bringing his successful ice dance skating program to the facility. To accommodate the new user groups, the Novi Ice Arena has created additional dressing room space for the skaters. This project will address the space needed by the new ice dance coaches. This new user group brought in an additional \$50,000 in revenue in the first year and that number is expected to grow this fiscal year. Providing this new space for this user group will help to keep them at the Novi Ice Arena for years to come.

The City of Novi advertised and received sealed bids for the Ice Arena Coaches Office Build Out until November 5th. NSA Architect engineers and planners had completed the construction specifications. A total of 5 companies bid on the construction project. Park staff is recommending the lowest bidder of B Sarkett Construction, Co., 23933 Allen Road, Woodhaven, MI, who had met all of the bid criteria.

Once the contract is awarded between the contractor and the City of Novi, a construction kick-off meeting with the City, NSA Architect, the Ice Arena and construction contractor will be scheduled.

RECOMMENDED ACTION: Approval to award Novi Ice Arena's Coaches Office Build Out project to B Sarkett Construction Company, in the amount of \$25,711.

	1	2	Y	N
Mayor Gatt				
Mayor Pro Tem Staudt				
Council Member Casey				
Council Member Fischer				

	1	2	Y	N
Council Member Markham				
Council Member Mutch				
Council Member Wrobel				

CITY OF NOVI
Ice Arena Coaches Office Build Out
Tuesday, November 05, 2013

Company	B Sarkett Construction Co.	Ally Construction	Envision Builders	SBL Construction	Braun Construction
Base Bid	\$ 25,711.00	\$ 28,193.00	\$ 33,700.00	\$ 36,750.00	\$ 49,750.00
Days required to complete the job	63	10-15 days	40.00%	50	15 work days
2 Addenda acknowledged	Yes	Yes	Yes	Yes	Yes
Exceptions/ Comments	4" insulated metal panel in lieu of spec'd 3"	3" insulated metal panel with standard profile supplied from in stock materials			Builders Risk Insurance is by Owner; Temporary power and ?? provided by Owner; Fees and permits for City of Novi inspections waived
Bid Bond Included	Yes	Yes	Yes	Yes	Yes



Novi Ice Arena
42400 Nick Lidstrom Drive
Novi, MI 48375

November 8, 2013

Attention: Mr. Kris Barnes
General Manager

Reference: Novi Ice Arena
Ice Arena Coaches Office Build-out
NSA Project No. 213098.00

Dear Kris,

Per your request, we have reviewed the Bid Forms submitted and opened on November 5, 2013 for the above referenced project.

B. Sarkett Construction Company is the apparent low bidder at \$25,711. NSA conducted a phone interview with them on November 7, 2013 to review their Bid Form. One item of discussion was the 63 days to complete the project, as noted by them on their Bid Form. They have been in contact with the City of Novi Fire Chief, and full engineered fire protection drawings will be required to be submitted by the Fire Protection Contractor for review. As the review process for this can be a few weeks, this has been incorporated into the 63 day completion date target. Also, their request to install a 4 inch insulated metal panel, in lieu of the specified 3 inch panel, is acceptable. This is due to availability of the product.

Based upon the above information, NSA sees no reason not to award this project to B. Sarkett Construction Company in the amount of \$25,711. This, however, is not a guarantee or warranty from NSA to the performance of this contractor, as they will be contracted directly with the City of Novi. Also, no alternates have been requested or recommended for acceptance.

If you have any questions regarding this information, please contact me at your convenience.

Sincerely,
NSA Architects, Engineers, Planners

Christopher C. Arnold, AIA, NCARB
Vice President

Frank A. Ray, AIA
Abdul H. Brinjikji, PE
Christopher C. Arnold, AIA
Roy G. Baker, AIA
James R. Hutchens, PE
Michael Serdink, AIA

23761 Research Drive
Farmington Hills, MI 48335
248.477.2444
248.477.2445 fax

www.nsa-ae.com

Founded 1960

CONTRACT FOR ICE ARENA LOCKER ROOM BUILD OUT

This Agreement shall be considered as made and entered into as of the date of the last signature ("Effective Date"), and is between the City of Novi, 45175 W. Ten Mile, Novi, Michigan 48375 "City", and B Sarkett Construction Co., whose address is 23933 Allen Road, Woodhaven, MI 48183, "Contractor."

Work. For and in consideration of payment by the City as provided under the Payment Section of this Contract, Contractor shall perform the work described on and in the Work Specifications listed in "Exhibit A", which is a part of this Contract, in a competent, efficient, timely, good and workmanlike manner and in compliance with the following terms and conditions.

Permits. The work to be performed includes applying and paying for, and obtaining issuance of all required permits and satisfying all requirements or conditions for such permits.

Bonds and Insurance. This Contract is conditioned on Contractor securing and maintaining the liability insurance specified in the Bid Specifications, which are a part of this Contract, which shall be confirmed by Certificate(s) of Insurance, with said coverages to be maintained for the life of this Contract and the City entitled to thirty (30) days written notice of any cancellations or changes. Contractor shall also supply payment, performance, and maintenance bonds as required, in a form acceptable to the City.

Time of Work. All Insurance requirements shall be satisfied within 14 days, and work shall be completed within 63 days of the Effective Date of this Contract. These time limits are of the essence of this Contract and failure to meet them shall permit City to terminate this Contract whether or not work has been commenced.

Payment. The City agrees to pay the Contractor the sum of \$25,711.00, payment to be made after satisfactory completion of the work and within thirty (30) days of receiving a final bill or invoice for the work from the Contractor, accompanied by a sworn statement and full unconditional waivers of lien, confirming that all subcontractors and any material suppliers have been paid in full.

Changes. Any changes in the provisions of this Contract must be in writing and signed by the City and Contractor.

Liability. Contractor shall be liable for any injury or damage occurring on account of the performance of its work under this Contract. Consistent with this liability, the Contractor agrees to defend, pay on behalf of, and hold harmless the City, its agents, and others working on its behalf against any and all claims, demands, suits, losses and settlements, including actual attorney fees incurred and all costs connected therewith, for any damages which may be asserted, claimed or recovered against the City by reason of personal injury and/or property damages which arises out of or is in any way connected or associated with this Contract.

Inspections, Notices and Remedies Regarding Work. During the performance of the work by Contractor, City shall have the right to inspect the work and its progress to assure that it complies with this Contract. If such inspections reveal a defect in the work performed or other default in this Contract, City shall provide Contractor with written notice to correct the defect or default within a specified number of days of the notice. Upon receiving such a notice, Contractor shall correct the specified defects or defaults within the time specified. Upon a failure to do so, the City may terminate this Contract by written notice and finish the work through whatever method it deems appropriate, with the cost in doing so a valid claim and charge against Contractor, or, preserve the claims of defects or defaults without termination by written notice to Contractor.

Demolition Disposal Requirements. The Contractor shall perform all work and dispose of all materials in compliance with all provisions of applicable federal, state, county and City environmental laws. This obligation includes lawful disposal of all material, with a condition of the City's payment obligation being Contractor delivering to City copies of written documents from the licensed landfill or disposal site, confirming the dates, quantities and types of demolition debris disposed of, the disposal costs and that those costs have been paid in full by Contractor.

Compliance with Laws. This Contract and all of Contractor's work and practices shall be subject to all applicable state, federal and local laws, rules or regulations, including without limitation, those which apply because City is a public governmental agency or body. Contractor represents that it is in compliance with all such laws and eligible and qualified to enter into this Contract.

Governing Law. This Contract shall be governed by the laws of the State of Michigan.

Assignment. Contractor shall not assign this Contract or any part thereof without the written consent of the City.

Successors and Assigns. This Contract shall be binding on the parties, their successors, assigns and legal representatives.

Notices. Written notices under this Contract shall be given to the parties at their addresses on page one by personal or registered mail delivery to the attention of the following persons:

City: Clay Pearson, City Manager and Maryanne Cornelius, City Clerk

Contractor: Brad Sarkett, Vice President

Contract Termination. The City may terminate and/or cancel this contract (or any part thereof) at any time during the term, any renewal, or any extension of this contract, upon thirty (30) days written notice to the Contractor, for any reason, including convenience without incurring obligation or penalty of any kind. The effective date for termination or cancelation shall be clearly stated in the written notice. In the event of

termination Contractor shall be paid as compensation in full for services performed to that date an amount calculated for that particular project. Such amount shall be paid by the City upon Contractor delivering or otherwise making available to the City all data, drawings, specifications, reports, estimates, summaries, and such other information and materials as may have been prepared and/or accumulated by Contractor in performing the services up to the date of termination.

Waivers. No waiver of any term or condition of this Contract shall be binding and effective unless in writing and signed by all parties, with any such waiver being limited to that circumstance only and not applicable to subsequent actions or events.

WITNESS AND DATES
OF SIGNATURES:

CITY OF NOVI

Date: _____

By: Robert J. Gatt
Its: Mayor

Date: _____

By: Maryanne Cornelius
Its: Clerk

WITNESSES AND DATES
OF SIGNATURES:

CONTRACTOR
B Sarkett Construction Co.

Date: _____

By: Brad Sarkett
Its: Vice President



CITY OF NOVI
ICE ARENA COACHES OFFICE BUILD OUT

BID FORM

ORIGINAL

We, the undersigned as bidder, propose to furnish to the City of Novi, according to the specifications, terms, conditions and instructions attached hereto and made a part thereof:

A. Base Bid \$ 25,711.00 Lump Sum

Days required to complete the job 63

We acknowledge receipt of the following Addenda: 1 & 2
(please indicate numbers)

EXCEPTIONS TO SPECIFICATIONS (all exceptions must be noted here):

4" INSULATED METAL PANEL IN LIEU OF SPEC'S 3"

COMMENTS: _____

REFERENCES: Please provide at least three client (3) references for projects of similar scope done in the last 3 years.

Company WAYNE CO. AIRPORT AUTHORITY
Address 1 DETROIT METRO AIRPORT - SMITH BUILDING

Phone 734 247 7678 Contact name JOE NORDONI

Company HURON-CLINTON METRO AUTHORITY
Address 13000 HIGH RIDGE DR. BRIGHTON, MI
Phone 810 623 2833 Contact name JIM SORAGHAN

Company 33RD DISTRICT COURT
Address 19000 VAN HORN RD. WOODHAVEN MI 48183
Phone 734 611 0201 Contact name PEG KIRIBAN

THIS BID SUBMITTED BY:

Company (Legal Registration) B SARKETT CONSTRUCTION CO.

Address 23733 ALLEN RD.

City WOODHAVEN State MI Zip 48183

Telephone 734 611 1577 Fax 734 611 3973

Agent's Name BRAD SARKETT

Agent's Title VP.

Signature BS

E-mail BRAD@B SARKETT.COM

Date 11-5-13



**NOTICE - CITY OF NOVI
INVITATION TO BID**

ICE ARENA COACHES OFFICE BUILD OUT

The City of Novi will receive sealed bids for **Ice Arena Coaches Office Build Out** according to the specifications of the City of Novi.

A mandatory pre-bid meeting will be held Tuesday, October 22, 2013 promptly at 10:00 A.M. at the Novi Ice Arena, 42400 Nick Lidstrom Drive, Novi, MI 48375.

Sealed bids will be received until **3:00 P.M.** prevailing Eastern Time, **Tuesday, November 5, 2013** at which time bids will be opened and read. Bids shall be addressed as follows and delivered to:

**CITY OF NOVI
CITY CLERK'S OFFICE**
45175 W. Ten Mile Rd.
Novi, MI 48375-3024

All bids must be signed by a legally authorized agent of the bidding firm. **OUTSIDE OF MAILING ENVELOPES/PACKAGES MUST BE PLAINLY MARKED "Ice Arena Coaches Room Build Out Bid" AND MUST BEAR THE NAME OF THE BIDDER.**

The City reserves the right to accept any or all alternative bids and award a contract to other than the lowest bidder, to waive any irregularities or informalities or both; to reject any or all bids; to subdivide the award, and in general to make the award of the contract in any manner deemed by the City, in its sole discretion, to be in the best interest of the City of Novi.

Sue Morianti
Purchasing Manager

Notice Dated: October 15, 2013

NOTICE TO BIDDERS:

The City of Novi officially distributes bid documents through the Michigan Intergovernmental Trade Network (MITN). **Copies of bid documents obtained from any other source are not considered official copies.** The City of Novi cannot guarantee the accuracy of any information not obtained from the MITN website and is not responsible for any errors contained by any information received from alternate sources. Only those vendors who obtain bid documents from the MITN system are guaranteed access to receive addendum information, if such information is issued. If you obtained this document from a source other than the source indicated, it is recommended that you register on the MITN site, www.mitn.info and obtain an official copy.



CITY OF NOVI
ICE ARENA COACHES OFFICE BUILD OUT
INSTRUCTIONS TO BIDDERS

This bid is issued by the Purchasing Office of the City of Novi.

IMPORTANT DATES

Bid Issue Date	October 15, 2013
Mandatory Pre-Bid Meeting	Tuesday, October 22, 2013, 10:00 a.m. Novi Ice Arena 42400 Nick Lidstrom Drive Novi, MI 48375
Last Date for Questions	Tuesday, October 29, 2013 by 12:00 p.m. Please submit all questions via email to: Sue Morianti, Purchasing Manager smorianti@cityofnovi.org
Response Due Date	Tuesday, November 5, 2013 by 3:00 p.m.

MANDATORY PRE-BID MEETING

The mandatory pre-bid meeting begins promptly at the time listed above and will be closed thereafter to latecomers. It is the vendor's responsibility to take traffic, weather, etc. into consideration in order to arrive at the pre-bid meeting on time.

QUESTIONS

Please email all questions to the person listed above. Please write the name of the bid in the subject line. If you write anything else in the subject line, your email may be deleted as spam.

TYPE OF CONTRACT

If a contract is executed as a result of the bid, it stipulates a fixed price for products/services.

BID SUBMITTALS

Provide **three (3)** copies of your bid, **one (1)** unbound signed and clearly marked as ORIGINAL, and **two (2)** copies of the original bid, clearly marked as COPY. Original bid may be clipped but should not be stapled or bound. Copies may be stapled and bound. The original and copies should be identical, excluding the obvious difference in labeling. No other distribution of the bids will be made by the Contractor. Bids must be signed by an official authorized to bind the Contractor to its provisions.

FAILURE TO SUBMIT PRICING ON THE BID FORM PROVIDED BY THE CITY OF NOVI MAY CAUSE THE BID TO BE CONSIDERED NON-RESPONSIVE AND INELIGIBLE FOR AWARD.

CHANGES TO THE BID/ADDENDUM

Should any prospective Bidder be in doubt as to the true meaning of any portion of the ITB, or should the Bidder find any patent ambiguity, inconsistency, or omission therein, the Bidder shall make a written request (via email) for official interpretation or correction. Such request shall be submitted to the staff member indicated above. The individual making the request shall be held responsible for its prompt delivery.

Such interpretation or correction, as well as any additional Bid provisions that the City may decide to include, will be made as an addendum, which will be posted on the MITN website at www.mitn.info . Any addendum issued by the City shall become part of the ITB and subsequent contract and shall be taken into account by each bidder in preparing its bid. Only written addenda are binding. It is the Bidder's responsibility to be sure they have obtained all addenda. Receipt of all addenda must be acknowledged on bid form.

SUBMISSION OF BID

Bids must be submitted in a sealed envelope, box, or package, and clearly marked with: ITB Title, Deadline, Respondent's name, address, phone, fax, and contact name. Failure to do so may result in a premature opening or failure to open such bid.

To be considered, sealed bids must arrive at City Clerk's Office on or before the specified time and date. There will be no exceptions to this requirement. The Clerk's Department time stamp will determine the official receipt time. Contractors mailing bids should allow ample time to ensure the timely delivery of their bid. Bids received after the closing date and time will not be accepted or considered. Faxed, emailed, or telephone bids are not acceptable. The City of Novi shall not be held responsible for lost or misdirected bids. The City reserves the right to postpone a bid opening for its own convenience.

All prices and notations must be typed or printed in ink. No erasures are permitted. Mistakes may be crossed out and corrections must be initialed in ink by the person signing the bid. Bids must be signed by an Authorized Representative of the submitting Company on the enclosed form. Bids must show unit and total prices if requested. In case of mistakes in price extension, unit pricing shall govern.

A bid may be withdrawn by giving written notice to the Purchasing Manager before the stated due date/closing time. After the stated closing time, the bid may not be withdrawn or canceled for a period of One Hundred and Twenty (120) days from closing time.

Failure to include in the bid all information requested may be cause for rejection of the bid.

Bidders are expected to examine all specifications and instructions. Failure to do so will be at the bidder's risk.

Any samples, CDs, DVDs or any other items submitted with your bid will not be returned to the contractor.

No bid will be accepted from, or contract awarded to any person, firm, or corporation that is in arrears or is in default to the City Novi upon any debt or contract, or that is in default as surety or otherwise, or failed to perform faithfully any previous contract with the City.

USE OF THE CITY LOGO IN YOUR BID IS PROHIBITED.

CONSIDERATION OF BIDS

In cases where items are requested by a manufacturer's name, trade name, catalog number or reference, it is understood that the bidder/proposer intends to furnish the item so identified or an item of "equal" quality and value as determined by the City of Novi.

Reference to any of the above is intended to be descriptive, but not restrictive, and only indicates articles that will be satisfactory. Bids of "equal" quality and value will be considered, provided that the bidder states in his/her bid what he/she proposed to furnish, including literature, or other descriptive matter which will clearly indicate the character of the item covered by such bid.

The Purchasing Manager hereby reserves the right to approve as an "equal", any item proposed which contains minor or major variations from specification requirements, but which may comply substantially therewith.

RESPONSIVE BIDS

All pages and the information requested herein shall be furnished completely in compliance with instructions. The manner and format of submission is essential to permit prompt evaluation of all bids on a fair and uniform basis. Unit prices shall be submitted if space is provided on bid form. In cases of mistakes in extension, the unit price shall govern. Accordingly, the City reserves the right to declare as non-responsive, and reject an incomplete bid if material information requested is not furnished, or where indirect or incomplete answers or information is not provided. Any exceptions to the specifications must be noted on the bid form.

EXCEPTIONS

The City will not accept changes or exceptions to the bid documents/specifications unless Contractor indicates the change or exception in the "Exceptions" section of the bid form. If Contractor neglects to make the notation on the bid form but writes it somewhere else within the bid documents and is awarded the contract, the change or exception will not be included as part of the contract. The original terms, conditions and specifications of the bid documents will be applicable during the term of the contract.

CONTRACT AWARD

The contract will be awarded to that responsible, responsive bidder whose bid, conforming to this solicitation, will be most advantageous to the City of Novi. Qualifications, experience, references, comparable projects, price, previous experience with vendor/contractor, delivery, and other factors will be considered in the evaluation process and award of contract. The City reserves the right to accept any or all alternative bids and award the contract to other than the lowest bidder, to waive any irregularities or informalities or both; to reject any or all bids; and in general to make the award of the contract in any manner deemed by the City, in its sole discretion, to be in the best interest of the City of Novi.

After contract award, a summary of total price information for all submissions will be posted on the MITN website at www.mitn.info .

The City may, from time to time, find it necessary to continue this contract on a month-to-month basis only, not to exceed a six (6) month period. Such month-to-month extended periods shall be by mutual agreement of both parties, with all provisions of the original contract or any extension thereof remaining in full force and effect.

BID BOND

A Bid must be accompanied by Bid security made payable to OWNER (City of Novi) in an amount of 5% of Bidder's maximum Bid price. The required security must be in the form of a certified or bank cashier's check made payable to the City of Novi or a Bid bond by a surety licensed to conduct business in the State of Michigan and named in the current list of "Surety Companies Acceptable on Federal Bonds" as published in the Federal Register by the Audit Staff Bureau of Accounts, U.S. Treasury Department. Attorneys-in-fact who execute the Bid Security or Bid Bond on behalf of the Surety shall affix to the bond a certified copy of the power of attorney. The Bid security of the successful Bidder will be retained until the Agreement has been executed and the successful bidder has furnished the required Contract security, whereupon Bid Security will be returned. If Bidder fails to execute and deliver the Agreement and furnish the required Contract security within ten days of receipt of the Notice of Award, Owner may annul the Notice of Award and the Bid security of that Bidder will be forfeited. The Bid Security of any bidder whom owner believes to have a reasonable chance of receiving the Award may be retained by the OWNER until the earlier of the seven (7) days after the effective date of the Agreement or 90 days after the bid opening. Bid Security of other Bidders will be returned within seven (7) days of the Bid Award.

PERFORMANCE, PAYMENT, AND MAINTENANCE AND GUARANTEE BONDS

Performance, Payment, and Maintenance and Guarantee Bonds shall be provided by the successful bidder within 15 days of award of contract. **Contractor will include with their bid a letter from their Bonding Company indicating that they will be able to secure bonds as specified upon award of the contract. The language as specified is required.**

PERFORMANCE BOND

The successful bidder will be required to enter into a contract with the City of Novi. A performance bond equal to one hundred percent (100%) of the contract sum shall be required. **The City will not accept a check as performance surety.**

PAYMENT BOND

The successful bidder shall be required to furnish a Payment Bond equal to 100% of the contract sum as security for payment of all persons performing labor, furnishing materials and equipment rental in connection with this contract.

MAINTENANCE AND GUARANTEE BOND

The successful bidder shall be required to furnish a Maintenance and Guarantee Bond, equal to 100% of the **final** contract sum, for a period of one (1) year from the date of City Council acceptance of Final Payment and balancing Change Order, to keep in good order and repair any defect in all the work done under this contract, either by the principal or his subcontractors.

GENERAL CONDITIONS

INSURANCE

A certificate of insurance naming the City of Novi as an additional insured must be provided by the successful bidder prior to commencement of work. A current certificate of insurance meeting the requirements in Attachment A is to be provided to the City and remain in force during the entire contract period.

PERMITS

Where required by code, permits and all required inspections must be obtained by the Contractor. Fees for permits and inspections obtained from the City of Novi will be waived by the City for work on City buildings. Upon completion, all work will be subject to the State Laws and City Ordinance Codes.

TAX EXEMPT STATUS

It is understood that the City of Novi is a governmental unit, and as such, is exempt from the payment of all Michigan State Sales and Federal Excise taxes. Do not include such taxes in the bid prices. The City will furnish the successful bidder with tax exemption certificates when requested. The City's tax-exempt number is 38-6032551.

The following exception shall apply to installation projects: When sales tax is charged to the successful bidder for materials to be installed during the project, that cost shall be included in the "Complete for the sum of" bid price and not charged as a separate line item. The City is not tax exempt in this case and cannot issue an exemption certificate.

FREIGHT CHARGES/SHIPPING/HANDLING

All bid/proposal pricing is to be F.O.B. destination.

DOWN-PAYMENTS OR PRE-PAYMENTS

Any bid proposal submitted which requires a down-payment or prepayment prior to delivery and full acceptance of the item(s) as being in conformance with specifications will not be considered for award.

INVOICING

Invoices must be mailed to: City of Novi, Attn: Finance Department, 45175 W. Ten Mile Road, Novi, MI 48375

CONTRACT TERMINATION

The City may terminate and/or cancel this contract (or any part thereof) at any time during the term, any renewal, or any extension of this contract, upon thirty days (30) days written notice to the Contractor, for any reason, including convenience without incurring obligation or penalty of any kind. The effective date for termination or cancellation shall be clearly stated in the written notice.

TRANSFER OF CONTRACT/SUBCONTRACTING

The successful bidder will be prohibited from assigning, transferring, converting or otherwise disposing of the contract agreement to any other person, company or corporation without the expressed written consent of the City of Novi. Any subcontractor,

so approved, shall be bound by the terms and conditions of the contract. The contractor shall be fully liable for all acts and omissions of its subcontractor(s) and shall indemnify the City of Novi for such acts or omissions.

NON-DISCRIMINATION

In the hiring of employees for the performance of work described in this ITB and subsequent contract, neither the contractor, subcontractor, nor any person acting in their behalf shall by reason of religion, race, color, national origin, age, sex, height, weight, handicap, ancestry, place of birth, sexual preference or marital status discriminate against any person qualified to perform the work required in the execution of the contract.

ACCEPTANCE OF BID CONTENT

Should a contract ensue, the contents of the bid of the successful Bidder may become contractual obligations. Failure of a contractor to accept these obligations may result in cancellation of the award.

DISCLOSURE

All documents, specifications, and correspondence submitted to the City of Novi become the property of the City of Novi and are subject to disclosure under the provisions of Public Act No. 442 of 1976 known as the "Freedom of Information Act". This Act also provides for the complete disclosure of contracts and attachments hereto. This means that any informational material submitted as part of this ITB is available without redaction to any individual or organization upon request.

ECONOMY OF PREPARATION

Bids should be prepared simply and economically, providing a straightforward and concise description of the bidder's ability to meet the requirements of the bid. Emphasis should be on completeness and clarity of content. Included in the response must be a point by point response to the Requirements and other sections of the bid.

The City of Novi is not liable for any costs incurred by bidders prior to issuance of a contract.

MATERIAL SAFETY DATA SHEETS (MSDS)

All City of Novi purchases require a Material Safety Data Sheet, ("MSDS"), where applicable, in compliance with Miosha "Right To Know" law. The MSDS must include the following information:

1. The chemical name and the common name of the toxic substance.
2. The hazards or other risks in the use of the toxic substance, including:
 - a) The potential for fire, explosion, corrosivity, and reactivity;
 - b) The known acute and chronic health effects of risks from exposure, including the medical conditions which are generally recognized as being aggravated by exposure to the toxic substance; and
 - c) The primary routes of entry and symptoms of overexposure.
3. The proper precautions, handling practices, necessary personal protective equipment, and other safety precautions in the use of or exposure to the toxic substances, including appropriate emergency treatment in case of overexposure.

4. The emergency procedure for spills, fire, disposal, and first aid.
5. A description in lay terms of the known specific potential health risks posed by the toxic substance intended to alert any person reading this information.
6. The year and month, if available, that the information was compiled and the name, address, and emergency telephone number of the manufacturer responsible for preparing the information.

INDEPENDENT PRICE DETERMINATION

By submission of a bid, the offerer certifies, and in case of a joint bid, each party hereto certifies as to its own organization, that in connection with the bid:

- (a) The prices in the bid have been arrived at independently without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other offerer or with any other Competitor; and
- (b) No attempt has been made or will be made by the offerer to induce any other person or firm to submit or not submit a bid for the purpose of restricting competition.

Each person signing the bid certifies that:

- (c) He is the person in the offerer's organization responsible within that organization for the decision as to prices being offered in the bid and that he has not participated and will not participate in any action contrary to (a) and (b) above; or
- (d) He is not the person in the offerer's organization responsible within that organization for the decision as to prices being offered in the bid but that he has been authorized in writing to act as agent for the persons responsible for such decisions in verifying that such persons have not participated, and will not participate, in any action contrary to (a) and (b) above, and that as their agent, does hereby so certify; and that he has not participated, and will not participate in any action contrary to (a) and (b) above.

A bid will not be considered for award if the sense of the statements required in the bid has been altered so as to delete or modify the above.



CITY OF NOVI
ICE ARENA COACHES OFFICE BUILD OUT
SPECIFICATIONS

Refer to the attached NSA Architects, Engineers, Planners drawings dated October 15, 2013, as follows:

- G-001 Title Sheet
- A-1 Demo, Floor, Power and Lighting Plans
- A-102 Composite Floor Plan-Key Plan (for Reference Only)
- A-2 Sections & Details, Room & Door Schedules
- A-3 General & Structural Specifications
- A-4 Electrical Specifications



**CITY OF NOVI
INSURANCE REQUIREMENTS
ATTACHMENT A**

1. The Contractor shall maintain at its expense during the term of this Contract, the following insurance:
 - a. **Worker's Compensation** insurance with the Michigan statutory limits and Employer's Liability insurance with minimum limits of **\$100,000** (One Hundred Thousand Dollars) each accident.
 - b. **Commercial General Liability Insurance** – The Contractor shall procure and maintain during the life of this contract, Commercial General Liability Insurance, Personal Injury, Bodily Injury and Property Damage on an "Occurrence Basis" with limits of liability not less than **\$1,000,000** (One Million Dollars) per occurrence combined single limit.
 - c. **Automobile Liability** insurance covering all owned, hired and non-owned vehicles with Personal Protection insurance to comply with the provisions of the Michigan No Fault Insurance Law including Residual Liability insurance with minimum bodily injury limits of **\$1,000,000** (One Million Dollars) each person and **\$1,000,000** (One Million Dollars) each occurrence and minimum property damage limits of **\$1,000,000** (One Million Dollars) each occurrence.
2. All policies shall name the Contractor as the insured and shall be accompanied by a commitment from the insurer that such policies shall not be canceled or reduced without at least thirty (30) days prior notice date to the City; alternately, contractor may agree to provide notice of such cancellation or reduction.
3. The City of Novi shall be named as Additional Insured for General Liability and Auto Liability. Certificates of Insurance evidencing such coverage shall be submitted to City of Novi, Purchasing Department, 45175 West Ten Mile Road, Novi, Michigan 48375-3024 prior to commencement of performance under this Contract and at least fifteen (15) days prior to the expiration dates of expiring policies. A current certificate of insurance must be on file with the City for the duration of the contract. Said coverage shall be primary coverage rather than any policies and insurance self-insurance retention owned or maintained by the City. Policies shall be issued by insurers who endorse the policies to reflect that, in the event of payment of any loss or damages, subrogation rights under those contract documents will be waived by the insurer with respect to claims against the City
4. The Contractor shall be responsible for payment of all deductibles contained in any insurance required hereunder.

5. If, during the term of this Contract, changed conditions or other pertinent factors should in the reasonable judgment of the City render inadequate insurance limits, the Contractor will furnish on demand such additional coverage as may reasonably be required under the circumstances. All such insurance shall be effected at the Contractor's expense, under valid and enforceable policies, issued by the insurers of recognized responsibility which are well-rated by national rating organizations and are acceptable to the City.
6. If any work is sublet in connection with this Contract, the Contractor shall require each subcontractor to effect and maintain at least the same types and limits of insurance as fixed for the Contractor.
7. The provisions requiring the Contractor to carry said insurance shall not be construed in any manner as waiving or restricting the liability of the Contractor under this contract.
8. The City has the authority to vary from the specified limits as deemed necessary.

ADDITIONAL REQUIREMENTS

HOLD HARMLESS/INDEMNITY

1. The Contractor agrees to fully defend, indemnify and hold harmless the City, its City Council, its officers, employees, agents, volunteers and contractors from any claims, demands, losses, obligations, costs, expenses, verdicts, and settlements (including but not limited to attorney fees and interest) resulting from:
 - A. Acts or omissions by the Contractor, its agents, employees, servants and contractors in furtherance of execution of this Agreement, unless resulting from the sole negligence and tort of the City, its officers, employees, agents and contractors.
 - B. Violations of state or federal law involving whether administrative or judicial, arising from the nature and extent of this Agreement.
 - C. The Contractor agrees to defend the City from and against any and all actions or causes of action, claims, demands or whatsoever kind or nature arising from the operations of the Contractor and due to the acts or omissions of the Contractor or its agents, including, but not limited to, acts of omissions alleged to be in the nature of gross negligence or willful misconduct. The Contractor agrees to reimburse the City for reasonable attorney fees and court costs incurred in the defense of any actions, suits, claims or demands arising from the operations of the Contractor under this Agreement due to the above-referenced acts or omissions.
2. The Contractor agrees that it is its responsibility and not the responsibility of the City of safeguard the property and materials used in performing this Contract. Further the Contractor agrees to hold the City harmless for any loss of such property and materials used in pursuant to the Contractor's performance under this Contract.
3. The Contractor shall not discriminate against any employee, or applicant for employment because of religion, race, color, national origin, age, sex, height, weight, handicap, ancestry, place of birth, sexual preference or marital status. The Contractor further covenants that it will comply with the Civil Rights Act of 1973, as amended; and the Michigan Civil Rights Act of 1976 (78. Stat. 252 and 1976 PA 453) and will require a similar covenant on the part of any consultant or subcontractor employed in the performance of this contract.

PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS THAT _____
as Principal, hereinafter called the CONTRACTOR, and _____

as Surety, hereinafter called Surety, and held and firmly bound unto

CITY OF NOVI, MICHIGAN

as Obligee, hereinafter called the OWNER, in the amount of _____
_____ Dollars (\$ _____)
for the payment of which the CONTRACTOR and SURETY bind themselves, their heirs,
executors, administrators, successors and assigns, jointly and severally, firmly by these
presents.

WHEREAS, the CONTRACTOR has been awarded a Contract by the
OWNER for the construction of

Ice Arena Coaches Office Build Out

in accordance with Plans and Specifications prepared by *NSA Architects, Engineers,
Planners, Project No. 213098.00*, which award was conditioned on the CONTRACTOR
providing this Performance Bond and which Contract upon being fully executed by the
OWNER and the CONTRACTOR shall by reference automatically be made a part
hereof, and is hereinafter referred to as "the Contract."

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that, if the
CONTRACTOR shall promptly and faithfully perform said Contract, in accordance with
the terms and conditions of the Contract, then the CONTRACTOR and SURETY shall
have no further obligation under this bond; otherwise it shall remain in full force and
effect, subject, however, to the following conditions.

1. The SURETY hereby waives notice of any alteration or extension of
time under the Contract made by the OWNER.

2. SURETY'S obligation under this Performance Bond shall arise after
the OWNER has declared a Contractor Default as defined below, formally terminated
the Contract or the CONTRACTOR'S right to complete the Contract, and notified the
SURETY of the OWNER'S claim under this Performance Bond.

3. When the OWNER has satisfied the conditions of Paragraph 2
above, the SURETY shall, at the SURETY'S sole cost and expense, undertake one or more
of the following actions:

a. Arrange for the CONTRACTOR to perform and complete the
Contract; provided, however, that the SURETY may not proceed with this option, except

upon the express written consent of the OWNER, which consent may be withheld by the OWNER for any reason; or

b. Perform and complete the Contract itself, through qualified contractors who are acceptable to the OWNER, through a contract between the SURETY and qualified contractors, performance and completion of which shall be undertaken in strict accordance with the terms and conditions of the Contract, including (but not limited to) time for completion; or

c. Tender payment to the OWNER in the amount of all losses incurred by the OWNER as a result of the Contractor Default, as determined by the OWNER, for which the SURETY is liable to the OWNER, including all costs of completion of the Contract and all consequential losses, costs, and expenses incurred by the OWNER as a result of the Contractor Default, and including all unpaid fees or payments owed to the OWNER by the CONTRACTOR under the Contract, except that SURETY'S payment under this option shall in no event exceed the limit of the Bond Amount. The SURETY may not proceed with this option, in lieu of the options set forth in paragraphs (a) or (b) above, except upon the express written consent of the OWNER, which consent may be withheld by the OWNER for any reason.

4. The SURETY shall proceed under Paragraph 3, above, within fourteen (14) business days after notice from the OWNER to the SURETY of the Contractor Default, of the formal termination of the Contract or the CONTRACTOR'S right to complete the Contract, and of the OWNER'S intention to have SURETY complete the Contract, except that SURETY shall proceed within twenty-four (24) hours after notice where the notice states that immediate action by SURETY is necessary to safeguard life or property.

5. If SURETY fails to proceed in accordance with Paragraphs 3 and 4, above, then SURETY shall be deemed to be in default on this Performance Bond three (3) business days after receipt of written notice from OWNER to SURETY demanding that SURETY perform its obligations under this Performance Bond. Thereafter, if notice to SURETY is without effect, OWNER shall be entitled to enforce any legal or equitable remedies available to OWNER, including completion of the Contract by contractors of its own choosing or OWNER'S employees or agents, and CONTRACTOR and SURETY shall, jointly and severally, be liable for all costs of such completion and all consequential losses, costs, and expenses so incurred (including all unpaid fees and expenses owed to the OWNER by the CONTRACTOR as a result of the CONTRACTOR'S default).

6. After OWNER has terminated the Contract or the CONTRACTOR'S right to complete the Contract, and if SURETY is proceeding under subparagraphs 3(a) or 3(b) above, then the responsibilities of SURETY to the OWNER shall not be greater than those of the CONTRACTOR under the Contract, and the responsibilities of the OWNER to the SURETY shall not be greater than those of the OWNER under the Contract. SURETY shall be obligated to the limit of Bond Amount as set forth on the front page; subject, however, to a commitment by the OWNER for payment to the SURETY of

the Balance of the Contract Price in mitigation of costs and damages on the Contract. SURETY shall be obligated, without duplication, for:

a. The responsibilities of CONTRACTOR for correction of defective or unsuitable work and performance and completion of the Contract.

b. Additional legal, design professional, and delay costs incurred by the OWNER as a result of the Contractor's Default, and as a result of SURETY'S actions or failures to act under Paragraph 5, above;

c. Liquidated damages as specified in the Contract, or, if no liquidated damages are specified in the Contract, actual damages and consequential damages incurred by the OWNER as a result of delayed performance or nonperformance of Contract by the CONTRACTOR or the SURETY; and

d. Payment of all unpaid and due and owing fees or payments owed to the OWNER under the Contract at the time of the Contractor Default.

7. To the extent of payment to the SURETY of the Balance of the Contract Price, SURETY shall defend, indemnify, and hold harmless OWNER from all claims, suits, causes of actions, and demands (including all costs of litigation and a reasonable attorney's fee), which are brought against the OWNER by the CONTRACTOR or by any other party and which arise from or by reason of payment to the SURETY the Balance of the Contract Price.

8. All notices to SURETY or CONTRACTOR shall be mailed or delivered to the respective addresses shown on the signature page. In the event of a change in address of SURETY or CONTRACTOR, such party shall promptly provide notice to the OWNER and the other party, with such notice to include the Contract number and this Performance Bond number.

9. Any provision of this Performance Bond that conflicts with the statutory or legal requirements of Michigan Public Act 213 of 1963 shall be deemed deleted here from and the provisions of such statutory or other legal requirements shall be deemed incorporated herein.

10. The law controlling the interpretation or enforcement of this Performance Bond shall be Michigan law.

11. Definitions

a. Balance of the Contract Price: The total amount payable by the OWNER to the CONTRACTOR under the Contract after all proper adjustments have been made, including change orders and credits due the OWNER, reduced by all valid and proper payments made to or on behalf of the CONTRACTOR under the Contract and reduced further by all direct costs and expenses incurred by the OWNER as a result of the Contractor Default, including costs of additional supervision or inspection by OWNER of the CONTRACTOR'S work under the Contract and fees and expenses paid to

consultants or others hired by the OWNER for purposes of monitoring or investigating the CONTRACTOR'S work under the Contract.

b. Contract: The agreement between the OWNER and the CONTRACTOR identified on the front page.

c. Contractor Default: "Contractor Default" shall mean the failure or refusal of the CONTRACTOR, after written notice from the OWNER, to cure or remedy, or commence to sure or remedy, a violation of the contract within the time for such cure or remedy under the Contract. "Contractor Default" shall also mean the occurrence of an "event of default" or a "termination for cause" as those or similar terms are defined or provided for in the Contract's terms, conditions, and provisions.

Signed and Sealed This _____ day of _____, 20_____

In the Presence of: *(fill-in name of contractor)*

WITNESS

Principal

Title

WITNESS

Surety

Title

Address of Surety

Bond No.

City

Zip Code

MAINTENANCE AND GUARANTEE BOND

KNOW ALL MEN BY THESE PRESENTS, that we _____
hereinafter called the "Principal", and _____

hereinafter called the "Surety," are held and firmly bound unto

CITY OF NOVI, MICHIGAN

Hereinafter called the "Owner," as Obligee, for the just and full sum of _____
_____ Dollars (\$ _____)
for the payment whereof, well and truly to be made, we bind ourselves, our heirs,
executors, administrators, successors, and assigns, jointly and severally, firmly by these
presents.

WHEREAS, the above named Principal was awarded a Contract by the Owner
dated the _____ day of _____, for the construction of

Ice Arena Coaches Office Build Out

AND WHEREAS, this Contract was awarded upon the express condition
that the Principal would furnish a one (1) year Maintenance Bond from the date of
formal acceptance by the City Council to repair or replace any deficiencies in Labor or
Material;

AND WHEREAS, the Principal warrants the workmanship and all materials
used in the construction installation, and completion of said project to be of good
quality and constructed and completed in a workmanlike manner in accordance with
the standards, specifications and requirements of the said job;

NOW, THEREFORE, the condition of this obligation is such that if the above
Principal shall replace such defective material and shall repair all defects due to
defective workmanship and/or materials that shall occur on or before one (1) year of
final acceptance by Owner through resolution of the City Council, then this obligation
shall be void, otherwise to be and remain in full force, effect and virtue.

If the Principal does not correct defects reported in writing by the Owner to the
Principal and Surety by repair or replacement as directed by the Owner within the time
required, which shall not be less than seven (7) days from service of the notice, the
Owner shall have the right to perform or secure the performance of the corrections,
with all costs and expenses in doing so, including an administrative fee equal to twenty-
five percent (25%) of the repair costs, charged to and to be received from the Principal
or Surety.

Emergency repairs that are necessary to protect life and property may be undertaken by the Owner immediately and without advance notice to the Principal and Surety, with the cost and expense of the repair, plus the administrative fee, to be charged to and received from the Principal and Surety.

Any repairs the Owner may perform as provided in this Bond may be by Owner employees, agents, or independent contractors. The Owner shall not be required to utilize competitive bidding unless otherwise required by applicable law, with labor cost and expense charges when Owner employees are utilized to be based on the hourly cost to the Owner of the employee(s) performing the repair.

It is further condition of this Bond that the Principal and Surety shall fully indemnify, defend, and hold the Owner, its agents and other working on the Owner's behalf, harmless from all claims for damages or injuries to persons or property arising from or related to defects in work or materials, the correction of which are covered and guaranteed by this Bond, including claims arising under the worker's compensation laws of the State of Michigan.

Signed and Sealed this _____ day of _____, 20__.

In the Presence of:

WITNESS

(fill-in name of construction contractor)

Principal

Title

Surety

Title

Address of Surety

Bond No.

City

Zip Code

PAYMENT BOND

KNOW ALL MEN BY THESE PRESENTS that _____
as Principal, hereinafter called the CONTRACTOR, and _____

as SURETY, hereinafter called Surety, are held and firmly bound unto

CITY OF NOVI, MICHIGAN

as Obligee, hereinafter called the OWNER, for the use and benefit of claimants hereinbelow defined, in the amount of _____
_____ Dollars (\$ _____)
(Amount shall be shown in both words and figures).

for the Payment of which the CONTRACTOR and SURETY bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, CONTRACTOR has been awarded a Contract by the OWNER for the construction of

Ice Arena Coaches Office Build Out

in accordance with Plans and Specifications prepared by *NSA Architects, Engineers, Planners, Project No. 213098.00*, which award was conditioned on the CONTRACTOR providing this Payment Bond and which Contract upon being fully executed by the OWNER and the CONTRACTOR shall be referenced automatically be made a part hereof and is hereinafter referred to as "the Contract."

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that if the CONTRACTOR shall promptly make payment to all claimants as hereinafter defined, for all labor, material, and equipment used or reasonably required for use in the performance of the Contract, then this obligation shall be null and void; otherwise it shall remain in full force and effect, subject, however to the following conditions:

A. A claimant is defined as one having a direct contract with the CONTRACTOR or with a subcontractor of the CONTRACTOR for labor, material, or both, used or reasonably required for use in the performance of the Contract, labor and material being construed to include that part of water, gas, power, light, heat, oil, gasoline, telephone service, or rental of equipment directly applicable to the Contract.

B. The above named CONTRACTOR and SURETY hereby jointly and severally agree with the OWNER that every claimant as herein defined, who has not been Paid in full before the expiration of a period of ninety (90) days after the date on which the last of such claimant's work or labor was done or performed, or materials were furnished by such claimant, may sue on this bond for the use of such claimant, prosecute the suit to final judgment for such sum or sums as may be justly due claimant,

and have execution thereon. The OWNER shall not be liable for the payment of any costs or expenses of any such suit.

C. SURETY'S obligation to pay a Claimant under this Payment Bond is conditioned on the Claimant providing notice of, perfecting, and prosecuting its claim in compliance with the requirements of Michigan Public Act No. 213 of 1963, as amended, and other applicable Michigan law. Any provision of this Payment Bond that conflicts with the statutory or legal requirements set forth in Michigan Public Act 213 of 1963 shall be deemed deleted herefrom, and the provisions of such statutory or other legal requirements shall be deemed incorporated herein.

At least sixty (60) days prior written notice shall be given to the OWNER by the SURETY of any intention to cancel, replace, or materially alter this bond, such notice to be given by registered mail to the OWNER and Principal.

Signed and Sealed this _____ day of _____, 20____.

In the Presence of:

WITNESS

(insert Contractor's name)

Principal

Title

WITNESS

Surety

Title

Address of Surety

Bond No.

City

Zip Code



CITY OF NOVI
ICE ARENA COACHES ROOM BUILD OUT
ADDENDUM #1

INTENT: This addendum has been issued to modify and/or interpret the original specifications for the bid named above. Unless otherwise instructed, the information contained within this Addendum shall take precedence over anything contrary in the original specifications, and shall hereinafter be considered as part of the package.

RESPONSE: The Contractor shall verify receipt of this Addendum on the Bid Form.

CONTENTS: Included in this Addendum is one (1) page of written addenda description plus a copy of the pre-bid sign-in sheet and a corrected set of drawings (see item #1 below).

CLARIFICATIONS:

1. The PDF drawings initially posted on the MITN website had the top part of each page cut off. Drawings with the entire page visible are included in this addendum. There are no other changes to the drawing documents.
2. Hours of building availability: The building is available Monday – Friday from 8 a.m. – 10 p.m.
3. Contractor must provide egress through the double doors leading to rink at all times.
4. Contractor may use the large overhead door at the back of the building (east side) to bring large items into the building. Otherwise, everything must be brought in through the front door and down the stairs. Contractor will still need to be able to get through standard down openings once they get inside the building.
5. Electrical conduits from RP-B are to be run in the ceiling area of the main east-west hallway on the lower level, and are not to be run in the rink area.

Sue Morianti
Purchasing Manager

Notice dated: October 23, 2013



CITY OF NOVI
ICE ARENA COACHES ROOM BUILD OUT
ADDENDUM #2

INTENT: This addendum has been issued to modify and/or interpret the original specifications for the bid named above. Unless otherwise instructed, the information contained within this Addendum shall take precedence over anything contrary in the original specifications, and shall hereinafter be considered as part of the package.

RESPONSE: The Contractor shall verify receipt of this Addendum on the Bid Form.

CONTENTS: Included in this Addendum is one (1) page of written addenda description.

QUESTIONS:

1. Are there limited hours to saw cut the concrete?
Answer: The contractor is to coordinate the exact timeframe for sawcutting with the Ice Arena Manager, Kris Barnes. He will make allowances to do the sawcutting during normal business hours.
2. Is a temporary enclosure required during construction? I am assuming you will want a temporary plywood wall framed up and installed to keep people out of the area under construction.
Answer: Yes.
3. Is there an estimated cost of the project?
Answer: It is our policy that we do not provide this information.
4. Does the project require prevailing wages or any other wage limits?
Answer: No
5. Are we responsible for sealing the concrete floor? If so, what are the specifications and limitations of work?
Answer: The contractor shall seal the exposed surfaces of the new thickened slab on both sides of the new wall. The curing/sealer product shall be BASF Kure-N-Seal, or W.R. Meadows VOCOMP-20.
6. Does the exposed conduit running from the electrical panel need to be painted all the way down the hallways and into the space?
Answer: No.

Sue Morianti
Purchasing Manager

Notice dated: October 29, 2013

NEW COACHES OFFICE FOR:

NOVI ICE ARENA

42400 NICK LIDSTROM DR

NOVI, MI 48375

BIDS

CLIENT:

NOVI ICE ARENA

42400 NICK LIDSTROM DR
NOVI, MI
48375

ARCHITECT/STRUCTURAL:

NSA ARCHITECTS, ENGINEERS, PLANNERS

FARMINGTON HILLS, MICHIGAN
(248) 477-2444

Registered Architect, State of Michigan
Frank Ray
License No.: 1301030352

DRAWING LIST

ARCHITECTURAL

- G-100 TITLE SHEET
- A-1 DEMO, FLOOR, POWER AND LIGHTING PLANS
- A-102 COMPOSITE FLOOR PLAN -KEY PLAN (FOR REFERENCE ONLY)
- A-2 SECTIONS & DETAILS, ROOM & DOOR SCHEDULES
- A-3 GENERAL & STRUCTURAL SPECIFICATIONS
- A-4 ELECTRICAL SPECIFICATIONS

DEFERRED SUBMITTALS:

THESE CONSTRUCTION DOCUMENTS WERE PREPARED FOR COMPLIANCE WITH THE MICHIGAN CONSTRUCTION CODES IN EFFECT AT TIME OF PERMIT SUBMITTAL. ALL ENGINEERS, CONTRACTORS AND SUPPLIERS INVOLVED WITH THIS PROJECT SHALL COMPLY WITH THE SAME CODES, ISSUED AND APPROVED CODE MODIFICATIONS AND/OR NOVI CONSTRUCTION BOARDS OF APPEALS RULINGS AND WHENEVER REQUIRED SHALL PROVIDE SHOP DRAWINGS AND SUBMITTALS CLEARLY DESCRIBING COMPLIANCE TO THE REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE FOR REVIEW AND APPROVAL.

- DEFERRED SUBMITTALS INCLUDE:
- FIRE SPRINKLER SYSTEMS
 - FIRE ALARM SYSTEMS
 - CONCRETE (FOUNDATIONS)



LOCATION PLAN
NO SCALE



CODE SUMMARY	
JOB NAME:	NOVI ICE ARENA
LOCATION:	42400 NICK LIDSTROM DR. NOVI, MICHIGAN 48375
BUILDING CRITERIA:	
BUILDING CODES:	2009 M.B.C.; 2009 M.M.C.; 2009 M.P.C.
CONSTRUCTION TYPE:	2B
USE GROUP:	A-4 ASSEMBLY
NEW OFFICE AREA:	166 S.F.
OCCUPANCY LOAD: (NEW OFFICE ONLY)	2 PERSONS (1/100 S.F. GROSS)
FIRE SUPPRESSION:	BUILDING IS FULLY FIRE SUPPRESSED
SCOPE OF WORK:	
THIS PROJECT CONSISTS OF A NON-STRUCTURAL INTERIOR RENOVATION TO THE EXISTING "BLUE" (SOUTH) ARENA. THE RENOVATION CONSISTS OF CREATING A NEW COACHES OFFICE AT THE LOWER LEVEL (ICE RINK LEVEL) OF THE ARENA.	
ELECTRICAL OUTLETS, RE-CIRCULATING FAN (FOR FRESH AIR) AND AN ELECTRIC BASEBOARD HEATER. ALL OTHER ASPECTS OF THE ARENA WILL REMAIN AS-IS.	
THE BUILDING IS FULLY SPRINKLERED AND THE FIRE SUPPRESSION SYSTEM WILL BE ALTERED TO ACCOMMODATE THE NEW OFFICE.	

FIRE SUPPRESSION SYSTEM NOTES:

THE EXISTING BUILDING HAS A FULLY AUTOMATIC FIRE SPRINKLER SYSTEM. THE EXISTING SYSTEM SHALL BE MODIFIED TO ACCOMMODATE THE PROPOSED INTERIOR RENOVATION.

THE SYSTEM SHALL BE DESIGNED TO MEET B.O.C.A. STANDARDS, N.F.P.A. 13, AND LOCAL PERMIT AND INSPECTION APPROVALS.

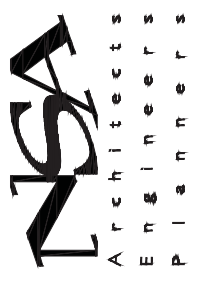
FACTORY MUTUAL STANDARDS AND SPECIFICATIONS SHALL BE USED WHERE NOT IN CONFLICT WITH LOCAL STANDARDS.

THE FIRE PROTECTION CONTRACTOR SHALL BE FULLY LICENSED AND SHALL BE RESPONSIBLE FOR PREPARATION OF ENGINEERING DRAWINGS, SUBMISSION OF DRAWINGS TO ALL LOCAL AND STATE AGENCIES FOR APPROVAL, AND COORDINATION OF REQUIREMENTS WITH THE OWNER'S INSURANCE CARRIERS.

ALL PORTIONS OF THE NEW FIRE SUPPRESSION SYSTEM THAT WILL BE SUBJECTED TO POSSIBLE FREEZING/THAWING ACTIONS SHALL BE DESIGNED TO ACCOMMODATE THESE CONDITIONS. AS SUCH, THE NEW FIRE SUPPRESSION SYSTEM -IN THESE AREAS ONLY- SHALL BE A DRY-PIPE SYSTEM, FILLED WITH ANTI-FREEZE, OR SOME OTHER APPROVED METHOD TO FACILITATE THE FREEZING/THAWING CONDITION.

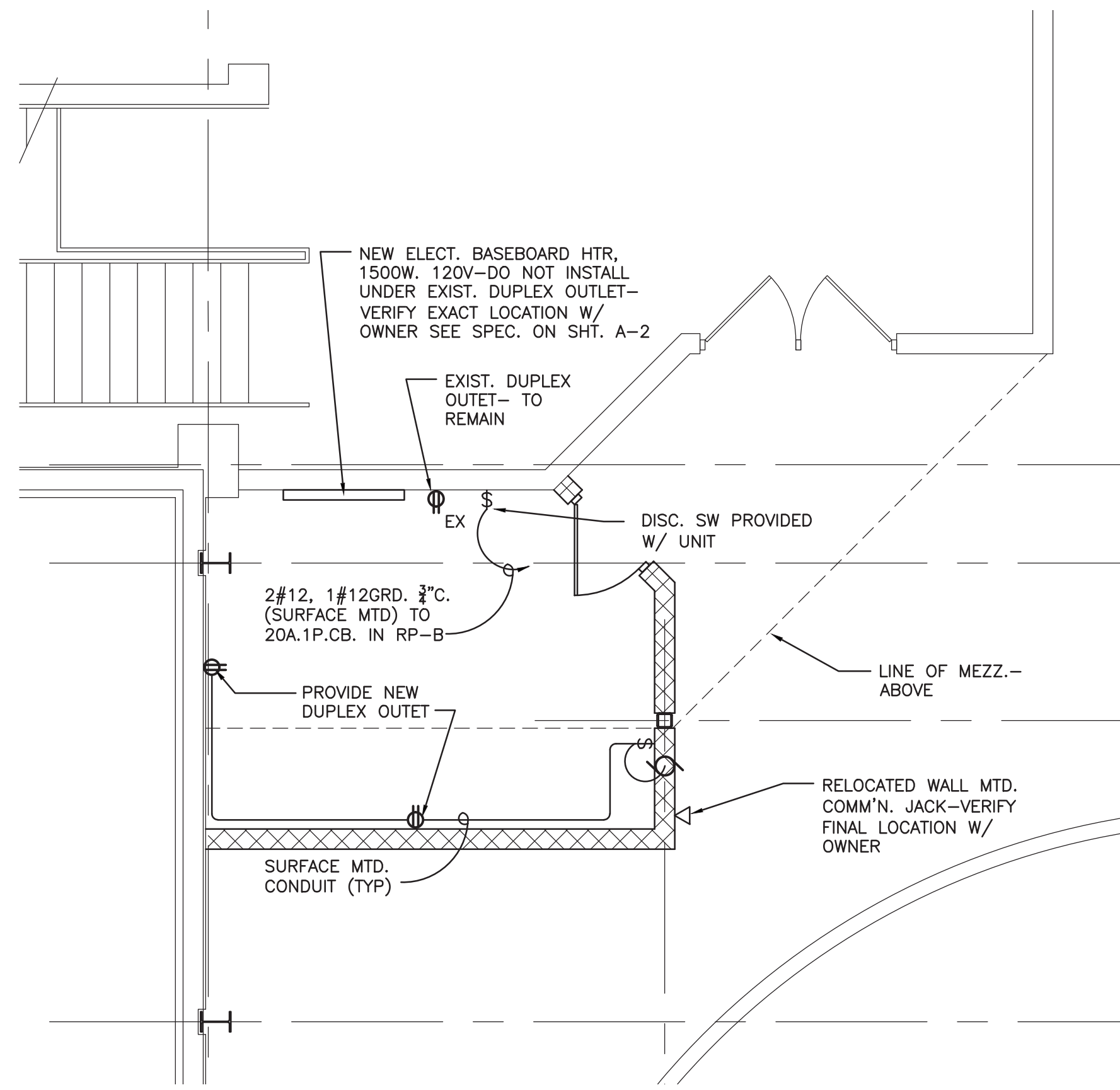
NOVI ICE ARENA
NEW COACHES OFFICE
ISSUED FOR: BIDS
10/15/13

23761 Research Drive
Farmington Hills
Michigan 48335
248.477.2444
www.nsa-ec.com



PROJECT NO.
213098

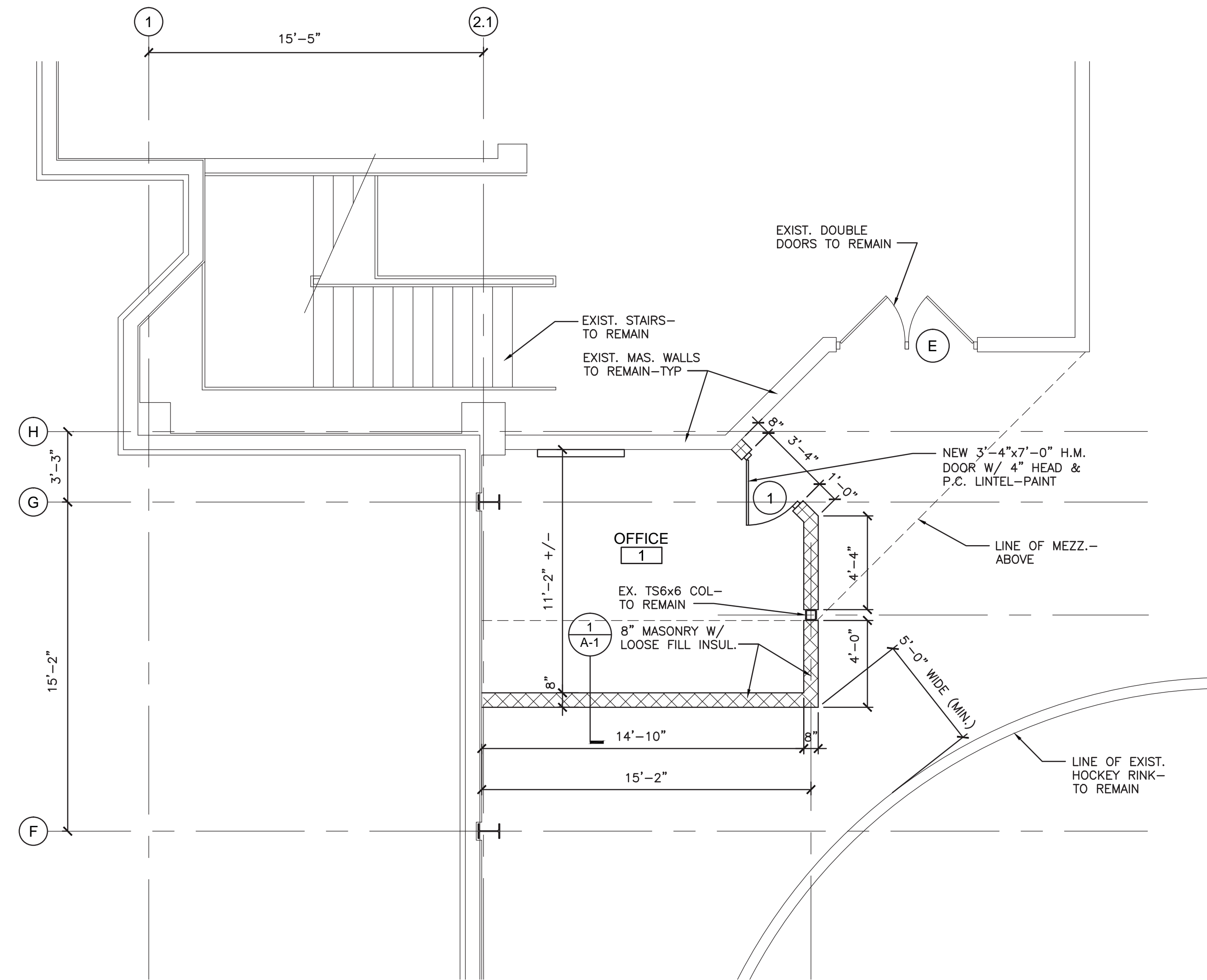
SHEET
G-100



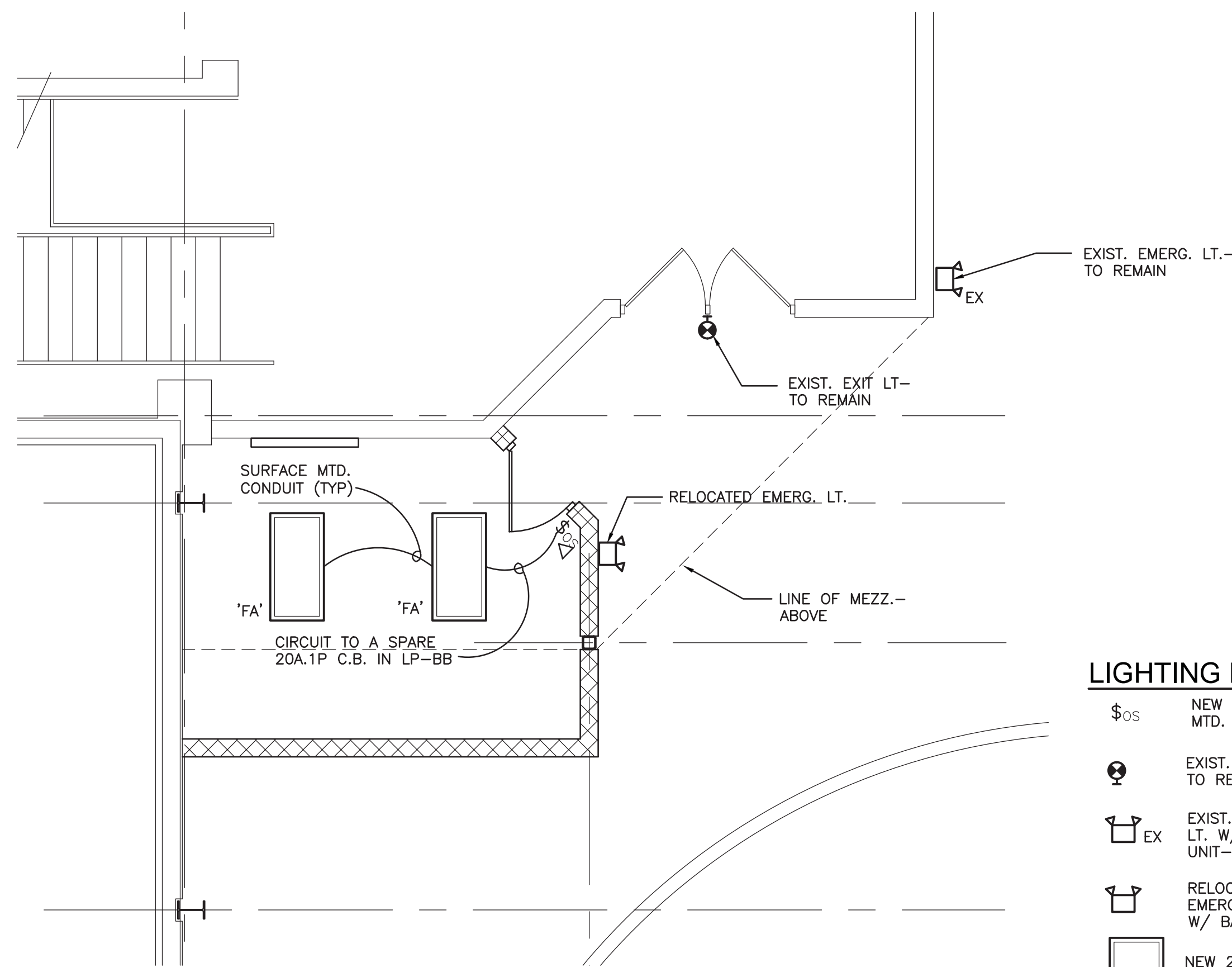
PARTIAL POWER & HEATING PLAN
SCALE: 1/4" = 1'-0"

POWER LEGEND:

- ⊕ EX EXIST. DUPLEX RECEPTACLE-- TO REMAIN
- ⊕ NEW SURFACE MTD. DUPLEX RECEPTACLE
- △ EX EXIST. WALL MTD. COMMUNICATIONS--TO BE REMOVED
- ⊙ THRU WALL EXHAUST FAN--SEE SPEC ON SHT. A-2



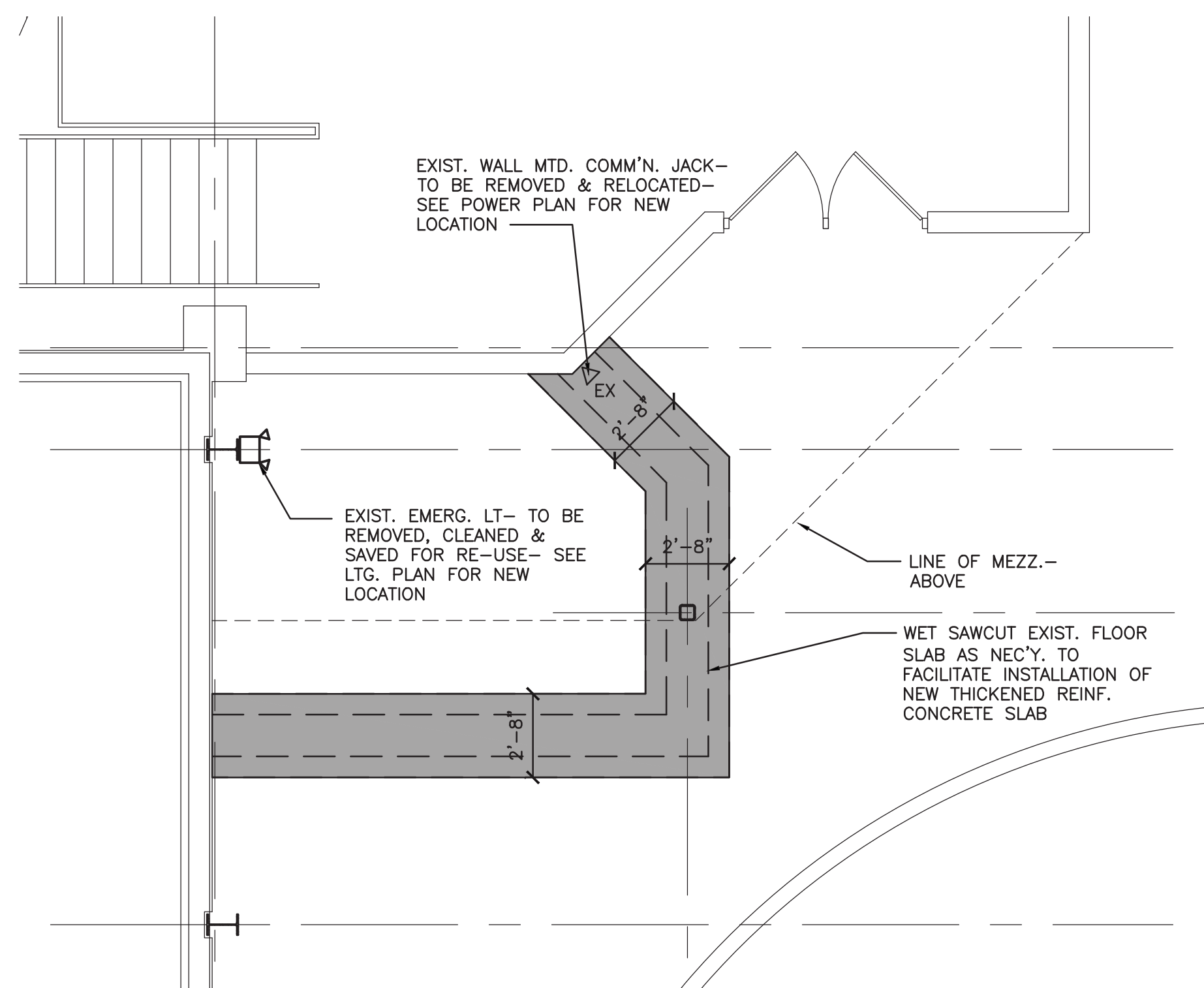
PARTIAL FLOOR PLAN
SCALE: 1/4" = 1'-0"



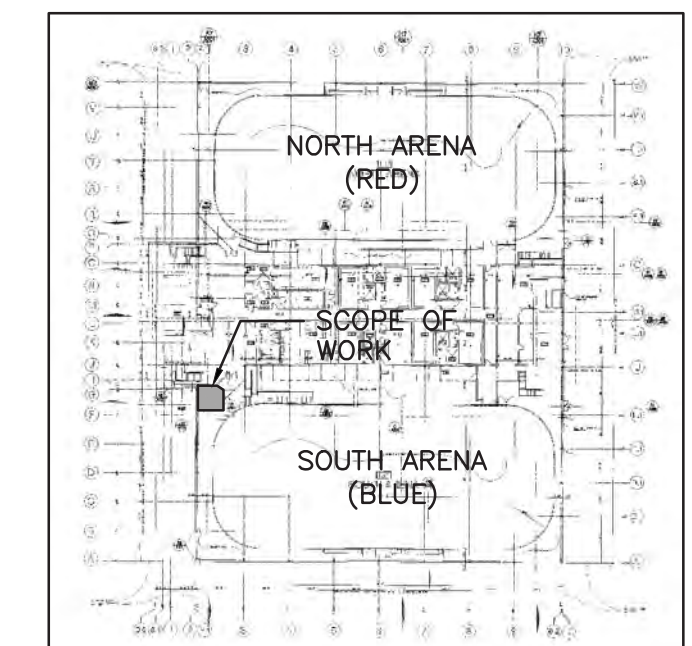
PARTIAL LIGHTING PLAN
SCALE: 1/4" = 1'-0"

LIGHTING LEGEND:

- ⊕ OS NEW SURFACE MTD. SWITCH
- ⊕ EXIST. EXIT LIGHT-- TO REMAIN
- ⊕ EX EXIST. EMERGENCY LT. W/ BATTERY UNIT-- TO REMAIN
- ⊕ RELOCATED EMERGENCY LT. W/ BATTERY UNIT
- ⊕ NEW 2'x4' SURFACE MTD. FLUORESCENT LIGHT FIXTURE-- SEE SPEC. ON SHT. A-2



PARTIAL DEMO PLAN
SCALE: 1/4" = 1'-0"



LOWER LEVEL (ICE RINK LEVEL) KEY PLAN
NO SCALE

FIRE SUPPRESSION SYSTEM NOTES:

THE EXISTING BUILDING HAS A FULLY AUTOMATIC FIRE SPRINKLER SYSTEM. THE EXISTING SYSTEM SHALL BE MODIFIED TO ACCOMMODATE THE PROPOSED INTERIOR RENOVATION.

THE SYSTEM SHALL BE DESIGNED TO MEET B.O.C.A. STANDARDS, N.F.P.A. 13, AND LOCAL PERMIT AND INSPECTION APPROVALS.

FACTORY MUTUAL STANDARDS AND SPECIFICATIONS SHALL BE USED WHERE NOT IN CONFLICT WITH LOCAL STANDARDS.

THE FIRE PROTECTION CONTRACTOR SHALL BE FULLY LICENSED AND SHALL BE RESPONSIBLE FOR PREPARATION OF ENGINEERING DRAWINGS, SUBMISSION OF DRAWINGS TO ALL LOCAL AND STATE AGENCIES FOR APPROVAL, AND COORDINATION OF REQUIREMENTS WITH THE OWNER'S INSURANCE CARRIERS.

ALL PORTIONS OF THE NEW FIRE SUPPRESSION SYSTEM THAT WILL BE SUBJECTED TO POSSIBLE FREEZING/THAWING ACTIONS SHALL BE DESIGNED TO ACCOMMODATE THESE CONDITIONS. AS SUCH, THE NEW FIRE SUPPRESSION SYSTEM --IN THESE AREAS ONLY-- SHALL BE A DRY-PIPE SYSTEM, FILLED WITH ANTI-FREEZE, OR SOME OTHER APPROVED METHOD TO FACILITATE THE FREEZING/THAWING CONDITION.

Drawn: _____ Designed: _____

Checked: _____ Approved: _____

CAD Drawing File:
Copyright © 2013
NSA Architects, Engineers, Planners

Project Number: **213098**

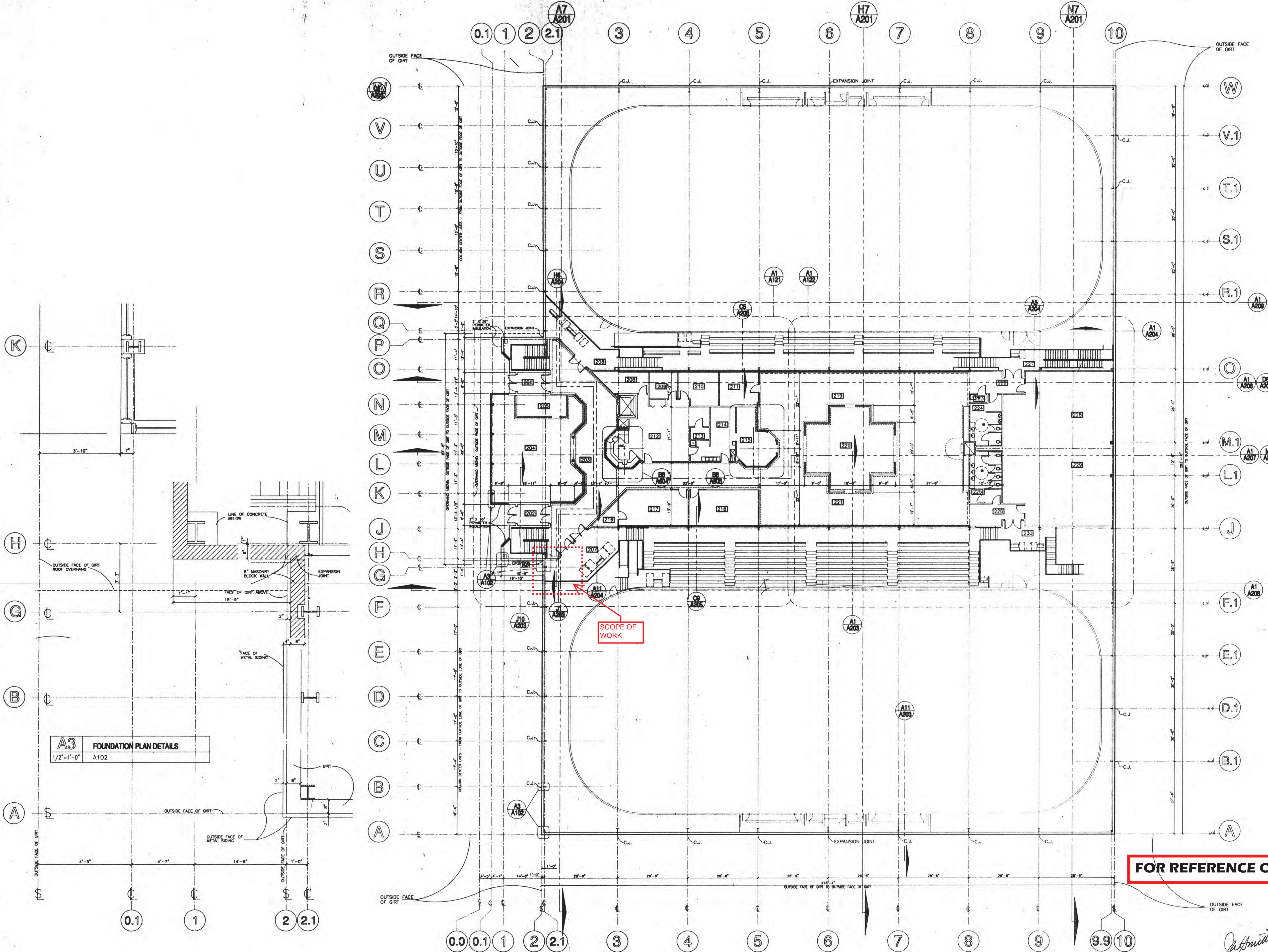
Sheet Title:
DEMO, FLOOR POWER & LIGHTING PLANS

Sheet Number: **A-1**

ArchEconomics
ASSOCIATES, INC.
2010 E. JEFFERSON, DETROIT, MI 48207-2000
Ph: (313) 867-6100 Fax: (313) 867-1500
JAMES W. SMITH, AIA

NOVI ICE RINK
SECTION 26
TIN R9E, NOVI MICHIGAN

NOVI BUILDING
AUTHORITY &
COMMUNITY CLUBS
OF NOVI
45175 WEST TEN MILE ROAD
NOVI, MICHIGAN 48375



FOR REFERENCE ONLY

9/12/97 CONSTRUCTION
8/22/97 REVIEW
DATE: ISSUED FOR:

SHEET TITLE
MEZZANINE FLOOR PLAN

SCALE: 1/16" = 1'-0"

PROJECT NO.
950601

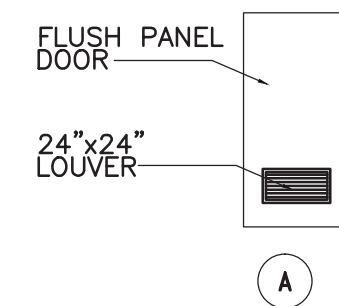
DRAWING NO.
A102

James W. Smith

ROOM NUMBER	ROOM NAME	FLOOR MATL	BASE MATL	WALLS								WAINS. MATL	CEILING			REMARKS
				NORTH		EAST		SOUTH		WEST			MATL	FINISH	HEIGHT	
				MATL	FINISH	MATL	FINISH	MATL	FINISH	MATL	FINISH					
1	OFFICE	SEALED CONC.	4" VINYL	BLOCK	PAINT	BLOCK	PAINT	BLOCK	PAINT	BLOCK	PAINT	-	EXPOSED	PAINT	11'-2"	VERIFY ALL FINISHES W/ OWNER PRIOR TO ORDERING

FINISH NOTES: ALL PAINTED WALL SURFACES SHALL MATCH ADJACENT SURFACES.
DOOR & INSULATED METAL PANELS SHALL BE PAINTED TO MATCH EXIST. DOORS (BLUE)
VERIFY ALL COLOR SELECTIONS WITH OWNER PRIOR TO ORDERING

DOOR NUMBER	LOCATION	DOOR OPENING SIZE	DOOR THICK	DOOR				FRAME		RATING (MIN)	UNDER CUT	HARD WARE	THRESHOLD	REMARKS
				TYPE	MATL	FIN	TYPE	MATL	FIN					
1	OFFICE	3'-0"x7'-0"	1 3/4"	A	HM	PAINT	-	HM	PAINT	-	-	1	-	PROVIDE 4" HEAD & 24"x24" LOUVER



HARDWARE TYPES:

DOOR TYPE NO SCALE

HARDWARE SET#1:

HINGES: 3EA SIMILAR OR EQUAL TO HAGER 1279BB 4 1/2 x 4 1/2

FUNCTION TYPE: ENTRANCE/OFFICE LOCK AS MANUFACTURED BY SCHALGE SATURN SERIES AL50PD, SATIN NICKEL FINISH. COORDINATE KEYING REQUIREMENTS WITH OWNER & TENANT.

CLOSER: SHALL BE AS MANUFACTURED BY LCN 4010 SERIES.

VERIFY KEYING & LOCKING REQUIREMENTS WITH OWNER PRIOR TO ORDERING HARDWARE

INSULATED METAL PANEL SPEC.:

INSULATED METAL PANEL SHALL BE 3" THICK AND MATCH EXISTING BUILDING. PANEL SHALL BE PRIMED AND PREPPED FOR FIELD PAINTING TO MATCH ADJACENT SURFACES (BLUE). PROVIDE COLOR SAMPLE TO ARCHITECT AND OWNER PRIOR TO PAINTING

RE-CIRCULATING FAN SPEC.:

RE-CIRCULATING FAN SHALL BE AS MANUFACTURED BY GREENHECK MODEL NO. SE1-8-440-VG. FAN SHALL PROVIDE 150 CFM (MIN) @ .15 STATIC PRESSURE. MOTOR SIZE 1/6 HP AT 115V

UNIT SHALL BE COMPLETE WITH ALL MOUNTING HARDWARE AND LOUVER FOR MOUNTING WITHIN THE INSULATED METAL PANEL AS SHOWN ON DRAWINGS. LOUVER SHALL BE PAINTED SAME COLOR AS SIDING.

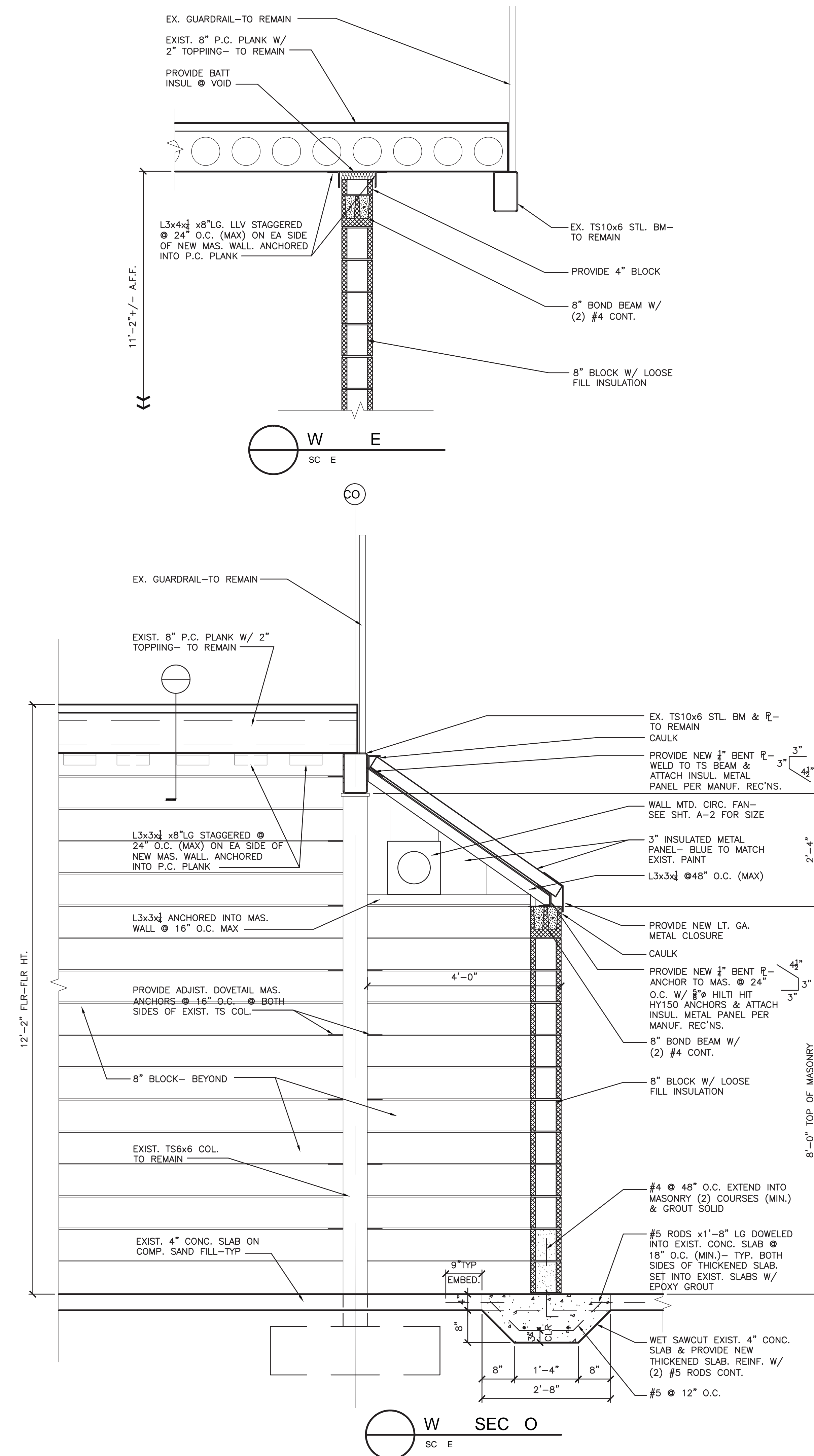
FAN SHALL BE WIRED FOR CONTINUOUS OPERATION.

ELECTRIC BASEBOARD HEATER SPEC.:

ELECTRIC BASEBOARD HEATER SHALL BE A 6' LONG, WALL MOUNTED SIMILAR OR EQUAL TO AS MANUFACTURED BY "BERKO" 2500 SERIES. UNIT SHALL BE COMPLETE WITH T-STAT AND DOUBLE POLE DISCONNECT SWITCH. COLOR SHALL BE WHITE

UNIT SHALL BE 1500W. 120V. AND SHALL BE WIRED TO 20A. 1P. CIRCUIT BREAKER IN EXISTING RP-B

LUMINAIRE SCHEDULE								
NOTE:								
CATALOG NUMBER SHALL NOT BE CONSIDERED COMPLETE AND MATERIAL SHALL NOT BE ORDERED BY MANUFACTURER AND CATALOG NUMBER ONLY. THE COMPLETE DESCRIPTION AND THE SPECIFICATION SHALL BE COORDINATED WITH THE CATALOG NUMBER TO DETERMINE THE EXACT MATERIAL AND ACCESSORIES TO BE ORDERED. THE FIRST MANUFACTURER LISTED IS THE BASIS FOR DESIGN.								
ALL LAMPS FOR THIS PROJECT SHALL BE FURNISHED AND INSTALLED BY ELECTRICAL CONTRACTOR UNLESS OTHERWISE NOTED.								
TYPE	FIXTURE DESCRIPTION	SIZE	LAMPS	MTG	LENS/ LOUVER	VOLTAGE	BALLAST	APPROVED MANUFACTURER AND CATALOG #
FA	3 LAMP, 2x4 SURFACE MOUNTED FLUORESCENT TROFFER, FLAT STEEL DOOR, 125" ACRYLIC LENS, ELECTRONIC BALLAST.	48" L 24" W 3-11/16" H	(3) 32WATT F32T8 3500K	S	A	277V	HP NBF	LITHONIA 2M-3-32-A12125-MV OR APPROVED EQUAL



Client:

NOVI ICE ARENA

NOVI MICHIGAN

Project Title:

NEW COACHES OFFICE

Date: 9-20-13
9-23-13
10-15-13

Issued for: OWNER REVIEW
PERMITS
BIDS

Drawn: _____ Designed: _____

Checked: _____ Approved: _____

CAD Drawing File:
Copyright © 2013
NSA Architects, Engineers, Planners

Project Number: 213098

Sheet Title:
SECTIONS & DETAILS
ROOM & DOOR
SCHEDULES
STRUCTURAL NOTES

Sheet Number: A-2

23761 Research Drive
Farmington Hills
Michigan 48335

248.477.2444
248.477.2445 fax
www.nsa-ac.com

Founded 1960

ELECTRICAL SPECIFICATIONS

GENERAL

- Provide all items, articles, materials, operations or methods listed, mentioned or scheduled on drawings and/or herein specified or required, including all labor, materials, equipment and incidentals necessary and required for the complete and operating systems.
- Obtain and pay for all permits, licenses, inspections, approvals and fees required and insure that the entire electrical installation conforms to codes and regulations required by authority or agency having jurisdiction over the installation, alteration or construction of work included.
- All electrical work shall comply with the National Electric Code (N.E.C.), N.F.P.A., local and state codes, ordinances and regulations.
- Electrical Contractor shall furnish all equipment unless otherwise indicated and perform all electrical work as required to complete new work and revisions indicated on plan or as required for the successful operation of electrical systems.
- The completed systems shall be fully operational. Acceptance by the Owner shall be a condition of the contract.
- All wiring shall be installed in conduit or metal raceway. Thinwall conduit shall be used except where rigid conduit is required by code. All conduit in finished areas shall be installed concealed.
- Contractor shall include all miscellaneous items required to complete the work, including but not limited to the following: Moving and rigging of materials and equipment, all hangers, supports, anchors, expansion means, conduit, wire, fittings, sleeves, devices and boxes.
- Except as otherwise indicated on plan or herein specified, all materials used shall be new and bear the U.L. label where such service and label are regularly provided and be of the appropriate NEMA standard.
- Contractor shall not scale drawings for dimensions, but shall contact the project Architect for all dimensional data. Field verify existing dimensions and conditions.
- Provide a minimum of six (6) copies of all equipment shop drawings for all major pieces of electrical equipment including, but not limited to the following:
 - Lighting fixtures
 - Wiring devices
- Electrical Contractor shall provide all tests and inspections necessary to determine that all wiring and equipment installed under this Specification is in satisfactory condition and shall be performed to the satisfaction of the Electrical Inspector of the local authority and to all others having jurisdiction over the electrical work.
- Prior to project close out, the electrical contractor shall:
 - Complete all punch list items.
 - Clean project of debris, dust and dirt resulting from the installation of electrical systems.
 - Provide one set of approved shop drawings for all shop drawings required.
 - Provide a certificate of inspection.
 - Provide guarantee.

BASIC MATERIALS AND METHODS

- Except as otherwise specified all painting to be by Architectural Trades except for touch up of electrical equipment. All cutting and patching in unfinished areas to be by the Electrical Trades. All cutting and patching in finished areas to be by the Architectural Trades. All saw cutting or floor coring of the concrete slab as required for the installation of electrical work shall be by the Electrical Trades.
- All wall and floor penetrations shall be fire rated to maintain rating of surface penetrated. Sealing shall be with 3M # CP25 fire putty or equal.
- Branch circuit wire and cable shall be copper with 98% conductivity and shall meet the tests and standards set forth by NEMA, U.L. and IPCEA. Wire for general use shall be copper, type THHN/THWN, 90 degrees C. Aluminum wire shall not be used.
- All 120 volt circuits shall utilize a separate neutral.
- All branch circuits and power wiring (not including lighting) shall include a separate insulated green ground wire.
- All wiring shall be colored coded. Match existing color coding scheme currently used in building.
- Conduit installed within wall construction or above ceilings may be thinwall with set screw connections. Conduit installed in contact with concrete shall be rigid steel with threaded connections. Steel conduit elbows and couplings shall be hot dipped galvanized and conform to the latest ANSI specifications for steel conduit, zinc coated.
- Liquid-tight flexible steel conduit for connection to motors and special equipment shall be flexible steel with PVC jacket and grounding jumper.
- Expansion fittings shall be installed at building expansion joints and shall be cast or malleable iron bodies with threaded end caps for receiving fixed and moveable conduits, metallic pressure packing and copper bonding jumper assembly. Fittings shall provide for a movement of conduit in either direction.
- Boxes shall be galvanized steel, code thickness, a minimum of 1 1/2" deep and of sufficient size to accommodate the devices shown, according to N.E.C. requirements. Provide plaster rings where required. Pull boxes for all conduit runs for all systems shall be installed at intervals not exceeding 100 feet or after 270 degrees of bends.

- Conduits shall not be supported from mechanical ducts, pipe, or pipe and duct supports, unless specifically approved by the Engineer.
- Conduits above ceilings shall be installed in neat symmetrical lines parallel with the building construction and adjacent to beams, walls, etc. and not across open bays.
- Electric system grounding shall in all instances comply with the minimum requirements of the N.E.C. Metal enclosures shall be bonded together and grounded to the building ground system.
- General use receptacles shall be duplex, heavy duty, 2 wire, 3 pole, selfgrounding type with standard parallel slots to accommodate both regular and ground type plug caps. Receptacle and coverplate color to be building standard. Receptacles shall be Leviton Decora series, 20 Amp., and bear UL labels for ratings at 125 volts AC. Install receptacles vertically with bottom of box 18" above the finished floor unless otherwise indicated.
- Branch circuit wiring shall be terminated on the receptacle screw terminal, where stranded wiring is required, utilize a two prong Sta-Kon type terminal connector.
- Group and neatly arrange all conductors in pull boxes, cabinets and panel boards by circuits. Group and bind all conductors of a feeder or branch circuit together with nylon ties and identify there service.
- Neatly arrange all branch circuit wires in panels. Cut off all surplus wire and tie all conductors with non-metallic ties.
- Generously size all junction boxes to allow plenty of volume for splices and future maintenance and modifications. Junction box volumes required by the NEC are minimum and in many cases inadequate for the life cycle of the facility. Provide larger junction boxes than required by code where required to facilitate future maintenance and operations. Do not use extension rings to gain increased volume.
- All receptacles shall utilize a separate green insulated ground wire.
- All receptacles shall be labeled with the panel and circuit serving the receptacle.
- Labeling:
 - Label all receptacle covers as to the panel board and circuit number it feeds. Labeling shall be accomplished with a labeling machine similar to a Brady ID Pro.

LIGHTING REQUIREMENTS

- All new lighting fixtures shall be UL listed, complete in every detail, including plaster frames where required, properly wired and connected with conduits supplying same. All fixtures shall be complete with lamps, ballasts and all related accessories as required for a complete and operating system. All new fixtures shall match existing.
- Fluorescent ballasts shall be premium type CBM certified, CEC and ETL approved, high power factor 277 or 120 volts as required, suitable for use with lamps specified as approved by the lamp manufacturer. Ballast performance shall be certified by an independent testing laboratory with U.S. Government registered certification marks for fluorescent lamp ballasts; ETL or approved equal laboratory. Ballast shall be "Triad" by Magnetek "OCTIC" series for T8 lamps, or approved equal.

DEMOLITION-ELECTRICAL

- Disconnect, remove, or relocate present equipment, outlets, fixtures, devices, wiring, etc., as indicated on plan, herein specified, or as otherwise required to conform to the electrical, mechanical or architectural revisions.
- Removed materials except as otherwise indicated shall not be reused. This Contractor shall remove same from the premises except items as maybe designated as salvageable by the owners representative and these items shall be delivered to the owner for their disposition. Delivery shall include placing the items at any location within the building as so directed by the owner.
- Work that has been cut or partially removed shall be protected against damage until covered by permanent construction.
- Where existing equipment is removed, conduits shall be capped under floor, behind face of wall or above ceiling. All wiring not required, shall be removed complete to source. Remove all unused conduit in ceiling where it is accessible.
- Existing wiring shall be reused only in place, once wiring is removed from conduit, it shall not be reused.
- Existing voice and data cabling shall be removed complete by this contractor except for cabling serving adjacent spaces which will remain in operation. All the completion of demolition work, no unused cable shall remain. If uncertain, field coordinate with the Owner, cabling which is existing to remain.

16000-ELECTRICAL
GENERAL ELECTRICAL SPECIFICATIONS

THESE SPECIFICATIONS, ALL OTHER DOCUMENTS ATTACHED HERETO, ALL ADDENDA ISSUED AND THE ACCOMPANYING PLANS ARE INTENDED TO PROVIDE FOR THE COMPLETE FURNISHING AND INSTALLATION OF THE ENTIRE ELECTRICAL SYSTEM.

THE WORK SHALL BE DONE IN ACCORDANCE WITH THE BEST PRACTICE SO AS TO CONTRIBUTE TO EFFICIENCY OF OPERATION AND MINIMUM MAINTENANCE AND SHALL BE INSTALLED WITH PROPER ACCESSIBILITY. THE MATERIALS AND EQUIPMENT, INCLUDING ALL NECESSARY ACCESSORIES, SHALL BE PUT INTO PROPER ADJUSTMENT SO THAT THE COMPONENT PARTS FUNCTION TOGETHER AS A WORKABLE SYSTEM. THE ELECTRICAL CONTRACTOR SHALL PROVIDE ALL EQUIPMENT, MATERIALS AND OPERATIONS AS INDICATED EITHER ON THE DRAWINGS OR CONTAINED HEREIN OR AS MAY BE REASONABLY IMPLIED BY EITHER TO ACCOMPLISH THE COMPLETE INSTALLATION.

PERMITS, LICENSES AND BONDS

OBTAIN ALL PERMITS, LICENSES, INSPECTIONS AND BONDS. PERFORM ALL TESTS REQUIRED. UPON COMPLETION OF THE WORK, OBTAIN AND SEND CERTIFICATES OF INSPECTION AND APPROVAL TO THE OWNER. PAY ALL FEES AND EXPENSES FOR PERMITS, LICENSES, TESTS AND INSPECTIONS.

TEMPORARY LIGHT AND POWER

ELECTRICAL CONTRACTOR SHALL PROVIDE ALL REQUIRED TEMPORARY LIGHTING INCLUDING LAMPS AND TEMPORARY POWER OUTLETS FOR THE CONSTRUCTION PHASE.

GOVERNING AGENCIES

THE CONTRACTOR SHALL BE HELD TO BE FULLY INFORMED OF ALL LAWS, ORDINANCES AND CODES AND SHALL, IN THE PERFORMANCE OF THE CONTRACT, COMPLY WITH ALL APPLICABLE FEDERAL, STATE AND LOCAL AFORESAID REGULATIONS. ANY DEVIATION FROM THE PLANS OR SPECIFICATIONS AND ANY ADDITIONAL WORK NECESSARY TO MEET CODE REQUIREMENTS SHALL BE MADE BY THE CONTRACTOR WITHOUT EXTRA COST TO THE OWNER.

MATERIALS AND EQUIPMENT

ALL MATERIALS AND EQUIPMENT (UNLESS NOTED AS (E) EXISTING, OR (R) RELOCATED) SHALL BE NEW AND SHALL MEET OR EXCEED STANDARDS SPECIFIED BY UNDERWRITERS LABORATORIES, NEMA, ASA AND IEEE WHERE EVER SUCH STANDARDS HAVE BEEN ESTABLISHED.

CUTTING AND PATCHING

ALL CUTTING AND PATCHING REQUIRED FOR ELECTRICAL INSTALLATION SHALL BE BY ELECTRICAL TRADES AND INCLUDED IN THE BID. PROVIDE ALL NECESSARY SLEEVES AND INSERTS IN WALLS AND FLOORS.

EXAMINATION OF SITE

THIS CONTRACTOR SHALL EXAMINE THE EXISTING SITE AND BE THOROUGHLY AWARE OF EXISTING CONDITIONS TO BE WORKED UNDER AND INVOLVED. ADVISE OWNER AND TENANT OF ANY CONTINGENCIES PRIOR TO SUBMITTING BID. EXAMINATION OF THE SITE IS MANDATORY. NO ALLOWANCE FOR ANY EXTRA EXPENSES WILL BE MADE DUE TO FAILURE OR NEGLECT BY CONTRACTOR TO MAKE SUCH EXAMINATION.

NAMEPLATES

PROVIDE NAMEPLATES FOR ALL ITEMS OF ELECTRICAL EQUIPMENT INCLUDING PANELBOARD, DISCONNECT SWITCHES, MOTOR STARTERS, JUNCTION BOXES, ETC. NAMEPLATES SHALL BE ENGRAVED BAKELITE WITH 3" HIGH BLACK LETTERS ON WHITE BACKGROUND. PROVIDE TYPED DIRECTORIES FOR ALL PANELS INDICATING THE DEVICES OR OUTLETS CONTROLLED.

GUARANTEE

SUBMIT TO THE OWNER A WRITTEN GUARANTEE AND WARRANTY THAT THIS CONTRACTOR WILL MAKE GOOD AT HIS OWN EXPENSE ANY IMPERFECTIONS IN MATERIALS AND WORKMANSHIP WHICH MAY DEVELOP UNDER ORDINARY USE WITHIN ONE YEAR FROM FINAL ACCEPTANCE OF CONTRACT WORK.

FILE WITH THE OWNER ANY AND ALL WRITTEN GUARANTEES FROM THE MANUFACTURERS. SUCH GUARANTEE IS TO STATE UNDER WHAT OPERATING CONDITIONS AND PERFORMANCE CAPABILITIES THIS GUARANTEE IS BASED.

ELECTRICAL MATERIALS AND INSTALLATIONWIRE

ALL WIRE SHALL BE COPPER, HAVE 600 VOLT INSULATION, BE INSTALLED IN CONDUIT AND HAVE A SEPARATE COLOR FOR EACH PHASE AND NEUTRAL. ALL WIRE SHALL BE TYPE "THHN"/"THWN" UNLESS OTHERWISE NOTED. WIRE SHALL BE A MINIMUM #12 AWG STRANDED, TYPE "THHN"/"THWN".

MAKE SPLICES AND TAPS THAT ARE COMPATIBLE WITH CONDUCTOR MATERIAL AND THAT POSSESS EQUIVALENT OR BETTER MECHANICAL STRENGTH AND INSULATION RATINGS THAN UNSPLICED OR UNTAPPED CONDUCTORS.

TIGHTEN ELECTRICAL CONNECTORS AND TERMINALS ACCORDING TO MANUFACTURER'S PUBLISHED TORQUE VALUES. IF MANUFACTURER'S TORQUE VALUES ARE NOT INDICATED, USE THOSE SPECIFIED IN UL 486A AND UL 486B. THE DISTRIBUTION BUS TAP SHALL MEET UL 891.

CONDUIT

MINIMUM SIZE OF STEEL CONDUIT SHALL BE 3/4", (EMT) SHALL BE USED WHERE PERMITTED BY CODE UNLESS OTHERWISE NOTED.

EXPOSED CONDUIT SHALL BE RUN PARALLEL TO AND RIGHT ANGLES TO BUILDING LINES.

SUPPORT FOR CONDUIT IS AS FOLLOWS: 1/2" C. IS 10 FEET, 1" C. IS 12 FEET, 1-1/4" C. TO 1-1/2" C. IS 14 FEET, AND 2" C. TO 2-1/2" C. IS 16 FEET.

OUTLETS AND JUNCTION BOXES

ALL OUTLET BOXES SHALL BE CODE GAUGE GALVANIZED STEEL, AT LEAST 1 1/2" DEEP, SINGLE OR GANG STYLE OF SIZE TO ACCOMMODATE DEVICES SHOWN. BOXES SHALL BE EQUIPPED WITH PLASTER RING OR COVER AS REQUIRED.

ALL PULL AND JUNCTION BOXES SHALL BE CODE GAUGE GALVANIZED STEEL AND SHALL BE CABLE RATED 600 VOLTS AND BELOW. BOXES SHALL BE INSTALLED AS SHOWN ON THE DRAWINGS AND SIZED AS REQUIRED. BOXES SHALL HAVE REMOVABLE COVERS SECURED WITH BRASS MACHINE SCREWS.

GROUNDING

FURNISH AND INSTALL ELECTRICAL SYSTEM AND EQUIPMENT GROUNDING IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE, LOCAL CODES AND THE REQUIREMENTS OF THE ELECTRICAL UTILITY COMPANY. ACTUAL GROUNDING INSTALLATION AND CONSTRUCTION MAY VARY DUE TO SITE SPECIFIC CONDITIONS. GROUND RESISTANCE SHALL BE 12-15 OHMS MEASURED WITH A GROUND RESISTIVITY TESTER.

PROVIDE SEPARATE GROUND IN ALL RACEWAYS.

WIRING DEVICES

RECEPTACLES SHALL CONFORM WITH NEMA HEAVY DUTY STANDARDS. WIRING DEVICES SHALL BE HUBBELL, PASS AND SEYMOUR OR BRYANT.

LABELING

PROVIDE EQUIPMENT LABELS ON ALL NEW ELECTRICAL ASSEMBLIES. LABELS SHALL MATCH IDENTIFICATION ON ONE LINE DIAGRAM.

COLOR CODING FOR WIRING SHALL BE:
BLACK, RED, BLUE FOR 120/208V

Client:

NOVI ICE ARENA

NOVI

MICHIGAN

Project Title:

NEW COACHES
OFFICE

Date:

9-20-13

9-23-13

10-15-13

Issued for:

OWNER REVIEW

PERMITS

BIDS

Drawn:

Designed:

Checked:

Approved:

CAD Drawing File:

Copyright © 2013
NSA Architects, Engineers, Planners

Project Number:

213098

Sheet Title:

ELECTRICAL
SPECIFICATIONS

Sheet Number:

A-