1. **BACKGROUND**

Lake County currently provides library services to the community of Astor from a 4,464-square-foot modular structure built in 2002. To replace the inadequate facilities of the modular design built originally intended as a temporary location, a new building will be constructed to meet the community’s needs. The proposed facility will be a newly constructed building to accommodate approximately 6,000 square feet in a new proposed area within the same parcel at Astor Lions Community Park.

1. **PROJECT SCOPE**
   1. The project consists of constructing a new building, demolishing an existing facility, site, and infrastructure improvements, and expanding the parking lot area to accommodate the new services. The project must be scheduled and constructed in phases while allowing library services to continue.
      1. Phase I

Construction of a new library while allowing the current facility and staff to continue servicing the community. Turnover and produce a Temporary Certificate of Occupancy for the new building to become operational.

* + 1. Phase I

Demolition of the existing building once the new library is operational.

* + 1. Phase III

Site improvements, parking, and landscaping scope scheduled and performed while allowing services to continue in the new facility. Close out the project and produce a Certificate of Occupancy for the total project.

* 1. The project must be substantially completed by November 1, 2023 and turned over with all permits and inspections completed by December 8, 2023. Construction Budget not to exceed $2,500,000.00.

1. **CONTRACTOR RESPONSIBILITIES**

Contractor shall:

* 1. Be licensed and fully competent in all aspects of general construction in a safe manner and employ only skilled, qualified workers.
  2. Provide all-inclusive quotes to deliver a 100% turnkey project, including the construction of a 5,994 SF library building, demolishing an existing 4,464 SF modular structure, and providing site improvements for 38,850 SF on a 48,000 SF site at 54905 Alco Road, Astor, Florida 32102.
  3. Include all required labor, material, equipment, permitting, and local and state inspections.
  4. Include costs for general housekeeping, site keeping, and work area clean-up.
  5. Include travel time.
  6. Visit the site and familiarize themselves with all the construction requirements. Change orders shall not be issued for incidental items or tasks that should have been reasonably construed to be part of the project by the Contractor.
  7. Obtain all licenses, permits, and fees (including inspections, utilities, and permit fees) as required to comply with all laws, ordinances, regulations, and code requirements applicable to complete projects.
  8. Be responsible for project inspections, penalties, fees, or fines.
  9. Enforce safety regulations and maintain a clean and safe work environment.
  10. Furnish all tools and equipment, including site clearing and grading equipment, cranes, lift trucks, boom trucks, cherry pickers, or any other device or equipment needed to complete the project timely.
  11. Provide and maintain sanitary facilities, dumpsters, trash cans, storage containers, and other equipment needed during construction.
  12. Coordinate, lead, and document project progress meetings with the architect of record and county representatives.
  13. Attend any additional meetings scheduled by the county representatives to review topics related to the Project.
  14. Create and maintain to-date project construction schedule.
  15. Document activities and prepare and distribute daily construction reports.
  16. Produce and maintain to-date submittal, and Request for Information (RFI) logs.
  17. Produce a valid schedule of values before project commencement.
  18. Produce punch lists and address punch items promptly as the county representative requires.
  19. Document all changes and product information needed to file revisions (red-line drawings).
  20. Obtain all closeout permits, certificates of occupancy, and documentation needed as requested by the owner.

1. **SCOPE OF WORK**
   1. Secure and always maintain the construction site in a good state.
   2. Provide and maintain all needed barricades, silt fences, and erosion prevention boundaries.
   3. Coordinate off-site work with the city and county representatives.
   4. Clear the site in accordance with the construction documents and maintain all government regulatory guidelines.
   5. Provide all new contractor-furnished items and materials unless authorized by the county representative.
   6. Construct a new building providing power, gas, water, connection to septic, and any other utility shown in the contract documents.
   7. Construct a new site developed per construction documents.
   8. Construct all new interior partitions and finishes.
   9. Turnover a fully clean ready-to-occupy facility.
2. **COUNTY RESPONSIBILITIES**

As stated in Exhibit D.

1. **DELIVERY REQUIREMENTS AND ACCEPTANCE.**

As stated in Exhibit D.

1. **WARRANTY REQUIREMENTS**

As stated in Exhibit D.

[*The remainder of this page intentionally left blank*]