OFFICE OF FACILITIES MANAGEMENT – SCOPE OF SERVICES

Project Name:	Vending Machine Removal and Disposal – Cagan Crossings Community Library
Address:	16729 Cagan Oaks, Clermont, FL 34714
Project Manager:	Christina Shelton, Facilities Maintenance Manager

Unless otherwise noted, the Contractor shall provide all required labor, material, equipment, plans, engineering, surveys, permitting, and local and state inspections to provide 100% turnkey project. 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.

1. PURPOSE

A. The purpose of this solicitation is to select a Contractor to remove one (1) out-of-service, refrigerated canned-beverage vending machine (black, single-door, approximately 6 feet tall; see Exhibit A) from the lobby of the Cagan Crossings Community Library and legally transport, recycle, and/or dispose of the machine and all associated components off County property.

2. SCOPE OF WORK

A. Prior to the start of work, the Contractor shall coordinate a date and time for removal with the County Project Manager. All work shall be scheduled to minimize disruption to library patrons and staff.

B. The Contractor shall disconnect the vending machine from its electrical outlet.

C. The Contractor shall remove the vending machine from its current location and transport it out of the building using appropriate equipment (e.g., appliance dolly, pallet jack, straps). The Contractor is responsible for securing the machine during movement to prevent tipping and injury.

D. The Contractor shall protect all floors, walls, door frames, and finishes along the removal path. Any damage caused by the Contractor shall be repaired or replaced to the County's satisfaction at no cost to the County.

E. After the machine is removed, the Contractor shall clean the area where the machine was located.

3. DISPOSAL REQUIREMENTS

A. The Contractor shall dispose of the vending machine in accordance with all applicable federal, state, and local regulations. Disposal in a County dumpster or on County property is not permitted.

4. SITE CONDITIONS

A. Work shall be performed during the library's normal operating hours unless otherwise approved by the County Project Manager. The Contractor shall check in with library staff upon arrival and before leaving the site.

B. The Contractor shall keep the work area and removal path clear of patrons and shall use safety cones or barriers as needed.

EXHIBIT A – PHOTO OF VENDING MACHINE



Vending machine to be removed – lobby, Cagan Crossings Community Library