

SCOPE OF WORK

MILWAUKEE JOB CORPS CENTER – BUILDING CONTROLS

Section I: Definitions

- A. The “Center” refers to the Milwaukee Job Corps Center which is a residential/non-residential training and educational institution located at 6665 N. 60th Street. The Center is staffed 24/7/365.
- B. The “Center Director” is the individual appointed by the Center Operator with the responsibility and authority for planning, budgeting, contracting, directing, and operating the entire program at the Center.
- C. The “Center Operator” refers to the company awarded the contract by the US Department of Labor to run the Milwaukee Job Corps Center and as of the date of this document, refers to ResCare Workforce Services with corporate offices located at 805 N. Whittington Parkway, Louisville, KY 40222.
- D. The “Contractor” will be the entity which is awarded the duties and compensation as listed in this document.
- E. The “Department of Labor” refers to the United States Department of Labor, Office of Job Corps or its designee.

Section II: Statement of Work

This is a Sub-Contracting opportunity.

Contractor must hold a current applicable certification in digital building control systems and will provide goods and services as listed below.

- 1. Review the status of the current controls system and provide quote for materials and services needed to get it functioning properly.
- 2. Provide materials and services to fulfill the assignment below.

Procure the services of certified digital control contractor to add new space temperature sensors to the existing DDC system. Approximately 29 heat pumps shall have a new space temperature sensor installed in the space with largest cooling or heating demand. New temperature sensors shall control the respective AHU serving the space in lieu of the existing return air temperature sensors. Contractors shall provide new sensors with vandal proof covers in public spaces and in student rooms. Exact locations of the new sensors shall be coordinated with the Center maintenance manager. Verify/adjust control sequence to maintain spaces at the occupied and unoccupied set points. Existing return air sensor shall be repurposed to monitoring return air temperature only. This work shall cover all eight of the Center’s buildings HVAC systems (total gross square feet of the eight building is 154,400). After adding all the sensors, the certified digital control contractor shall reset the occupied/unoccupied temperature set points for heating and cooling to the intended design. The contractor shall also rewire the existing boilers that are not functioning properly and correct and errors that may still be present. Procure also the services of certified commissioning agent to retro-commissioned the entire facility to vet out and correct any errors that may still be present. (Reference: MJCC HVAC Facility Report, dated 01/12/2018). The digital control contractor must update the system software. The control contractor must submit equipment submittals, as built drawings (diagrams) indicating the new and existing work for ESC to review and approval before commencing work. Digital control center location shall be coordinated with the Center maintenance manager. Contractor must provide the maintenance personnel with hands on training and video recording of training on how to control the system. Obtain minimum of one year parts and labor warranty from the installing contractor and upload an electronic copy of the warranty to the CRA website.

- 3. Provide training to staff in the operations of control systems.

All contractor employees will be required to sign in/out at the Welcome Center, and will be subject to all safety and security regulations while on Center grounds.

Smoking on Center grounds is strictly prohibited except in the designated smoking area.

No weapons of any type are permitted on Center grounds.

Section III: Staffing Requirements

Contractor is responsible to provide all services and cannot subrogate or delegate to anyone else.

Section IV: Period of Performance

The agreement will be in effect from the day the agreement is signed until the project is completed. The agreement may be terminated by either party by giving notice in writing at least 10 business days prior to termination.

Section V: Indemnification and Insurance

The contractor agrees to indemnify and safe the center harmless from any expenses, including attorney's fees and also claims on account of damage to property or bodily injury (including death) which may be sustained by himself/herself or his/her employees in connection with work performed. Contractor agrees to provide a Certificate of Insurance naming the Center as additionally insured prior to implementation of the agreement.

Section VI: Compensation/Payment

- A. Compensation – remuneration for services rendered will follow the rates listed in the accepted proposal. C The Contractor is responsible to compensate its employees in accordance with the Davis Bacon Act. Wage Determination (www.WDOL.gov) can be obtained from the website listed.
- B. Payment – payment shall be made within fifteen (15) to thirty (30) days of receipt by the Center Operator of an acceptable written invoice including a detailed list of charges. In accordance with DBA regulations, Invoice should also include appropriate documentation of employees and wages.

Section VII: Required Documentation

- Proposal including indicated charges
- Proof of Digital Controls Certification
- New Vendor Packet (to be completed at agreement implementation)
- Certification of Insurance naming Milwaukee Job Corps Center as additionally insured
- Federal Debarment – Primary form

Section VIII: Contact Information & Due Date:

- For questions or to schedule a visit to view site of work, please contact Cary Underwood, Director of Administration, at 414.616.5704 or underwood.cary@jobcorps.org
- Proposals are due via email or fax (414.353.5919) no later than noon on April 3, 2020.