

### Pre-bid meeting questions 5/1/2023

- 1) Demo of entire site must be included in bid
- 2) Camera locations conduit with box only NO CAMERAS (future addition)
- 3) Post office fit-out see attached sheet read carefully.
- 4) Permit costs, the city will pay the permit fee for this project (do not include in bid)
- 5) IT room #215 supply:
  - 2 L-6 30 amp 220v circuit
  - 1 L-5 30 amp 120v circuit
  - 1 120 v 4 outlet box
  - 1 3 ton A/C disconnectAll tied to generator.

## NEW ALTERNATE QUARTERS (inside the new City Hall Building)

### LANDLORD / CITY RESPONSIBILITIES

**Design-** The Architectural firm for the new City Hall Complex – LIVS Associates. Refer to set of drawings labeled DESIGN DEVELOPMENT dated June 11, 2021 with 93 sheets. The design of the AQ Post Office is included in the above set of drawings.

**Construction –** To construct a new City Hall building which includes a unit space building shell on the First Floor consisting of 1,576 net sq ft. The following systems are included in Landlord Work: Furnish and install:

1. All exterior walls including storefront doors & windows and gyp board interior finish
2. Entire HVAC system (Type: Split System) including ducting
3. Entire electrical system including 2ndary (Primary?) panels in space
4. All metal conduits & wiring from electrical panels to outlets, light fixtures, HVAC, etc
5. For data outlets, all metal conduit in walls only (cabling by USPS)
6. Empty conduit run from outside telephone source into USPS space Workroom
7. Empty conduit run from outside Network source into USPS space Workroom
8. All fire alarm system
9. All fire sprinkler system
10. All interior partitions including "security wall" between Lobby & Workroom
11. All interior partitions including "po box walls" with openings (wood & metal stud)
12. Finished gypsum board on interior walls
13. Electrical outlets located in walls (Data outlets in wall & cable by USPS)
14. Interior doors and frames (not including "wicket door")
15. Lay-in ceiling grid and ceiling tiles
16. Sliding grille steel structural plate (to support weight of sliding grille)
17. All Light fixtures (primarily 2 x 4 lay-in)
18. Entire Restroom (unisex)
19. Entire Janitor Room with mop sink
20. All exterior walls including storefront doors and windows and gyp board finish
21. Floors in Workroom are concrete with hard coat sealer
22. Floors in Lobby are exposed concrete slab
23. Floors in Restroom and Janitor room are exposed concrete

### TENANT / USPS RESPONSIBILITIES

**Construction –**In general, all interior walls with finishes in Full Service Lobby, Self Service Lobby, PO Box Lobby and Workroom.

Furnish and install:

1. Painting of all interior walls
2. Floor tile where designated
3. Sliding grill closure (to Landlord's structural steel plate)
4. PO box equipment \*\*
5. Letter drop box (wall framing & gyp board by Landlord)
6. Wicket door and frame (other standard doors by Landlord)
7. Interior Eagle and Zip Code graphics

8. Interior signs
9. Exterior sign mounted on exterior wall
10. Exterior Facility ID sign on exterior wall
11. Vinyl Hours on glass window or door
12. IT Wall rack and equipment on plywood backboard as demark
13. All of data system (conduit in walls by Landlord)
14. Data cabling supported by hangars above ceiling
15. Scissors Lift (electrical conduit & wire by Landlord)
16. Service counters
17. Other USPS casework
18. Locksmith to change cylinders on locks (after USPS building acceptance)

\*\*(wall framing for po boxes by Landlord. USPS will plan on box modules being transferred, if in good condition. If modules are not in good condition, then new modules are to be ordered by USPS from USPS Topeka, Kansas)

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