

Annex - C

Mechanical and Electrical Project Deliverables

To be read in conjunction with the AIA Document C103-2015

Professional Services to include (but not limited to) the following:

1. Electrical Design

- a. Survey existing conditions
- b. Design electrical power distribution, lighting, fire alarm system (life safety devices), security system (panic hardware, CCTV Cameras, Card/Proxy Readers) to suit the new layout
- c. Coordinate data/communications system rough-in requirements with the Government's IDT Department

2. Mechanical Design

- a. Survey existing conditions
- b. Design Heating, Ventilation, & HVAC to suit the new layout
- c. Provide design calculations

3. Plumbing Design

- a. Survey existing conditions
- b. Design the plumbing and drainage to suit the new kitchen and bathroom layout

4. Tender Services

- a. Attend a pre-bid site meeting
- b. Answer contractor queries during the Tender Process and issue addenda's if necessary

5. Construction Administration Services

- a. Review Shop Drawings
- b. Review construction progress to ensure conformity with the Construction Drawings and Specifications
- c. Respond to Contractor RFI's
- d. Review contractors verification, balancing and testing reports

6. General Scope

- a. Develop the best-value design to meet the requirements of the renovation taking into account both initial cost and operation cost of systems produced.
- b. Provide Construction Estimate for the Electrical, Mechanical, and Plumbing installation
- c. Meet with the Project Manager and End Users and provide progress drawings and solutions
- d. Provide design calculations
- e. Survey the existing installations and controls within the specific work areas and determine suitability for upgrade, modification, or replacement of part or the entire existing systems.
- f. Consult with Authorities Having Jurisdiction as required
- g. Submit Engineered Stamped Drawings

- h. Submit CAD drawings for coordination
- i. Submit final CAD drawings for owners records
- j. Submit Building Control Drawings along with specifications for Permitted Development Permit
- k. Submit Construction drawings and specification for Tender
- l. All engineering design systems must be designed and installed in accordance to the Bermuda Building Code and International Codes.

Areas affected by the Scope of Works; include but not limited to the following-

- 1. Ground Floor Plan (mechanical/plumbing required only)
 - a. Post Office Lobby
 - b. Elevator Lobby
 - c. Parcel Post Area
 - d. Vestibule
 - e. Existing Kitchen

- 2. Basement Level Floor Plan (mechanical/plumbing/electrical)
 - a. East End of Basement "administration area"
 - b. West End of Basement "processing area"
 - c. Customs X-ray Area
 - d. Assistant Managers Office
 - e. Office B08
 - f. New kitchen