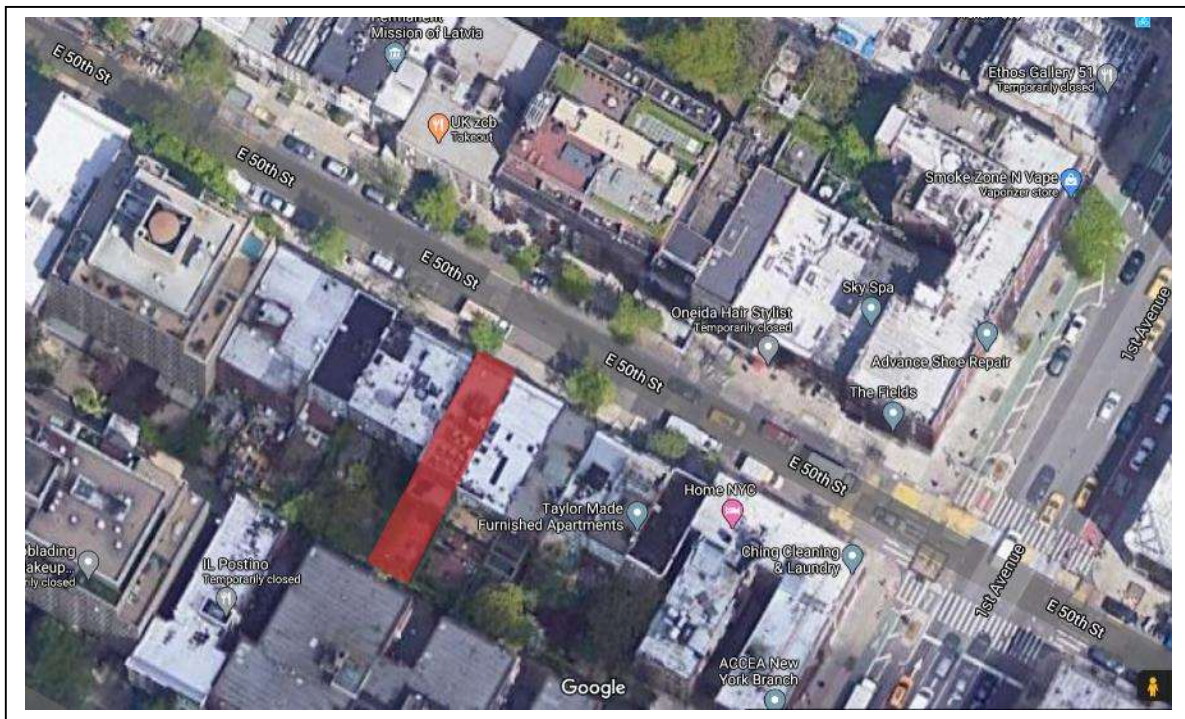


Project: African Union Old New York Office Maintenance

Location: New York, USA

Background

The African Union owns the property 346 East 50th Street in New York, located on the east side of the Midtown Manhattan between the First and Second Avenues. The lot measuring 6 m (20') in width and approximately 30.2m (100.5') in depth. The property consists of five-stories above grade and a basement which is accessible only from the front side from the 50th street.



In plan:

- The basement rests on the whole property line with dimension of 100'-5" x 20';
- At grade level there are 9'-4" and 30' patios at the front and back respectively;
- Second floor dimension is 64'-6" x 20';
- At the third floor there is balcony shifting the external wall inwards.
- The 4th and 5th floors have dimension of 54'-10 5/8" x 20'

In elevation:



For security reasons, building architectural and other drawings will be made available for on-site review to bidders at the current AU New York office.

Purpose and Scope

The purpose of the maintenance work is to reinstate the building to office use by creating a safe and conducive work environment.

The contractors are required to make thorough assessment of the property before submitting the bid. The descriptions of the building stated in this documents are for preliminary information purpose and conditions may vary during actual assessment by the contractors.

The maintenance works of the building, as described in the statement of works, is planned to be executed in two phases through a Design and Build Lump-Sum contract. The works for phase 1 will be identified over value engineering exercise through discussion between the AU engineers and the most qualified contractor. The remaining works above and beyond the budget for phase shall be carried over to the second phase of the project.

Condition of the Building

The property is under the ownership of the African Union and served as the AU Representation Office to the UN before the African union moved to a new facility. Following the relocation, the building has been vacant for the past fifteen years. During this time no maintenance work has been carried out.

Building Exterior

The front (50th) side external wall is painting finished. There are no cracks observed. There are stains observed around window sills and copings. The rear side of the external wall is exposed brick. The rear wall is extensively covered with climbing plants.

The concrete walkway outside of the front entrance is damaged, where the AU is requested to maintain. Both the front and back patios are paved with tiles which are in fair condition requiring cleaning and grouting. The third floor rear patio is finished with asphalt membrane and seems to be in good shape requiring cleaning.

The front guardrail fencing the property from the street and side neighbors is made of metal which has rusted with minor damage on some members. The back patio wooden guard rail is rotten.

The main entrance door is damaged which requires replacement. The door to the back patio is in good condition bur requires maintenance.

Internal Spaces

Office spaces are finished with carpet flooring, dry wall ceiling/suspended acoustic ceilings in some areas and painted doors;

Common spaces are finished with carpet flooring, dry wall ceiling and painted doors;

Toilet spaces are finished with ceramic floor, dry wall ceiling and painted doors; The internal finishes are in fair condition at the time of observation.

The basement, which served as an assembly hall, is the part mostly damaged during this time due to a flooding as a result of broken water supply line. The flooding damaged the dry walls, fixed furniture and the ceiling. Formation of excessive mold is also observed in the basement floor.

Another area observed to be highly damaged is the dry wall ceiling at the fifth floor on the front side.

Toilet Fixtures

The toilets seats, sinks and urinals are in fair condition mainly requiring deep cleaning. Damaged toilet seat covers and accessories, sink faucets, drains and supply houses shall be replaced.

Plumbing

The domestic and fire water lines have not been operated/used for a long time. The system requires thorough inspection and testing. The water meter is located in the basement.

Electrical System

The electrical system seems to be working. Many lights are observed to be burnt out and broken. There are also broken light switches and socket outlets. The entire electrical system requires inspection and testing. The main distribution switch is located in the basement.

HVAC

The HVAC system an old system and requires replacement. The Main unit of the HVAC is located on the roof. Complete design installation is required. It is assumed that the existing air ducts shall be used. However damaged supply and return vents need to be changed.

Elevator

There is one elevator installed and is not functioning. The elevator was inaccessible during the time of assessment. Thorough maintenance and testing is required.

Fire Protection System

The sprinklers system, smoke detectors, emergency lights and exit signs need to be tested and maintained or replaced. Enough number of portable fire extinguishers are also required in the building as per code requirements. There are some fire extinguishers randomly placed in different offices.

Roof

During the assessment, the roof was inaccessible due to roof latch being non-operational. The structural drawings shows that light weight concrete on 1 ½” 18” GA galvanized steel deck.

It is observed that there is roof leakage at the front side of the building which damaged the dry wall ceiling. It was not clear if the problem was related with pointing of the coping or damage on concrete water proofing.

Structural System

From sections of the existing drawings it is noted that the foundation is composed of reinforced concrete isolated footings and walls on strip foundation. The superstructure is steel frame with lightweight concrete floor on galvanized steel deck.

No structural damage or excessive settlement was observed during the assessment.

Statement of Work

As per the preliminary site inspection made, here below are the findings with additional requirements to make the offices welcoming and create a safe working environment:

External Works

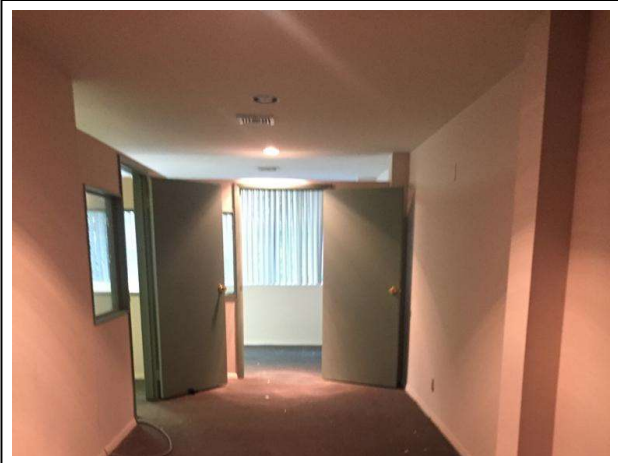
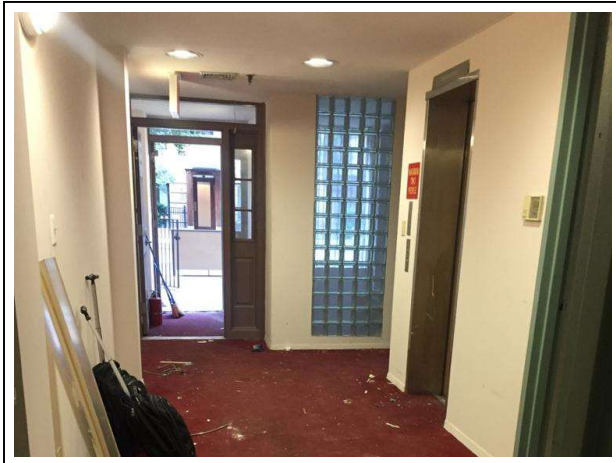
- Patch the cracked external city concrete pedestrian walkway as per the standards of the city. The specification of concrete, procedure and finishing quality shall meet the city standards.
- Repair grout joints of the front and back yards paved with 4x4 tiles. Work includes deep cleaning of the floor tiles to remove stains using spin scrubber machine and approved type chemical.
- Repair the metal guardrail/fence. Works include welding of disconnected members, replacement of missing members and spray painting with approved type paint.
- Back Yard guardrail (option 1): repair wooden guardrails. Work includes replacing highly damaged and missing members, realignment, sanding and spray painting with approved paint.
- Back Yard guardrail (option 2): replace the wooden backyard wooden guardrails with approved type PVC Guardrails of similar height and pattern. Work includes cart away of removed wooden rails.
- Clean the painted front facade to remove heavy soiling and stains including window sill sand stone copings.
- Repair damaged plastering/stucco and paint the front facade with approved type paint.
- Remove climbing plants from the rear exposed brick façade and repoint joints where damaged.
- Main Entrance Door (Option 1): Remove and replace existing main entrance door with similar type door including frame.
- Main Entrance Door (Option 2): Maintain the main entrance door by replacing locks, maintain damaged parts and painting with approved type.
- Inspect for external window leakages and re-caulk identified leakage points.



Internal Spaces

- Carpet floors (option 1): Deep clean existing floor and stair carpets using steam cleaning machine. Shampooing may be applied at areas where stains cannot be remove with steam cleaning.
- Carpet floors (option 2): Remove existing floor and stair carpets and replace with approved new carpet. The new carpet shall meet local standards for commercial use. Work includes removing and fixing back wooden floor skirting. Samples has to be provided for approval.
- Deep clean toilet ceramic tiles and base skirting to remove stains using spin scrubber machine and approved type chemical.
- Inspect all office wall surfaces for damage and repair. Apply a proper coat of approved paint to the areas repaired, as well as any wall surface indicating prior water damage. Match color to existing wall paint.
- Apply proper coat of approved paint with compressor spray to all walls excluding basement wall.
- Apply proper coat of approved paint with compressor spray to all toilet walls.

- Replace damaged ceiling tiles and clean the ceiling runners. Work includes strengthening of the suspension systems of the ceiling tile runners in all offices, hallway and toilets. Clean all suspension frame and runners.
- Repair damaged drywall ceilings and apply a proper coat of approved paint to the areas repaired. Work doesn't include basement floor.
- Apply proper coat of approved paint with compressor spray to all drywall ceilings excluding basement floor ceiling.
- Ensure all doors open smoothly; adjust as needed.
- Replace damaged door knobs and locks.
- Ensure all windows open smoothly; adjust as needed.
- Repairs to window casements with identified damage to stop water leaks and make weather tight by replacement/fixing of rubber seals and/or other application of silicone-based sealants.



Basement Floor Gut-Out

- Dismantle and remove all dry wall and ceilings in the assembly hall and interpretation booths at the rear of the building. Steel studs and ceiling suspension systems are not to be dismantled. Work includes cart away of removed materials.
- Dismantle the fixed tables and furniture in the assembly hall and interpretation booths at the rear of the building. Work includes cart away of removed materials.
- Remove/clean/treat basement mold
- Apply proper coat of white paint on the walls of the basement assembly hall walls.



Roof Work

- Identify leakage points and apply appropriate water proofing works including pointing of copping.
- Maintain the access latch.



Plumbing works

- Check and test by a certified professional the domestic water supply and drainage systems of the entire building both internally and externally in accordance with local standards. If any accessories are damaged/missing fix and/or replace as needed. Work include entire system testing, commissioning and issuance of certificate. Report if there are major defects.

Toilet fixtures

- Toilet seat (option 1): Deep clean and remove all stains of toilet seats using appropriate and approved bleach. Change seat covers, supply hoses and other defective accessories. Check and test drainage and water supply for proper functioning fix any problem.
- Toilet seat (option 2): Remove and replace toilet seat and all accessories, water supply hoses and seat cover with approved and similar size and standard seat with existing ones. Check and test drainage and water supply functioning and fix any problem.
- Toilet sink (option 1): Deep clean and remove all stains of toilet sinks using appropriate and approved bleach. Change faucet, supply hoses, drain and p-trap and other defective accessories. Check and test drainage and water supply for proper functioning fix any problem. The faucet and p-trap shall be chrome plated and be approved. Work includes cart away of removed seats and items.
- Toilet sink (option 2): Remove and replace existing toilet sinks and all accessories with approved and similar size/standard sink with existing ones. Change faucet, supply hoses, drain and p-trap. Check and test drainage and water supply for proper functioning fix any problem. The faucet and p-trap shall be chrome plated and be approved. Work includes cart away of removed sinks and items.
- Replace the shower head in the 5th floor toilet. Check and test drainage and water supply for proper functioning fix any problem.
- Fix base of the embedded toilet sink in the 5th floor toilet including the base ceramic skirting.
- Supply and fix toilet paper holders.



Electrical works

- Inspection and testing by certified professional of the overall electrical system and telephone line installation and operation for correct functioning in accordance with local standards and identify any existing safety hazards. Rectify any identified problem including fixing and replacing damaged parts such as breakers, cables etc. Affix a table chart to the inside of the power panel door and label as appropriate to allow proper maintenance. Work include entire system testing, commissioning and issuance of certificate. Report if there are major defects.
- Testing and verification of the existing electrical surface fixtures for correct functioning. Clean all existing working fixtures.
- Repair and replace damaged/non-functioning electrical sockets and switches as per required standards.
- Replace non-functioning recessed light fixtures with similar fixtures as the existing ones.
- Replace non-functioning florescent light fixtures with equivalent LED fixtures

- Replace non-functioning lamps of the recessed fixtures with the same/equivalent type energy saver lamps.
- Replace non-functioning florescent tubes.
- Replace non-functioning emergency lights with approved similar types as existing ones.
- Replace non-functioning emergency exit illumination lights with approved and similar types as existing ones.



Fire Protection System

- Inspection and testing by certified professional of the overall fire protection system, such as sprinklers and smoke detectors, correct operation and installation in accordance with local standards and identify any existing safety hazards. Rectify any identified problem including fixing and replacing damaged parts. Work include entire system testing, commissioning and issuance of certificate. Report if there are major defects.
- Replace defective smoke detectors
- Replace defective sprinkler heads
- Maintain existing mobile fire extinguishers.
- Provide additional fire extinguisher to meet code requirements.

Elevator

- Inspection and testing by certified professional of the overall elevator system for correct operation and installation in accordance with local standards and identify any existing safety hazards. Rectify any identified problem including fixing and replacing damaged parts. Work include entire system testing, commissioning and issuance of certificate. Report if there are major defects.

HVAC

Replace the Air Handler Unit and Air out unit on the roof with new equipment. The replacement shall use the existing duct installations in the building without requiring additional duct work. The Contractor is required to perform thorough survey of the existing system, design the HVAC system in accordance with local codes and standards and present the design and equipment catalogue for approval before implementation. The Work includes entire system testing, commissioning and issuance of certificate with warranty.