

1090000 ENGINEER'S FIELD OFFICE
COMMENTS FROM INTERNAL/INDUSTRY REVIEW

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Comments: (4-1-13)

Last sentence should read: ...water service charges, and sewer service charges, telephone and internet provider charges, and charges necessary to provide, furnish, maintain, and remove the field office, furniture, and equipment.

Payment will be made for each day the field office is available for use by Department personnel during the period described in 109-2.3. Price and payment will be full compensation for all labor, material, equipment, furniture, *lease fees, electrical service charges, water service charges, and utility-sewer service charges, and telephone and internet provider charges, and charges* necessary to provide, furnish, maintain, and remove the field office, *furniture, and equipment. The Department will pay all telephone charges.*

Response: From the Specs Office – You are correct.
Changes made.

Calvin Johnson
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Comments: (4-1-13)

109-1: In first paragraph, first line, delete “furnish” as “provide” and “furnish” mean the same thing. No other comments.

Response: Change made.

Ervin Sterling
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Comments: (4-2-13)

We had a question from our PM's about the Engineer's Field Office recently. They questioned the “for exclusive use” clause, and what that truly meant. In looking over this Industry Review document, I noticed that 109-1 Description says “for exclusive use by the Department”, while 109-2.3 Occupancy and Maintenance says “for Department use”. Perhaps a clarification would be in order?

Response: Word “exclusive” will be deleted from the spec.
Change made.

David Vogel
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Comments: (4-4-13)

Have one comment on the proposed specification. Concerns with having the contractor provide the All in One (copier, fax, scanner and printer) and telephones. Generally, most furniture and equipment provided by the contractor is a very used condition. It would be best for CEI's to continue to provide all office equipment so that we can be assured that they will work properly when needed. The down time waiting for replacement equipment and or repairs could be a problem on a fast moving project.

Response: The requirement for a copier/fax/printer/scanner was added at the request of Department personnel. Should a district elect for this equipment to be provided through the CCEI contract, then a Modified Special Provision will be required to delete that equipment from Section 109 and a requirement should be added to the CCEI Scope of Services.
No change made.

Henry Smith
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Comments: (4-8-13)

First let me say that I am very pleased to see this specification is finally being updated. I have been advocating that this specification be updated for a very long time. Additionally, the changes seem to clarify items the Contractor's should be providing and that are not included in the CCEI scopes. I do have the following comments:

1. In section 109-1 the specifications call for fencing for security, and that is appropriate for a construction trailer on a rural project. However, some of the time, the office provided is a store front office. In lieu of fencing, the contractor should supply security system with monitoring if a fence is not appropriate.

Response: Clarification will be added to require fencing only when a stand-alone trailer is provided.
Change made.

2. In section 109-2.1 the specifications call for two keys. Sometimes these keys are 'Do Not Duplicate' keys. More keys would be better. I recommend 1 key for each 100SF of office space.

Response: Clarification will be made as follows:

<p>→ → Each room shall have at least one weatherproof window, and two electrical outlets, one telephone outlet, and one Category 5 Ethernet outlet. Each window shall have a minimum area of 8 square feet, be screened and open and close to provide adequate ventilation. Equip each outside door with a lock. Provide 2 keys for each outside door lock suitable for duplication by the Engineer if additional keys are required.</p> <p>→ → The Engineer may approve an equivalent facility provided it meets the minimum specified requirements.</p>
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3. In section 109-2.3 the specification states "Do not begin work before the field office is available for Department use." The office should be available earlier than that. The specification should read something like "Work on the project shall not begin less than 21 calendar days after the field office has been made available for Department use."

Response: Section 109-2.3 requires that the field office be available 30 calendar days before contract time begins.

No change made.

Neil Monkman
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Comments: (4-8-13)

As long as the specification is being revised to make it clearer, perhaps the Department will consider adding a section to the spec. I am not sure how often this comes up, but it has been an issue personally on previous projects.

1. Would the FDOT consider adding a section to the specification that includes pre-mobilization checklists noting any damage that is not typical?

Response: The Contractor is responsible for providing a field office compliant with the requirements of the specification. Other specifications address payment for damage to Contractor provided items within the contract.

No change made.

2. Furthermore, would the FDOT also consider reimbursement to the contractor of items that are damaged?

Response: Please see response to #1.

Brian Hermany
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Comments: (4-9-13)

If field office is used for storage of nuclear testing equipment, door to storage area must have two locks and must be clearly labeled.

Response: If the Engineer elects to utilize the field office to store nuclear testing equipment, then the Engineer would be responsible for providing the suggested items.

No change made.

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Comments: (4-15-13)

1. The Origination Form appears to indicate in the Summary of Changes that the Department will be responsible for phone and internet service. The proposed specification clearly indicates that the Contractor must arrange and pay for those services. What is the Department's intent?

Response: The origination form will be modified (prior to the close of the Industry Review period) to address this comment. The Contractor is responsible for providing and paying for phone and internet services.

No change made to the specification.

2. If phone service is to be provided by the Contractor, how many lines are required? Is a separate line for a fax machine required?

Response: A requirement to provide two phone lines and high speed or broadband internet service will be added to the specification. Please see highlighted text below.

<p>109-1-Description.</p> <p>→ Provide, furnish, and maintain an Engineer's Field Office for exclusive use by the Department. Provide adequate security of all facilities and furnished equipment. Provide electric, water, sewer, telephone (2 lines), and high speed or broadband internet services. When applicable, Use Type B Fencing as detailed on Design Standards, Index No. 452[all], to enclose the field office. Place the fence at least 35 feet from the front and 5 feet from the other three sides of the field office. Place one 4 foot gate and one 12 foot gate at locations designated by the Engineer. The site of the field office location shall include adequate exterior lighting for security.</p>

Change made.

3. Is Voice Over Internet Protocol acceptable for telephone service?

Response: VOIP is not acceptable for telephone service. No change made

4. If FDOT is requiring the Contractor to provide internet service, what is the minimum acceptable level of service?

Response: Please see response to your question #2.

5. 109-1 requires that the office location include "adequate" exterior lighting for security. What is adequate?

Response: Adequate is often defined as sufficient for a specific requirement, sufficient or satisfactory, or lawfully and reasonably sufficient. No change will be made as this term is used throughout Department specifications.

6. Would FDOT consider WIFI instead of a hard wired ethernet connection in every office?

Response: No, WIFI in lieu of hard wired connections will not be allowed. No change made.

7. What defines a conference chair. What differentiates it from an office chair?

Response: A change will be made to require chairs with no distinction between office chairs and conference chairs.

Change made.

8. If the Department is not responsible for phone charges, what amount should the contractor budget for charges above and beyond the standard monthly service charge?

Response: Determination of a budgeted amount to cover charges above/beyond monthly service charges will be the responsibility of the Contractor.

No change made.

9. This proposed specification appears to add phone and internet service, telephone hardware, print/fax/copy/scan hardware, additional furniture and additional wiring infrastructure to the requirements that the Contractor must provide. It does not seem likely that this will not result in an increase in project costs as indicated on the Origination Form.

Response: The Origination form has been modified (prior to close of the Industry Review Period) to address this comment. As a result of this specification change project cost for these services and equipment are being shifted from the CCEI Contract to the Construction Contract. Overall, there is no change in project cost estimated as a result of the revisions to this specification. No change made.

10. Does the Department benefit from a government rate with phone providers that is less expensive than standard business rates and, if so, wouldn't it be cheaper to have the Department set up and pay for the phone services? Would contractors be able to utilize any existing rate agreements between service providers and FDOT if they are responsible?

Response: The Contractor would not be able to utilize any existing Department rate agreements should such arrangements exist. No change made.

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Comments: (4-29-13)

Conference tables: 3x12. 4x8 is more typical of the size.

Internet connection: Please add the word “high speed” or “broadband” before “internet services” in the first paragraph.

Do we need to add ADA compliant access to the office (e.g. ramps in the case of trailers)?

Plans racks aren’t needed.

Fire resistant file cabinet is considered excessive.

Response: Changes to address conference table size, high speed internet services, and ADA compliance will be added to the specification. The requirement for plan racks will be deleted. No change will be made to filing cabinet requirements. This is necessary so as to protect project records in the event of a fire.

Changes made.
