



Preliminary Scope of Supply and Services
Building Supply Only

Project: Belgrade Restroom
Customer: City of Belgrade
Location: Belgrade, Montana
Date: 12-21-20



Contents

- A. Preliminary Scope of Supply and Services
 - 1. *Project Overview*
 - 2. *Process and Design*
 - A. Overview
 - B. Romtec's Typical Submittal Process
 - C. Design Services by Romtec
 - 3. *Romtec Scope of Supply*
 - A. Structure
 - B. Plumbing Fixtures and Accessories
 - C. Electrical Fixtures
 - 4. *Delivery, Storage, and Handling*
 - 5. *Warranty and Limitations*
 - 6. *Installer Scope of Supply and Services (not by Romtec)*
 - A. Overview
 - B. Structure
 - C. Plumbing and Electrical
 - D. General Exclusions
 - E. Delivery, Storage, and Handling
 - 7. *Budgetary Pricing*
- B. Drawings
- C. Renderings (if provided)
- D. Quote
- E. Romtec Terms & Conditions
- F. Credit Application
- G. Preliminary Project Information Form
- H. Proposed Payment Schedule

This scope letter will be superseded by the Romtec Scope of Supply and Design Submittal at the time Romtec is directed to proceed with creation of its complete Scope of Supply and Design Submittal package (after Romtec's receipt of a Purchase Order).

This scope letter is for the "building supply" only. See section 7 for the installer supplied items that are not supplied by Romtec.

Romtec, Inc. has forty years of experience supplying and constructing site built, pre-engineered, packaged building kits. It is our mission to lead our industry as the premier designer, builder, and expert of restrooms and similar park structures for both public and private use. We are the architects, engineers, and manufacturer of all Romtec products. The design for all Romtec buildings and structures are site specific and designed with the customer to fit to each project's particular needs.

The following is a detailed scope of products and services that will be included as part of the Romtec building package as well as the general scope of supply and services provided by the installer in order to complete installation.

1. Project Overview

Romtec has worked with the City of Belgrade to create a restroom building. The following is an outline of Romtec's supply and services on this project.

2. Process and Design

A. Overview

Romtec works through the complete design with every customer to provide a structure that best fits each project. Since Romtec is providing a pre-engineered building kit, Romtec has the capability to match any existing park structure or park theme and customers can choose to use any finish, product, and material without limitation. Once a design is complete Romtec assists the customer through the design review, building department submission, and the installation of the building.

B. Romtec's Typical Submittal Process

1. Executed Purchase Order
 - a. Customer sends Romtec a signed purchase order with Credit Application and Preliminary Project Information forms.
 - b. Romtec finalizes the Payment Terms and Billing Schedule with the customer.
2. Romtec Design and Submittals *(see 2. C. below)*
 - a. Romtec provides Scope of Supply and Design Submittal to be reviewed by the customer and owner/owner's representative.
 - b. Once approved, customer to provide Romtec with signed Submittal Approval.
3. Romtec Plan Set
 - a. Romtec provides the Engineered Plans with Structural Calculations to be submitted by the customer to the local reviewing entity for permit review and approval.
 - b. Once approved, customer to provide Romtec with signed Notice to Proceed with Production.
4. Romtec Produces and Schedules Delivery
 - a. Romtec will send the building into production once the signed Notice to Proceed on Production is received from the customer.
 - b. Romtec packages and palletizes building components for shipping.
 - c. Romtec coordinates and schedules delivery for the complete pre-engineered building package.

C. Design Services by Romtec

Romtec has not been provided or made aware of any geotechnical reports for this project. Romtec is not responsible for any additional costs incurred by the installer if the foundation is increased due to local soil conditions.

1. Romtec's work shall include the design of the architectural, mechanical, structural, and electrical components that will be required for this building.
2. The building will be designed as a complete, packaged building to be delivered to the job site to be constructed on site by the contractor.
3. Romtec will provide complete submittal documentation in the Romtec standard submittal format for review. This will include complete plans on the Romtec pre-

engineered building structure, construction drawings, and related data sheets and specifications for everything within the footprint of the building.

- a. Romtec will provide the building plan view and elevation with the Romtec Scope of Supply and Design Submittal (SSDS) electronically for review and approval.
- b. Romtec will revise the SSDS per the review comments.
- c. Once the design is approved, Romtec will provide a sealed plan set stamped by an Engineer licensed in *Montana* for building department review.
- d. Romtec will provide (2) sealed plan sets.

Note: Pricing allows for one revision in response to comments. Should additional revisions be requested, Romtec will provide a change order for the additional design work.

- e. The Romtec plan set standard size is 11" x 17".

Note: If a larger plan set size is required it will result in a price increase.

3. Romtec Scope of Supply

Once produced, the building package will arrive on organized pallets that are separated into stages for ease of installation. Because of this packaging style, there are no shipping limitations for the building package. It is Romtec's goal to provide the installing contractor with the most complete building kit possible to reduce time spent on installation, therefore reducing the overall cost of the project.

A. Structure

The Romtec building package has been quoted with the specific product colors noted below. Changes to these color selections may result in a price increase. Customer to select colors from each manufacturer's specified color chart for block, roofing, steel finishes, etc.

The following items relative to the building structure will be supplied by Romtec.

1. Concrete Masonry Units - CMU
 - a. Walls will be constructed of smooth-face, mortar joint, concrete masonry units (concrete blocks).
 - b. Block color will be **gray**.
 - c. Siding to be cement board lap siding.
 - d. Ledgestone wainscot siding.
2. Doors, frames and hardware
 - a. Stainless steel, ball bearing hinges.
 - b. Heavy duty door closures.
 - c. Thresholds.
 - d. Door sweeps.
 - e. Doors to have stainless steel kick plates.
 - f. Pull handle with deadbolt locks.
 - g. Door louvers (Restroom doors only)
 - h. Magnetic locks
3. Steel privacy screens w/ cement board lap siding
4. Roofing materials
 - a. Pre-engineered trusses.
 - b. 10" solatube skylights.
 - c. Cement board lap siding in gable ends.
 - d. Roofing to be Fabral, 26-gauge, Horizon 16 standing seam roof panels.

*Note: Roofing color shall be selected by the **owner** from the manufactures standard color chart.*

B. Plumbing Fixtures and Accessories

The following items relative to the fixtures will be supplied by Romtec:

1. Floor mount, top supply, china toilets with exposed sensor flush valve.
2. Wall mount, top supply, back discharge, china urinals with exposed sensor flush valves.

3. Wall mount, china sinks with motion sensor faucets.
4. Wall mount, stainless steel 3-roll toilet paper dispensers.
5. Wall mount, stainless steel soap dispensers.
6. Trash can, stainless steel, 21 gal., no lid.
7. Wall mount, stainless steel, seat cover.
8. Surface mount, stainless steel, drinking fountains with bottle filler.
9. Restroom partitions, stainless steel.
10. Sanitary tile cove base (Restrooms only).

C. Electrical Fixtures

The following electrical fixtures will be supplied by Romtec:

1. Exterior lighting
 - a. Wall mount, LED wall pack light fixtures.
2. Interior lighting
 - a. 48" ceiling mount LED light fixtures.
 - b. Light controlled by motion sensor.
3. Wall mount hand dryers.
4. Exhaust fan package.
5. Water heater, tankless, multi point
6. Main breaker panel sized for the building components.
 - a. 200 amp, single-phase, indoor.

4. Delivery, Storage, and Handling

- A. Romtec's freight estimates are based on delivering the product on a 48' to 53' flatbed or van truck and trailers, or as close as we can legally get to the site. Overall dimensions of the truck and trailers are the following: 70' overall length, 102" wide and 168" high.
- B. Freight quotes are only good for 30 days and are subject to change without notice.

5. Warranty and Limitations

- A. The building and all its associated components will be warranted against defects in materials and workmanship for a period of not less than one (1) year from date of final acceptance. Acceptance is defined as the date of the delivery of the building and all its associated components or the date that the building and all its associated components are ready to deliver whichever comes first.
- B. HVAC equipment (heat pumps, air conditioners, heaters, etc.) are intended to be installed by factory trained technician. Any installation of HVAC equipment supplied by Romtec that is not performed by a factory trained technician automatically nullifies the warranty on that equipment. In other words, if Romtec supplies a Mitsubishi heat pump system that fails to operate after installation then the contractor will need to prove that it was installed by a factory trained technician in order for the warranty to cover the fix.
- C. Tiles will crack over time due to multiple factors including building settlement, wall movement, and other factors. Romtec cannot guarantee that the tiles in the building will not eventually crack. Romtec considers the repairing of cracks as a maintenance issue, and not a warranty issue. In other words, the tiles in the building will eventually crack and will not be covered under the building warranty.
- D. Romtec does not provide a warranty for metal roofing. Metal roofing manufacturers intend for their roofing to be installed immediately upon delivery from the factory. All project circumstances are different and Romtec cannot guarantee that metal roofing is installed within the timeframe allowed from the manufacturer. Therefore, Romtec does not warrant metal roofing.
- E. Stone veneer will crack over time due to multiple factors including building settlement, water infiltration and freezing, wall movement, and other factors. Romtec cannot guarantee that the stone veneer on the building will not eventually crack. Romtec

considers the repairing of cracks as a maintenance issue, and not a warranty issue. In other words, the stone veneer on the building will eventually crack and will not be covered under the building warranty.

- F. All concrete cracks on the surface eventually. This can occur within the first week after the concrete is poured or years after. Surface cracks in concrete are a maintenance issue for the owner to fill over time. Cracks in concrete are not a warranty issue.
- G. Smooth face block can have a significant variation in the color and texture due to the manufacturing process. Smooth face block should never be used as an architectural finish. It should always be either painted over or have siding covering it. Romtec does not guarantee uniform color or texture of block, or warranty that any aspect of block color or texture will maintain over time.

6. *Installer Scope of Supply and Services (not by Romtec)*

A. Overview

The contractor is responsible for building installation, hereafter designated as the installer. The installer's work will include site preparation and grading, foundation and pad installation, and building installation.

The following describes the products and services that are by the *installer*.

B. Structure

The following items relative to the structural components will be supplied by the *installer*:

1. All materials, equipment and labor for footings, interior and exterior slabs, and sidewalks.
2. Latex epoxy paint wall finish.
3. Concrete sealing.
4. Masonry (concrete) grout and rebar
5. The installer may be required to notch CMU block for bond beams, cut full blocks to create half blocks and grind blocks for fixture mounting purposes.
Note: Romtec is not responsible for any cost or installation delays associated with this work.
6. The installer may be required to cut stone veneer to achieve the required shapes necessary for installation.
Note: Romtec is not responsible for any additional work required of the installer.
7. Sealant for all exposed wood.
8. Gypsum board ceiling finish.
9. Typical fasteners such as nails, staples, and screws.
10. Doors and frames primed to be painted on-site.
11. If required, design and supply of gutters and downspouts is by the installer. Romtec can show basic gutters and downspouts on the plans upon request.

C. Plumbing and Electrical

1. Plumbing and electrical rough-in, installation and trim will be by the *installer*.

D. General Exclusions

1. Unless otherwise stated, Romtec is not proposing to meet any Buy America standard for materials.
2. The following items will be supplied by the *installer*:
 - a. Site grading or asphalt paving
 - b. Masonry pavers
 - c. Mortar, grout, rebar
 - d. Latex epoxy paint & caulk

- e. Concrete & wood sealers
 - f. Branch circuit breakers
 - g. Fire alarm & fire suppression equipment
 - h. Switches & outlets
 - i. Fasteners not included in product packaging
 - j. Irrigation Equipment and controls
 - k. Gutters and downspouts
 - l. Lighting equipment not attached to the building
 - m. Floor drains
 - n. Backflow check valves & drain valves
 - o. Freeze protection
 - p. Landscaping
 - q. Special inspection services
 - r. Permits and fees
 - s. Site plans
3. Site visits by Romtec and/or Romtec's design professionals are not included in the proposal.
Note: If required, Romtec will issue a change order.
4. Romtec's proposed building design is based on the following standard design loads. The standard design loads are "average" for locations across the Country. Local design loads specific to this project may require changes to the building design, which may result in a price increase due to increased material costs.
- a. Roof Snow Load: 25 psf
 - b. IBC Seismic Design Category: C
 - c. Design Wind Speed: 110 mph
 - d. Allowable Soil Bearing: 1500 psf
 - e. Occupancy Type: U
 - f. Type: VB
5. The drawings note the site utility sizing assumed by Romtec. This sizing must be confirmed by the customer as the utility sizing is out of Romtec's scope.
6. Romtec does not provide LEED/Green submittals as a standard service. Romtec can assist in providing documentation for products that may meet LEED/Green standards, but Romtec does not provide or fill out LEED credit forms. Unless specifically included in Romtec's proposal and quote, Romtec does not supply materials with the intent of meeting LEED standards. Any changes due to LEED or Green building requirements will result in a change order and increased lead times."

E. Delivery, Storage, and Handling

1. The **installer** will be responsible for all equipment and labor required for off-loading of the building onsite.
2. The **installer** will assume responsibility for adequate protection of materials from weather, damage, and pilferage or all warranties, expressed or implied may be voided.
3. Do not throw away the Operations & Maintenance manuals that are provided by some manufacturers in their packaging. It is the responsibility of the **installer** to collect and maintain these manuals.

7. Budgetary Pricing

The complete Design and Supply of the pre-engineered building package as defined in the above drawings and Scope of Supply and Services Document:

DISCLAIMER: The Budgetary Estimate is for budgetary purposes only and does not include local taxes. Romtec will not accept any purchase orders based on the budgetary proposal.

Romtec Model 2061 – Sierra II - \$165,000-\$175,000