



September 4, 2025

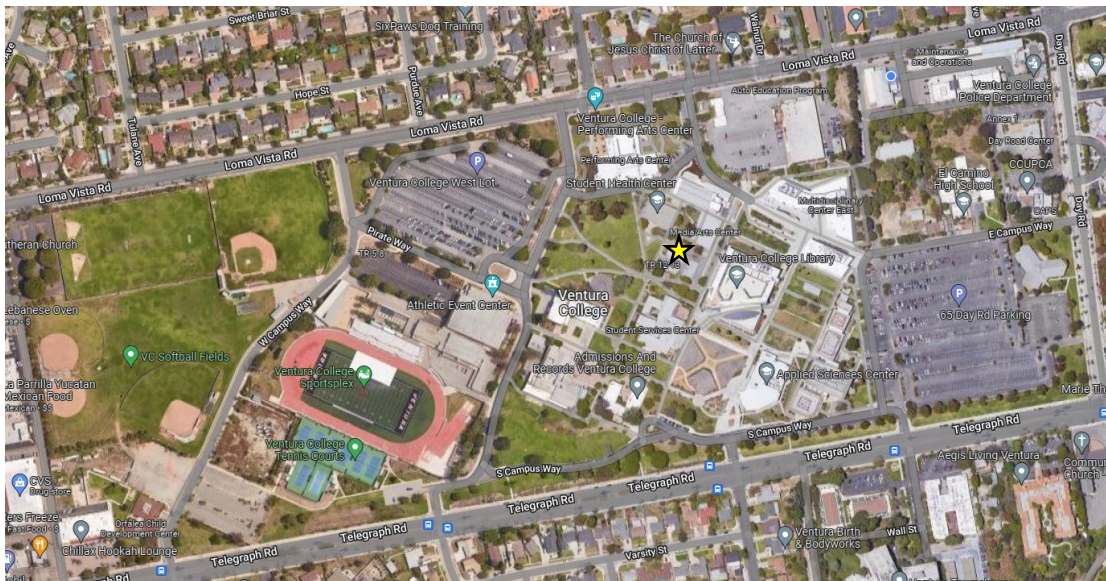
## SCOPE OF WORK

### TR 16 Tenant Improvement

**SCOPE OF WORK:** Work will consist of furnishing all labor, materials, disposal, equipment, and warranties to remove and replace exterior doors and windows, acoustical ceilings, flooring, and exterior siding, remove, replace and secure exterior ramp plywood, update signage and upgrade interior and exterior lighting with LED systems. Proposals shall include costs for Labor, Materials, and Payment & Performance bonds (for any amount over \$25,000).

**All work shall comply with trade standards and current applicable codes.**

1. **BACKGROUND:** Ventura College will utilize this space for classes and labs for nursing students. The Construction Manager (CM) for this project will be Jesse J. Sluder or his designated appointee. The CM can be reached at office: (805) 289-6235 or cell: (805) 746-4413.
2. **LOCATION:** Work site will be in the TR 16 Building at Ventura College 4667 Telegraph Road, Ventura, CA. 93003.



3. **PRINCIPAL FEATURES:** The work to be performed will include removal and replacement of doors, windows, ceilings, and flooring, repairs to exterior walls and upgrades to lighting, along with ADA-compliant accessibility improvements. Ensure that all work is performed in accordance with industry standards and client specifications. Conduct quality checks at key milestones to address any concerns promptly. Implement safety protocols to protect workers, occupants, and the property during the construction process. Outline any responsibilities or actions expected from the client to facilitate the smooth progress of the project. Clearly define the process for obtaining client approval at key project milestones. Provide contact information for the project manager or main point of contact for any inquiries or concerns. This scope of work is subject to approval by all relevant parties before commencement of the project. Any

changes to the scope must be documented and agreed upon by both the client and the contractor.

**NOTE:** Should any work inadvertently be omitted that would preclude completion of all work associated with this project as scoped, please advise the CM prior to submission of your proposal for clarification and/or inclusion in the Bid Addendum.



*Figure 1. TR 16 Existing Exterior*

### 3.1 ARCHITECTURAL

#### Doors, Windows & Hardware

- 3.1.1 Remove and dispose of two (2) existing exterior doors and frames.
- 3.1.2 Install two (2) new heavy-duty exterior-rated Metal Door with a Polyurethane or Mineral Core and welded frames.
- 3.1.3 Ensure all new door hardware is heavy duty exterior rated, installed and operational. Door closure devices, locksets, kick plates, thresholds, hinges, etc shall be submitted and approved through submittals.
  - 3.1.3.1 The basis of the door hardware design shall be in coordination of Corbin Russwin CR8000 LFIC cores and Schlage Rhodes Single Cylinder Keyed Entry Door Lever Set from ND Collection.
- 3.1.4 Apply weather stripping and ensure proper sealing to prevent air and water infiltration.
- 3.1.5 Finish walls at new installation to match existing interior and exterior surfaces or specified color.
- 3.1.6 Remove and replace existing two (2) exterior windows with new Milgard retrofits, dual pane, energy rated, low E tinted windows. Window shall match existing opening, ensure proper waterproofing is accounted for.



- 3.1.7 Provide and install new 2 in. Faux Wood Cordless Blinds at new windows. Submittal required.
- 3.1.8 All windows shall be installed in accordance with manufacturer's recommendations and meet current trade standards.
  - 3.1.8.1 Perform a water test to confirm that windows are properly sealed.

#### Acoustic Ceiling

- 3.1.9 Carefully remove existing ceiling-mounted curtain track system, protect components during ceiling demolition for reinstallation.
- 3.1.10 Remove and dispose of existing Acoustic Ceiling Tiles and ceiling grid.
- 3.1.11 Provide and install new 24x48 ceiling ¾" Square Lay-in Panel grid (must meet all seismic criteria – perimeter wires, splay wires, compression strut, wall angles and light fixture supports) ¾" thick acoustic ceiling tiles, ensuring they are properly aligned.
- 3.1.12 At perimeter ensure a consistent size of tiles is used for a symmetrical appearance. Reference attached RCP for coordination. Provide shop drawings to review and approved with the district prior to installation.
- 3.1.13 A minimum wall (closure) angle of at least 2-inch horizontal leg shall be used at perimeter walls and at interior full height partitions. The first (closest adjacent) ceiling tile shall maintain ¾" clear from the finish wall surface and shall rest upon and be free to slide on a closure angle.
- 3.1.14 Acoustic Ceiling Application:
  - Manufacturer: Armstrong
  - Product: FINE FISSURED
  - Color: White (WH)
  - Size: 24" X 48" X ¾"
  - Edge: 9/16" Beveled Concealed
  - Grid: PRELUDE XL 15/16"
  - Grid Finish: White (WH)
- 3.1.15 Reinstall curtain track system in original locations after new ceiling grid and tiles are installed, ensuring proper alignment and function.

#### Flooring

- 3.1.16 Remove and dispose of existing carpet. Install new Shaw carpet tile installation with lock dots at Quarter Turn pattern.
  - Install Diffuse 24x24 Ecworx
  - Product Type: Carpet Tile
  - Collection: Diffuse + Disperse
  - Style Number: 59575
  - Color: Magnetic Fields 75505
- 3.1.17 Ensure proper alignment and adherence to the subfloor.
- 3.1.18 Provide a clean finish by trimming edges, provide and install new 6" rolled cove base with preformed inside and outside corners at all walls. Install new transition strips where required.

#### Exterior Siding



- 3.1.19 Remove and dispose approximately 612 SF of existing exterior siding.
- 3.1.20 Remove and dispose of exterior vents, horizontal and vertical trim along the roof edge and perimeter walls of the building.
- 3.1.21 Supply and install new Hardie Board exterior siding and trim along the roof edge and perimeter walls of the building.
- 3.1.22 Supply and install new vents, ensuring proper fit and alignment.  
Waterproof and seal all joints with Sikaflex Thirty (30) year warranty to prevent weathering and damage from external elements. Sealant color to match exterior siding. Submittal review required.

#### Exterior Painting

- 3.1.23 Finish paint all exterior walls, trims, fascia, doors, door frames, conduits, piping, vents and metal ramps.
- 3.1.24 Ensure proper preparation, including power washing, priming, and caulking as needed. Apply two (2) primer coats and two (2) finish coats for a durable and even finish.
- 3.1.25 Exterior Walls shall be Dunn Edwards Swiss Coffee DEW341.
- 3.1.26 Exterior Accent Trim shall be Dunn Edwards Stay Calm DEGR08.
- 3.1.27 Exterior Fascia shall be Dunn Edwards Majolica Earthenware DET453.
- 3.1.28 Doors shall be Dunn Edwards Dust Yourself Off DEGR04.
- 3.1.29 Door frames shall be Dunn Edwards Stay Calm DEGR08.
- 3.1.30 All new and existing piping and conduits shall have new paint colors to match the surface they are mounted on.

#### Exterior Ramps

- 3.1.31 Remove and dispose of the existing walkway ramp plywood.
- 3.1.32 Patch and repair any adjacent surfaces affected by the removal and installation of new stair and ramp.
- 3.1.33 Provide and install new 3/4" pressure-treated, exterior-rated plywood. Apply anti-slip paint and textured epoxy coating.
- 3.1.34 Use stainless steel or coated deck screws, 2 1/2" typical for 3/4" plywood into framing.
- 3.1.35 Isolate fasteners with neoprene washers to reduce corrosion.
- 3.1.36 Seal all plywood edges with exterior sealant / paint to slow water intrusion.

#### Signage

- 3.1.37 Provide and install three (3) new 0.08 thick aluminum exterior building signage.
- 3.1.38 One (1) 9" x 24" sign to be mounted towards the top of the building, final location to be field verified.
- 3.1.39 Two (1) 6" x 12" sign to be mounted at the building entry, final location to be field verified.

### **3.2 ELECTRICAL AND LIGHTING**

- 3.2.1 Remove and replace existing, exterior wall packs, light switches, convenience outlets, cover plates, and light fixtures throughout the facility.



- 3.2.2 Provide and install twenty-four (24) new LED troffer fixtures throughout the building in a staggered layout using the existing circuits, ensure layout is reviewed and approved with the owner prior to demolition and installation. Submittals required.
- 3.2.3 Provide and install three (3) new Atlas Lighting Independence LED wall pack model WM7L45K (basis of design) Submittals required.
- 3.2.4 Test all fixtures to ensure proper operation and lighting levels
- 3.2.5 Provide and install new 3-way light switches at each entry
- 3.2.6 Provide and install new occupancy sensors in the lighting circuit. Submittals required.
- 3.2.7 Label all circuits at MDP and all outlets.

## **END OF SCOPE**