

**Intracoastal Builders – Subcontract Attachment A**  
**Grainger Jacksonville Facility Renovations**  
**November 23, 2021**

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**I. Insurance Requirements**

- I.A. Provide certificates of insurance indicating proof of General Liability and Workers Compensation coverage listing Intracoastal Builders Corporation and W.W. Grainger, Inc., as certificate holders and additional insured. All liability insurance policies shall be written on a per occurrence basis and endorsed to name W.W. Grainger, Inc., and its subsidiaries and Affiliates as additional insured. Insurance certificates shall be sent to:
- I.1. Intracoastal Builders Corporation  
8833 Perimeter Park Boulevard, #302  
Jacksonville, Florida 32216  
email to: [ibcreimer@gmail.com](mailto:ibcreimer@gmail.com) & [ibc32250@gmail.com](mailto:ibc32250@gmail.com)
- I.2. W.W. Grainger, Inc.  
100 Grainger Parkway  
Lake Forest, Illinois 60045  
Email to: [Giuseppe.Vitulli@grainger.com](mailto:Giuseppe.Vitulli@grainger.com)

**II. Payments**

- II.A. Invoices shall be submitted on the 25<sup>th</sup> day of each month for work completed through the date invoiced. All invoices shall be submitted using Intracoastal Builders Corporation's Application for Payment Form as well as a Lien Waiver for all prior payments received. The forms may be downloaded at <http://www.intracoastalbuilders.com/subcontractor--vendors.html>
- II.B. Payments shall be made to subcontractors and vendors upon receipt of payment from W.W. Grainger to Intracoastal Builders Corporation.

**III. Warranty**

- III.A. All labor and materials shall have a warranty period of one year from the date of completion of the project.

**IV. Grainger Job Site Policies**

- IV.A. The Subcontractor / Vendor shall be obligated to ensure that its employees and subcontractors shall act at all times in a professional manner. Specific requirements include the following:
- IV.1. Smoking, or the use of smokeless or other tobacco product, is not permitted within the facility or on the property. No littering is allowed.
- IV.2. Proper attire is required. Shirts must be worn at all times.
- IV.3. Subcontractor / Vendor is not allowed to utilize Grainger equipment. Unless otherwise specifically agreed to by Grainger, Subcontractor / Vendor shall provide all materials, equipment, machines, tools and labor required to perform the work under the Agreement.
- IV.4. Vulgar or abusive language shall not be used.
- IV.5. Subcontractor / Vendor will enter and exit the facility at all times by the designated construction entry location only.
- IV.6. Contractor will not open any exterior exit doors except in the event of an emergency. Contractor will not walk or wander onto the shipping or receiving docks at the facility and in the event is found doing so, will be escorted from the facility.

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- IV.7. Subcontractor / Vendor shall contact Grainger's local Facility Manager to report any emergency, including injury, damage to facility or equipment, fire, etc.
- IV.8. Subcontractor / Vendor, upon exiting the facility, will make all containers, packages and toolboxes available for inspection.
- IV.9. Subcontractor / Vendor shall not block access to customer parking in excess of the time necessary to perform waste removal activities.
- IV.10. Subcontractor / Vendor shall place containers in designated areas and take care not to damage Grainger or Granger's customer property. Subcontractor / Vendor shall take care not to damage parking lot surface or finishes. Subcontractor / Vendor shall also take extra care as not cause flying or loose debris.
- IV.11. Subcontractor / Vendor shall clean work areas daily and store all materials / tools / equipment in a neat and workman like manner at the end of each shift.

IV.B. **MSDS Sheets**

- IV.1. Prior to starting work, Subcontractor / Vendor shall provide Intracoastal Builders Corporation will copies of all SDS for chemicals and materials brought on site.

IV.C. **PPE**

- IV.1. Subcontractor / Vendor shall provide a list of required PPE for use by its employees and subcontractors throughout the project and shall ensure all employees and subcontractors have training in use of provide PPE and use them as directed throughout the duration of the project.

IV.D. **W.W. Grainger Operation Procedures for Outside Contractors**

- IV.1. Subcontractor / Vendor shall review and provide all employees and subcontractors with the W.W. Grainger Operation Procedures for Outside Contractors
- IV.2. Subcontractor / Vendor shall provide a Roster of all employees and subcontractors that may be on site during the project.

V. **Submittals & Shop Drawings**

- V.A. Provide shop drawings for approval of any items with specific fabrication for the this project for review and approval prior to release of fabrication.
- V.B. Provide submittals for all fixtures and finish items prior to release of order for production or shipment.

VI. **Scope I - Base Bid – First Floor (Level 1) – Areas 1/2/3 – Rooms 121 / 123 / 126 / 127 / 139 / 140 / & 126 Vestibule**

- VI.A. General Scope – Demo and reconstruct bathrooms and locker rooms
- VI.B. Drawings – A001 / A002 / A003 / A005 / A101 / A701 / A704 / A708 / A709 / A711 / A720 / A920 noted as Phase I Construction Set dated 23NOV21
- VI.C. Subcontractors Scope of Work:
  - VI.1. Demo
    - VI.a) Remove wall tile and drywall substrate
    - VI.b) Remove floor tile
    - VI.c) Remove partitions & accessories

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- VI.d) Remove mirrors
  - VI.e) Remove ceiling grid, tile, and insulation
  - VI.2. Cabinets & Countertops
    - VI.a) S2 Solid Surface – Type 2 Quartz, Solid Surface Enchanted Rock Q4041
      - Room 139 – 21'-0" x 10" with bullnose edge
      - Room 126 – 21'-4" x 10" with bullnose edge
      - Room 123 – 16'-0" x 10" with bullnose edge
      - Room 121 – 16'-0" x 10" with bullnose edge
  - VI.3. Glass
    - VI.a) New 3'-0" x 11'-0" Mirror – Men's Room 139 (Note mirror will be split into two mirrors)
    - VI.b) New 3'-0" x 7'-10" Mirror – Men's Room 121
    - VI.c) New 3'-0" x 7'-10" Mirror – Women's Room 123
    - VI.d) New 3'-0" x 13'-0" Mirror – Women's Room 126 (Note mirror will be split into two mirrors)
  - VI.4. Drywall / Durarock
    - VI.a) Install new durarock at tile wainscot areas
    - VI.b) Replace drywall above new tile wainscot to ceiling with moisture resistant drywall.
  - VI.5. Painting, Patching, Drywall Repair
    - VI.a) Patching & painting of remaining walls not removed
    - VI.b) Remove wallpaper, patch & paint walls in vestibule areas of bathrooms.
    - VI.c) Paint door frames
  - VI.6. Acoustical Ceilings
    - VI.a) New tile and grid with new insulation above ceiling
  - VI.7. Flooring
    - VI.a) New wall tile wainscot with Schleuter Trim
    - VI.b) New floor tile
    - VI.c) Vinyl base over locker base at floor juncture
  - VI.8. Specialties
    - VI.a) New phenolic toilet and 72" tall urinal partitions
    - VI.b) New accessories
    - VI.c) New 24x36 mirrors
  - VI.9. Lockers
    - VI.a) Custom fabricated plastic laminate lockers are included with 80 double stacked units (160 lockers) in Room 140 and 70 double stacked units (140 lockers) in Room 127.
    - VI.b) Locker base piece to utilize MDO substrate.
    - VI.c) Lockers will have sloped tops.
  - VI.10. Plumbing
    - VI.a) Remove sinks & toilets including replacement of stops and supply/waste connection piping
    - VI.b) New toilets using existing carriers.
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- VI.c) New sinks with new faucets
- VI.d) Replace floor drain covers
- VI.11. Mechanical
  - VI.a) Remove and replace supply and return grills (10) 2x2 (1) 2x4
- VI.12. Fire Sprinklers
  - VI.a) Reset/replace (17) sprinkler head escutcheons
- VI.13. Electrical
  - VI.a) Remove light fixtures. Suspend every other one above ceiling level for temp lighting.
  - VI.b) Replace light switches (4), outlets (12), and cover plates
  - VI.c) Install new light fixtures furnished by Owner.
  - VI.d) Reset ceiling mounted speakers (6) and occupancy sensors (7)
  - VI.e) Remove & reset wall mounted fire alarm horn/strobe (4)

**Application For Payment - Intracoastal Builders Corporation**

**From:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Project:** IBC Job No.: 21036  
W.W. Grainger - 945 Jacksonville Facility Renovations  
W.W. Grainger, Inc.  
8001 Forshee Dr,  
Jacksonville, Florida 32219

**Subcontract:** 21036-

**Invoice No.:** \_\_\_\_\_ **Invoice Type:** Final / Partial

**Invoice Date:** \_\_\_\_\_ **Gen Liability Expires:** \_\_\_\_\_

**FEIN:** \_\_\_\_\_ **Workers Comp Expires:** \_\_\_\_\_

**Current Invoice Amount: \$** \_\_\_\_\_

**Contract Amount:** \_\_\_\_\_

**Total Amount of Change Orders:** \$ \_\_\_\_\_

**Contract Amount:** \$ \_\_\_\_\_

**This Invoice Amount:** \$ \_\_\_\_\_

**Amount Previously Billed:** \$ \_\_\_\_\_

**Remaining Amount To Be Billed** \$ \_\_\_\_\_

**Waiver & Release of Lien Upon Final Payment / Waiver & Release of Lien Upon Progress Payment**

The undersigned lienor, in consideration of the final / partial payment amount of: \$ \_\_\_\_\_

hereby waives and releases its lien and right to claim a lien for labor, services, or materials furnished to:

W.W. Grainger - 945 Jacksonville Facility Renovations

on the job of: IBC Job No.: 21036 W.W. Grainger, Inc.

to the following property: 8001 Forshee Dr,

Jacksonville, Florida 32219

This waiver and release does not cover any retention or labor, services, or materials furnished after the date specified.

By: \_\_\_\_\_

Dated: \_\_\_\_\_

Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

**Notice To Owners Associated With This Subcontract:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## OPERATING PROCEDURES FOR OUTSIDE CONTRACTORS

The following procedures will be adhered to by all outside contract employees working within the facility or on the property at \_\_\_\_\_.

1. All outside contractor personnel will park their vehicles in designated parking areas only unless other conditions have been arranged. At Grainger locations where contractors have to gain access into the facility via trailer yard, the loaders must cross via the pedestrian walkway only.
2. Entrance/exit to the building by contract personnel will be made at the main entrance door. Any other arrangements will be made through the Grainger Primary Contact.
3. Contract personnel will sign in as they report to the job and sign out upon exit with onsite Security.
4. All contractors must wear company specific uniforms that are easily identifiable.
5. All contractors must wear safety shoes compliant with ANSI standards (steel-toed/composite).
6. All contract personnel will be required to have a government issued ID at all time (i.e. drivers license or equivalent) while on the premises and must present ID if requested to do so by Grainger or a Grainger representative (i.e. onsite security).
7. Contract employees will not, under any conditions, open any exterior exit doors, except in an emergency. No Contract employee will walk or wander onto the Shipping or Receiving docks. Contract personnel found wandering or walking around in other than the designated work areas will be escorted from the property.
8. Contract employees will wear a safety vest at all times when working in the trailer or truck yard.
9. Consumption of food and beverages within the warehouse work area is only allowed in the designated areas which are the cafeteria and break rooms.
10. No reading material (newspapers, magazines, etc.) is allowed on the Shipping or Receiving Docks.
11. Smoking or the use of tobacco products is not permitted inside of the building. Smoking or the use of tobacco products is only permitted in the distribution center designated smoking areas outside of the building.
12. Fraternalizing with Grainger team members is strictly prohibited.
13. Good housekeeping and safety practices are to be adhered to at all times including keeping rags with flammable mixtures in enclosed metal containers. When working in office areas, extra care must be taken to not soil the carpet floors.
14. The use of cell phone and/or electronic devices for personal use is strictly prohibited. Business related phone calls must be made from your work area and away from machine traffic. Each contractor must designate an onsite representative who can communicate with their local dispatcher.
15. All trash disposal is the responsibility of the contractor. No overnight trash storage in any work area is allowed. It is the responsibility of the contractor to remove any and all hazardous waste generated at this facility on a daily basis.
16. Prior to any grinding, welding or cutting in the facility, the contractor supervisor must issue or obtain a hot work permit.
17. The charging of battery powered equipment must take place in designated charging areas as determined by Grainger's facilities manager. Contractors will supply all charging equipment.
18. Contractor shall not be permitted to use Grainger owned equipment unless prior written permission is granted. All such approval must be granted by the site EH&S contact and

site operation leadership. This includes, but is not limited to Powered Industrial Equipment (PIE).

19. If a contractor is required to operate Powered Industrial Equipment (PIE) while on Grainger property, contractor's employee must be trained by their employer to meet the OSHA standard 29 CFR 1910.178 (Powered Industrial Equipment). Contractor must provide proof of training to Grainger before work is allowed to begin.
20. Call extension \_\_\_\_\_ to report any emergency, including injury/illness, damage to building or equipment, fire, etc. Emergencies must be reported immediately.
21. The contract supervisor will be at the front entrance/exit at quitting time to insure that all employees have departed.
22. All contract employees exiting the building will make all containers, packages, and tool boxes available for inspection when passing the security officer on duty.
23. All contractor vehicles and contents must be made available for inspection when exiting.
24. All contractors that plan to use material considered to be hazardous must furnish to Grainger's Primary Contact a copy of the safety data sheet (S.D.S.) on all products prior to use. All safety precautions must be taken prior to, during and after use of these products. All spills of materials considered to be hazardous will be reported to the Contract Supervisor and onsite Security immediately by calling extension \_\_\_\_\_.
25. All contractors shall evacuate the facility if an emergency alarm is activated. Contractors shall gather in an assembly/rally point area with the Grainger employees and report to the Emergency Coordinator in that area.
26. All contractors shall immediately proceed to the nearest Storm Shelter location when notified of a severe weather situation. Remain in this location until the "all clear" is announced.
27. All incidents/accidents must be reported to a contract supervisor and Grainger representative immediately (Drug test may be required).
28. Contractor, at a minimum must wear DC specific PPE: \_\_\_\_\_.
29. Always use the pedestrian walkway while walking through the facility to stay safe from machine traffic.
30. Grainger (Site leadership) reserves the right to refuse access to our grounds for any reason at any time.
31. The following emergency evacuation procedures have been explained and understood by contractor employees: \_\_\_\_\_  
\_\_\_\_\_

