

NEWARK HIGH SCHOOL
CAFETERIA SERVING LINE RENOVATIONS

750 East Delaware Avenue
Newark, DE 19711

FOR

CHRISTINA SCHOOL DISTRICT
925 BEAR-CORBITT RD.
BEAR, DE 19701

ISSUED FOR BIDDING
February 13, 2018

RG
ARCHITECTS



NOT FOR BIDDING PURPOSES

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**CHRISTINA SCHOOL DISTRICT
CAFETERIA SERVING LINE RENOVATIONS**

PROJECT TEAM

OWNER:

Christina School District
925 Bear-Corbitt Road
Bear, DE 19701
Phone: 302/454-2400

Fax: 302/454-5440

Owner's Representative

Nick Kpski-Yacirca

ARCHITECT:

R G Architects, LLC
200 West Main St.
Middletown , DE 19709
Phone: 302/376-8100

Fax: 302/376-9851

Architect's Proj. Manager

Jerry Rozanski, AIA

NOT FOR BIDDING PURPOSES

**CHRISTINA SCHOOL DISTRICT
CAFETERIA SERVING LINE RENOVATIONS**

BID SCHEDULE

PROJECT: Cafeteria Serving Line Renovations

PRE-BID MEETING: February 13, 2018 at 2:00pm
Newark High School
750 E Delaware Ave
Newark, DE 19711

BIDS DUE: March 1, 2018 at 2:00pm
Christina School District
Eden Support Center
925 Bear Corbitt Rd.
Bear, DE 19701

NOT FOR BIDDING PURPOSES

ADVERTISEMENT FOR BIDS

Sealed bids for Christina School District's "NEWARK HIGH SCHOOL CAFETERIA SERVING LINE RENOVATIONS" will be received by the Christina School District, at the Eden Support Center, 925 Bear0Corbitt Road, First Floor Plans Room, Bear, Delaware 19701 until 2:00 pm local time on March 1, 2018, at which time they will be publicly opened and read aloud in the Conference Room. Bidder bears the risk of late delivery. Any bids received after the stated time will be returned unopened.

Project involves:

- a. Removal of existing food service lines walls and construction of new walls and soffits.
- b. Installing new electric and plumbing services for new food service equipment provided by others.
- c. Installing new Porcelain Tile in select locations, and or Structural Glazed Facing Tile for wall patching, or CMU walls,
- d. Patching and refinishing Terrazzo floors,
- e. Reconfiguring and extending existing plumbing supply and waste lines in existing spaces,

A **MANDATORY** Pre-Bid Meeting will be held on February 13, 2018 at 2:00 pm at Newark High School, 750 E. Delaware Ave, Newark, De 19711 at the school's Main Entrance for the purpose of establishing the listing of subcontractors and to answer questions. **ATTENDANCE OF THIS MEETING IS A PREREQUISITE FOR BIDDING ON THIS CONTRACT.**

Sealed bids shall be addressed to the Christina School District, at the Eden Support Center, 925 Bear0Corbitt Road, First Floor Plans Room, Bear, Delaware 19701. The outer envelope should clearly indicate: "**Newark High School – Cafeteria Line Renovations - SEALED BID - DO NOT OPEN.**"

Contract documents may be obtained at the office of **R G Architects** at 200 West Main Street, Middletown, DE upon receipt of **\$150 per set of hard copy drawings and Project Manual (documents must be ordered in advance by calling 302-376-8100)** or **\$50 per USB Thumb Drive**. *Checks are to be made payable to "R G Architects."* This payment is non-refundable and the documents need not be returned.

Construction documents will be available for review at the following locations Delaware Contractors Association; Associated Builders and Contractors.

Bidders will not be subject to discrimination on the basis of race, creed, color, sex, sexual orientation, gender identity or national origin in consideration of this award, and Minority Business Enterprises, Disadvantaged Business Enterprises, Women-Owned Business Enterprises and Veteran-Owned Business Enterprises will be afforded full opportunity to submit bids on this contract. Each bid must be accompanied by a bid security equivalent to ten percent of the bid amount and all additive alternates. The successful bidder must post a performance bond and payment bond in a sum equal to 100 percent of the contract price upon execution of the contract. The Owner reserves the right to reject any or all bids and to waive any informalities therein. The Owner may extend the time and place for the opening of the bids from that described in the advertisement, with not less than two calendar days notice by certified delivery, facsimile machine or other electronic means to those bidders receiving plans

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NOT FOR BIDDING PURPOSES

1. Contract Documents

Bidding Documents include the Bidding Requirements and the proposed Contract Documents. The Bidding Requirements consist of the Advertisement or Invitation to Bid, Instructions to Bidders, Supplementary Instructions to Bidders, the bid form, and other sample bidding and contract forms. The proposed Contract Documents consist of the form of Agreement between the Owner and Contractor, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications and all Addenda issued prior to execution of the Contract.

Addenda are written or graphic instruments, issued by the Architect prior to the execution of the Contract, which modify or interpret the Bidding Documents by additions, deletions, clarifications or corrections.

A Bid is a complete and properly signed proposal to do the Work for the sums stipulated therein, submitted in accordance with the Bidding Documents.

The Base Bid is the sum stated in the Bid for which the Bidder offers to perform the Work described in the Bidding Documents as the base, to which Work may be added or from which Work may be deleted for sums stated in Alternate Bids.

An Alternate Bid (or Alternate) is an amount stated in the Bid to be added to or deducted from the amount of the Base Bid if the corresponding change in the Work, as described in the Bidding Documents, is accepted.

A Unit Price is an amount stated in the Bid as a price per unit of measurement for materials, equipment or services or a portion of the Work as described in the Bidding Documents.

2. Bids

Bidders shall use complete sets of Bidding Documents in preparing Bids; neither the Owner nor Architect assumes responsibility for errors or misinterpretations resulting from the use of incomplete sets of Bidding Documents.

In making copies of the Bidding Documents available on the above terms, the Owner and the Architect do so only for the purpose of obtaining Bids on the Work and do not confer a license or grant permission for any other use of the Bidding Documents.

Interpretations, corrections and changes of the Bidding Documents will be made by Addendum. Interpretations, corrections and changes of the Bidding Documents made in any other manner will not be binding, and Bidders shall not rely on them.

Bids (unless directed otherwise) must be prepared upon the letterhead of the firm or individual submitting the estimate in the exact form and sequence of the Proposal Form included in these specifications.

All blanks on the bid form shall be filled in by typewriter or manually in ink.

Where so indicated by the makeup of the bid form, sums shall be expressed in both words and figures, and in case of discrepancy between the two, the amount written in words shall govern.

The signer of the Bid must initial interlineations, alterations, and erasures.

All requested Alternates shall be bid. If no change in the Base Bid is required, enter "No Change."

SUPPLEMENTAL INSTRUCTIONS TO BIDDERS

Each copy of the Bid shall include the legal name of the Bidder and a statement that the Bidder is a sole proprietor, partnership, corporation or other legal entity. Each copy shall be signed by the person or persons legally authorized to bind the Bidder to a contract. A Bid by a corporation shall further give the state of incorporation and have the corporate seal affixed. A Bid submitted by an agent shall have a current power of attorney attached certifying the agent's authority to bind the Bidder.

Include a sufficient amount in the bid to cover the cost of any and/or all work called for in Addenda or other instructions issued during the bidding period. Such work shall automatically become a part of the contract.

In the event of a tie in the bids, the Owner will decide which bidder is to be awarded the contract by any criteria the Owner chooses.

Bidders may take exception to the terms and conditions of the bid documents and specifications. Exceptions shall be considered only if they are submitted in writing within five (5) calendar days prior to the bid opening date. Exceptions that create inequity in the treatment of bidders will be rejected. Bidders risk the acceptance of their bids by the Owner, when such exceptions are submitted that are deemed not in the best interest of the project.

Bidders acknowledge and accept that the Owner's Representative may, at the Owner's option, photograph and/or videotape construction work in progress including Contractor employees.

Bidders acknowledge and accept that the Owner's Representative may, at the Owner's option, record by audiotape construction progress meetings.

3. Addenda

Addenda will be mailed, faxed, emailed, or delivered to all who have purchased or have been given a complete set of Bidding Documents. All addenda conforming to an 8-1/2" x 11" format will be sent out via fax or email only.

Copies of Addenda will be made available for inspection locally wherever Bidding Documents are on file for that purpose.

Each Bidder shall ascertain prior to submitting a Bid that the Bidder has received all Addenda issued, and the Bidder shall acknowledge their receipt on the bid form.

4. Listing Subcontractors

As required by Chapter 69, Section 6912 of the Delaware Code, the Bidder shall submit with, and as a part of its Proposal, a complete list of Subcontractors as agreed upon at the Bidder's Meeting during the bidding period. No Proposal will be considered unless the names and addresses, city and state only, are included in the Proposal where called for. The General Contractor shall list the entity providing the specified system and labor to install it. The work must be awarded to the Subcontractor listed.

No General Contractor shall list itself in any Proposal as the Subcontractor of any part of the Project unless it, in addition to being licensed as a General Contractor of the state, shall also be recognized in the trades as a Subcontractor in and for any such part or parts of such work so listed in such Proposal. NO Subcontractors listed in the Proposal shall be substituted unless the substitution is made in compliance with Section 6912 of the Delaware Code. Refer to Paragraph 10 in this Section for further clarification.

In order to determine the various parts, or classifications of the work for which the names of Subcontractors shall be included in the Proposal, a discussion at the prebid meeting shall be held.

5. Notice of Waiver

In submitting these bids, it is understood that the right is reserved by the Owner to reject any and/or all bids and waive informalities therein, and it is further agreed that these bids may not be withdrawn for a period of sixty (60) days from the opening thereof.

6. Delivery of Bids

All copies of the Bid, the bid security, if any, and other documents required to be submitted with the Bid shall be enclosed in a sealed opaque envelope. The envelope shall be addressed to the party receiving the Bids and shall be identified with the Project name and the Bidder's name and address. If the Bid is sent by mail, the sealed envelope shall be enclosed in a separate mailing envelope with the notation "SEALED BID ENCLOSED" on the face thereof.

Bids shall be deposited at the designated location prior to the time and date for receipt of Bids. Bids received after the time and date for receipt of Bids will be returned unopened.

The Bidder shall assume full responsibility for timely delivery at the location designated for receipt of Bids.

Oral, telephonic or telegraphic Bids are invalid and will not receive consideration.

7. Consideration of Bids

Opening of Letter Bids: The properly identified Bids received on time will be opened privately by the Architect and Owner.

Rejection of Bids: The Owner shall have the right to reject any or all Bids, reject a Bid not accompanied by a required bid security or by other data required by the Bidding Documents, or reject a bid that is in any way incomplete or irregular.

8. Bid Bond (Bid Guarantee)

Bidders shall use the State form for the Bid Bond form. The Bid Bond shall be in the sum of ten percent (10%) of the Bid.

9. Performance Bond and Labor and Material Payment Bond (Contract Bond)

Bidders shall use the State forms for the Performance Bond and Labor and Material Payment Bond. The Performance Bond and Labor and Material Payment Bond shall be in the sum of one hundred percent (100%) of the contract.

Bond Requirements: The Bidder shall furnish bonds covering the faithful performance of the Contract and payment of all obligations arising hereunder. Bonds may be secured through the Bidder's usual sources.

Cost of bonds shall be included in the Bid.

If the Owner requires that bonds be secured from other than the Bidder's usual sources, changes in cost will be adjusted as provided in the Contract Documents.

Time of Delivery and Form of Bonds: The Bidder shall deliver the required bonds to the Owner not later than three days following the date of execution of the Contract. If the Work is to be commenced prior thereto in response to a letter of intent, the Bidder shall, prior to commencement of the Work, submit evidence satisfactory to the Owner that such bonds will be furnished and delivered.

Both the Labor and Material Payment Bonds shall be written in the amount of the Contract Sum.

The bonds shall be dated on or after the date of the Contract.

The Bidder shall require the attorney-in-fact who executes the required bonds on behalf of the surety to affix thereto a certified and current copy of the power of attorney.

10. Awards

It is the intent of the Owner to award the contract to the lowest responsible bidder. Accordingly, the following shall apply:

The Owner reserves the right to award the contract on the Base Bid or on the Base Bid plus any combination of Alternate Estimate as listed in the Proposal Form. The amount of each Alternate Estimate shall include any and all costs of modifications made necessary by the use of such Alternate. An amount shall be stated for each and every Unit Price and Alternate Estimate. The Owner reserves the right to reject any and/or all of the bids presented and waive informalities therein. In the event that the sums of the Base Bid plus the selected alternates of any two or more bidders' results in an identical low bid price, then the Unit Prices as listed in the Proposal may, at the option of the Owner, be used to determine the apparent low bidder.

After such a contract has been awarded, the successful bidder shall not substitute another Subcontractor for any Subcontractor whose name was set forth in the statement which accompanied its bid without the written consent of the agency awarding the contract. No agency shall consent to such substitution unless the agency is satisfied that the Subcontractor in question whose name is listed in the successful bidder's accompanying statement, (1) is unqualified to perform the work required, or (2) has failed to execute a timely reasonable subcontract, or (3) has defaulted in the performance of the part of the work covered by the subcontract, or (4) is no longer engaged in such business.

The Agreement for the Work will be written on AIA Document A101, *Standard Form of Agreement Between Owner and Contractor Where the Basis of Payment Is a Stipulated Sum*.

11. Plans and Specifications (For Construction Purposes)

Upon the signing of the contract, the successful bidder (Contractor) shall upon request to the Architect be provided free of charge, **six** sets of these plans and specifications, or one set of electronic plot files (*.pdf) of the drawings to be utilized by the Contractors reproduction service of choice.

In the event that the Contractor requires plans and specifications in excess of the number produced by the Architect for bidding purposes, these additional required sets may be obtained by the Contractor at the cost of reproduction.

12. Submission of Post-Bid Information

The selected Bidder, within fifteen days following signing of the contract, shall submit a list of manufacturers it intends to use on the project.

13. Substitution

It is distinctly understood that were the term “or equal” is used that the Proposal shall be submitted on the commodity specified. If the Contractor wishes to submit to the Architect a commodity or commodities which it considers equal to that specified, and desires to make a substitution, it shall furnish to the Architect all necessary data, catalogs, samples, etc., in reference to same for the Architect’s decision as to whether the item is considered “or equal,” not later than ten days prior to the bid opening date. The information provided must clearly point out by comparison how the requested products meets or exceeds the specifications of the listed product. Submitting only catalog cuts is not enough, and will most likely result in a “rejection”. If the Architect decides that such commodity or commodities meet the standard required, an Addendum shall be issued including the item under list of acceptable items.

Any request for the use of a substitute material, apparatus, etc. shall state where an installation is readily available for inspection; complete fabrication details and operating and maintenance performance.

Failure to comply with the requirements of the above paragraphs may be considered sufficient reason for rejection of the entire Proposal.

Manufacturers and/or Material Suppliers not listed in the Specifications desiring approval of their products by the Architect, as acceptable substitutions for those specified shall apply for consideration of their products through one of the Contractors bidding upon the project. The Contractor receiving the request for product approval shall forward a letter (using its letterhead) regarding the request, including any comments it may have concerning the request to the Architect for consideration. In addition, the Contractor shall attach the manufacturer’s original letter of request or a copy of same, plus any literature, etc., received, to its letter, to the Architect.

14. Contract Documents

The contract documents are complementary and what is called for by any one shall be as binding as if called for by all.

The Contractor shall own all entities (products, materials, equipment and systems) identified in the Project Manual (Specifications) and drawings, regardless of whether said entities are only referenced in either the Project Manual or the drawings. Failure of the successful low bidder to identify all required quantities and locations of all project entities in the bidding period will not exempt the low bidder from the contractual responsibility for these items. In the event of a conflict between the Project Manual and the drawings, the Contractor shall own the more costly of the conflicting scenarios. The conflict once identified and reported by the Contractor, will be resolved by the Architect.

For convenience, the specifications have been separated into volumes under various headings with General Requirements listed first and the Technical Specifications following. A group of Divisions comprise the Technical Specifications. Various trades, providing materials or labor or both, whose work is closely related are grouped into these Divisions does not relieve the General Contractor from providing all labor and materials necessary to complete the work, irrespective of the Division in which such labor and material is specified.

SUPPLEMENTAL INSTRUCTIONS TO BIDDERS

15. Examination of Bidding Documents, Site, Etc.

Before submitting bids, bidders shall fully inform themselves of the nature of the work by personal examination of the site, the existing building, the drawings, and specifications and by such other means as they may consider necessary, as to matters, conditions and considerations bearing on or in any way affecting the preparation of their Proposal and the Contract. They shall not at any time after submission of the Proposal dispute or complain of such drawings or specifications and the General Conditions, nor assert that there is any misunderstanding in regard to the location, extent or nature of the work to be performed.

Each Bidder shall examine the Bidding Documents carefully and, not later than five (5) days prior to the date for receipt of bids, shall make written request to the Architect for interpretation or correction of any ambiguity, inconsistency or error therein which it may discover.

16. Access to Site

Before commencing any work of construction, the General Contractor is to consult with the Owner and Architect as to matters in connection with access to the site and the allocation of Ground Areas for the various features of hauling, storage, etc.

17. Protection and Replacement of Roadways, Curbs, Etc.

Before starting any work, the Contractor shall file with the Architect, for approval, a list of all defective areas related to the existing site, including roadways, etc. At the close of the project, the Contractor shall repair any damaged areas to the satisfaction of the Owner and Architect.

18. Repair of Grounds

Toward the completion of the job, go over the grounds, fill any ruts and repair any damage caused by hauling, the storage of materials, and other operations, and leave the whole property in as good condition as at the start of the work. Any damage to the Owner's property shall be repaired either at the cost of the Contractor or by the Contractor.

19. Contractors Responsibilities under OSHA Requirements

It shall be the General Contractor's and its subcontractors' responsibility to meet the necessary safety requirements, established by the Federal "Occupational Safety and Health Administration" (OSHA) required and applicable while performing work on this project.

A. Project Labor/Staffing:

It shall be **MANDATORY** that the project is staffed by the Prime Contractor.

This staffing requirement shall be required until substantial completion is achieved or as directed and approved by the Architect.

B. Work Hours:

No restrictions however the owner must be notified if the times are after 8 am - 3 pm.

20. Time of Completion

Work shall be commenced by the Prime Contractor upon receipt of the State of Delaware Purchase Order. **THE WORK MUST BE SUBSTANTIALLY COMPLETE BY AUGUST 11, 2018.**

Note 1: Substantial completion is defined as the owner having "beneficial occupancy of the building AND/OR spaces affected by the project." This shall be further clarified for this project as the following items are 100% complete:

- All Tile Walls are Complete. All new utilities are complete and available for use by the Owner.

Actual on site construction may begin as early as June 1st, 2018 as long as it does not interfere with the school's operations. All work shall be 100 percent (100%) complete on the date stated above. Work not 100 percent complete by that date may be completed by the Owner's forces with the costs back charged to the Contractor.

- A. Work can be completed on Saturdays and Sundays and at extended hours during the week with advanced noticed to the owner. The Owner shall not be responsible for additional costs for overtime.
- B. Weather Delays — The project substantial completion date, shall only be adjusted due to weather conditions if there are delays above and beyond the following "Adverse Day" allowances based on a seven day work week:
 1. January (12 days), February (10 days), March (5 days), April (5 days), May (4days), June (2 days), July (4 days), August (3 days) September (4 days), October (3 days), November (2 days), and December (6 days). These "Adverse Days" are based on the following reference: State of Delaware Department of Transportation's Standard: "763508 Project Control System."
 2. Delays requested due to weather must relate to the critical path activity as indicated on the Contractor's Project Schedule only.
 3. If work is not scheduled to occur on a day when foul weather occurs, then that day shall not be considered for a "weather delay day".
 4. Delays shall only apply to project scope on the exterior work critical path affected by the adverse weather. All other interior project scope must be completed by the original Substantial Completion date.

21. Owner's Inspections

The Owner may have a full- or part-time inspector for this Work in addition to the inspections completed by the Architect.

- A. The site may be videotaped daily and progress meetings may be audio taped.
- B. The site shall have a daily sign-in log recording the name and trades of all personnel on the site that day.

22. Secure Storage

Secure Storage shall be the responsibility of the Contractor. The Owner shall allow the Contractor to store items on site in designated areas, or off site.

END OF INSTRUCTIONS TO BIDDERS

**NEWARK HIGH SCHOOL
CAFETERIA SERVING LINE RENOVATIONS
750 EAST DELAWARE AVE, NEWARK, DE 197038**

BID FORM

I/We acknowledge Addendums numbered _____ and the price(s) submitted include any cost/schedule impact they may have.

This bid shall remain valid and cannot be withdrawn for sixty (60) days from the date of opening of bids, and the undersigned shall abide by the Bid Security forfeiture provisions. Bid Security is attached to this Bid.

The Owner shall have the right to reject any or all bids, and to waive any informality or irregularity in any bid received.

This bid is based upon work being accomplished by the Sub-Contractors named on the list attached to this bid.

Should I/We be awarded this contract, I/We pledge to achieve substantial completion of all the work within _____ calendar days of the Notice to Proceed.

The undersigned represents and warrants that he has complied and shall comply with all requirements of local, state, and national laws; that no legal requirement has been or shall be violated in making or accepting this bid, in awarding the contract to him or in the prosecution of the work required; that the bid is legal and firm; that he has not, directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken action in restraint of free competitive bidding.

Upon receipt of written notice of the acceptance of this Bid, the Bidder shall, within twenty (20) calendar days, execute the agreement in the required form and deliver the Contract Bonds, and Insurance Certificates, required by the Contract Documents.

I am / We are an Individual / a Partnership / a Corporation

By _____ Trading as _____
(Individual's / General Partner's / Corporate Name)

(State of Corporation)

Business Address: _____

Witness: _____ By: _____
(SEAL) (Authorized Signature)

(Title)
Date: _____

ATTACHMENTS

- Sub-Contractor List
- Non-Collusion Statement
- Affidavit(s) of Employee Drug Testing Program
- Bid Security
- (Others as Required by Project Manuals)

NEWARK HIGH SCHOOL
CAFETERIA SERVING LINE RENOVATIONS
750 EAST DELAWARE AVE, NEWARK, DE 197038

BID FORM

NOT FOR BIDDING PURPOSES

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NEWARK HIGH SCHOOL
CAFETERIA SERVING LINE RENOVATIONS
750 EAST DELAWARE AVE, NEWARK, DE 197038

BID FORM

SUBCONTRACTOR LIST

In accordance with Title 29, Chapter 6962 (d)(10)b Delaware Code, the following sub-contractor listing must accompany the bid submittal. The name and address of the sub-contractor **must be listed for each category** where the bidder intends to use a sub-contractor to perform that category of work. In order to provide full disclosure and acceptance of the bid by the *Owner*, it is **required** that bidders list themselves as being the sub-contractor for all categories where he/she is qualified and intends to perform such work.

<u>Subcontractor Category</u>	<u>Subcontractor</u>	<u>Address (City & State)</u>	<u>Subcontractors tax payer ID # or Delaware Business license #</u>
1. Tile Contractor	_____	_____	_____
2. Electrical	_____	_____	_____
3. Plumbing	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____
6.	_____	_____	_____
7.	_____	_____	_____
8.	_____	_____	_____

NOT FOR BIDDING PURPOSES

NEWARK HIGH SCHOOL
CAFETERIA SERVING LINE RENOVATIONS
750 EAST DELAWARE AVE, NEWARK, DE 197038

BID FORM

NON-COLLUSION STATEMENT

This is to certify that the undersigned bidder has neither directly nor indirectly, entered into any agreement, participated in any collusion or otherwise taken any action in restraint of free competitive bidding in connection with this proposal submitted this date *(to the Office of Management and Budget, Division of Facilities Management)*.

All the terms and conditions of *(Project or Contract Number)* have been thoroughly examined and are understood.

NAME OF BIDDER: _____

**AUTHORIZED REPRESENTATIVE
(TYPED):** _____

**AUTHORIZED REPRESENTATIVE
(SIGNATURE):** _____

TITLE: _____

ADDRESS OF BIDDER: _____

E-MAIL: _____

PHONE NUMBER: _____

Sworn to and Subscribed before me this _____ day of _____ 20_____.

My Commission expires _____ . NOTARY PUBLIC _____ .

THIS PAGE MUST BE SIGNED AND NOTARIZED FOR YOUR BID TO BE CONSIDERED.

NOT FOR BIDDING PURPOSES

**NEWARK HIGH SCHOOL
CAFETERIA SERVING LINE RENOVATIONS
750 EAST DELAWARE AVE, NEWARK, DE 197038**

BID FORM

**AFFIDAVIT
OF
EMPLOYEE DRUG TESTING PROGRAM**

4104 Regulations for the Drug Testing of Contractor and Subcontractor Employees Working on Large Public Works Projects requires that Contractors and Subcontractors implement a program of mandatory drug testing for Employees who work on Large Public Works Contracts funded all or in part with public funds.

We hereby certify that we have in place or will implement during the entire term of the contract a Mandatory Drug Testing Program for our employees on the jobsite that complies with this regulation:

Contractor/Subcontractor Name: _____

Contractor/Subcontractor Address: _____

Authorized Representative (typed or printed): _____

Authorized Representative (signature): _____

Title: _____

Sworn to and Subscribed before me this _____ day of _____ 20____.

My Commission expires _____ NOTARY PUBLIC _____.

THIS PAGE MUST BE SIGNED AND NOTARIZED FOR YOUR BID TO BE CONSIDERED.

NOT FOR BIDDING PURPOSES

STANDARD FORM OF AGREEMENT BETWEEN OWNER AND CONTRACTOR A101-2007

The contract to be utilized on this project shall be the "Standard Form of Agreement Between Owner and Contractor" AIA Document A101-2007.

NOT FOR BIDDING PURPOSES

NOT FOR BIDDING PURPOSES

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DRAFT AIA® Document A101™ – 2007

Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT made as of the « » day of « » in the year « »
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address and other information)

[Redacted area for Owner information]

and the Contractor:
(Name, legal status, address and other information)

[Redacted area for Contractor information]

for the following Project:
(Name, location and detailed description)

[Redacted area for Project description]

The Architect:
(Name, legal status, address and other information)

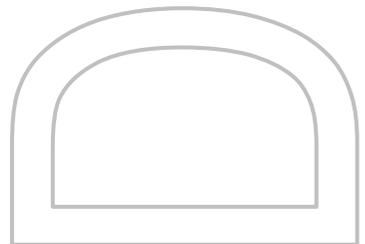
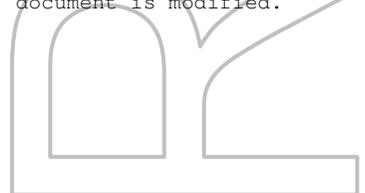
[Redacted area for Architect information]

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AIA Document A201™-2007, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.



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- 2 THE WORK OF THIS CONTRACT
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- 4 CONTRACT SUM
- 5 PAYMENTS
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- 7 TERMINATION OR SUSPENSION
- 8 MISCELLANEOUS PROVISIONS
- 9 ENUMERATION OF CONTRACT DOCUMENTS
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ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be the date of this Agreement unless a different date is stated below or provision is made for the date to be fixed in a notice to proceed issued by the Owner.

(Insert the date of commencement if it differs from the date of this Agreement or, if applicable, state that the date will be fixed in a notice to proceed.)

If, prior to the commencement of the Work, the Owner requires time to file mortgages and other security interests, the Owner's time requirement shall be as follows:

§ 3.2 The Contract Time shall be measured from the date of commencement.

§ 3.3 The Contractor shall achieve Substantial Completion of the entire Work not later than « » (« ») days from the date of commencement, or as follows:

(Insert number of calendar days. Alternatively, a calendar date may be used when coordinated with the date of commencement. If appropriate, insert requirements for earlier Substantial Completion of certain portions of the Work.)

Portion of Work

Substantial Completion Date

, subject to adjustments of this Contract Time as provided in the Contract Documents.
(Insert provisions, if any, for liquidated damages relating to failure to achieve Substantial Completion on time or for bonus payments for early completion of the Work.)

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be « » (\$ « »), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 The Contract Sum is based upon the following alternates, if any, which are described in the Contract Documents and are hereby accepted by the Owner:
(State the numbers or other identification of accepted alternates. If the bidding or proposal documents permit the Owner to accept other alternates subsequent to the execution of this Agreement, attach a schedule of such other alternates showing the amount for each and the date when that amount expires.)

« »

§ 4.3 Unit prices, if any:
(Identify and state the unit price; state quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price Per Unit (\$0.00)
------	-----------------------	-------------------------

§ 4.4 Allowances included in the Contract Sum, if any:
(Identify allowance and state exclusions, if any, from the allowance price.)

Item	Price
------	-------

ARTICLE 5 PAYMENTS

§ 5.1 PROGRESS PAYMENTS

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

« »

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the « » day of a month, the Owner shall make payment of the certified amount to the Contractor not later than the « » day of the « » month. If an Application for Payment is received by the Architect after the application date fixed above, payment shall be made by the Owner not later than « » (« ») days after the Architect receives the Application for Payment.
(Federal, state or local laws may require payment within a certain period of time.)

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form and supported by such data to substantiate its accuracy as the Architect may require. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 Subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

- .1 Take that portion of the Contract Sum properly allocable to completed Work as determined by multiplying the percentage completion of each portion of the Work by the share of the Contract Sum allocated to that portion of the Work in the schedule of values, less retainage of « » percent (« » %). Pending final determination of cost to the Owner of changes in the Work, amounts not in dispute shall be included as provided in Section 7.3.9 of AIA Document A201™–2007, General Conditions of the Contract for Construction;
- .2 Add that portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction (or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing), less retainage of « » percent (« » %);
- .3 Subtract the aggregate of previous payments made by the Owner; and
- .4 Subtract amounts, if any, for which the Architect has withheld or nullified a Certificate for Payment as provided in Section 9.5 of AIA Document A201–2007.

§ 5.1.7 The progress payment amount determined in accordance with Section 5.1.6 shall be further modified under the following circumstances:

- .1 Add, upon Substantial Completion of the Work, a sum sufficient to increase the total payments to the full amount of the Contract Sum, less such amounts as the Architect shall determine for incomplete Work, retainage applicable to such work and unsettled claims; and
(Section 9.8.5 of AIA Document A201–2007 requires release of applicable retainage upon Substantial Completion of Work with consent of surety, if any.)
- .2 Add, if final completion of the Work is thereafter materially delayed through no fault of the Contractor, any additional amounts payable in accordance with Section 9.10.3 of AIA Document A201–2007.

§ 5.1.8 Reduction or limitation of retainage, if any, shall be as follows:

(If it is intended, prior to Substantial Completion of the entire Work, to reduce or limit the retainage resulting from the percentages inserted in Sections 5.1.6.1 and 5.1.6.2 above, and this is not explained elsewhere in the Contract Documents, insert here provisions for such reduction or limitation.)

« »

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

§ 5.2 FINAL PAYMENT

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Section 12.2.2 of AIA Document A201–2007, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

« »

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 INITIAL DECISION MAKER

The Architect will serve as Initial Decision Maker pursuant to Section 15.2 of AIA Document A201–2007, unless the parties appoint below another individual, not a party to this Agreement, to serve as Initial Decision Maker. *(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)*

<< >>
<< >>
<< >>
<< >>

§ 6.2 BINDING DISPUTE RESOLUTION

For any Claim subject to, but not resolved by, mediation pursuant to Section 15.3 of AIA Document A201–2007, the method of binding dispute resolution shall be as follows:

(Check the appropriate box. If the Owner and Contractor do not select a method of binding dispute resolution below, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.)

- Arbitration pursuant to Section 15.4 of AIA Document A201–2007
 - Litigation in a court of competent jurisdiction
 - Other *(Specify)*
- << >>

ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2007.

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2007.

ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2007 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

(Insert rate of interest agreed upon, if any.)

<< >> % << >>

§ 8.3 The Owner's representative:

(Name, address and other information)

<< >>
<< >>
<< >>
<< >>
<< >>
<< >>

§ 8.4 The Contractor's representative:
(Name, address and other information)

<< >>
<< >>
<< >>
<< >>
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<< >>

§ 8.5 Neither the Owner's nor the Contractor's representative shall be changed without ten days written notice to the other party.

§ 8.6 Other provisions:

<< >>

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 The Contract Documents, except for Modifications issued after execution of this Agreement, are enumerated in the sections below.

§ 9.1.1 The Agreement is this executed AIA Document A101-2007, Standard Form of Agreement Between Owner and Contractor.

§ 9.1.2 The General Conditions are AIA Document A201-2007, General Conditions of the Contract for Construction.

§ 9.1.3 The Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages

§ 9.1.4 The Specifications:
(Either list the Specifications here or refer to an exhibit attached to this Agreement.)

<< >>

Section	Title	Date	Pages

§ 9.1.5 The Drawings:
(Either list the Drawings here or refer to an exhibit attached to this Agreement.)

<< >>

Number	Title	Date

§ 9.1.6 The Addenda, if any:

Number	Date	Pages

Portions of Addenda relating to bidding requirements are not part of the Contract Documents unless the bidding requirements are also enumerated in this Article 9.

§ 9.1.7 Additional documents, if any, forming part of the Contract Documents:

- .1 AIA Document E201™–2007, Digital Data Protocol Exhibit, if completed by the parties, or the following:

<< >>

- .2 Other documents, if any, listed below:
(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201–2007 provides that bidding requirements such as advertisement or invitation to bid, Instructions to Bidders, sample forms and the Contractor’s bid are not part of the Contract Documents unless enumerated in this Agreement. They should be listed here only if intended to be part of the Contract Documents.)

<< >>

ARTICLE 10 INSURANCE AND BONDS

The Contractor shall purchase and maintain insurance and provide bonds as set forth in Article 11 of AIA Document A201–2007.

(State bonding requirements, if any, and limits of liability for insurance required in Article 11 of AIA Document A201–2007.)

Type of insurance or bond

Limit of liability or bond amount (\$0.00)

This Agreement entered into as of the day and year first written above.

OWNER (Signature)

CONTRACTOR (Signature)

(Printed name and title)

(Printed name and title)

NOT FOR BIDDING PURPOSES

SUPPLEMENT TO AGREEMENT BETWEEN OWNER AND CONTRACTOR A101-2007

The following supplements modify the "Standard Form of Agreement Between Owner and Contractor," AIA Document A101-2007. Where a portion of the Standard Form of Agreement is modified or deleted by the following, the unaltered portions of the Standard Form of Agreement shall remain in effect.

ARTICLE 5: PAYMENTS

5.1 PROGRESS PAYMENTS

5.1.3 Delete paragraph 5.1.3 in its entirety and replace with the following:

"Provided that a valid Application for Payment is received by the Architect that meets all requirements of the Contract, payment shall be made by the Owner not later than 30 days after the Owner receives the valid Application for Payment."

ARTICLE 6: DISPUTE RESOLUTION

6.2 BINDING DISPUTE RESOLUTION

Check Other – and add the following sentence:

"Any remedies available in law or in equity."

ARTICLE 8: MISCELLANEOUS PROVISIONS

8.2 Insert the following:

"Payments are due 30 days after receipt of a valid Application for Payment. After that 30 day period, interest may be charged at the rate of 1% per month not to exceed 12% per annum."

8.5 Delete paragraph 8.5 in its entirety and replace with the following:

"The Contractor's representative shall not be changed without ten days written notice to the Owner."

END OF SUPPLEMENT TO AGREEMENT BETWEEN OWNER AND CONTRACTOR

NOT FOR BIDDING PURPOSES

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STATE OF DELAWARE
OFFICE OF MANAGEMENT AND BUDGET

PERFORMANCE BOND

Bond Number: _____

KNOW ALL PERSONS BY THESE PRESENTS, that we, _____, as principal (“**Principal**”), and _____, a _____ corporation, legally authorized to do business in the State of Delaware, as surety (“**Surety**”), are held and firmly bound unto the _____ (“**Owner**”) (*insert State agency name*), in the amount of _____ (\$_____), to be paid to **Owner**, for which payment well and truly to be made, we do bind ourselves, our and each and every of our heirs, executors, administrations, successors and assigns, jointly and severally, for and in the whole, firmly by these presents.

Sealed with our seals and dated this _____ day of _____, 20__.

NOW THE CONDITION OF THIS OBLIGATION IS SUCH, that if **Principal**, who has been awarded by **Owner** that certain contract known as Contract No. _____ dated the _____ day of _____, 20__ (the “**Contract**”), which Contract is incorporated herein by reference, shall well and truly provide and furnish all materials, appliances and tools and perform all the work required under and pursuant to the terms and conditions of the Contract and the Contract Documents (as defined in the Contract) or any changes or modifications thereto made as therein provided, shall make good and reimburse **Owner** sufficient funds to pay the costs of completing the Contract that **Owner** may sustain by reason of any failure or default on the part of **Principal**, and shall also indemnify and save harmless **Owner** from all costs, damages and expenses arising out of or by reason of the performance of the Contract and for as long as provided by the Contract; then this obligation shall be void, otherwise to be and remain in full force and effect.

Surety, for value received, hereby stipulates and agrees, if requested to do so by **Owner**, to fully perform and complete the work to be performed under the Contract pursuant to the terms, conditions and covenants thereof, if for any cause **Principal** fails or neglects to so fully perform and complete such work.

Surety, for value received, for itself and its successors and assigns, hereby stipulates and agrees that the obligation of **Surety** and its bond shall be in no way impaired or affected by any extension of time, modification, omission, addition or change in or to the Contract or the work to be performed thereunder, or by any payment thereunder before the time required therein, or by any waiver of any provisions thereof, or by any assignment, subletting or other transfer thereof or of any work to be performed or any monies due or to become due thereunder; and **Surety** hereby waives notice of any and all such extensions, modifications, omissions, additions, changes, payments, waivers, assignments, subcontracts and transfers and hereby expressly stipulates and agrees that any and all things done and omitted to be done by and in relation to assignees, subcontractors, and other

NOT FOR BIDDING PURPOSES

transferees shall have the same effect as to **Surety** as though done or omitted to be done by or in relation to **Principal**.

Surety hereby stipulates and agrees that no modifications, omissions or additions in or to the terms of the Contract shall in any way whatsoever affect the obligation of **Surety** and its bond.

Any proceeding, legal or equitable, under this Bond may be brought in any court of competent jurisdiction in the State of Delaware. Notices to **Surety** or Contractor may be mailed or delivered to them at their respective addresses shown below.

IN WITNESS WHEREOF, **Principal** and **Surety** have hereunto set their hand and seals, and such of them as are corporations have caused their corporate seal to be hereto affixed and these presents to be signed by their duly authorized officers, the day and year first above written.

PRINCIPAL

Name: _____

Witness or Attest: Address: _____

Name:

(Corporate Seal)

By: _____ (SEAL)

Name:

Title:

SURETY

Name: _____

Witness or Attest: Address: _____

Name:

(Corporate Seal)

By: _____ (SEAL)

Name:

Title:

NOT FOR BIDDING PURPOSES

STATE OF DELAWARE
OFFICE OF MANAGEMENT AND BUDGET

PAYMENT BOND

Bond Number: _____

KNOW ALL PERSONS BY THESE PRESENTS, that we, _____, as principal (“**Principal**”), and _____, a _____ corporation, legally authorized to do business in the State of Delaware, as surety (“**Surety**”), are held and firmly bound unto the _____ (“**Owner**”) (*insert State agency name*), in the amount of _____ (\$_____), to be paid to **Owner**, for which payment well and truly to be made, we do bind ourselves, our and each and every of our heirs, executors, administrations, successors and assigns, jointly and severally, for and in the whole firmly by these presents.

Sealed with our seals and dated this _____ day of _____, 20__.

NOW THE CONDITION OF THIS OBLIGATION IS SUCH, that if **Principal**, who has been awarded by **Owner** that certain contract known as Contract No. _____ dated the _____ day of _____, 20__ (the “Contract”), which Contract is incorporated herein by reference, shall well and truly pay all and every person furnishing materials or performing labor or service in and about the performance of the work under the Contract, all and every sums of money due him, her, them or any of them, for all such materials, labor and service for which **Principal** is liable, shall make good and reimburse **Owner** sufficient funds to pay such costs in the completion of the Contract as **Owner** may sustain by reason of any failure or default on the part of **Principal**, and shall also indemnify and save harmless **Owner** from all costs, damages and expenses arising out of or by reason of the performance of the Contract and for as long as provided by the Contract; then this obligation shall be void, otherwise to be and remain in full force and effect.

Surety, for value received, for itself and its successors and assigns, hereby stipulates and agrees that the obligation of **Surety** and its bond shall be in no way impaired or affected by any extension of time, modification, omission, addition or change in or to the Contract or the work to be performed thereunder, or by any payment thereunder before the time required therein, or by any waiver of any provisions thereof, or by any assignment, subletting or other transfer thereof or of any work to be performed or any monies due or to become due thereunder; and **Surety** hereby waives notice of any and all such extensions, modifications, omissions, additions, changes, payments, waivers, assignments, subcontracts and transfers and hereby expressly stipulates and agrees that any and all things done and omitted to be done by and in relation to assignees, subcontractors, and other transferees shall have the same effect as to **Surety** as though done or omitted to be done by or in relation to **Principal**.

Surety hereby stipulates and agrees that no modifications, omission or additions in or to the terms of the Contract shall in any way whatsoever affect the obligation of **Surety** and its bond.

NOT FOR BIDDING PURPOSES

Any proceeding, legal or equitable, under this Bond may be brought in any court of competent jurisdiction in the State of Delaware. Notices to **Surety** or Contractor may be mailed or delivered to them at their respective addresses shown below.

IN WITNESS WHEREOF, **Principal** and **Surety** have hereunto set their hand and seals, and such of them as are corporations have caused their corporate seal to be hereto affixed and these presents to be signed by their duly authorized officers, the day and year first above written.

PRINCIPAL

Name: _____

Witness or Attest: Address: _____

Name:

(Corporate Seal)

By: _____ (SEAL)

Name:
Title:

SURETY

Name: _____

Witness or Attest: Address: _____

Name:

(Corporate Seal)

By: _____ (SEAL)

Name:
Title:

NOT FOR BIDDING PURPOSES

Application and Certificate for Payment

TO OWNER: PROJECT: APPLICATION NO: 001
 PERIOD TO: OWNER:
 CONTRACT FOR: General Construction ARCHITECT:
 CONTRACT DATE: CONTRACTOR:
 PROJECT NOS: / / FIELD:
 OTHER:

FROM CONTRACTOR: VIA ARCHITECT:

CONTRACTOR'S APPLICATION FOR PAYMENT
 Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$ 0.00
2. Net change by Change Orders	\$ 0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$ 0.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 0.00
5. RETAINAGE:	
a. 0 % of Completed Work (Column D + E on G703)	\$ 0.00
b. 0 % of Stored Material (Column F on G703)	\$ 0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$ 0.00

6. TOTAL EARNED LESS RETAINAGE

(Line 4 Less Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT

(Line 6 from prior Certificate)

8. CURRENT PAYMENT DUE

9. BALANCE TO FINISH, INCLUDING RETAINAGE

(Line 3 less Line 6)

AMOUNT CERTIFIED \$ 0.00
 (Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 0.00	\$ 0.00
Total approved this Month	\$ 0.00	\$ 0.00
TOTALS	\$ 0.00	\$ 0.00
NET CHANGES by Change Order	\$	\$ 0.00

ARCHITECT: _____ Date: _____
 This Certificate is not negotiable. THE AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: _____ Date: _____
 By: _____
 State of: _____
 County of: _____
 Subscribed and sworn to before me this _____ day of _____
 Notary Public: _____
 My Commission expires: _____

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AIA Document G703™ - 1992

Continuation Sheet

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certifications is attached.
 In tabulations below, amounts are stated to the nearest dollar.
 Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 001
 APPLICATION DATE:
 PERIOD TO:
 ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
		\$ 0.00	\$ 0.00		\$ 0.00	\$ 0.00	0.00 %	\$ 0.00	\$ 0.00
	GRAND TOTAL	\$ 0.00	\$ 0.00		\$ 0.00	\$ 0.00	0.00 %	\$ 0.00	\$ 0.00

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 User Notes: (776046741)

GENERAL CONDITIONS

TO THE

CONTRACT

The General Conditions of this Contract are as stated in the American Institute of Architects Document AIA A201 (2007 Edition) entitled General Conditions of the Contract for Construction and is part of this project manual as if herein written in full.

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NOT FOR BIDDING PURPOSES

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DRAFT AIA[®] Document A201[™] - 2007

General Conditions of the Contract for Construction

for the following PROJECT:

(Name and location or address)

«Sample A201-2007»

« »

THE OWNER:

(Name, legal status and address)

« »« »

« »

THE ARCHITECT:

(Name, legal status and address)

« »« »

« »

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ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed.

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ARTICLE 1 GENERAL PROVISIONS

§ 1.1 BASIC DEFINITIONS

§ 1.1.1 THE CONTRACT DOCUMENTS

The Contract Documents are enumerated in the Agreement between the Owner and Contractor (hereinafter the Agreement) and consist of the Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of the Contract, other documents listed in the Agreement and Modifications issued after execution of the Contract. A Modification is (1) a written amendment to the Contract signed by both parties, (2) a Change Order, (3) a Construction Change Directive or (4) a written order for a minor change in the Work issued by the Architect. Unless specifically enumerated in the Agreement, the Contract Documents do not include the advertisement or invitation to bid, Instructions to Bidders, sample forms, other information furnished by the Owner in anticipation of receiving bids or proposals, the Contractor's bid or proposal, or portions of Addenda relating to bidding requirements.

§ 1.1.2 THE CONTRACT

The Contract Documents form the Contract for Construction. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral. The Contract may be amended or modified only by a Modification. The Contract Documents shall not be construed to create a contractual relationship of any kind (1) between the Contractor and the Architect or the Architect's consultants, (2) between the Owner and a Subcontractor or a Sub-subcontractor, (3) between the Owner and the Architect or the Architect's consultants or (4) between any persons or entities other than the Owner and the Contractor. The Architect shall, however, be entitled to performance and enforcement of obligations under the Contract intended to facilitate performance of the Architect's duties.

§ 1.1.3 THE WORK

The term "Work" means the construction and services required by the Contract Documents, whether completed or partially completed, and includes all other labor, materials, equipment and services provided or to be provided by the Contractor to fulfill the Contractor's obligations. The Work may constitute the whole or a part of the Project.

§ 1.1.4 THE PROJECT

The Project is the total construction of which the Work performed under the Contract Documents may be the whole or a part and which may include construction by the Owner and by separate contractors.

§ 1.1.5 THE DRAWINGS

The Drawings are the graphic and pictorial portions of the Contract Documents showing the design, location and dimensions of the Work, generally including plans, elevations, sections, details, schedules and diagrams.

§ 1.1.6 THE SPECIFICATIONS

The Specifications are that portion of the Contract Documents consisting of the written requirements for materials, equipment, systems, standards and workmanship for the Work, and performance of related services.

§ 1.1.7 INSTRUMENTS OF SERVICE

Instruments of Service are representations, in any medium of expression now known or later developed, of the tangible and intangible creative work performed by the Architect and the Architect's consultants under their respective professional services agreements. Instruments of Service may include, without limitation, studies, surveys, models, sketches, drawings, specifications, and other similar materials.

§ 1.1.8 INITIAL DECISION MAKER

The Initial Decision Maker is the person identified in the Agreement to render initial decisions on Claims in accordance with Section 15.2 and certify termination of the Agreement under Section 14.2.2.

§ 1.2 CORRELATION AND INTENT OF THE CONTRACT DOCUMENTS

§ 1.2.1 The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the Work by the Contractor. The Contract Documents are complementary, and what is required by one shall be as binding as if required by all; performance by the Contractor shall be required only to the extent consistent with the Contract Documents and reasonably inferable from them as being necessary to produce the indicated results.

§ 1.2.2 Organization of the Specifications into divisions, sections and articles, and arrangement of Drawings shall not control the Contractor in dividing the Work among Subcontractors or in establishing the extent of Work to be performed by any trade.

§ 1.2.3 Unless otherwise stated in the Contract Documents, words that have well-known technical or construction industry meanings are used in the Contract Documents in accordance with such recognized meanings.

§ 1.3 CAPITALIZATION

Terms capitalized in these General Conditions include those that are (1) specifically defined, (2) the titles of numbered articles or (3) the titles of other documents published by the American Institute of Architects.

§ 1.4 INTERPRETATION

In the interest of brevity the Contract Documents frequently omit modifying words such as “all” and “any” and articles such as “the” and “an,” but the fact that a modifier or an article is absent from one statement and appears in another is not intended to affect the interpretation of either statement.

§ 1.5 OWNERSHIP AND USE OF DRAWINGS, SPECIFICATIONS AND OTHER INSTRUMENTS OF SERVICE

§ 1.5.1 The Architect and the Architect’s consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and will retain all common law, statutory and other reserved rights, including copyrights. The Contractor, Subcontractors, Sub-subcontractors, and material or equipment suppliers shall not own or claim a copyright in the Instruments of Service. Submittal or distribution to meet official regulatory requirements or for other purposes in connection with this Project is not to be construed as publication in derogation of the Architect’s or Architect’s consultants’ reserved rights.

§ 1.5.2 The Contractor, Subcontractors, Sub-subcontractors and material or equipment suppliers are authorized to use and reproduce the Instruments of Service provided to them solely and exclusively for execution of the Work. All copies made under this authorization shall bear the copyright notice, if any, shown on the Instruments of Service. The Contractor, Subcontractors, Sub-subcontractors, and material or equipment suppliers may not use the Instruments of Service on other projects or for additions to this Project outside the scope of the Work without the specific written consent of the Owner, Architect and the Architect’s consultants.

§ 1.6 TRANSMISSION OF DATA IN DIGITAL FORM

If the parties intend to transmit Instruments of Service or any other information or documentation in digital form, they shall endeavor to establish necessary protocols governing such transmissions, unless otherwise already provided in the Agreement or the Contract Documents.

ARTICLE 2 OWNER

§ 2.1 GENERAL

§ 2.1.1 The Owner is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Owner shall designate in writing a representative who shall have express authority to bind the Owner with respect to all matters requiring the Owner’s approval or authorization. Except as otherwise provided in Section 4.2.1, the Architect does not have such authority. The term “Owner” means the Owner or the Owner’s authorized representative.

§ 2.1.2 The Owner shall furnish to the Contractor within fifteen days after receipt of a written request, information necessary and relevant for the Contractor to evaluate, give notice of or enforce mechanic’s lien rights. Such information shall include a correct statement of the record legal title to the property on which the Project is located, usually referred to as the site, and the Owner’s interest therein.

§ 2.2 INFORMATION AND SERVICES REQUIRED OF THE OWNER

§ 2.2.1 Prior to commencement of the Work, the Contractor may request in writing that the Owner provide reasonable evidence that the Owner has made financial arrangements to fulfill the Owner’s obligations under the Contract. Thereafter, the Contractor may only request such evidence if (1) the Owner fails to make payments to the Contractor as the Contract Documents require; (2) a change in the Work materially changes the Contract Sum; or (3) the Contractor identifies in writing a reasonable concern regarding the Owner’s ability to make payment when due. The Owner shall furnish such evidence as a condition precedent to commencement or continuation of the Work or

the portion of the Work affected by a material change. After the Owner furnishes the evidence, the Owner shall not materially vary such financial arrangements without prior notice to the Contractor.

§ 2.2.2 Except for permits and fees that are the responsibility of the Contractor under the Contract Documents, including those required under Section 3.7.1, the Owner shall secure and pay for necessary approvals, easements, assessments and charges required for construction, use or occupancy of permanent structures or for permanent changes in existing facilities.

§ 2.2.3 The Owner shall furnish surveys describing physical characteristics, legal limitations and utility locations for the site of the Project, and a legal description of the site. The Contractor shall be entitled to rely on the accuracy of information furnished by the Owner but shall exercise proper precautions relating to the safe performance of the Work.

§ 2.2.4 The Owner shall furnish information or services required of the Owner by the Contract Documents with reasonable promptness. The Owner shall also furnish any other information or services under the Owner's control and relevant to the Contractor's performance of the Work with reasonable promptness after receiving the Contractor's written request for such information or services.

§ 2.2.5 Unless otherwise provided in the Contract Documents, the Owner shall furnish to the Contractor one copy of the Contract Documents for purposes of making reproductions pursuant to Section 1.5.2.

§ 2.3 OWNER'S RIGHT TO STOP THE WORK

If the Contractor fails to correct Work that is not in accordance with the requirements of the Contract Documents as required by Section 12.2 or repeatedly fails to carry out Work in accordance with the Contract Documents, the Owner may issue a written order to the Contractor to stop the Work or any portion thereof, until the cause for such order has been eliminated; however, the right of the Owner to stop the Work shall not give rise to a duty on the part of the Owner to exercise this right for the benefit of the Contractor or any other person or entity, except to the extent required by Section 6.1.3.

§ 2.4 OWNER'S RIGHT TO CARRY OUT THE WORK

If the Contractor defaults or neglects to carry out the Work in accordance with the Contract Documents and fails within a ten-day period after receipt of written notice from the Owner to commence and continue correction of such default or neglect with diligence and promptness, the Owner may, without prejudice to other remedies the Owner may have, correct such deficiencies. In such case an appropriate Change Order shall be issued deducting from payments then or thereafter due the Contractor the reasonable cost of correcting such deficiencies, including Owner's expenses and compensation for the Architect's additional services made necessary by such default, neglect or failure. Such action by the Owner and amounts charged to the Contractor are both subject to prior approval of the Architect. If payments then or thereafter due the Contractor are not sufficient to cover such amounts, the Contractor shall pay the difference to the Owner.

ARTICLE 3 CONTRACTOR

§ 3.1 GENERAL

§ 3.1.1 The Contractor is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Contractor shall be lawfully licensed, if required in the jurisdiction where the Project is located. The Contractor shall designate in writing a representative who shall have express authority to bind the Contractor with respect to all matters under this Contract. The term "Contractor" means the Contractor or the Contractor's authorized representative.

§ 3.1.2 The Contractor shall perform the Work in accordance with the Contract Documents.

§ 3.1.3 The Contractor shall not be relieved of obligations to perform the Work in accordance with the Contract Documents either by activities or duties of the Architect in the Architect's administration of the Contract, or by tests, inspections or approvals required or performed by persons or entities other than the Contractor.

§ 3.2 REVIEW OF CONTRACT DOCUMENTS AND FIELD CONDITIONS BY CONTRACTOR

§ 3.2.1 Execution of the Contract by the Contractor is a representation that the Contractor has visited the site, become generally familiar with local conditions under which the Work is to be performed and correlated personal observations with requirements of the Contract Documents.

§ 3.2.2 Because the Contract Documents are complementary, the Contractor shall, before starting each portion of the Work, carefully study and compare the various Contract Documents relative to that portion of the Work, as well as the information furnished by the Owner pursuant to Section 2.2.3, shall take field measurements of any existing conditions related to that portion of the Work, and shall observe any conditions at the site affecting it. These obligations are for the purpose of facilitating coordination and construction by the Contractor and are not for the purpose of discovering errors, omissions, or inconsistencies in the Contract Documents; however, the Contractor shall promptly report to the Architect any errors, inconsistencies or omissions discovered by or made known to the Contractor as a request for information in such form as the Architect may require. It is recognized that the Contractor's review is made in the Contractor's capacity as a contractor and not as a licensed design professional, unless otherwise specifically provided in the Contract Documents.

§ 3.2.3 The Contractor is not required to ascertain that the Contract Documents are in accordance with applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, but the Contractor shall promptly report to the Architect any nonconformity discovered by or made known to the Contractor as a request for information in such form as the Architect may require.

§ 3.2.4 If the Contractor believes that additional cost or time is involved because of clarifications or instructions the Architect issues in response to the Contractor's notices or requests for information pursuant to Sections 3.2.2 or 3.2.3, the Contractor shall make Claims as provided in Article 15. If the Contractor fails to perform the obligations of Sections 3.2.2 or 3.2.3, the Contractor shall pay such costs and damages to the Owner as would have been avoided if the Contractor had performed such obligations. If the Contractor performs those obligations, the Contractor shall not be liable to the Owner or Architect for damages resulting from errors, inconsistencies or omissions in the Contract Documents, for differences between field measurements or conditions and the Contract Documents, or for nonconformities of the Contract Documents to applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities.

§ 3.3 SUPERVISION AND CONSTRUCTION PROCEDURES

§ 3.3.1 The Contractor shall supervise and direct the Work, using the Contractor's best skill and attention. The Contractor shall be solely responsible for, and have control over, construction means, methods, techniques, sequences and procedures and for coordinating all portions of the Work under the Contract, unless the Contract Documents give other specific instructions concerning these matters. If the Contract Documents give specific instructions concerning construction means, methods, techniques, sequences or procedures, the Contractor shall evaluate the jobsite safety thereof and, except as stated below, shall be fully and solely responsible for the jobsite safety of such means, methods, techniques, sequences or procedures. If the Contractor determines that such means, methods, techniques, sequences or procedures may not be safe, the Contractor shall give timely written notice to the Owner and Architect and shall not proceed with that portion of the Work without further written instructions from the Architect. If the Contractor is then instructed to proceed with the required means, methods, techniques, sequences or procedures without acceptance of changes proposed by the Contractor, the Owner shall be solely responsible for any loss or damage arising solely from those Owner-required means, methods, techniques, sequences or procedures.

§ 3.3.2 The Contractor shall be responsible to the Owner for acts and omissions of the Contractor's employees, subcontractors and their agents and employees, and other persons or entities performing portions of the Work for, or on behalf of, the Contractor or any of its Subcontractors.

§ 3.3.3 The Contractor shall be responsible for inspection of portions of Work already performed to determine that such portions are in proper condition to receive subsequent Work.

§ 3.4 LABOR AND MATERIALS

§ 3.4.1 Unless otherwise provided in the Contract Documents, the Contractor shall provide and pay for labor, materials, equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other

facilities and services necessary for proper execution and completion of the Work, whether temporary or permanent and whether or not incorporated or to be incorporated in the Work.

§ 3.4.2 Except in the case of minor changes in the Work authorized by the Architect in accordance with Sections 3.12.8 or 7.4, the Contractor may make substitutions only with the consent of the Owner, after evaluation by the Architect and in accordance with a Change Order or Construction Change Directive.

§ 3.4.3 The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Work. The Contractor shall not permit employment of unfit persons or persons not properly skilled in tasks assigned to them.

§ 3.5 WARRANTY

The Contractor warrants to the Owner and Architect that materials and equipment furnished under the Contract will be of good quality and new unless the Contract Documents require or permit otherwise. The Contractor further warrants that the Work will conform to the requirements of the Contract Documents and will be free from defects, except for those inherent in the quality of the Work the Contract Documents require or permit. Works, materials, or equipment not conforming to these requirements may be considered defective. The Contractor's warranty excludes remedy for damage or defect caused by abuse, alterations to the Work not executed by the Contractor, improper or insufficient maintenance, improper operation, or normal wear and tear and normal usage. If required by the Architect, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment.

§ 3.6 TAXES

The Contractor shall pay sales, consumer, use and similar taxes for the Work provided by the Contractor that are legally enacted when bids are received or negotiations concluded, whether or not yet effective or merely scheduled to go into effect.

§ 3.7 PERMITS, FEES, NOTICES AND COMPLIANCE WITH LAWS

§ 3.7.1 Unless otherwise provided in the Contract Documents, the Contractor shall secure and pay for the building permit as well as for other permits, fees, licenses, and inspections by government agencies necessary for proper execution and completion of the Work that are customarily secured after execution of the Contract and legally required at the time bids are received or negotiations concluded.

§ 3.7.2 The Contractor shall comply with and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities applicable to performance of the Work.

§ 3.7.3 If the Contractor performs Work knowing it to be contrary to applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, the Contractor shall assume appropriate responsibility for such Work and shall bear the costs attributable to correction.

§ 3.7.4 Concealed or Unknown Conditions. If the Contractor encounters conditions at the site that are (1) subsurface or otherwise concealed physical conditions that differ materially from those indicated in the Contract Documents or (2) unknown physical conditions of an unusual nature, that differ materially from those ordinarily found to exist and generally recognized as inherent in construction activities of the character provided for in the Contract Documents, the Contractor shall promptly provide notice to the Owner and the Architect before conditions are disturbed and in no event later than 21 days after first observance of the conditions. The Architect will promptly investigate such conditions and, if the Architect determines that they differ materially and cause an increase or decrease in the Contractor's cost of, or time required for, performance of any part of the Work, will recommend an equitable adjustment in the Contract Sum or Contract Time, or both. If the Architect determines that the conditions at the site are not materially different from those indicated in the Contract Documents and that no change in the terms of the Contract is justified, the Architect shall promptly notify the Owner and Contractor in writing, stating the reasons. If either party disputes the Architect's determination or recommendation, that party may proceed as provided in Article 15.

§ 3.7.5 If, in the course of the Work, the Contractor encounters human remains or recognizes the existence of burial markers, archaeological sites or wetlands not indicated in the Contract Documents, the Contractor shall immediately suspend any operations that would affect them and shall notify the Owner and Architect. Upon receipt of such notice, the Owner shall promptly take any action necessary to obtain governmental authorization required to resume

the operations. The Contractor shall continue to suspend such operations until otherwise instructed by the Owner but shall continue with all other operations that do not affect those remains or features. Requests for adjustments in the Contract Sum and Contract Time arising from the existence of such remains or features may be made as provided in Article 15.

§ 3.8 ALLOWANCES

§ 3.8.1 The Contractor shall include in the Contract Sum all allowances stated in the Contract Documents. Items covered by allowances shall be supplied for such amounts and by such persons or entities as the Owner may direct but the Contractor shall not be required to employ persons or entities to whom the Contractor has reasonable objection.

§ 3.8.2 Unless otherwise provided in the Contract Documents,

- .1 Allowances shall cover the cost to the Contractor of materials and equipment delivered at the site and all required taxes, less applicable trade discounts;
- .2 Contractor's costs for unloading and handling at the site, labor, installation costs, overhead, profit and other expenses contemplated for stated allowance amounts shall be included in the Contract Sum but not in the allowances; and
- .3 Whenever costs are more than or less than allowances, the Contract Sum shall be adjusted accordingly by Change Order. The amount of the Change Order shall reflect (1) the difference between actual costs and the allowances under Section 3.8.2.1 and (2) changes in Contractor's costs under Section 3.8.2.2.

§ 3.8.3 Materials and equipment under an allowance shall be selected by the Owner with reasonable promptness.

§ 3.9 SUPERINTENDENT

§ 3.9.1 The Contractor shall employ a competent superintendent and necessary assistants who shall be in attendance at the Project site during performance of the Work. The superintendent shall represent the Contractor, and communications given to the superintendent shall be as binding as if given to the Contractor.

§ 3.9.2 The Contractor, as soon as practicable after award of the Contract, shall furnish in writing to the Owner through the Architect the name and qualifications of a proposed superintendent. The Architect may reply within 14 days to the Contractor in writing stating (1) whether the Owner or the Architect has reasonable objection to the proposed superintendent or (2) that the Architect requires additional time to review. Failure of the Architect to reply within the 14 day period shall constitute notice of no reasonable objection.

§ 3.9.3 The Contractor shall not employ a proposed superintendent to whom the Owner or Architect has made reasonable and timely objection. The Contractor shall not change the superintendent without the Owner's consent, which shall not unreasonably be withheld or delayed.

§ 3.10 CONTRACTOR'S CONSTRUCTION SCHEDULES

§ 3.10.1 The Contractor, promptly after being awarded the Contract, shall prepare and submit for the Owner's and Architect's information a Contractor's construction schedule for the Work. The schedule shall not exceed time limits current under the Contract Documents, shall be revised at appropriate intervals as required by the conditions of the Work and Project, shall be related to the entire Project to the extent required by the Contract Documents, and shall provide for expeditious and practicable execution of the Work.

§ 3.10.2 The Contractor shall prepare a submittal schedule, promptly after being awarded the Contract and thereafter as necessary to maintain a current submittal schedule, and shall submit the schedule(s) for the Architect's approval. The Architect's approval shall not unreasonably be delayed or withheld. The submittal schedule shall (1) be coordinated with the Contractor's construction schedule, and (2) allow the Architect reasonable time to review submittals. If the Contractor fails to submit a submittal schedule, the Contractor shall not be entitled to any increase in Contract Sum or extension of Contract Time based on the time required for review of submittals.

§ 3.10.3 The Contractor shall perform the Work in general accordance with the most recent schedules submitted to the Owner and Architect.

§ 3.11 DOCUMENTS AND SAMPLES AT THE SITE

The Contractor shall maintain at the site for the Owner one copy of the Drawings, Specifications, Addenda, Change Orders and other Modifications, in good order and marked currently to indicate field changes and selections made during construction, and one copy of approved Shop Drawings, Product Data, Samples and similar required submittals. These shall be available to the Architect and shall be delivered to the Architect for submittal to the Owner upon completion of the Work as a record of the Work as constructed.

§ 3.12 SHOP DRAWINGS, PRODUCT DATA AND SAMPLES

§ 3.12.1 Shop Drawings are drawings, diagrams, schedules and other data specially prepared for the Work by the Contractor or a Subcontractor, Sub-subcontractor, manufacturer, supplier or distributor to illustrate some portion of the Work.

§ 3.12.2 Product Data are illustrations, standard schedules, performance charts, instructions, brochures, diagrams and other information furnished by the Contractor to illustrate materials or equipment for some portion of the Work.

§ 3.12.3 Samples are physical examples that illustrate materials, equipment or workmanship and establish standards by which the Work will be judged.

§ 3.12.4 Shop Drawings, Product Data, Samples and similar submittals are not Contract Documents. Their purpose is to demonstrate the way by which the Contractor proposes to conform to the information given and the design concept expressed in the Contract Documents for those portions of the Work for which the Contract Documents require submittals. Review by the Architect is subject to the limitations of Section 4.2.7. Informational submittals upon which the Architect is not expected to take responsive action may be so identified in the Contract Documents. Submittals that are not required by the Contract Documents may be returned by the Architect without action.

§ 3.12.5 The Contractor shall review for compliance with the Contract Documents, approve and submit to the Architect Shop Drawings, Product Data, Samples and similar submittals required by the Contract Documents in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submittal schedule, with reasonable promptness and in such sequence as to cause no delay in the Work or in the activities of the Owner or of separate contractors.

§ 3.12.6 By submitting Shop Drawings, Product Data, Samples and similar submittals, the Contractor represents to the Owner and Architect that the Contractor has (1) reviewed and approved them, (2) determined and verified materials, field measurements and field construction criteria related thereto, or will do so and (3) checked and coordinated the information contained within such submittals with the requirements of the Work and of the Contract Documents.

§ 3.12.7 The Contractor shall perform no portion of the Work for which the Contract Documents require submittal and review of Shop Drawings, Product Data, Samples or similar submittals until the respective submittal has been approved by the Architect.

§ 3.12.8 The Work shall be in accordance with approved submittals except that the Contractor shall not be relieved of responsibility for deviations from requirements of the Contract Documents by the Architect's approval of Shop Drawings, Product Data, Samples or similar submittals unless the Contractor has specifically informed the Architect in writing of such deviation at the time of submittal and (1) the Architect has given written approval to the specific deviation as a minor change in the Work, or (2) a Change Order or Construction Change Directive has been issued authorizing the deviation. The Contractor shall not be relieved of responsibility for errors or omissions in Shop Drawings, Product Data, Samples or similar submittals by the Architect's approval thereof.

§ 3.12.9 The Contractor shall direct specific attention, in writing or on resubmitted Shop Drawings, Product Data, Samples or similar submittals, to revisions other than those requested by the Architect on previous submittals. In the absence of such written notice, the Architect's approval of a resubmission shall not apply to such revisions.

§ 3.12.10 The Contractor shall not be required to provide professional services that constitute the practice of architecture or engineering unless such services are specifically required by the Contract Documents for a portion of the Work or unless the Contractor needs to provide such services in order to carry out the Contractor's responsibilities for construction means, methods, techniques, sequences and procedures. The Contractor shall not be

required to provide professional services in violation of applicable law. If professional design services or certifications by a design professional related to systems, materials or equipment are specifically required of the Contractor by the Contract Documents, the Owner and the Architect will specify all performance and design criteria that such services must satisfy. The Contractor shall cause such services or certifications to be provided by a properly licensed design professional, whose signature and seal shall appear on all drawings, calculations, specifications, certifications, Shop Drawings and other submittals prepared by such professional. Shop Drawings and other submittals related to the Work designed or certified by such professional, if prepared by others, shall bear such professional's written approval when submitted to the Architect. The Owner and the Architect shall be entitled to rely upon the adequacy, accuracy and completeness of the services, certifications and approvals performed or provided by such design professionals, provided the Owner and Architect have specified to the Contractor all performance and design criteria that such services must satisfy. Pursuant to this Section 3.12.10, the Architect will review, approve or take other appropriate action on submittals only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Contractor shall not be responsible for the adequacy of the performance and design criteria specified in the Contract Documents.

§ 3.13 USE OF SITE

The Contractor shall confine operations at the site to areas permitted by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities and the Contract Documents and shall not unreasonably encumber the site with materials or equipment.

§ 3.14 CUTTING AND PATCHING

§ 3.14.1 The Contractor shall be responsible for cutting, fitting or patching required to complete the Work or to make its parts fit together properly. All areas requiring cutting, fitting and patching shall be restored to the condition existing prior to the cutting, fitting and patching, unless otherwise required by the Contract Documents.

§ 3.14.2 The Contractor shall not damage or endanger a portion of the Work or fully or partially completed construction of the Owner or separate contractors by cutting, patching or otherwise altering such construction, or by excavation. The Contractor shall not cut or otherwise alter such construction by the Owner or a separate contractor except with written consent of the Owner and of such separate contractor; such consent shall not be unreasonably withheld. The Contractor shall not unreasonably withhold from the Owner or a separate contractor the Contractor's consent to cutting or otherwise altering the Work.

§ 3.15 CLEANING UP

§ 3.15.1 The Contractor shall keep the premises and surrounding area free from accumulation of waste materials or rubbish caused by operations under the Contract. At completion of the Work, the Contractor shall remove waste materials, rubbish, the Contractor's tools, construction equipment, machinery and surplus materials from and about the Project.

§ 3.15.2 If the Contractor fails to clean up as provided in the Contract Documents, the Owner may do so and Owner shall be entitled to reimbursement from the Contractor.

§ 3.16 ACCESS TO WORK

The Contractor shall provide the Owner and Architect access to the Work in preparation and progress wherever located.

§ 3.17 ROYALTIES, PATENTS AND COPYRIGHTS

The Contractor shall pay all royalties and license fees. The Contractor shall defend suits or claims for infringement of copyrights and patent rights and shall hold the Owner and Architect harmless from loss on account thereof, but shall not be responsible for such defense or loss when a particular design, process or product of a particular manufacturer or manufacturers is required by the Contract Documents, or where the copyright violations are contained in Drawings, Specifications or other documents prepared by the Owner or Architect. However, if the Contractor has reason to believe that the required design, process or product is an infringement of a copyright or a patent, the Contractor shall be responsible for such loss unless such information is promptly furnished to the Architect.

§ 3.18 INDEMNIFICATION

§ 3.18.1 To the fullest extent permitted by law the Contractor shall indemnify and hold harmless the Owner, Architect, Architect's consultants, and agents and employees of any of them from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), but only to the extent caused by the negligent acts or omissions of the Contractor, a Subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity that would otherwise exist as to a party or person described in this Section 3.18.

§ 3.18.2 In claims against any person or entity indemnified under this Section 3.18 by an employee of the Contractor, a Subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, the indemnification obligation under Section 3.18.1 shall not be limited by a limitation on amount or type of damages, compensation or benefits payable by or for the Contractor or a Subcontractor under workers' compensation acts, disability benefit acts or other employee benefit acts.

ARTICLE 4 ARCHITECT

§ 4.1 GENERAL

§ 4.1.1 The Owner shall retain an architect lawfully licensed to practice architecture or an entity lawfully practicing architecture in the jurisdiction where the Project is located. That person or entity is identified as the Architect in the Agreement and is referred to throughout the Contract Documents as if singular in number.

§ 4.1.2 Duties, responsibilities and limitations of authority of the Architect as set forth in the Contract Documents shall not be restricted, modified or extended without written consent of the Owner, Contractor and Architect. Consent shall not be unreasonably withheld.

§ 4.1.3 If the employment of the Architect is terminated, the Owner shall employ a successor architect as to whom the Contractor has no reasonable objection and whose status under the Contract Documents shall be that of the Architect.

§ 4.2 ADMINISTRATION OF THE CONTRACT

§ 4.2.1 The Architect will provide administration of the Contract as described in the Contract Documents and will be an Owner's representative during construction until the date the Architect issues the final Certificate for Payment. The Architect will have authority to act on behalf of the Owner only to the extent provided in the Contract Documents.

§ 4.2.2 The Architect will visit the site at intervals appropriate to the stage of construction, or as otherwise agreed with the Owner, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine in general if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect will not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. The Architect will not have control over, charge of, or responsibility for, the construction means, methods, techniques, sequences or procedures, or for the safety precautions and programs in connection with the Work, since these are solely the Contractor's rights and responsibilities under the Contract Documents, except as provided in Section 3.3.1.

§ 4.2.3 On the basis of the site visits, the Architect will keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and report to the Owner (1) known deviations from the Contract Documents and from the most recent construction schedule submitted by the Contractor, and (2) defects and deficiencies observed in the Work. The Architect will not be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect will not have control over or charge of and will not be responsible for acts or omissions of the Contractor, Subcontractors, or their agents or employees, or any other persons or entities performing portions of the Work.

§ 4.2.4 COMMUNICATIONS FACILITATING CONTRACT ADMINISTRATION

Except as otherwise provided in the Contract Documents or when direct communications have been specially authorized, the Owner and Contractor shall endeavor to communicate with each other through the Architect about matters arising out of or relating to the Contract. Communications by and with the Architect's consultants shall be through the Architect. Communications by and with Subcontractors and material suppliers shall be through the Contractor. Communications by and with separate contractors shall be through the Owner.

§ 4.2.5 Based on the Architect's evaluations of the Contractor's Applications for Payment, the Architect will review and certify the amounts due the Contractor and will issue Certificates for Payment in such amounts.

§ 4.2.6 The Architect has authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect will have authority to require inspection or testing of the Work in accordance with Sections 13.5.2 and 13.5.3, whether or not such Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, material and equipment suppliers, their agents or employees, or other persons or entities performing portions of the Work.

§ 4.2.7 The Architect will review and approve, or take other appropriate action upon, the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Architect's action will be taken in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time in the Architect's professional judgment to permit adequate review. Review of such submittals is not conducted for the purpose of determining the accuracy and completeness of other details such as dimensions and quantities, or for substantiating instructions for installation or performance of equipment or systems, all of which remain the responsibility of the Contractor as required by the Contract Documents. The Architect's review of the Contractor's submittals shall not relieve the Contractor of the obligations under Sections 3.3, 3.5 and 3.12. The Architect's review shall not constitute approval of safety precautions or, unless otherwise specifically stated by the Architect, of any construction means, methods, techniques, sequences or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

§ 4.2.8 The Architect will prepare Change Orders and Construction Change Directives, and may authorize minor changes in the Work as provided in Section 7.4. The Architect will investigate and make determinations and recommendations regarding concealed and unknown conditions as provided in Section 3.7.4.

§ 4.2.9 The Architect will conduct inspections to determine the date or dates of Substantial Completion and the date of final completion; issue Certificates of Substantial Completion pursuant to Section 9.8; receive and forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract and assembled by the Contractor pursuant to Section 9.10; and issue a final Certificate for Payment pursuant to Section 9.10.

§ 4.2.10 If the Owner and Architect agree, the Architect will provide one or more project representatives to assist in carrying out the Architect's responsibilities at the site. The duties, responsibilities and limitations of authority of such project representatives shall be as set forth in an exhibit to be incorporated in the Contract Documents.

§ 4.2.11 The Architect will interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect's response to such requests will be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

§ 4.2.12 Interpretations and decisions of the Architect will be consistent with the intent of, and reasonably inferable from, the Contract Documents and will be in writing or in the form of drawings. When making such interpretations and decisions, the Architect will endeavor to secure faithful performance by both Owner and Contractor, will not show partiality to either and will not be liable for results of interpretations or decisions rendered in good faith.

§ 4.2.13 The Architect's decisions on matters relating to aesthetic effect will be final if consistent with the intent expressed in the Contract Documents.

§ 4.2.14 The Architect will review and respond to requests for information about the Contract Documents. The Architect's response to such requests will be made in writing within any time limits agreed upon or otherwise with reasonable promptness. If appropriate, the Architect will prepare and issue supplemental Drawings and Specifications in response to the requests for information.

ARTICLE 5 SUBCONTRACTORS

§ 5.1 DEFINITIONS

§ 5.1.1 A Subcontractor is a person or entity who has a direct contract with the Contractor to perform a portion of the Work at the site. The term "Subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Subcontractor or an authorized representative of the Subcontractor. The term "Subcontractor" does not include a separate contractor or subcontractors of a separate contractor.

§ 5.1.2 A Sub-subcontractor is a person or entity who has a direct or indirect contract with a Subcontractor to perform a portion of the Work at the site. The term "Sub-subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Sub-subcontractor or an authorized representative of the Sub-subcontractor.

§ 5.2 AWARD OF SUBCONTRACTS AND OTHER CONTRACTS FOR PORTIONS OF THE WORK

§ 5.2.1 Unless otherwise stated in the Contract Documents or the bidding requirements, the Contractor, as soon as practicable after award of the Contract, shall furnish in writing to the Owner through the Architect the names of persons or entities (including those who are to furnish materials or equipment fabricated to a special design) proposed for each principal portion of the Work. The Architect may reply within 14 days to the Contractor in writing stating (1) whether the Owner or the Architect has reasonable objection to any such proposed person or entity or (2) that the Architect requires additional time for review. Failure of the Owner or Architect to reply within the 14-day period shall constitute notice of no reasonable objection.

§ 5.2.2 The Contractor shall not contract with a proposed person or entity to whom the Owner or Architect has made reasonable and timely objection. The Contractor shall not be required to contract with anyone to whom the Contractor has made reasonable objection.

§ 5.2.3 If the Owner or Architect has reasonable objection to a person or entity proposed by the Contractor, the Contractor shall propose another to whom the Owner or Architect has no reasonable objection. If the proposed but rejected Subcontractor was reasonably capable of performing the Work, the Contract Sum and Contract Time shall be increased or decreased by the difference, if any, occasioned by such change, and an appropriate Change Order shall be issued before commencement of the substitute Subcontractor's Work. However, no increase in the Contract Sum or Contract Time shall be allowed for such change unless the Contractor has acted promptly and responsively in submitting names as required.

§ 5.2.4 The Contractor shall not substitute a Subcontractor, person or entity previously selected if the Owner or Architect makes reasonable objection to such substitution.

§ 5.3 SUBCONTRACTUAL RELATIONS

By appropriate agreement, written where legally required for validity, the Contractor shall require each Subcontractor to the extent of the Work to be performed by the Subcontractor, to be bound to the Contractor by terms of the Contract Documents, and to assume toward the Contractor all the obligations and responsibilities, including the responsibility for safety of the Subcontractor's Work, which the Contractor, by these Documents, assumes toward the Owner and Architect. Each subcontract agreement shall preserve and protect the rights of the Owner and Architect under the Contract Documents with respect to the Work to be performed by the Subcontractor so that subcontracting thereof will not prejudice such rights, and shall allow to the Subcontractor, unless specifically provided otherwise in the subcontract agreement, the benefit of all rights, remedies and redress against the Contractor that the Contractor, by the Contract Documents, has against the Owner. Where appropriate, the Contractor shall require each Subcontractor to enter into similar agreements with Sub-subcontractors. The Contractor shall make available to each proposed Subcontractor, prior to the execution of the subcontract agreement, copies of the Contract Documents to which the Subcontractor will be bound, and, upon written request of the Subcontractor, identify to the Subcontractor terms and conditions of the proposed subcontract agreement that may

be at variance with the Contract Documents. Subcontractors will similarly make copies of applicable portions of such documents available to their respective proposed Sub-subcontractors.

§ 5.4 CONTINGENT ASSIGNMENT OF SUBCONTRACTS

§ 5.4.1 Each subcontract agreement for a portion of the Work is assigned by the Contractor to the Owner, provided that

- .1 assignment is effective only after termination of the Contract by the Owner for cause pursuant to Section 14.2 and only for those subcontract agreements that the Owner accepts by notifying the Subcontractor and Contractor in writing; and
- .2 assignment is subject to the prior rights of the surety, if any, obligated under bond relating to the Contract.

When the Owner accepts the assignment of a subcontract agreement, the Owner assumes the Contractor's rights and obligations under the subcontract.

§ 5.4.2 Upon such assignment, if the Work has been suspended for more than 30 days, the Subcontractor's compensation shall be equitably adjusted for increases in cost resulting from the suspension.

§ 5.4.3 Upon such assignment to the Owner under this Section 5.4, the Owner may further assign the subcontract to a successor contractor or other entity. If the Owner assigns the subcontract to a successor contractor or other entity, the Owner shall nevertheless remain legally responsible for all of the successor contractor's obligations under the subcontract.

ARTICLE 6 CONSTRUCTION BY OWNER OR BY SEPARATE CONTRACTORS

§ 6.1 OWNER'S RIGHT TO PERFORM CONSTRUCTION AND TO AWARD SEPARATE CONTRACTS

§ 6.1.1 The Owner reserves the right to perform construction or operations related to the Project with the Owner's own forces, and to award separate contracts in connection with other portions of the Project or other construction or operations on the site under Conditions of the Contract identical or substantially similar to these including those portions related to insurance and waiver of subrogation. If the Contractor claims that delay or additional cost is involved because of such action by the Owner, the Contractor shall make such Claim as provided in Article 15.

§ 6.1.2 When separate contracts are awarded for different portions of the Project or other construction or operations on the site, the term "Contractor" in the Contract Documents in each case shall mean the Contractor who executes each separate Owner-Contractor Agreement.

§ 6.1.3 The Owner shall provide for coordination of the activities of the Owner's own forces and of each separate contractor with the Work of the Contractor, who shall cooperate with them. The Contractor shall participate with other separate contractors and the Owner in reviewing their construction schedules. The Contractor shall make any revisions to the construction schedule deemed necessary after a joint review and mutual agreement. The construction schedules shall then constitute the schedules to be used by the Contractor, separate contractors and the Owner until subsequently revised.

§ 6.1.4 Unless otherwise provided in the Contract Documents, when the Owner performs construction or operations related to the Project with the Owner's own forces, the Owner shall be deemed to be subject to the same obligations and to have the same rights that apply to the Contractor under the Conditions of the Contract, including, without excluding others, those stated in Article 3, this Article 6 and Articles 10, 11 and 12.

§ 6.2 MUTUAL RESPONSIBILITY

§ 6.2.1 The Contractor shall afford the Owner and separate contractors reasonable opportunity for introduction and storage of their materials and equipment and performance of their activities, and shall connect and coordinate the Contractor's construction and operations with theirs as required by the Contract Documents.

§ 6.2.2 If part of the Contractor's Work depends for proper execution or results upon construction or operations by the Owner or a separate contractor, the Contractor shall, prior to proceeding with that portion of the Work, promptly report to the Architect apparent discrepancies or defects in such other construction that would render it unsuitable for such proper execution and results. Failure of the Contractor so to report shall constitute an acknowledgment that

the Owner's or separate contractor's completed or partially completed construction is fit and proper to receive the Contractor's Work, except as to defects not then reasonably discoverable.

§ 6.2.3 The Contractor shall reimburse the Owner for costs the Owner incurs that are payable to a separate contractor because of the Contractor's delays, improperly timed activities or defective construction. The Owner shall be responsible to the Contractor for costs the Contractor incurs because of a separate contractor's delays, improperly timed activities, damage to the Work or defective construction.

§ 6.2.4 The Contractor shall promptly remedy damage the Contractor wrongfully causes to completed or partially completed construction or to property of the Owner or separate contractors as provided in Section 10.2.5.

§ 6.2.5 The Owner and each separate contractor shall have the same responsibilities for cutting and patching as are described for the Contractor in Section 3.14.

§ 6.3 OWNER'S RIGHT TO CLEAN UP

If a dispute arises among the Contractor, separate contractors and the Owner as to the responsibility under their respective contracts for maintaining the premises and surrounding area free from waste materials and rubbish, the Owner may clean up and the Architect will allocate the cost among those responsible.

ARTICLE 7 CHANGES IN THE WORK

§ 7.1 GENERAL

§ 7.1.1 Changes in the Work may be accomplished after execution of the Contract, and without invalidating the Contract, by Change Order, Construction Change Directive or order for a minor change in the Work, subject to the limitations stated in this Article 7 and elsewhere in the Contract Documents.

§ 7.1.2 A Change Order shall be based upon agreement among the Owner, Contractor and Architect; a Construction Change Directive requires agreement by the Owner and Architect and may or may not be agreed to by the Contractor; an order for a minor change in the Work may be issued by the Architect alone.

§ 7.1.3 Changes in the Work shall be performed under applicable provisions of the Contract Documents, and the Contractor shall proceed promptly, unless otherwise provided in the Change Order, Construction Change Directive or order for a minor change in the Work.

§ 7.2 CHANGE ORDERS

§ 7.2.1 A Change Order is a written instrument prepared by the Architect and signed by the Owner, Contractor and Architect stating their agreement upon all of the following:

- .1 The change in the Work;
- .2 The amount of the adjustment, if any, in the Contract Sum; and
- .3 The extent of the adjustment, if any, in the Contract Time.

§ 7.3 CONSTRUCTION CHANGE DIRECTIVES

§ 7.3.1 A Construction Change Directive is a written order prepared by the Architect and signed by the Owner and Architect, directing a change in the Work prior to agreement on adjustment, if any, in the Contract Sum or Contract Time, or both. The Owner may by Construction Change Directive, without invalidating the Contract, order changes in the Work within the general scope of the Contract consisting of additions, deletions or other revisions, the Contract Sum and Contract Time being adjusted accordingly.

§ 7.3.2 A Construction Change Directive shall be used in the absence of total agreement on the terms of a Change Order.

§ 7.3.3 If the Construction Change Directive provides for an adjustment to the Contract Sum, the adjustment shall be based on one of the following methods:

- .1 Mutual acceptance of a lump sum properly itemized and supported by sufficient substantiating data to permit evaluation;
- .2 Unit prices stated in the Contract Documents or subsequently agreed upon;
- .3 Cost to be determined in a manner agreed upon by the parties and a mutually acceptable fixed or percentage fee; or

.4 As provided in Section 7.3.7.

§ 7.3.4 If unit prices are stated in the Contract Documents or subsequently agreed upon, and if quantities originally contemplated are materially changed in a proposed Change Order or Construction Change Directive so that application of such unit prices to quantities of Work proposed will cause substantial inequity to the Owner or Contractor, the applicable unit prices shall be equitably adjusted.

§ 7.3.5 Upon receipt of a Construction Change Directive, the Contractor shall promptly proceed with the change in the Work involved and advise the Architect of the Contractor's agreement or disagreement with the method, if any, provided in the Construction Change Directive for determining the proposed adjustment in the Contract Sum or Contract Time.

§ 7.3.6 A Construction Change Directive signed by the Contractor indicates the Contractor's agreement therewith, including adjustment in Contract Sum and Contract Time or the method for determining them. Such agreement shall be effective immediately and shall be recorded as a Change Order.

§ 7.3.7 If the Contractor does not respond promptly or disagrees with the method for adjustment in the Contract Sum, the Architect shall determine the method and the adjustment on the basis of reasonable expenditures and savings of those performing the Work attributable to the change, including, in case of an increase in the Contract Sum, an amount for overhead and profit as set forth in the Agreement, or if no such amount is set forth in the Agreement, a reasonable amount. In such case, and also under Section 7.3.3.3, the Contractor shall keep and present, in such form as the Architect may prescribe, an itemized accounting together with appropriate supporting data. Unless otherwise provided in the Contract Documents, costs for the purposes of this Section 7.3.7 shall be limited to the following:

- .1 Costs of labor, including social security, old age and unemployment insurance, fringe benefits required by agreement or custom, and workers' compensation insurance;
- .2 Costs of materials, supplies and equipment, including cost of transportation, whether incorporated or consumed;
- .3 Rental costs of machinery and equipment, exclusive of hand tools, whether rented from the Contractor or others;
- .4 Costs of premiums for all bonds and insurance, permit fees, and sales, use or similar taxes related to the Work; and
- .5 Additional costs of supervision and field office personnel directly attributable to the change.

§ 7.3.8 The amount of credit to be allowed by the Contractor to the Owner for a deletion or change that results in a net decrease in the Contract Sum shall be actual net cost as confirmed by the Architect. When both additions and credits covering related Work or substitutions are involved in a change, the allowance for overhead and profit shall be figured on the basis of net increase, if any, with respect to that change.

§ 7.3.9 Pending final determination of the total cost of a Construction Change Directive to the Owner, the Contractor may request payment for Work completed under the Construction Change Directive in Applications for Payment. The Architect will make an interim determination for purposes of monthly certification for payment for those costs and certify for payment the amount that the Architect determines, in the Architect's professional judgment, to be reasonably justified. The Architect's interim determination of cost shall adjust the Contract Sum on the same basis as a Change Order, subject to the right of either party to disagree and assert a Claim in accordance with Article 15.

§ 7.3.10 When the Owner and Contractor agree with a determination made by the Architect concerning the adjustments in the Contract Sum and Contract Time, or otherwise reach agreement upon the adjustments, such agreement shall be effective immediately and the Architect will prepare a Change Order. Change Orders may be issued for all or any part of a Construction Change Directive.

§ 7.4 MINOR CHANGES IN THE WORK

The Architect has authority to order minor changes in the Work not involving adjustment in the Contract Sum or extension of the Contract Time and not inconsistent with the intent of the Contract Documents. Such changes will be effected by written order signed by the Architect and shall be binding on the Owner and Contractor.

ARTICLE 8 TIME

§ 8.1 DEFINITIONS

§ 8.1.1 Unless otherwise provided, Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for Substantial Completion of the Work.

§ 8.1.2 The date of commencement of the Work is the date established in the Agreement.

§ 8.1.3 The date of Substantial Completion is the date certified by the Architect in accordance with Section 9.8.

§ 8.1.4 The term “day” as used in the Contract Documents shall mean calendar day unless otherwise specifically defined.

§ 8.2 PROGRESS AND COMPLETION

§ 8.2.1 Time limits stated in the Contract Documents are of the essence of the Contract. By executing the Agreement the Contractor confirms that the Contract Time is a reasonable period for performing the Work.

§ 8.2.2 The Contractor shall not knowingly, except by agreement or instruction of the Owner in writing, prematurely commence operations on the site or elsewhere prior to the effective date of insurance required by Article 11 to be furnished by the Contractor and Owner. The date of commencement of the Work shall not be changed by the effective date of such insurance.

§ 8.2.3 The Contractor shall proceed expeditiously with adequate forces and shall achieve Substantial Completion within the Contract Time.

§ 8.3 DELAYS AND EXTENSIONS OF TIME

§ 8.3.1 If the Contractor is delayed at any time in the commencement or progress of the Work by an act or neglect of the Owner or Architect, or of an employee of either, or of a separate contractor employed by the Owner; or by changes ordered in the Work; or by labor disputes, fire, unusual delay in deliveries, unavoidable casualties or other causes beyond the Contractor's control; or by delay authorized by the Owner pending mediation and arbitration; or by other causes that the Architect determines may justify delay, then the Contract Time shall be extended by Change Order for such reasonable time as the Architect may determine.

§ 8.3.2 Claims relating to time shall be made in accordance with applicable provisions of Article 15.

§ 8.3.3 This Section 8.3 does not preclude recovery of damages for delay by either party under other provisions of the Contract Documents.

ARTICLE 9 PAYMENTS AND COMPLETION

§ 9.1 CONTRACT SUM

The Contract Sum is stated in the Agreement and, including authorized adjustments, is the total amount payable by the Owner to the Contractor for performance of the Work under the Contract Documents.

§ 9.2 SCHEDULE OF VALUES

Where the Contract is based on a stipulated sum or Guaranteed Maximum Price, the Contractor shall submit to the Architect, before the first Application for Payment, a schedule of values allocating the entire Contract Sum to the various portions of the Work and prepared in such form and supported by such data to substantiate its accuracy as the Architect may require. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 9.3 APPLICATIONS FOR PAYMENT

§ 9.3.1 At least ten days before the date established for each progress payment, the Contractor shall submit to the Architect an itemized Application for Payment prepared in accordance with the schedule of values, if required under Section 9.2, for completed portions of the Work. Such application shall be notarized, if required, and supported by such data substantiating the Contractor's right to payment as the Owner or Architect may require, such as copies of requisitions from Subcontractors and material suppliers, and shall reflect retainage if provided for in the Contract Documents.

§ 9.3.1.1 As provided in Section 7.3.9, such applications may include requests for payment on account of changes in the Work that have been properly authorized by Construction Change Directives, or by interim determinations of the Architect, but not yet included in Change Orders.

§ 9.3.1.2 Applications for Payment shall not include requests for payment for portions of the Work for which the Contractor does not intend to pay a Subcontractor or material supplier, unless such Work has been performed by others whom the Contractor intends to pay.

§ 9.3.2 Unless otherwise provided in the Contract Documents, payments shall be made on account of materials and equipment delivered and suitably stored at the site for subsequent incorporation in the Work. If approved in advance by the Owner, payment may similarly be made for materials and equipment suitably stored off the site at a location agreed upon in writing. Payment for materials and equipment stored on or off the site shall be conditioned upon compliance by the Contractor with procedures satisfactory to the Owner to establish the Owner's title to such materials and equipment or otherwise protect the Owner's interest, and shall include the costs of applicable insurance, storage and transportation to the site for such materials and equipment stored off the site.

§ 9.3.3 The Contractor warrants that title to all Work covered by an Application for Payment will pass to the Owner no later than the time of payment. The Contractor further warrants that upon submittal of an Application for Payment all Work for which Certificates for Payment have been previously issued and payments received from the Owner shall, to the best of the Contractor's knowledge, information and belief, be free and clear of liens, claims, security interests or encumbrances in favor of the Contractor, Subcontractors, material suppliers, or other persons or entities making a claim by reason of having provided labor, materials and equipment relating to the Work.

§ 9.4 CERTIFICATES FOR PAYMENT

§ 9.4.1 The Architect will, within seven days after receipt of the Contractor's Application for Payment, either issue to the Owner a Certificate for Payment, with a copy to the Contractor, for such amount as the Architect determines is properly due, or notify the Contractor and Owner in writing of the Architect's reasons for withholding certification in whole or in part as provided in Section 9.5.1.

§ 9.4.2 The issuance of a Certificate for Payment will constitute a representation by the Architect to the Owner, based on the Architect's evaluation of the Work and the data comprising the Application for Payment, that, to the best of the Architect's knowledge, information and belief, the Work has progressed to the point indicated and that the quality of the Work is in accordance with the Contract Documents. The foregoing representations are subject to an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, to results of subsequent tests and inspections, to correction of minor deviations from the Contract Documents prior to completion and to specific qualifications expressed by the Architect. The issuance of a Certificate for Payment will further constitute a representation that the Contractor is entitled to payment in the amount certified. However, the issuance of a Certificate for Payment will not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and material suppliers and other data requested by the Owner to substantiate the Contractor's right to payment, or (4) made examination to ascertain how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

§ 9.5 DECISIONS TO WITHHOLD CERTIFICATION

§ 9.5.1 The Architect may withhold a Certificate for Payment in whole or in part, to the extent reasonably necessary to protect the Owner, if in the Architect's opinion the representations to the Owner required by Section 9.4.2 cannot be made. If the Architect is unable to certify payment in the amount of the Application, the Architect will notify the Contractor and Owner as provided in Section 9.4.1. If the Contractor and Architect cannot agree on a revised amount, the Architect will promptly issue a Certificate for Payment for the amount for which the Architect is able to make such representations to the Owner. The Architect may also withhold a Certificate for Payment or, because of subsequently discovered evidence, may nullify the whole or a part of a Certificate for Payment previously issued, to such extent as may be necessary in the Architect's opinion to protect the Owner from loss for which the Contractor is responsible, including loss resulting from acts and omissions described in Section 3.3.2, because of

- .1 defective Work not remedied;
- .2 third party claims filed or reasonable evidence indicating probable filing of such claims unless security acceptable to the Owner is provided by the Contractor;

- .3 failure of the Contractor to make payments properly to Subcontractors or for labor, materials or equipment;
- .4 reasonable evidence that the Work cannot be completed for the unpaid balance of the Contract Sum;
- .5 damage to the Owner or a separate contractor;
- .6 reasonable evidence that the Work will not be completed within the Contract Time, and that the unpaid balance would not be adequate to cover actual or liquidated damages for the anticipated delay; or
- .7 repeated failure to carry out the Work in accordance with the Contract Documents.

§ 9.5.2 When the above reasons for withholding certification are removed, certification will be made for amounts previously withheld.

§ 9.5.3 If the Architect withholds certification for payment under Section 9.5.1.3, the Owner may, at its sole option, issue joint checks to the Contractor and to any Subcontractor or material or equipment suppliers to whom the Contractor failed to make payment for Work properly performed or material or equipment suitably delivered. If the Owner makes payments by joint check, the Owner shall notify the Architect and the Architect will reflect such payment on the next Certificate for Payment.

§ 9.6 PROGRESS PAYMENTS

§ 9.6.1 After the Architect has issued a Certificate for Payment, the Owner shall make payment in the manner and within the time provided in the Contract Documents, and shall so notify the Architect.

§ 9.6.2 The Contractor shall pay each Subcontractor no later than seven days after receipt of payment from the Owner the amount to which the Subcontractor is entitled, reflecting percentages actually retained from payments to the Contractor on account of the Subcontractor's portion of the Work. The Contractor shall, by appropriate agreement with each Subcontractor, require each Subcontractor to make payments to Sub-subcontractors in a similar manner.

§ 9.6.3 The Architect will, on request, furnish to a Subcontractor, if practicable, information regarding percentages of completion or amounts applied for by the Contractor and action taken thereon by the Architect and Owner on account of portions of the Work done by such Subcontractor.

§ 9.6.4 The Owner has the right to request written evidence from the Contractor that the Contractor has properly paid Subcontractors and material and equipment suppliers amounts paid by the Owner to the Contractor for subcontracted Work. If the Contractor fails to furnish such evidence within seven days, the Owner shall have the right to contact Subcontractors to ascertain whether they have been properly paid. Neither the Owner nor Architect shall have an obligation to pay or to see to the payment of money to a Subcontractor, except as may otherwise be required by law.

§ 9.6.5 Contractor payments to material and equipment suppliers shall be treated in a manner similar to that provided in Sections 9.6.2, 9.6.3 and 9.6.4.

§ 9.6.6 A Certificate for Payment, a progress payment, or partial or entire use or occupancy of the Project by the Owner shall not constitute acceptance of Work not in accordance with the Contract Documents.

§ 9.6.7 Unless the Contractor provides the Owner with a payment bond in the full penal sum of the Contract Sum, payments received by the Contractor for Work properly performed by Subcontractors and suppliers shall be held by the Contractor for those Subcontractors or suppliers who performed Work or furnished materials, or both, under contract with the Contractor for which payment was made by the Owner. Nothing contained herein shall require money to be placed in a separate account and not commingled with money of the Contractor, shall create any fiduciary liability or tort liability on the part of the Contractor for breach of trust or shall entitle any person or entity to an award of punitive damages against the Contractor for breach of the requirements of this provision.

§ 9.7 FAILURE OF PAYMENT

If the Architect does not issue a Certificate for Payment, through no fault of the Contractor, within seven days after receipt of the Contractor's Application for Payment, or if the Owner does not pay the Contractor within seven days after the date established in the Contract Documents the amount certified by the Architect or awarded by binding dispute resolution, then the Contractor may, upon seven additional days' written notice to the Owner and Architect,

stop the Work until payment of the amount owing has been received. The Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Contractor's reasonable costs of shut-down, delay and start-up, plus interest as provided for in the Contract Documents.

§ 9.8 SUBSTANTIAL COMPLETION

§ 9.8.1 Substantial Completion is the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use.

§ 9.8.2 When the Contractor considers that the Work, or a portion thereof which the Owner agrees to accept separately, is substantially complete, the Contractor shall prepare and submit to the Architect a comprehensive list of items to be completed or corrected prior to final payment. Failure to include an item on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

§ 9.8.3 Upon receipt of the Contractor's list, the Architect will make an inspection to determine whether the Work or designated portion thereof is substantially complete. If the Architect's inspection discloses any item, whether or not included on the Contractor's list, which is not sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work or designated portion thereof for its intended use, the Contractor shall, before issuance of the Certificate of Substantial Completion, complete or correct such item upon notification by the Architect. In such case, the Contractor shall then submit a request for another inspection by the Architect to determine Substantial Completion.

§ 9.8.4 When the Work or designated portion thereof is substantially complete, the Architect will prepare a Certificate of Substantial Completion that shall establish the date of Substantial Completion, shall establish responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance, and shall fix the time within which the Contractor shall finish all items on the list accompanying the Certificate. Warranties required by the Contract Documents shall commence on the date of Substantial Completion of the Work or designated portion thereof unless otherwise provided in the Certificate of Substantial Completion.

§ 9.8.5 The Certificate of Substantial Completion shall be submitted to the Owner and Contractor for their written acceptance of responsibilities assigned to them in such Certificate. Upon such acceptance and consent of surety, if any, the Owner shall make payment of retainage applying to such Work or designated portion thereof. Such payment shall be adjusted for Work that is incomplete or not in accordance with the requirements of the Contract Documents.

§ 9.9 PARTIAL OCCUPANCY OR USE

§ 9.9.1 The Owner may occupy or use any completed or partially completed portion of the Work at any stage when such portion is designated by separate agreement with the Contractor, provided such occupancy or use is consented to by the insurer as required under Section 11.3.1.5 and authorized by public authorities having jurisdiction over the Project. Such partial occupancy or use may commence whether or not the portion is substantially complete, provided the Owner and Contractor have accepted in writing the responsibilities assigned to each of them for payments, retainage, if any, security, maintenance, heat, utilities, damage to the Work and insurance, and have agreed in writing concerning the period for correction of the Work and commencement of warranties required by the Contract Documents. When the Contractor considers a portion substantially complete, the Contractor shall prepare and submit a list to the Architect as provided under Section 9.8.2. Consent of the Contractor to partial occupancy or use shall not be unreasonably withheld. The stage of the progress of the Work shall be determined by written agreement between the Owner and Contractor or, if no agreement is reached, by decision of the Architect.

§ 9.9.2 Immediately prior to such partial occupancy or use, the Owner, Contractor and Architect shall jointly inspect the area to be occupied or portion of the Work to be used in order to determine and record the condition of the Work.

§ 9.9.3 Unless otherwise agreed upon, partial occupancy or use of a portion or portions of the Work shall not constitute acceptance of Work not complying with the requirements of the Contract Documents.

§ 9.10 FINAL COMPLETION AND FINAL PAYMENT

§ 9.10.1 Upon receipt of the Contractor's written notice that the Work is ready for final inspection and acceptance and upon receipt of a final Application for Payment, the Architect will promptly make such inspection and, when the

Architect finds the Work acceptable under the Contract Documents and the Contract fully performed, the Architect will promptly issue a final Certificate for Payment stating that to the best of the Architect's knowledge, information and belief, and on the basis of the Architect's on-site visits and inspections, the Work has been completed in accordance with terms and conditions of the Contract Documents and that the entire balance found to be due the Contractor and noted in the final Certificate is due and payable. The Architect's final Certificate for Payment will constitute a further representation that conditions listed in Section 9.10.2 as precedent to the Contractor's being entitled to final payment have been fulfilled.

§ 9.10.2 Neither final payment nor any remaining retained percentage shall become due until the Contractor submits to the Architect (1) an affidavit that payrolls, bills for materials and equipment, and other indebtedness connected with the Work for which the Owner or the Owner's property might be responsible or encumbered (less amounts withheld by Owner) have been paid or otherwise satisfied, (2) a certificate evidencing that insurance required by the Contract Documents to remain in force after final payment is currently in effect and will not be canceled or allowed to expire until at least 30 days' prior written notice has been given to the Owner, (3) a written statement that the Contractor knows of no substantial reason that the insurance will not be renewable to cover the period required by the Contract Documents, (4) consent of surety, if any, to final payment and (5), if required by the Owner, other data establishing payment or satisfaction of obligations, such as receipts, releases and waivers of liens, claims, security interests or encumbrances arising out of the Contract, to the extent and in such form as may be designated by the Owner. If a Subcontractor refuses to furnish a release or waiver required by the Owner, the Contractor may furnish a bond satisfactory to the Owner to indemnify the Owner against such lien. If such lien remains unsatisfied after payments are made, the Contractor shall refund to the Owner all money that the Owner may be compelled to pay in discharging such lien, including all costs and reasonable attorneys' fees.

§ 9.10.3 If, after Substantial Completion of the Work, final completion thereof is materially delayed through no fault of the Contractor or by issuance of Change Orders affecting final completion, and the Architect so confirms, the Owner shall, upon application by the Contractor and certification by the Architect, and without terminating the Contract, make payment of the balance due for that portion of the Work fully completed and accepted. If the remaining balance for Work not fully completed or corrected is less than retainage stipulated in the Contract Documents, and if bonds have been furnished, the written consent of surety to payment of the balance due for that portion of the Work fully completed and accepted shall be submitted by the Contractor to the Architect prior to certification of such payment. Such payment shall be made under terms and conditions governing final payment, except that it shall not constitute a waiver of claims.

§ 9.10.4 The making of final payment shall constitute a waiver of Claims by the Owner except those arising from

- .1 liens, Claims, security interests or encumbrances arising out of the Contract and unsettled;
- .2 failure of the Work to comply with the requirements of the Contract Documents; or
- .3 terms of special warranties required by the Contract Documents.

§ 9.10.5 Acceptance of final payment by the Contractor, a Subcontractor or material supplier shall constitute a waiver of claims by that payee except those previously made in writing and identified by that payee as unsettled at the time of final Application for Payment.

ARTICLE 10 PROTECTION OF PERSONS AND PROPERTY

§ 10.1 SAFETY PRECAUTIONS AND PROGRAMS

The Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the performance of the Contract.

§ 10.2 SAFETY OF PERSONS AND PROPERTY

§ 10.2.1 The Contractor shall take reasonable precautions for safety of, and shall provide reasonable protection to prevent damage, injury or loss to

- .1 employees on the Work and other persons who may be affected thereby;
- .2 the Work and materials and equipment to be incorporated therein, whether in storage on or off the site, under care, custody or control of the Contractor or the Contractor's Subcontractors or Sub-subcontractors; and
- .3 other property at the site or adjacent thereto, such as trees, shrubs, lawns, walks, pavements, roadways, structures and utilities not designated for removal, relocation or replacement in the course of construction.

§ 10.2.2 The Contractor shall comply with and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities bearing on safety of persons or property or their protection from damage, injury or loss.

§ 10.2.3 The Contractor shall erect and maintain, as required by existing conditions and performance of the Contract, reasonable safeguards for safety and protection, including posting danger signs and other warnings against hazards, promulgating safety regulations and notifying owners and users of adjacent sites and utilities.

§ 10.2.4 When use or storage of explosives or other hazardous materials or equipment or unusual methods are necessary for execution of the Work, the Contractor shall exercise utmost care and carry on such activities under supervision of properly qualified personnel.

§ 10.2.5 The Contractor shall promptly remedy damage and loss (other than damage or loss insured under property insurance required by the Contract Documents) to property referred to in Sections 10.2.1.2 and 10.2.1.3 caused in whole or in part by the Contractor, a Subcontractor, a Sub-subcontractor, or anyone directly or indirectly employed by any of them, or by anyone for whose acts they may be liable and for which the Contractor is responsible under Sections 10.2.1.2 and 10.2.1.3, except damage or loss attributable to acts or omissions of the Owner or Architect or anyone directly or indirectly employed by either of them, or by anyone for whose acts either of them may be liable, and not attributable to the fault or negligence of the Contractor. The foregoing obligations of the Contractor are in addition to the Contractor's obligations under Section 3.18.

§ 10.2.6 The Contractor shall designate a responsible member of the Contractor's organization at the site whose duty shall be the prevention of accidents. This person shall be the Contractor's superintendent unless otherwise designated by the Contractor in writing to the Owner and Architect.

§ 10.2.7 The Contractor shall not permit any part of the construction or site to be loaded so as to cause damage or create an unsafe condition.

§ 10.2.8 INJURY OR DAMAGE TO PERSON OR PROPERTY

If either party suffers injury or damage to person or property because of an act or omission of the other party, or of others for whose acts such party is legally responsible, written notice of such injury or damage, whether or not insured, shall be given to the other party within a reasonable time not exceeding 21 days after discovery. The notice shall provide sufficient detail to enable the other party to investigate the matter.

§ 10.3 HAZARDOUS MATERIALS

§ 10.3.1 The Contractor is responsible for compliance with any requirements included in the Contract Documents regarding hazardous materials. If the Contractor encounters a hazardous material or substance not addressed in the Contract Documents and if reasonable precautions will be inadequate to prevent foreseeable bodily injury or death to persons resulting from a material or substance, including but not limited to asbestos or polychlorinated biphenyl (PCB), encountered on the Site by the Contractor, the Contractor shall, upon recognizing the condition, immediately stop Work in the affected area and report the condition to the Owner and Architect in writing.

§ 10.3.2 Upon receipt of the Contractor's written notice, the Owner shall obtain the services of a licensed laboratory to verify the presence or absence of the material or substance reported by the Contractor and, in the event such material or substance is found to be present, to cause it to be rendered harmless. Unless otherwise required by the Contract Documents, the Owner shall furnish in writing to the Contractor and Architect the names and qualifications of persons or entities who are to perform tests verifying the presence or absence of such material or substance or who are to perform the task of removal or safe containment of such material or substance. The Contractor and the Architect will promptly reply to the Owner in writing stating whether or not either has reasonable objection to the persons or entities proposed by the Owner. If either the Contractor or Architect has an objection to a person or entity proposed by the Owner, the Owner shall propose another to whom the Contractor and the Architect have no reasonable objection. When the material or substance has been rendered harmless, Work in the affected area shall resume upon written agreement of the Owner and Contractor. By Change Order, the Contract Time shall be extended appropriately and the Contract Sum shall be increased in the amount of the Contractor's reasonable additional costs of shut-down, delay and start-up.

§ 10.3.3 To the fullest extent permitted by law, the Owner shall indemnify and hold harmless the Contractor, Subcontractors, Architect, Architect's consultants and agents and employees of any of them from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work in the affected area if in fact the material or substance presents the risk of bodily injury or death as described in Section 10.3.1 and has not been rendered harmless, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), except to the extent that such damage, loss or expense is due to the fault or negligence of the party seeking indemnity.

§ 10.3.4 The Owner shall not be responsible under this Section 10.3 for materials or substances the Contractor brings to the site unless such materials or substances are required by the Contract Documents. The Owner shall be responsible for materials or substances required by the Contract Documents, except to the extent of the Contractor's fault or negligence in the use and handling of such materials or substances.

§ 10.3.5 The Contractor shall indemnify the Owner for the cost and expense the Owner incurs (1) for remediation of a material or substance the Contractor brings to the site and negligently handles, or (2) where the Contractor fails to perform its obligations under Section 10.3.1, except to the extent that the cost and expense are due to the Owner's fault or negligence.

§ 10.3.6 If, without negligence on the part of the Contractor, the Contractor is held liable by a government agency for the cost of remediation of a hazardous material or substance solely by reason of performing Work as required by the Contract Documents, the Owner shall indemnify the Contractor for all cost and expense thereby incurred.

§ 10.4 EMERGENCIES

In an emergency affecting safety of persons or property, the Contractor shall act, at the Contractor's discretion, to prevent threatened damage, injury or loss. Additional compensation or extension of time claimed by the Contractor on account of an emergency shall be determined as provided in Article 15 and Article 7.

ARTICLE 11 INSURANCE AND BONDS

§ 11.1 CONTRACTOR'S LIABILITY INSURANCE

§ 11.1.1 The Contractor shall purchase from and maintain in a company or companies lawfully authorized to do business in the jurisdiction in which the Project is located such insurance as will protect the Contractor from claims set forth below which may arise out of or result from the Contractor's operations and completed operations under the Contract and for which the Contractor may be legally liable, whether such operations be by the Contractor or by a Subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:

- .1 Claims under workers' compensation, disability benefit and other similar employee benefit acts that are applicable to the Work to be performed;
- .2 Claims for damages because of bodily injury, occupational sickness or disease, or death of the Contractor's employees;
- .3 Claims for damages because of bodily injury, sickness or disease, or death of any person other than the Contractor's employees;
- .4 Claims for damages insured by usual personal injury liability coverage;
- .5 Claims for damages, other than to the Work itself, because of injury to or destruction of tangible property, including loss of use resulting therefrom;
- .6 Claims for damages because of bodily injury, death of a person or property damage arising out of ownership, maintenance or use of a motor vehicle;
- .7 Claims for bodily injury or property damage arising out of completed operations; and
- .8 Claims involving contractual liability insurance applicable to the Contractor's obligations under Section 3.18.

§ 11.1.2 The insurance required by Section 11.1.1 shall be written for not less than limits of liability specified in the Contract Documents or required by law, whichever coverage is greater. Coverages, whether written on an occurrence or claims-made basis, shall be maintained without interruption from the date of commencement of the Work until the date of final payment and termination of any coverage required to be maintained after final payment, and, with respect to the Contractor's completed operations coverage, until the expiration of the period for correction

of Work or for such other period for maintenance of completed operations coverage as specified in the Contract Documents.

§ 11.1.3 Certificates of insurance acceptable to the Owner shall be filed with the Owner prior to commencement of the Work and thereafter upon renewal or replacement of each required policy of insurance. These certificates and the insurance policies required by this Section 11.1 shall contain a provision that coverages afforded under the policies will not be canceled or allowed to expire until at least 30 days' prior written notice has been given to the Owner. An additional certificate evidencing continuation of liability coverage, including coverage for completed operations, shall be submitted with the final Application for Payment as required by Section 9.10.2 and thereafter upon renewal or replacement of such coverage until the expiration of the time required by Section 11.1.2. Information concerning reduction of coverage on account of revised limits or claims paid under the General Aggregate, or both, shall be furnished by the Contractor with reasonable promptness.

§ 11.1.4 The Contractor shall cause the commercial liability coverage required by the Contract Documents to include (1) the Owner, the Architect and the Architect's consultants as additional insureds for claims caused in whole or in part by the Contractor's negligent acts or omissions during the Contractor's operations; and (2) the Owner as an additional insured for claims caused in whole or in part by the Contractor's negligent acts or omissions during the Contractor's completed operations.

§ 11.2 OWNER'S LIABILITY INSURANCE

The Owner shall be responsible for purchasing and maintaining the Owner's usual liability insurance.

§ 11.3 PROPERTY INSURANCE

§ 11.3.1 Unless otherwise provided, the Owner shall purchase and maintain, in a company or companies lawfully authorized to do business in the jurisdiction in which the Project is located, property insurance written on a builder's risk "all-risk" or equivalent policy form in the amount of the initial Contract Sum, plus value of subsequent Contract Modifications and cost of materials supplied or installed by others, comprising total value for the entire Project at the site on a replacement cost basis without optional deductibles. Such property insurance shall be maintained, unless otherwise provided in the Contract Documents or otherwise agreed in writing by all persons and entities who are beneficiaries of such insurance, until final payment has been made as provided in Section 9.10 or until no person or entity other than the Owner has an insurable interest in the property required by this Section 11.3 to be covered, whichever is later. This insurance shall include interests of the Owner, the Contractor, Subcontractors and Sub-subcontractors in the Project.

§ 11.3.1.1 Property insurance shall be on an "all-risk" or equivalent policy form and shall include, without limitation, insurance against the perils of fire (with extended coverage) and physical loss or damage including, without duplication of coverage, theft, vandalism, malicious mischief, collapse, earthquake, flood, windstorm, falsework, testing and startup, temporary buildings and debris removal including demolition occasioned by enforcement of any applicable legal requirements, and shall cover reasonable compensation for Architect's and Contractor's services and expenses required as a result of such insured loss.

§ 11.3.1.2 If the Owner does not intend to purchase such property insurance required by the Contract and with all of the coverages in the amount described above, the Owner shall so inform the Contractor in writing prior to commencement of the Work. The Contractor may then effect insurance that will protect the interests of the Contractor, Subcontractors and Sub-subcontractors in the Work, and by appropriate Change Order the cost thereof shall be charged to the Owner. If the Contractor is damaged by the failure or neglect of the Owner to purchase or maintain insurance as described above, without so notifying the Contractor in writing, then the Owner shall bear all reasonable costs properly attributable thereto.

§ 11.3.1.3 If the property insurance requires deductibles, the Owner shall pay costs not covered because of such deductibles.

§ 11.3.1.4 This property insurance shall cover portions of the Work stored off the site, and also portions of the Work in transit.

§ 11.3.1.5 Partial occupancy or use in accordance with Section 9.9 shall not commence until the insurance company or companies providing property insurance have consented to such partial occupancy or use by endorsement or

otherwise. The Owner and the Contractor shall take reasonable steps to obtain consent of the insurance company or companies and shall, without mutual written consent, take no action with respect to partial occupancy or use that would cause cancellation, lapse or reduction of insurance.

§ 11.3.2 BOILER AND MACHINERY INSURANCE

The Owner shall purchase and maintain boiler and machinery insurance required by the Contract Documents or by law, which shall specifically cover such insured objects during installation and until final acceptance by the Owner; this insurance shall include interests of the Owner, Contractor, Subcontractors and Sub-subcontractors in the Work and the Owner and Contractor shall be named insureds.

§ 11.3.3 LOSS OF USE INSURANCE

The Owner, at the Owner's option, may purchase and maintain such insurance as will insure the Owner against loss of use of the Owner's property due to fire or other hazards, however caused. The Owner waives all rights of action against the Contractor for loss of use of the Owner's property, including consequential losses due to fire or other hazards however caused.

§ 11.3.4 If the Contractor requests in writing that insurance for risks other than those described herein or other special causes of loss be included in the property insurance policy, the Owner shall, if possible, include such insurance, and the cost thereof shall be charged to the Contractor by appropriate Change Order.

§ 11.3.5 If during the Project construction period the Owner insures properties, real or personal or both, at or adjacent to the site by property insurance under policies separate from those insuring the Project, or if after final payment property insurance is to be provided on the completed Project through a policy or policies other than those insuring the Project during the construction period, the Owner shall waive all rights in accordance with the terms of Section 11.3.7 for damages caused by fire or other causes of loss covered by this separate property insurance. All separate policies shall provide this waiver of subrogation by endorsement or otherwise.

§ 11.3.6 Before an exposure to loss may occur, the Owner shall file with the Contractor a copy of each policy that includes insurance coverages required by this Section 11.3. Each policy shall contain all generally applicable conditions, definitions, exclusions and endorsements related to this Project. Each policy shall contain a provision that the policy will not be canceled or allowed to expire, and that its limits will not be reduced, until at least 30 days' prior written notice has been given to the Contractor.

§ 11.3.7 WAIVERS OF SUBROGATION

The Owner and Contractor waive all rights against (1) each other and any of their subcontractors, sub-subcontractors, agents and employees, each of the other, and (2) the Architect, Architect's consultants, separate contractors described in Article 6, if any, and any of their subcontractors, sub-subcontractors, agents and employees, for damages caused by fire or other causes of loss to the extent covered by property insurance obtained pursuant to this Section 11.3 or other property insurance applicable to the Work, except such rights as they have to proceeds of such insurance held by the Owner as fiduciary. The Owner or Contractor, as appropriate, shall require of the Architect, Architect's consultants, separate contractors described in Article 6, if any, and the subcontractors, sub-subcontractors, agents and employees of any of them, by appropriate agreements, written where legally required for validity, similar waivers each in favor of other parties enumerated herein. The policies shall provide such waivers of subrogation by endorsement or otherwise. A waiver of subrogation shall be effective as to a person or entity even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, did not pay the insurance premium directly or indirectly, and whether or not the person or entity had an insurable interest in the property damaged.

§ 11.3.8 A loss insured under the Owner's property insurance shall be adjusted by the Owner as fiduciary and made payable to the Owner as fiduciary for the insureds, as their interests may appear, subject to requirements of any applicable mortgagee clause and of Section 11.3.10. The Contractor shall pay Subcontractors their just shares of insurance proceeds received by the Contractor, and by appropriate agreements, written where legally required for validity, shall require Subcontractors to make payments to their Sub-subcontractors in similar manner.

§ 11.3.9 If required in writing by a party in interest, the Owner as fiduciary shall, upon occurrence of an insured loss, give bond for proper performance of the Owner's duties. The cost of required bonds shall be charged against proceeds received as fiduciary. The Owner shall deposit in a separate account proceeds so received, which the

Owner shall distribute in accordance with such agreement as the parties in interest may reach, or as determined in accordance with the method of binding dispute resolution selected in the Agreement between the Owner and Contractor. If after such loss no other special agreement is made and unless the Owner terminates the Contract for convenience, replacement of damaged property shall be performed by the Contractor after notification of a Change in the Work in accordance with Article 7.

§ 11.3.10 The Owner as fiduciary shall have power to adjust and settle a loss with insurers unless one of the parties in interest shall object in writing within five days after occurrence of loss to the Owner's exercise of this power; if such objection is made, the dispute shall be resolved in the manner selected by the Owner and Contractor as the method of binding dispute resolution in the Agreement. If the Owner and Contractor have selected arbitration as the method of binding dispute resolution, the Owner as fiduciary shall make settlement with insurers or, in the case of a dispute over distribution of insurance proceeds, in accordance with the directions of the arbitrators.

§ 11.4 PERFORMANCE BOND AND PAYMENT BOND

§ 11.4.1 The Owner shall have the right to require the Contractor to furnish bonds covering faithful performance of the Contract and payment of obligations arising thereunder as stipulated in bidding requirements or specifically required in the Contract Documents on the date of execution of the Contract.

§ 11.4.2 Upon the request of any person or entity appearing to be a potential beneficiary of bonds covering payment of obligations arising under the Contract, the Contractor shall promptly furnish a copy of the bonds or shall authorize a copy to be furnished.

ARTICLE 12 UNCOVERING AND CORRECTION OF WORK

§ 12.1 UNCOVERING OF WORK

§ 12.1.1 If a portion of the Work is covered contrary to the Architect's request or to requirements specifically expressed in the Contract Documents, it must, if requested in writing by the Architect, be uncovered for the Architect's examination and be replaced at the Contractor's expense without change in the Contract Time.

§ 12.1.2 If a portion of the Work has been covered that the Architect has not specifically requested to examine prior to its being covered, the Architect may request to see such Work and it shall be uncovered by the Contractor. If such Work is in accordance with the Contract Documents, costs of uncovering and replacement shall, by appropriate Change Order, be at the Owner's expense. If such Work is not in accordance with the Contract Documents, such costs and the cost of correction shall be at the Contractor's expense unless the condition was caused by the Owner or a separate contractor in which event the Owner shall be responsible for payment of such costs.

§ 12.2 CORRECTION OF WORK

§ 12.2.1 BEFORE OR AFTER SUBSTANTIAL COMPLETION

The Contractor shall promptly correct Work rejected by the Architect or failing to conform to the requirements of the Contract Documents, whether discovered before or after Substantial Completion and whether or not fabricated, installed or completed. Costs of correcting such rejected Work, including additional testing and inspections, the cost of uncovering and replacement, and compensation for the Architect's services and expenses made necessary thereby, shall be at the Contractor's expense.

§ 12.2.2 AFTER SUBSTANTIAL COMPLETION

§ 12.2.2.1 In addition to the Contractor's obligations under Section 3.5, if, within one year after the date of Substantial Completion of the Work or designated portion thereof or after the date for commencement of warranties established under Section 9.9.1, or by terms of an applicable special warranty required by the Contract Documents, any of the Work is found to be not in accordance with the requirements of the Contract Documents, the Contractor shall correct it promptly after receipt of written notice from the Owner to do so unless the Owner has previously given the Contractor a written acceptance of such condition. The Owner shall give such notice promptly after discovery of the condition. During the one-year period for correction of Work, if the Owner fails to notify the Contractor and give the Contractor an opportunity to make the correction, the Owner waives the rights to require correction by the Contractor and to make a claim for breach of warranty. If the Contractor fails to correct nonconforming Work within a reasonable time during that period after receipt of notice from the Owner or Architect, the Owner may correct it in accordance with Section 2.4.

§ 12.2.2.2 The one-year period for correction of Work shall be extended with respect to portions of Work first performed after Substantial Completion by the period of time between Substantial Completion and the actual completion of that portion of the Work.

§ 12.2.2.3 The one-year period for correction of Work shall not be extended by corrective Work performed by the Contractor pursuant to this Section 12.2.

§ 12.2.3 The Contractor shall remove from the site portions of the Work that are not in accordance with the requirements of the Contract Documents and are neither corrected by the Contractor nor accepted by the Owner.

§ 12.2.4 The Contractor shall bear the cost of correcting destroyed or damaged construction, whether completed or partially completed, of the Owner or separate contractors caused by the Contractor's correction or removal of Work that is not in accordance with the requirements of the Contract Documents.

§ 12.2.5 Nothing contained in this Section 12.2 shall be construed to establish a period of limitation with respect to other obligations the Contractor has under the Contract Documents. Establishment of the one-year period for correction of Work as described in Section 12.2.2 relates only to the specific obligation of the Contractor to correct the Work, and has no relationship to the time within which the obligation to comply with the Contract Documents may be sought to be enforced, nor to the time within which proceedings may be commenced to establish the Contractor's liability with respect to the Contractor's obligations other than specifically to correct the Work.

§ 12.3 ACCEPTANCE OF NONCONFORMING WORK

If the Owner prefers to accept Work that is not in accordance with the requirements of the Contract Documents, the Owner may do so instead of requiring its removal and correction, in which case the Contract Sum will be reduced as appropriate and equitable. Such adjustment shall be effected whether or not final payment has been made.

ARTICLE 13 MISCELLANEOUS PROVISIONS

§ 13.1 GOVERNING LAW

The Contract shall be governed by the law of the place where the Project is located except that, if the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 15.4.

§ 13.2 SUCCESSORS AND ASSIGNS

§ 13.2.1 The Owner and Contractor respectively bind themselves, their partners, successors, assigns and legal representatives to covenants, agreements and obligations contained in the Contract Documents. Except as provided in Section 13.2.2, neither party to the Contract shall assign the Contract as a whole without written consent of the other. If either party attempts to make such an assignment without such consent, that party shall nevertheless remain legally responsible for all obligations under the Contract.

§ 13.2.2 The Owner may, without consent of the Contractor, assign the Contract to a lender providing construction financing for the Project, if the lender assumes the Owner's rights and obligations under the Contract Documents. The Contractor shall execute all consents reasonably required to facilitate such assignment.

§ 13.3 WRITTEN NOTICE

Written notice shall be deemed to have been duly served if delivered in person to the individual, to a member of the firm or entity, or to an officer of the corporation for which it was intended; or if delivered at, or sent by registered or certified mail or by courier service providing proof of delivery to, the last business address known to the party giving notice.

§ 13.4 RIGHTS AND REMEDIES

§ 13.4.1 Duties and obligations imposed by the Contract Documents and rights and remedies available thereunder shall be in addition to and not a limitation of duties, obligations, rights and remedies otherwise imposed or available by law.

§ 13.4.2 No action or failure to act by the Owner, Architect or Contractor shall constitute a waiver of a right or duty afforded them under the Contract, nor shall such action or failure to act constitute approval of or acquiescence in a breach there under, except as may be specifically agreed in writing.

§ 13.5 TESTS AND INSPECTIONS

§ 13.5.1 Tests, inspections and approvals of portions of the Work shall be made as required by the Contract Documents and by applicable laws, statutes, ordinances, codes, rules and regulations or lawful orders of public authorities. Unless otherwise provided, the Contractor shall make arrangements for such tests, inspections and approvals with an independent testing laboratory or entity acceptable to the Owner, or with the appropriate public authority, and shall bear all related costs of tests, inspections and approvals. The Contractor shall give the Architect timely notice of when and where tests and inspections are to be made so that the Architect may be present for such procedures. The Owner shall bear costs of (1) tests, inspections or approvals that do not become requirements until after bids are received or negotiations concluded, and (2) tests, inspections or approvals where building codes or applicable laws or regulations prohibit the Owner from delegating their cost to the Contractor.

§ 13.5.2 If the Architect, Owner or public authorities having jurisdiction determine that portions of the Work require additional testing, inspection or approval not included under Section 13.5.1, the Architect will, upon written authorization from the Owner, instruct the Contractor to make arrangements for such additional testing, inspection or approval by an entity acceptable to the Owner, and the Contractor shall give timely notice to the Architect of when and where tests and inspections are to be made so that the Architect may be present for such procedures. Such costs, except as provided in Section 13.5.3, shall be at the Owner's expense.

§ 13.5.3 If such procedures for testing, inspection or approval under Sections 13.5.1 and 13.5.2 reveal failure of the portions of the Work to comply with requirements established by the Contract Documents, all costs made necessary by such failure including those of repeated procedures and compensation for the Architect's services and expenses shall be at the Contractor's expense.

§ 13.5.4 Required certificates of testing, inspection or approval shall, unless otherwise required by the Contract Documents, be secured by the Contractor and promptly delivered to the Architect.

§ 13.5.5 If the Architect is to observe tests, inspections or approvals required by the Contract Documents, the Architect will do so promptly and, where practicable, at the normal place of testing.

§ 13.5.6 Tests or inspections conducted pursuant to the Contract Documents shall be made promptly to avoid unreasonable delay in the Work.

§ 13.6 INTEREST

Payments due and unpaid under the Contract Documents shall bear interest from the date payment is due at such rate as the parties may agree upon in writing or, in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

§ 13.7 TIME LIMITS ON CLAIMS

The Owner and Contractor shall commence all claims and causes of action, whether in contract, tort, breach of warranty or otherwise, against the other arising out of or related to the Contract in accordance with the requirements of the final dispute resolution method selected in the Agreement within the time period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The Owner and Contractor waive all claims and causes of action not commenced in accordance with this Section 13.7.

ARTICLE 14 TERMINATION OR SUSPENSION OF THE CONTRACT

§ 14.1 TERMINATION BY THE CONTRACTOR

§ 14.1.1 The Contractor may terminate the Contract if the Work is stopped for a period of 30 consecutive days through no act or fault of the Contractor or a Subcontractor, Sub-subcontractor or their agents or employees or any other persons or entities performing portions of the Work under direct or indirect contract with the Contractor, for any of the following reasons:

- .1 Issuance of an order of a court or other public authority having jurisdiction that requires all Work to be stopped;
- .2 An act of government, such as a declaration of national emergency that requires all Work to be stopped;

- .3 Because the Architect has not issued a Certificate for Payment and has not notified the Contractor of the reason for withholding certification as provided in Section 9.4.1, or because the Owner has not made payment on a Certificate for Payment within the time stated in the Contract Documents; or
- .4 The Owner has failed to furnish to the Contractor promptly, upon the Contractor's request, reasonable evidence as required by Section 2.2.1.

§ 14.1.2 The Contractor may terminate the Contract if, through no act or fault of the Contractor or a Subcontractor, Sub-subcontractor or their agents or employees or any other persons or entities performing portions of the Work under direct or indirect contract with the Contractor, repeated suspensions, delays or interruptions of the entire Work by the Owner as described in Section 14.3 constitute in the aggregate more than 100 percent of the total number of days scheduled for completion, or 120 days in any 365-day period, whichever is less.

§ 14.1.3 If one of the reasons described in Section 14.1.1 or 14.1.2 exists, the Contractor may, upon seven days' written notice to the Owner and Architect, terminate the Contract and recover from the Owner payment for Work executed, including reasonable overhead and profit, costs incurred by reason of such termination, and damages.

§ 14.1.4 If the Work is stopped for a period of 60 consecutive days through no act or fault of the Contractor or a Subcontractor or their agents or employees or any other persons performing portions of the Work under contract with the Contractor because the Owner has repeatedly failed to fulfill the Owner's obligations under the Contract Documents with respect to matters important to the progress of the Work, the Contractor may, upon seven additional days' written notice to the Owner and the Architect, terminate the Contract and recover from the Owner as provided in Section 14.1.3.

§ 14.2 TERMINATION BY THE OWNER FOR CAUSE

§ 14.2.1 The Owner may terminate the Contract if the Contractor

- .1 repeatedly refuses or fails to supply enough properly skilled workers or proper materials;
- .2 fails to make payment to Subcontractors for materials or labor in accordance with the respective agreements between the Contractor and the Subcontractors;
- .3 repeatedly disregards applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of a public authority; or
- .4 otherwise is guilty of substantial breach of a provision of the Contract Documents.

§ 14.2.2 When any of the above reasons exist, the Owner, upon certification by the Initial Decision Maker that sufficient cause exists to justify such action, may without prejudice to any other rights or remedies of the Owner and after giving the Contractor and the Contractor's surety, if any, seven days' written notice, terminate employment of the Contractor and may, subject to any prior rights of the surety:

- .1 Exclude the Contractor from the site and take possession of all materials, equipment, tools, and construction equipment and machinery thereon owned by the Contractor;
- .2 Accept assignment of subcontracts pursuant to Section 5.4; and
- .3 Finish the Work by whatever reasonable method the Owner may deem expedient. Upon written request of the Contractor, the Owner shall furnish to the Contractor a detailed accounting of the costs incurred by the Owner in finishing the Work.

§ 14.2.3 When the Owner terminates the Contract for one of the reasons stated in Section 14.2.1, the Contractor shall not be entitled to receive further payment until the Work is finished.

§ 14.2.4 If the unpaid balance of the Contract Sum exceeds costs of finishing the Work, including compensation for the Architect's services and expenses made necessary thereby, and other damages incurred by the Owner and not expressly waived, such excess shall be paid to the Contractor. If such costs and damages exceed the unpaid balance, the Contractor shall pay the difference to the Owner. The amount to be paid to the Contractor or Owner, as the case may be, shall be certified by the Initial Decision Maker, upon application, and this obligation for payment shall survive termination of the Contract.

§ 14.3 SUSPENSION BY THE OWNER FOR CONVENIENCE

§ 14.3.1 The Owner may, without cause, order the Contractor in writing to suspend, delay or interrupt the Work in whole or in part for such period of time as the Owner may determine.

§ 14.3.2 The Contract Sum and Contract Time shall be adjusted for increases in the cost and time caused by suspension, delay or interruption as described in Section 14.3.1. Adjustment of the Contract Sum shall include profit. No adjustment shall be made to the extent

- .1 that performance is, was or would have been so suspended, delayed or interrupted by another cause for which the Contractor is responsible; or
- .2 that an equitable adjustment is made or denied under another provision of the Contract.

§ 14.4 TERMINATION BY THE OWNER FOR CONVENIENCE

§ 14.4.1 The Owner may, at any time, terminate the Contract for the Owner's convenience and without cause.

§ 14.4.2 Upon receipt of written notice from the Owner of such termination for the Owner's convenience, the Contractor shall

- .1 cease operations as directed by the Owner in the notice;
- .2 take actions necessary, or that the Owner may direct, for the protection and preservation of the Work; and
- .3 except for Work directed to be performed prior to the effective date of termination stated in the notice, terminate all existing subcontracts and purchase orders and enter into no further subcontracts and purchase orders.

§ 14.4.3 In case of such termination for the Owner's convenience, the Contractor shall be entitled to receive payment for Work executed, and costs incurred by reason of such termination, along with reasonable overhead and profit on the Work not executed.

ARTICLE 15 CLAIMS AND DISPUTES

§ 15.1 CLAIMS

§ 15.1.1 DEFINITION

A Claim is a demand or assertion by one of the parties seeking, as a matter of right, payment of money, or other relief with respect to the terms of the Contract. The term "Claim" also includes other disputes and matters in question between the Owner and Contractor arising out of or relating to the Contract. The responsibility to substantiate Claims shall rest with the party making the Claim.

§ 15.1.2 NOTICE OF CLAIMS

Claims by either the Owner or Contractor must be initiated by written notice to the other party and to the Initial Decision Maker with a copy sent to the Architect, if the Architect is not serving as the Initial Decision Maker. Claims by either party must be initiated within 21 days after occurrence of the event giving rise to such Claim or within 21 days after the claimant first recognizes the condition giving rise to the Claim, whichever is later.

§ 15.1.3 CONTINUING CONTRACT PERFORMANCE

Pending final resolution of a Claim, except as otherwise agreed in writing or as provided in Section 9.7 and Article 14, the Contractor shall proceed diligently with performance of the Contract and the Owner shall continue to make payments in accordance with the Contract Documents. The Architect will prepare Change Orders and issue Certificates for Payment in accordance with the decisions of the Initial Decision Maker.

§ 15.1.4 CLAIMS FOR ADDITIONAL COST

If the Contractor wishes to make a Claim for an increase in the Contract Sum, written notice as provided herein shall be given before proceeding to execute the Work. Prior notice is not required for Claims relating to an emergency endangering life or property arising under Section 10.4.

§ 15.1.5 CLAIMS FOR ADDITIONAL TIME

§ 15.1.5.1 If the Contractor wishes to make a Claim for an increase in the Contract Time, written notice as provided herein shall be given. The Contractor's Claim shall include an estimate of cost and of probable effect of delay on progress of the Work. In the case of a continuing delay, only one Claim is necessary.

§ 15.1.5.2 If adverse weather conditions are the basis for a Claim for additional time, such Claim shall be documented by data substantiating that weather conditions were abnormal for the period of time, could not have been reasonably anticipated and had an adverse effect on the scheduled construction.

§ 15.1.6 CLAIMS FOR CONSEQUENTIAL DAMAGES

The Contractor and Owner waive Claims against each other for consequential damages arising out of or relating to this Contract. This mutual waiver includes

- .1 damages incurred by the Owner for rental expenses, for losses of use, income, profit, financing, business and reputation, and for loss of management or employee productivity or of the services of such persons; and
- .2 damages incurred by the Contractor for principal office expenses including the compensation of personnel stationed there, for losses of financing, business and reputation, and for loss of profit except anticipated profit arising directly from the Work.

This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination in accordance with Article 14. Nothing contained in this Section 15.1.6 shall be deemed to preclude an award of liquidated damages, when applicable, in accordance with the requirements of the Contract Documents.

§ 15.2 INITIAL DECISION

§ 15.2.1 Claims, excluding those arising under Sections 10.3, 10.4, 11.3.9, and 11.3.10, shall be referred to the Initial Decision Maker for initial decision. The Architect will serve as the Initial Decision Maker, unless otherwise indicated in the Agreement. Except for those Claims excluded by this Section 15.2.1, an initial decision shall be required as a condition precedent to mediation of any Claim arising prior to the date final payment is due, unless 30 days have passed after the Claim has been referred to the Initial Decision Maker with no decision having been rendered. Unless the Initial Decision Maker and all affected parties agree, the Initial Decision Maker will not decide disputes between the Contractor and persons or entities other than the Owner.

§ 15.2.2 The Initial Decision Maker will review Claims and within ten days of the receipt of a Claim take one or more of the following actions: (1) request additional supporting data from the claimant or a response with supporting data from the other party, (2) reject the Claim in whole or in part, (3) approve the Claim, (4) suggest a compromise, or (5) advise the parties that the Initial Decision Maker is unable to resolve the Claim if the Initial Decision Maker lacks sufficient information to evaluate the merits of the Claim or if the Initial Decision Maker concludes that, in the Initial Decision Maker's sole discretion, it would be inappropriate for the Initial Decision Maker to resolve the Claim.

§ 15.2.3 In evaluating Claims, the Initial Decision Maker may, but shall not be obligated to, consult with or seek information from either party or from persons with special knowledge or expertise who may assist the Initial Decision Maker in rendering a decision. The Initial Decision Maker may request the Owner to authorize retention of such persons at the Owner's expense.

§ 15.2.4 If the Initial Decision Maker requests a party to provide a response to a Claim or to furnish additional supporting data, such party shall respond, within ten days after receipt of such request, and shall either (1) provide a response on the requested supporting data, (2) advise the Initial Decision Maker when the response or supporting data will be furnished or (3) advise the Initial Decision Maker that no supporting data will be furnished. Upon receipt of the response or supporting data, if any, the Initial Decision Maker will either reject or approve the Claim in whole or in part.

§ 15.2.5 The Initial Decision Maker will render an initial decision approving or rejecting the Claim, or indicating that the Initial Decision Maker is unable to resolve the Claim. This initial decision shall (1) be in writing; (2) state the reasons therefor; and (3) notify the parties and the Architect, if the Architect is not serving as the Initial Decision Maker, of any change in the Contract Sum or Contract Time or both. The initial decision shall be final and binding on the parties but subject to mediation and, if the parties fail to resolve their dispute through mediation, to binding dispute resolution.

§ 15.2.6 Either party may file for mediation of an initial decision at any time, subject to the terms of Section 15.2.6.1.

§ 15.2.6.1 Either party may, within 30 days from the date of an initial decision, demand in writing that the other party file for mediation within 60 days of the initial decision. If such a demand is made and the party receiving the demand fails to file for mediation within the time required, then both parties waive their rights to mediate or pursue binding dispute resolution proceedings with respect to the initial decision.

§ 15.2.7 In the event of a Claim against the Contractor, the Owner may, but is not obligated to, notify the surety, if any, of the nature and amount of the Claim. If the Claim relates to a possibility of a Contractor's default, the Owner may, but is not obligated to, notify the surety and request the surety's assistance in resolving the controversy.

§ 15.2.8 If a Claim relates to or is the subject of a mechanic's lien, the party asserting such Claim may proceed in accordance with applicable law to comply with the lien notice or filing deadlines.

§ 15.3 MEDIATION

§ 15.3.1 Claims, disputes, or other matters in controversy arising out of or related to the Contract except those waived as provided for in Sections 9.10.4, 9.10.5, and 15.1.6 shall be subject to mediation as a condition precedent to binding dispute resolution.

§ 15.3.2 The parties shall endeavor to resolve their Claims by mediation which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of the Agreement. A request for mediation shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of binding dispute resolution proceedings but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration is stayed pursuant to this Section 15.3.2, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

§ 15.3.3 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 15.4 ARBITRATION

§ 15.4.1 If the parties have selected arbitration as the method for binding dispute resolution in the Agreement, any Claim subject to, but not resolved by, mediation shall be subject to arbitration which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of the Agreement. A demand for arbitration shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the arbitration. The party filing a notice of demand for arbitration must assert in the demand all Claims then known to that party on which arbitration is permitted to be demanded.

§ 15.4.1.1 A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the Claim would be barred by the applicable statute of limitations. For statute of limitations purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the Claim.

§ 15.4.2 The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

§ 15.4.3 The foregoing agreement to arbitrate and other agreements to arbitrate with an additional person or entity duly consented to by parties to the Agreement shall be specifically enforceable under applicable law in any court having jurisdiction thereof.

§ 15.4.4 CONSOLIDATION OR JOINDER

§ 15.4.4.1 Either party, at its sole discretion, may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation, (2) the arbitrations to be consolidated substantially involve common questions of law or fact, and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).

§ 15.4.4.2 Either party, at its sole discretion, may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an

additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent.

§ 15.4.4.3 The Owner and Contractor grant to any person or entity made a party to an arbitration conducted under this Section 15.4, whether by joinder or consolidation, the same rights of joinder and consolidation as the Owner and Contractor under this Agreement.

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SUPPLEMENTARY GENERAL CONDITIONS A201-2007

The following supplements modify the "General Conditions of the Contract for Construction," AIA Document A201-2007. Where a portion of the General Conditions is modified or deleted by the Supplementary Conditions, the unaltered portions of the General Conditions shall remain in effect.

TABLE OF ARTICLES

1. GENERAL PROVISIONS
2. OWNER
3. CONTRACTOR
4. ADMINISTRATION OF THE CONTRACT
5. SUBCONTRACTORS
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ARTICLE 1: GENERAL PROVISIONS

1.1 BASIC DEFINITIONS

1.1.1 THE CONTRACT DOCUMENTS

Delete the last sentence in its entirety and replace with the following:

"The Contract Documents also include Advertisement for Bid, Instructions to Bidder, sample forms, the Bid Form, the Contractor's completed Bid and the Award Letter."

Add the following Paragraph:

1.1.2 In the event of conflict or discrepancies among the Contract Documents, the Documents prepared by the State of Delaware, Division of Facilities Management shall take precedence over all other documents.

1.2 CORRELATION AND INTENT OF THE CONTRACT DOCUMENTS

Add the following Paragraphs:

1.2.4 In the case of an inconsistency between the Drawings and the Specifications, or within either document not clarified by addendum, the better quality or greater quantity of work shall be provided in accordance with the Architect's interpretation.

1.2.5 The word "PROVIDE" as used in the Contract Documents shall mean "FURNISH AND INSTALL" and shall include, without limitation, all labor, materials, equipment, transportation, services and other items required to complete the Work.

1.2.6 The word "PRODUCT" as used in the Contract Documents means all materials, systems and equipment.

1.5 OWNERSHIP AND USE OF DRAWINGS, SPECIFICATIONS AND OTHER INSTRUMENTS OF SERVICE

Delete Paragraph 1.5.1 in its entirety and replace with the following:

"All pre-design studies, drawings, specifications and other documents, including those in electronic form, prepared by the Architect under this Agreement are, and shall remain, the property of the Owner whether the Project for which they are made is executed or not. Such documents may be used by the Owner to construct one or more like Projects without the approval of, or additional compensation to, the Architect. The Contractor, Subcontractors, Sub-subcontractors and Material or Equipment Suppliers are authorized to use and reproduce applicable portions of the Drawings, Specifications and other documents prepared by the Architect and the Architect's consultants appropriate to and for use in the execution of their Work under the Contract Documents. They are not to be used by the Contractor or any Subcontractor, Sub-subcontractor or Material and Equipment Supplier on other Projects or for additions to this Project outside the scope of the Work without the specific written consent of the Owner, Architect and Architect's consultants.

The Architect shall not be liable for injury or damage resulting from the re-use of drawings and specifications if the Architect is not involved in the re-use Project. Prior to re-use of construction documents for a Project in which the Architect is not also involved, the Owner

will remove from such documents all identification of the original Architect, including name, address and professional seal or stamp.”

Delete Paragraph 1.5.2 in its entirety.

ARTICLE 2: OWNER

2.2 INFORMATION AND SERVICES REQUIRED OF THE OWNER

To Subparagraph 2.2.3 – Add the following sentence:

“The Contractor, at their expense shall bear the costs to accurately identify the location of all underground utilities in the area of their excavation and shall bear all cost for any repairs required, out of failure to accurately identify said utilities.”

Delete Subparagraph 2.2.5 in its entirety and substitute the following:

2.2.5 The Contractor shall be furnished free of charge up to five (5) sets of the Drawings and Project Manuals. Additional sets will be furnished at the cost of reproduction, postage and handling.

ARTICLE 3: CONTRACTOR

3.2 REVIEW OF CONTRACT DOCUMENTS AND FIELD CONDITIONS BY CONTRACTOR

Amend Paragraph 3.2.2 to state that any errors, inconsistencies or omissions discovered shall be reported to the Architect and Owner immediately.

Delete the third sentence in Paragraph 3.2.3.

3.3 SUPERVISION AND CONSTRUCTION PROCEDURES

Add the following Paragraphs:

3.3.2.1 The Contractor shall immediately remove from the Work, whenever requested to do so by the Owner, any person who is considered by the Owner or Architect to be incompetent or disposed to be so disorderly, or who for any reason is not satisfactory to the Owner, and that person shall not again be employed on the Work without the consent of the Owner or the Architect.

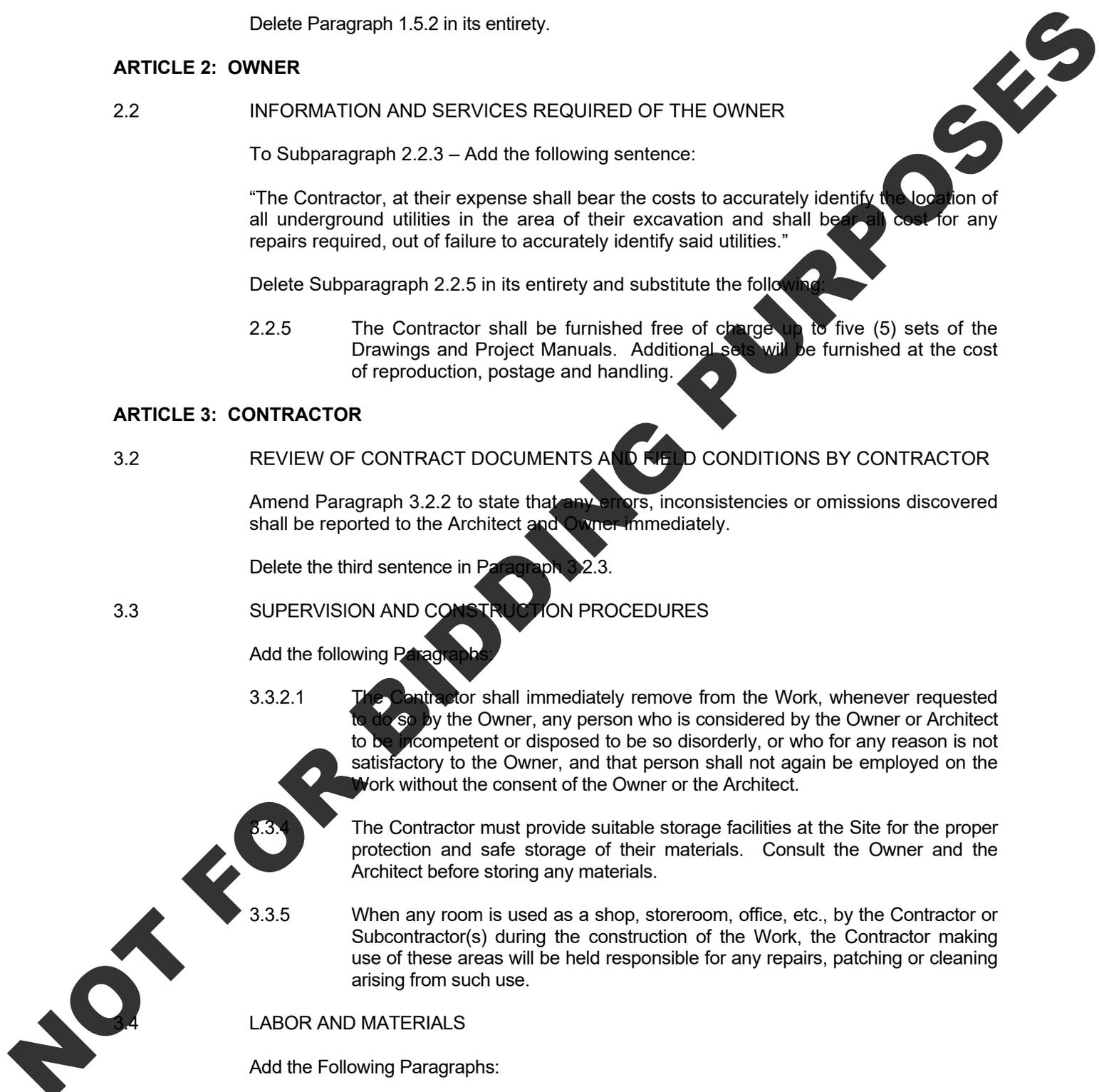
3.3.4 The Contractor must provide suitable storage facilities at the Site for the proper protection and safe storage of their materials. Consult the Owner and the Architect before storing any materials.

3.3.5 When any room is used as a shop, storeroom, office, etc., by the Contractor or Subcontractor(s) during the construction of the Work, the Contractor making use of these areas will be held responsible for any repairs, patching or cleaning arising from such use.

3.4 LABOR AND MATERIALS

Add the Following Paragraphs:

3.4.4 Before starting the Work, each Contractor shall carefully examine all preparatory Work that has been executed to receive their Work. Check carefully, by whatever means are required, to insure that its Work and adjacent,



related Work, will finish to proper contours, planes and levels. Promptly notify the General Contractor/Construction Manager of any defects or imperfections in preparatory Work which will in any way affect satisfactory completion of its Work. Absence of such notification will be construed as an acceptance of preparatory Work and later claims of defects will not be recognized.

3.4.5 Under no circumstances shall the Contractor's Work proceed prior to preparatory Work proceeding prior to preparatory Work having been completely cured, dried and/or otherwise made satisfactory to receive this Work. Responsibility for timely installation of all materials rests solely with the Contractor responsible for that Work, who shall maintain coordination at all times.

3.5 WARRANTY

Add the following Paragraphs:

3.5.1 The Contractor will guarantee all materials and workmanship against original defects, except injury from proper and usual wear when used for the purpose intended, for two years after Acceptance by the Owner, and will maintain all items in perfect condition during the period of guarantee.

3.5.2 Defects appearing during the period of guarantee will be made good by the Contractor at his expense upon demand of the Owner, it being required that all work will be in perfect condition when the period of guarantee will have elapsed.

3.5.3 In addition to the General Guarantee there are other guarantees required for certain items for different periods of time than the two years as above, and are particularly so stated in that part of the specifications referring to same. The said guarantees will commence at the same time as the General Guarantee.

3.5.4 If the Contractor fails to remedy any failure, defect or damage within a reasonable time after receipt of notice, the Owner will have the right to replace, repair, or otherwise remedy the failure, defect or damage at the Contractor's expense.

3.11 DOCUMENTS AND SAMPLES AT THE SITE

Add the following Paragraphs:

3.11.1 During the course of the Work, the Contractor shall maintain a record set of drawings on which the Contractor shall mark the actual physical location of all piping, valves, equipment, conduit, outlets, access panels, controls, actuators, including all appurtenances that will be concealed once construction is complete, etc., including all invert elevations.

3.11.2 At the completion of the project, the Contractor shall obtain a set of reproducible drawings from the Architect, and neatly transfer all information outlined in 3.11.1 to provide a complete record of the as-built conditions.

3.11.3 The Contractor shall provide two (2) prints of the as-built conditions, along with the reproducible drawings themselves, to the Owner and one (1) set to the Architect. In addition, attach one complete set to each of the Operating and Maintenance Instructions/Manuals.

3.17 In the first sentence of the paragraph, insert "indemnify" between "shall" and "hold".

ARTICLE 4: ADMINISTRATION OF THE CONTRACT

4.2 ADMINISTRATION OF THE CONTRACT

Delete the first sentence of Paragraph 4.2.7 and replace with the following:

The Architect will review and approve or take other appropriate action upon the Contractor's submittals such as Shop Drawings, Product Data and Samples for the purpose of checking for conformance with the Contract Documents.

Delete the second sentence of Paragraph 4.2.7 and replace with the following:

The Architect's action will be taken with such reasonable promptness as to cause no delay in the Work in the activities of the Owner, Contractor or separate Contractors, while allowing sufficient time in the Owner's professional judgment to permit adequate review.

Add the following Paragraph:

4.2.10.1 There will be no full-time project representative provided by the Owner or Architect on this project.

Add to Paragraph 4.2.13 "and in compliance with all local requirements." to the end of the sentence

ARTICLE 5: SUBCONTRACTORS

5.2 AWARD OF SUBCONTRACTS AND OTHER CONTRACTS FOR PORTIONS OF THE WORK

Delete Paragraph 5.2.3 in its entirety and replace with the following:

5.2.3 If the Owner or Architect has reasonable objection to a person or entity proposed by the Contractor, the Contractor shall propose another to whom the Owner or Architect has no reasonable objection, subject to the statutory requirements of 29 Delaware Code § 6962(d)(10)b.3 and 4.

ARTICLE 6: CONSTRUCTION BY OWNER OR BY SEPARATE CONTRACTORS

6.1 OWNER'S RIGHT TO PERFORM CONSTRUCTION AND TO AWARD SEPARATE CONTRACTS

Delete Paragraph 6.1.4 in its entirety.

6.2 MUTUAL RESPONSIBILITY

6.2.3 In the second sentence, strike the word "shall" and insert the word "may".

ARTICLE 7: CHANGES IN THE WORK

(SEE ARTICLE 7: CHANGES IN WORK IN THE GENERAL REQUIREMENTS)

ARTICLE 8: TIME

8.2 PROGRESS AND COMPLETION

Add the following Paragraphs:

8.2.1.1 Refer to Specification Section SUMMARY OF WORK for Contract time requirements.

8.2.4 If the Work falls behind the Progress Schedule as submitted by the Contractor, the Contractor shall employ additional labor and/or equipment necessary to bring the Work into compliance with the Progress Schedule at no additional cost to the Owner.

8.3 DELAYS AND EXTENSION OF TIME

8.3.1 Strike "arbitration" and insert "remedies at law or in equity".

Add the following Paragraph:

8.3.2.1 The Contractor shall update the status of the suspension, delay, or interruption of the Work with each Application for Payment. (The Contractor shall report the termination of such cause immediately upon the termination thereof.) Failure to comply with this procedure shall constitute a waiver for any claim for adjustment of time or price based upon said cause.

Delete Paragraph 8.3.3 in its entirety and replace with the following:

8.3.3 Except in the case of a suspension of the Work directed by the Owner, an extension of time under the provisions of Paragraph 8.3.1 shall be the Contractor's sole remedy in the progress of the Work and there shall be no payment or compensation to the Contractor for any expense or damage resulting from the delay.

Add the following Paragraph:

8.3.4 By permitting the Contractor to work after the expired time for completion of the project, the Owner does not waive their rights under the Contract.

ARTICLE 9: PAYMENTS AND COMPLETION

9.2 SCHEDULE OF VALUES

Add the following Paragraphs:

9.2.1 The Schedule of Values shall be submitted using AIA Document G702, Continuation Sheet to G703.

9.2.2 The Schedule of Values is to include a line item for Project Closeout Document Submittal. The value of this item is to be no less than 1% of the initial contract amount.

9.3 APPLICATIONS FOR PAYMENT

Add the following Paragraph:

9.3.1.3 Application for Payment shall be submitted on AIA Document G702 "Application and Certificate for Payment", supported by AIA Document G703 "Continuation Sheet". Said Applications shall be fully executed and notarized.

Add the following Paragraphs:

9.3.4 Until Closeout Documents have been received and outstanding items completed the Owner will pay 95% (ninety-five percent) of the amount due the Contractor on account of progress payments.

9.3.5 The Contractor shall provide a current and updated Progress Schedule to the Architect with each Application for Payment. Failure to provide Schedule will be just cause for rejection of Application for Payment.

9.5 DECISIONS TO WITHHOLD CERTIFICATION

Add the following to 9.5.1:

- .8 failure to provide a current Progress Schedule;
- .9 a lien or attachment is filed;
- .10 failure to comply with mandatory requirements for maintaining Record Documents.

9.6 PROGRESS PAYMENTS

Delete Paragraph 9.6.1 in its entirety and replace with the following:

9.6.1 After the Architect has approved and issued a Certificate for Payment, payment shall be made by the Owner within 30 days after Owner's receipt of the Certificate for Payment.

9.7 FAILURE OF PAYMENT

In first sentence, strike "seven" and insert "thirty (30)". Also strike "binding dispute resolution" and insert "remedies at law or in equity".

9.8 SUBSTANTIAL COMPLETION

To Subparagraph 9.8.3, Add the following sentence:

"If the Architect is required to make more than 2 inspections of the same portion of work, the Contractor shall responsible for all costs associated with subsequent inspections including but not limited to any Architect's fees."

9.8.5 In the second sentence, strike "shall" and insert "may".

ARTICLE 10 PROTECTION OF PERSONS AND PROPERTY

10.1 SAFETY PRECAUTIONS AND PROGRAMS

Add the following Paragraphs:

10.1.1.1 Each Contractor shall develop a safety program in accordance with the Occupational Safety and Health Act of 1970. A copy of said plan shall be furnished to the Owner and Architect prior to the commencement of that Contractor's Work.

10.1.2 Each Contractor shall appoint a Safety Representative. Safety Representatives shall be someone who is on site on a full time basis. If deemed necessary by the Owner or Architect, Contractor Safety meetings will be scheduled. The

attendance of all Safety Representatives will be required. Minutes will be recorded of said meetings by the Contractor and will be distributed to all parties as well as posted in all job offices/trailers etc.

10.2 SAFETY OF PERSONS AND PROPERTY

Add the following Paragraph:

10.2.4.1 As required in the Hazardous Chemical Act of June 1984, all vendors supplying any material that may be defined as hazardous must provide Material Safety Data Sheets for those products. Any chemical product should be considered hazardous if it has a caution warning on the label relating to a potential physical or health hazard, if it is known to be present in the work place, and if employees may be exposed under normal conditions or in foreseeable emergency situations. Material Safety Data Sheets shall be provided directly to the Owner, along with the shipping slips that include those products.

10.3 HAZARDOUS MATERIALS

Delete Paragraph 10.3.3 in its entirety.

10.5 Delete Paragraphs 10.3.6 in its entirety.

ARTICLE 11: INSURANCE AND BONDS

11.1 CONTRACTOR'S LIABILITY INSURANCE

11.1.4 Strike "the Owner" immediately following "(1)" and strike "and (2) the Owner as an additional insured for claims caused in whole or in part by the Contractor's negligent acts or omissions during the Contractor's completed operations."

11.2 OWNER'S LIABILITY INSURANCE

Delete Paragraph 11.2 in its entirety.

11.3 PROPERTY INSURANCE

Delete Paragraph 11.3 in its entirety and replace with the following:

11.3 The State will not provide Builder's All Risk Insurance for the Project. The Contractor and all Subcontractors shall provide property coverage for their tools and equipment, as necessary. Any mandatory deductible required by the Contractor's Insurance shall be the responsibility of the Contractor.

11.4 PERFORMANCE BOND AND PAYMENT BOND

Add the following sentence: "The bonds will conform to those forms approved by the Office of Management and Budget."

ARTICLE 12: UNCOVERING AND CORRECTION OF WORK

12.2.2 AFTER SUBSTANTIAL COMPLETION

Add the following Paragraph:

- 12.2.2.1.1 At any time during the progress of the Work, or in any case where the nature of the defects will be such that it is not expedient to have corrected, the Owner, at its option, will have the right to deduct such sum, or sums, of money from the amount of the Contract as it considers justified to adjust the difference in value between the defective work and that required under contract including any damage to the structure.
- 12.2.2.1 Strike "one" and insert "two".
- 12.2.2.2 Strike "one" and insert "two".
- 12.2.2.3 Strike "one" and insert "two".
- 12.2.5 In second sentence, strike "one" and insert "two".

ARTICLE 13: MISCELLANEOUS PROVISIONS

13.1 GOVERNING LAW

Strike "except that, if the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 15.4."

13.6 INTEREST

Strike "the date payment is due at such rate as the parties may agree upon in writing or, in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located." Insert "30 days of presentment of the authorized Certificate of Payment at the annual rate of 12% or 1% per month."

13.7 TIME LIMITS ON CLAIMS

Strike the last sentence.

Add the following Paragraph:

13.8 CONFLICTS WITH FEDERAL STATUTES OR REGULATIONS

- 13.8.1 If any provision, specifications or requirement of the Contract Documents conflict or is inconsistent with any statute, law or regulation of the government of the United State of America, the Contractor shall notify the Architect and Owner immediately upon discovery.

ARTICLE 14: TERMINATION OR SUSPENSION OF THE CONTRACT

14.4 TERMINATION BY THE OWNER FOR CONVENIENCE

Delete Paragraph 14.4.3 in its entirety and replace with the following:

- 14.4.3 In case of such termination for the Owner's convenience, the Contractor shall be entitled to receive payment for Work executed, and cost incurred by reason of such termination along with reasonable overhead.

ARTICLE 15: CLAIMS AND DISPUTES

- 15.1.2 Throughout the Paragraph strike "21" and insert "45".

15.1.6 CLAIMS FOR CONSEQUENTIAL DAMAGES

Delete Paragraph 15.1.6 in its entirety.

15.2 INITIAL DECISION

Delete Paragraph 15.2.5 in its entirety and replace with the following:

15.2.5 The Architect will approve or reject Claims by written decision, which shall state the reasons therefore and shall notify the parties of any change in the Contract Sum or Contract Time or both. The approval or rejection of a Claim by the Architect shall be subject to mediation and other remedies at law or in equity.

Delete Paragraph 15.2.6 and its subparagraphs in their entirety.

15.3 MEDIATION

15.3.1 Strike "binding dispute resolution" and insert "any or all remedies at law or in equity".

15.3.2 In the first sentence, delete "administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedure in effect on the date of the Agreement," Strike "binding dispute resolution" and insert "remedies at law and in equity".

15.4 ARBITRATION

Delete Paragraph 15.4 and its sub-sections in its entirety.

END OF SUPPLEMENTARY GENERAL CONDITIONS

NOT FOR BIDDING PURPOSES

STATE OF DELAWARE
DEPARTMENT OF LABOR
DIVISION OF INDUSTRIAL AFFAIRS
OFFICE OF LABOR LAW ENFORCEMENT
PHONE: (302) 451-3423

Mailing Address:
225 CORPORATE BOULEVARD
SUITE 104
NEWARK, DE 19702

Located at:
225 CORPORATE BOULEVARD
SUITE 104
NEWARK, DE 19702

PREVAILING WAGES FOR BUILDING CONSTRUCTION EFFECTIVE MARCH 15, 2017

CLASSIFICATION	NEW CASTLE	KENT	SUSSEX
ASBESTOS WORKERS	22.86	28.16	40.98
BOILERMAKERS	68.44	34.72	51.05
BRICKLAYERS	51.99	51.99	51.99
CARPENTERS	53.81	53.81	42.77
CEMENT FINISHERS	72.28	46.71	22.17
ELECTRICAL LINE WORKERS	45.47	38.99	29.73
ELECTRICIANS	66.85	66.85	66.85
ELEVATOR CONSTRUCTORS	90.49	64.49	31.94
GLAZIERS	71.20	71.20	56.66
INSULATORS	55.48	55.48	55.48
IRON WORKERS	62.85	62.85	62.85
LABORERS	44.70	44.70	44.70
MILLWRIGHTS	69.18	69.18	55.75
PAINTERS	48.47	48.47	48.47
PILEDRIVERS	75.27	39.35	31.83
PLASTERERS	29.84	29.84	22.12
PLUMBERS/PIPEFITTERS/STEAMFITTERS	65.95	51.49	57.01
POWER EQUIPMENT OPERATORS	67.29	67.29	43.83
ROOFERS-COMPOSITION	24.01	23.70	21.64
ROOFERS-SHINGLE/SLATE/TILE	18.39	21.86	17.19
SHEET METAL WORKERS	67.03	67.03	67.03
SOFT FLOOR LAYERS	51.12	51.12	51.12
SPRINKLER FITTERS	57.29	57.29	57.29
TERRAZZO/MARBLE/TILE FNRS	57.72	57.72	47.51
TERRAZZO/MARBLE/TILE STRS	66.02	66.02	55.02
TRUCK DRIVERS	28.75	27.44	20.94

CERTIFIED: 01/19/2018

BY: [Signature]

ADMINISTRATOR, OFFICE OF LABOR LAW ENFORCEMENT

NOTE: THESE RATES ARE PROMULGATED AND ENFORCED PURSUANT TO THE PREVAILING WAGE REGULATIONS ADOPTED BY THE DEPARTMENT OF LABOR ON APRIL 3, 1992.

CLASSIFICATIONS OF WORKERS ARE DETERMINED BY THE DEPARTMENT OF LABOR. FOR ASSISTANCE IN CLASSIFYING WORKERS, OR FOR A COPY OF THE REGULATIONS OR CLASSIFICATIONS, PHONE (302) 451-3423.

NON-REGISTERED APPRENTICES MUST BE PAID THE MECHANIC'S RATE.

PROJECT: 17038 Newark High School - Cafeteria Line Renovations, New Castle County

NOT FOR BIDDING PURPOSES

GENERAL REQUIREMENTS

TABLE OF ARTICLES

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NOT FOR BIDDING PURPOSES

ARTICLE 1: GENERAL**1.1 CONTRACT DOCUMENTS**

1.1.1 The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the Work by the Contractor. The Contract Documents are complementary and what is required by one shall be as binding as if required by all. Performance by the Contractor shall be required to an extent consistent with the Contract Documents and reasonably inferable from them as being necessary to produce the intended results.

1.1.2 Work including material purchases shall not begin until the Contractor is in receipt of a bonafide State of Delaware Purchase Order. Any work performed or material purchases prior to the issuance of the Purchase Order is done at the Contractor's own risk and cost.

1.2 EQUALITY OF EMPLOYMENT OPPORTUNITY ON PUBLIC WORKS

1.2.1 For Public Works Projects financed in whole or in part by state appropriation the Contractor agrees that during the performance of this contract:

1. The Contractor will not discriminate against any employee or applicant for employment because of race, creed, sex, color, sexual orientation, gender identity or national origin. The Contractor will take positive steps to ensure that applicants are employed and that employees are treated during employment without regard to their race, creed, sex, color, sexual orientation, gender identity or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places available to employees and applicants for employment notices to be provided by the contracting agency setting forth this nondiscrimination clause.
2. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, creed, sex, color, sexual orientation, gender identity or national origin."

ARTICLE 2: OWNER

(NO ADDITIONAL GENERAL REQUIREMENTS – SEE SUPPLEMENTARY GENERAL CONDITIONS)

ARTICLE 3: CONTRACTOR

3.1 Schedule of Values: The successful Bidder shall within twenty (20) days after receiving notice to proceed with the work, furnish to the Owner a complete schedule of values on the various items comprising the work.

3.2 Subcontracts: Upon approval of Subcontractors, the Contractor shall award their Subcontracts as soon as possible after the signing of their own contract and see that all material, their own and those of their Subcontractors, are promptly ordered so that the work will not be delayed by failure of materials to arrive on time.

3.3 Before commencing any work or construction, the General Contractor is to consult with the Owner as to matters in connection with access to the site and the allocation of Ground Areas for the various features of hauling, storage, etc.

- 3.4 The Contractor shall supervise and direct the Work, using the Contractor's best skill and attention. The Contractor shall be solely responsible for and have control over construction means, methods, techniques, sequences and procedures and for coordinating all portions of the Work under the Contract, unless the Contract Documents give other specific instructions.
- 3.5 The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Contract. The Contractor shall not permit employment of unfit persons or persons not skilled in tasks assigned to them.
- 3.6 The Contractor warrants to the Owner that materials and equipment furnished will be new and of good quality, unless otherwise permitted, and that the work will be free from defects and in conformance with the Contract Documents. Work not conforming to these requirements, including substitutions not properly approved, may be considered defective. If required by the Owner, the Contractor shall furnish evidence as to the kind and quality of materials and equipment provided.
- 3.7 Unless otherwise provided, the Contractor shall pay all sales, consumer, use and other similar taxes, and shall secure and pay for required permits, fees, licenses, and inspections necessary for proper execution of the Work.
- 3.8 The Contractor shall comply with and give notices required by laws, ordinances, rules, regulations, and lawful orders of public authorities bearing on performance of the Work. The Contractor shall promptly notify the Owner if the Drawings and Specifications are observed to be at variance therewith.
- 3.9 The Contractor shall be responsible to the Owner for the acts and omissions of the Contractor's employees, Subcontractors and their agents and employees, and other persons performing portions of the Work under contract with the Contractor.
- 3.10 The Contractor shall keep the premises and surrounding area free from accumulation of waste materials or rubbish caused by operations under the Contract. At completion of the Work the Contractor shall remove from and about the Project all waste materials, rubbish, the Contractor's tools, construction equipment, machinery and surplus materials. The Contractor shall be responsible for returning all damaged areas to their original conditions.
- 3.11 STATE LICENSE AND TAX REQUIREMENTS
- 3.11.1 Each Contractor and Subcontractor shall be licensed to do business in the State of Delaware, and shall pay all fees and taxes due under State laws. In conformance with Section 2503, Chapter 25, Title 30, Delaware Code, "the Contractor shall furnish the Delaware Department of Finance within ten (10) days after entering into any contract with a contractor or subcontractor not a resident of this State, a statement of total value of such contract or contracts together with the names and addresses of the contracting parties."
- 3.12 The Contractor shall comply with all requirements set forth in Section 6962, Chapter 69, Title 29 of the Delaware Code.

- 3.13 During the contract Work, the Contractor and each listed Subcontractor, shall implement an Employee Drug Testing Program in accordance with OMB Regulation 4104-“Regulations for the Drug Testing of Contractor and Subcontractor Employees Working on “Large Public Works Projects”. “Large Public Works” is based upon the current threshold required for bidding Public Works as set by the Purchasing and Contracting Advisory Council.

ARTICLE 4: ADMINISTRATION OF THE CONTRACT

4.1 CONTRACT SURETY

4.1.1 PERFORMANCE BOND AND LABOR AND MATERIAL PAYMENT BOND

- 4.1.2 All bonds will be required as follows unless specifically waived elsewhere in the Bidding Documents.

- 4.1.3 Contents of Performance Bonds – The bond shall be in the form approved by the Office of Management and Budget. The bond shall be conditioned upon the faithful compliance and performance by the successful bidder of each and every term and condition of the contract and the proposal, plans, specifications, and bid documents thereof. Each term and condition shall be met at the time and in the manner prescribed by the Contract, Bid documents and the specifications, including the payment in full to every person furnishing material or performing labor in the performance of the Contract, of all sums of money due the person for such labor and material. (The bond shall also contain the successful bidder’s guarantee to indemnify and save harmless the State and the agency from all costs, damages and expenses growing out of or by reason of the Contract in accordance with the Contract.)

- 4.1.4 Invoking a Performance Bond – The agency may, when it considers that the interest of the State so require, cause judgement to be confessed upon the bond.

- 4.1.5 Within twenty (20) days after the date of notice of award of contract, the Bidder to whom the award is made shall furnish a Performance Bond and Labor and Material Payment Bond, each equal to the full amount of the Contract price to guarantee the faithful performance of all terms, covenants and conditions of the same. The bonds are to be issued by an acceptable Bonding Company licensed to do business in the State of Delaware and shall be issued in duplicate.

- 4.1.6 Performance and Payment Bonds shall be maintained in full force (warranty bond) for a period of two (2) years after the date of the Certificate for Final Payment. The Performance Bond shall guarantee the satisfactory completion of the Project and that the Contractor will make good any faults or defects in his work which may develop during the period of said guarantees as a result of improper or defective workmanship, material or apparatus, whether furnished by themselves or their Sub-Contractors. The Payment Bond shall guarantee that the Contractor shall pay in full all persons, firms or corporations who furnish labor or material or both labor and material for, or on account of, the work included herein. The bonds shall be paid for by this Contractor. The Owner shall have the right to demand that the proof parties signing the bonds are duly authorized to do so.

4.2 FAILURE TO COMPLY WITH CONTRACT

4.2.1 If any firm entering into a contract with the State, or Agency that neglects or refuses to perform or fails to comply with the terms thereof, the Agency which signed the Contract may terminate the Contract and proceed to award a new contract in accordance with this Chapter 69, Title 29 of the Delaware Code or may require the Surety on the Performance Bond to complete the Contract in accordance with the terms of the Performance Bond. Nothing herein shall preclude the Agency from pursuing additional remedies as otherwise provided by law.

4.3 CONTRACT INSURANCE AND CONTRACT LIABILITY

4.3.1 In addition to the bond requirements stated in the Bid Documents, each successful Bidder shall purchase adequate insurance for the performance of the Contract and, by submission of a Bid, agrees to indemnify and save harmless and to defend all legal or equitable actions brought against the State, any Agency, officer and/or employee of the State, for and from all claims of liability which is or may be the result of the successful Bidder's actions during the performance of the Contract.

4.3.2 The purchase or nonpurchase of such insurance or the involvement of the successful Bidder in any legal or equitable defense of any action brought against the successful Bidder based upon work performed pursuant to the Contract will not waive any defense which the State, its agencies and their respective officers, employees and agents might otherwise have against such claims, specifically including the defense of sovereign immunity, where applicable, and by the terms of this section, the State and all agencies, officers and employees thereof shall not be financially responsible for the consequences of work performed, pursuant to said contract.

4.4 RIGHT TO AUDIT RECORDS

4.4.1 The Owner shall have the right to audit the books and records of a Contractor or any Subcontractor under any Contract or Subcontract to the extent that the books and records relate to the performance of the Contract or Subcontract.

4.4.2 Said books and records shall be maintained by the Contractor for a period of seven (7) years from the date of final payment under the Prime Contract and by the Subcontractor for a period of seven (7) years from the date of final payment under the Subcontract.

ARTICLE 5: SUBCONTRACTORS

5.1 SUBCONTRACTING REQUIREMENTS

5.1.1 All contracts for the construction, reconstruction, alteration or repair of any public building (not a road, street or highway) shall be subject to the following provisions:

1. A contract shall be awarded only to a Bidder whose Bid is accompanied by a statement containing, for each Subcontractor category, the name and address (city or town and State only – street number and P.O. Box addresses not required) of the subcontractor whose services the Bidder intends to use in performing the Work and providing the material for such Subcontractor category.

2. A Bid will not be accepted nor will an award of any Contract be made to any Bidder which, as the Prime Contractor, has listed itself as the Subcontractor for any Subcontractor unless:
 - A. It has been established to the satisfaction of the awarding Agency that the Bidder has customarily performed the specialty work of such Subcontractor category by artisans regularly employed by the Bidder's firm;
 - B. That the Bidder is duly licensed by the State to engage in such specialty work, if the State requires licenses; and
 - C. That the Bidder is recognized in the industry as a bona fide Subcontractor or Contractor in such specialty work and Subcontractor category.

5.1.2 The decision of the awarding Agency as to whether a Bidder who list itself as the Subcontractor for a Subcontractor category shall be final and binding upon all Bidders, and no action of any nature shall lie against any awarding agency or its employees or officers because of its decision in this regard.

5.1.3 After such a Contract has been awarded, the successful Bidder shall not substitute another Subcontractor for any Subcontractor whose name was set forth in the statement which accompanied the Bid without the written consent of the awarding Agency.

5.1.4 No Agency shall consent to any substitution of Subcontractors unless the Agency is satisfied that the Subcontractor whose name is on the Bidders accompanying statement:

- A. Is unqualified to perform the work required;
- B. Has failed to execute a timely reasonable Subcontract;
- C. Has defaulted in the performance on the portion of the work covered by the Subcontract; or
- D. Is no longer engaged in such business.

5.1.5 Should a Bidder be awarded a contract, such successful Bidder shall provide to the agency the taxpayer identification license numbers of such subcontractors. Such numbers shall be provided on the later of the date on which such subcontractor is required to be identified or the time the contract is executed. The successful Bidder shall provide to the agency to which it is contracting, within 30 days of entering into such public works contract, copies of all Delaware Business licenses of subcontractors and/or independent contractors that will perform work for such public works contract. However, if a subcontractor or independent contractor is hired or contracted more than 20 days after the Bidder entered the public works contract the Delaware Business license of such subcontractor or independent contractor shall be provided to the agency within 10 days of being contracted or hired.

5.2 PENALTY FOR SUBSTITUTION OF SUBCONTRACTORS

- 5.2.1 Should the Contractor fail to utilize any or all of the Subcontractors in the Contractor's Bid statement in the performance of the Work on the public bidding, the Contractor shall be penalized in the amount of (project specific amount*). The Agency may determine to deduct payments of the penalty from the Contractor or have the amount paid directly to the Agency. Any penalty amount assessed against the Contractor may be remitted or refunded, in whole or in part, by the Agency awarding the Contract, only if it is established to the satisfaction of the Agency that the Subcontractor in question has defaulted or is no longer engaged in such business. No claim for the remission or refund of any penalty shall be granted unless an application is filed within one year after the liability of the successful Bidder accrues. All penalty amounts assessed and not refunded or remitted to the contractor shall be reverted to the State.

*one (1) percent of contract amount not to exceed \$10,000

5.3 ASBESTOS ABATEMENT

- 5.3.1 The selection of any Contractor to perform asbestos abatement for State-funded projects shall be approved by the Office of Management and Budget, Division of Facilities Management pursuant to Chapter 78 of Title 16.

5.4 STANDARDS OF CONSTRUCTION FOR THE PROTECTION OF THE PHYSICALLY HANDICAPPED

- 5.4.1 All Contracts shall conform with the standard established by the Delaware Architectural Accessibility Board unless otherwise exempted by the Board.

5.5 CONTRACT PERFORMANCE

- 5.5.1 Any firm entering into a Public Works Contract that neglects or refuses to perform or fails to comply with its terms, the Agency may terminate the Contract and proceed to award a new Contract or may require the Surety on the Performance Bond to complete the Contract in accordance with the terms of the Performance Bond.

ARTICLE 6: CONSTRUCTION BY OWNER OR SEPARATE CONTRACTORS

- 6.1 The Owner reserves the right to simultaneously perform other construction or operations related to the Project with the Owner's own forces, and to award separate contracts in connection with other portions of the Project or other Projects at the same site.

- 6.2 The Contractor shall afford the Owner and other Contractors reasonable opportunity for access and storage of materials and equipment, and for the performance of their activities, and shall connect and coordinate their activities with other forces as required by the Contract Documents.

ARTICLE 7: CHANGES IN THE WORK

- 7.1 The Owner, without invalidating the Contract, may order changes in the Work consisting of Additions, Deletions, Modifications or Substitutions, with the Contract Sum and Contract completion date being adjusted accordingly. Such changes in the Work shall be authorized by written Change Order signed by the Professional, as the duly authorized agent, the Contractor and the Owner.

- 7.2 The Contract Sum and Contract Completion Date shall be adjusted only by a fully executed Change Order.
- 7.3 The additional cost, or credit to the Owner resulting from a change in the Work shall be by mutual agreement of the Owner, Contractor and the Architect. In all cases, this cost or credit shall be based on the 'DPE' wages required and the "invoice price" of the materials/equipment needed.
- 7.3.1 "DPE" shall be defined to mean "direct personnel expense". Direct payroll expense includes direct salary plus customary fringe benefits (prevailing wage rates) and documented statutory costs such as workman's compensation insurance, Social Security/Medicare, and unemployment insurance (a maximum multiplier of 1.35 times DPE).
- 7.3.2 "Invoice price" of materials/equipment shall be defined to mean the actual cost of materials and/or equipment that is paid by the Contractor, (or subcontractor), to a material distributor, direct factory vendor, store, material provider, or equipment leasing entity. Rates for equipment that is leased and/or owned by the Contractor or subcontractor(s) shall not exceed those listed in the latest version of the "Means Building Construction Cost Data" publication.
- 7.3.3 In addition to the above, the General Contractor is allowed a fifteen percent (15%) markup for overhead and profit for additional work performed by the General Contractor's own forces. For additional subcontractor work, the Subcontractor is allowed a fifteen (15) percent overhead and profit on change order work above and beyond the direct costs stated previously. To this amount, the General Contractor will be allowed a mark-up not exceeding seven and one half percent (7.5%) on the subcontractors work. These mark-ups shall include all costs including, but not limited to: overhead, profit, bonds, insurance, supervision, etc. No markup is permitted on the work of the subcontractors subcontractor. No additional costs shall be allowed for changes related to the Contractor's onsite superintendent/staff, or project manager, unless a change in the work changes the project duration and is identified by the CPM schedule. There will be no other costs associated with the change order.

ARTICLE 8: TIME

- 8.1 Time limits, if any, are as stated in the Project Manual. By executing the Agreement, the Contractor confirms that the stipulated limits are reasonable, and that the Work will be completed within the anticipated time frame.
- 8.2 If progress of the Work is delayed at any time by changes ordered by the Owner, by labor disputes, fire, unusual delay in deliveries, abnormal adverse weather conditions, unavoidable casualties or other causes beyond the Contractor's control, the Contract Time shall be extended for such reasonable time as the Owner may determine.
- 8.3 Any extension of time beyond the date fixed for completion of the construction and acceptance of any part of the Work called for by the Contract, or the occupancy of the building by the Owner, in whole or in part, previous to the completion shall not be deemed a waiver by the Owner of his right to annul or terminate the Contract for abandonment or delay in the matter provided for, nor relieve the Contractor of full responsibility.

8.4 SUSPENSION AND DEBARMENT

8.4.1 Per Section 6962(d)(14), Title 29, Delaware Code, "Any Contractor who fails to perform a public works contract or complete a public works project within the time schedule established by the Agency in the Invitation To Bid, may be subject to Suspension or Debarment for one or more of the following reasons: a) failure to supply the adequate labor supply ratio for the project; b) inadequate financial resources; or, c) poor performance on the Project."

8.4.2 "Upon such failure for any of the above stated reasons, the Agency that contracted for the public works project may petition the Director of the Office of Management and Budget for Suspension or Debarment of the Contractor. The Agency shall send a copy of the petition to the Contractor within three (3) working days of filing with the Director. If the Director concludes that the petition has merit, the Director shall schedule and hold a hearing to determine whether to suspend the Contractor, debar the Contractor or deny the petition. The Agency shall have the burden of proving, by a preponderance of the evidence, that the Contractor failed to perform or complete the public works project within the time schedule established by the Agency and failed to do so for one or more of the following reasons: a) failure to supply the adequate labor supply ratio for the project; b) inadequate financial resources; or, c) poor performance on the project. Upon a finding in favor of the Agency, the Director may suspend a Contractor from Bidding on any project funded, in whole or in part, with public funds for up to 1 year for a first offense, up to 3 years for a second offense and permanently debar the Contractor for a third offense. The Director shall issue a written decision and shall send a copy to the Contractor and the Agency. Such decision may be appealed to the Superior Court within thirty (30) days for a review on the record."

8.5 RETAINAGE

8.5.1 Per Section 6962(d)(5) a.3, Title 29, Delaware Code: The Agency may at the beginning of each public works project establish a time schedule for the completion of the project. If the project is delayed beyond the completion date due to the Contractor's failure to meet their responsibilities, the Agency may forfeit, at its discretion, all or part of the Contractor's retainage.

8.5.2 This forfeiture of retainage also applies to the timely completion of the punchlist. A punchlist will only be prepared upon the mutual agreement of the Owner, Architect and Contractor. Once the punchlist is prepared, all three parties will by mutual agreement, establish a schedule for its completion. Should completion of the punchlist be delayed beyond the established date due to the Contractor's failure to meet their responsibilities, the Agency may hold permanently, at its discretion, all or part of the Contractor's retainage.

ARTICLE 9: PAYMENTS AND COMPLETION

9.1 APPLICATION FOR PAYMENT

9.1.1 Applications for payment shall be made upon AIA Document G702. There will be a five percent (5%) retainage on all Contractor's monthly invoices until completion of the project. This retainage may become payable upon receipt of all required closeout documentation, provided all other requirements of the Contract Documents have been met.

9.1.2 A date will be fixed for the taking of the monthly account of work done. Upon receipt of Contractor's itemized application for payment, such application will be audited, modified, if found necessary, and approved for the amount. Statement shall be submitted to the Owner.

9.1.3 Section 6516, Title 29 of the Delaware Code annualized interest is not to exceed 12% per annum beginning thirty (30) days after the “presentment” (as opposed to the date) of the invoice.

9.2 PARTIAL PAYMENTS

9.2.1 Any public works Contract executed by any Agency may provide for partial payments at the option of the Owner with respect to materials placed along or upon the sites or stored at secured locations, which are suitable for use in the performance of the contract.

9.2.2 When approved by the agency, partial payment may include the values of tested and acceptable materials of a nonperishable or noncontaminative nature which have been produced or furnished for incorporation as a permanent part of the work yet to be completed, provided acceptable provisions have been made for storage.

9.2.2.1 Any allowance made for materials on hand will not exceed the delivered cost of the materials as verified by invoices furnished by the Contractor, nor will it exceed the contract bid price for the material complete in place.

9.2.3 If requested by the Agency, receipted bills from all Contractors, Subcontractors, and material, men, etc., for the previous payment must accompany each application for payment. Following such a request, no payment will be made until these receipted bills have been received by the Owner.

9.3 SUBSTANTIAL COMPLETION

9.3.1 When the building has been made suitable for occupancy, but still requires small items of miscellaneous work, the Owner will determine the date when the project has been substantially completed.

9.3.2 If, after the Work has been substantially completed, full completion thereof is materially delayed through no fault of the Contractor, and without terminating the Contract, the Owner may make payment of the balance due for the portion of the Work fully completed and accepted. Such payment shall be made under the terms and conditions governing final payment that it shall not constitute a waiver of claims.

9.3.3 On projects where commissioning is included, the commissioning work as defined in the specifications must be complete prior to the issuance of substantial completion.

9.4 FINAL PAYMENT

9.4.1 Final payment, including the five percent (5%) retainage if determined appropriate, shall be made within thirty (30) days after the Work is fully completed and the Contract fully performed and provided that the Contractor has submitted the following closeout documentation (in addition to any other documentation required elsewhere in the Contract Documents):

9.4.1.1 Evidence satisfactory to the Owner that all payrolls, material bills, and other indebtedness connected with the work have been paid,

9.4.1.2 An acceptable RELEASE OF LIENS,

9.4.1.3 Copies of all applicable warranties,

9.4.1.4 As-built drawings,

- 9.4.1.5 Operations and Maintenance Manuals,
- 9.4.1.6 Instruction Manuals,
- 9.4.1.7 Consent of Surety to final payment.
- 9.4.1.8 The Owner reserves the right to retain payments, or parts thereof, for its protection until the foregoing conditions have been complied with, defective work corrected and all unsatisfactory conditions remedied.

ARTICLE 10: PROTECTION OF PERSONS AND PROPERTY

- 10.1 The Contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the performance of the Contract. The Contractor shall take all reasonable precautions to prevent damage, injury or loss to: workers, persons nearby who may be affected, the Work, materials and equipment to be incorporated, and existing property at the site or adjacent thereto. The Contractor shall give notices and comply with applicable laws ordinances, rules regulations, and lawful orders of public authorities bearing on the safety of persons and property and their protection from injury, damage, or loss. The Contractor shall promptly remedy damage and loss to property at the site caused in whole or in part by the Contractor, a Subcontractor, or anyone directly or indirectly employed by any of them, or by anyone for whose acts they may be liable.
- 10.2 The Contractor shall notify the Owner in the event any existing hazardous material such as lead, PCBs, asbestos, etc. is encountered on the project. The Owner will arrange with a qualified specialist for the identification, testing, removal, handling and protection against exposure or environmental pollution, to comply with applicable regulation laws and ordinances. The Contractor and Architect will not be required to participate in or to perform this operation. Upon completion of this work, the Owner will notify the Contractor and Architect in writing the area has been cleared and approved by the authorities in order for the work to proceed. The Contractor shall attach documentation from the authorities of said approval.
- 10.3 As required in the Hazardous Chemical Information Act of June 1984, all vendors supplying any materials that may be defined as hazardous, must provide Material Safety Data Sheets for those products. Any chemical product should be considered hazardous if it has a warning caution on the label relating to a potential physical or health hazard, if it is known to be present in the work place, and if employees may be exposed under normal conditions or in any foreseeable emergency situation. Material Safety Data Sheets must be provided directly to the Owner along with the shipping slips that include those products.
- 10.4 The Contractor shall certify to the Owner that materials incorporated into the Work are free of all asbestos. This certification may be in the form of Material Safety Data Sheet (MSDS) provided by the product manufacturer for the materials used in construction, as specified or as provided by the Contractor.

ARTICLE 11: INSURANCE AND BONDS

- 11.1 The Contractor shall carry all insurance required by law, such as Unemployment Insurance, etc. The Contractor shall carry such insurance coverage as they desire on their own property such as a field office, storage sheds or other structures erected upon the project site that belong to them and for their own use. The Subcontractors involved with this project shall carry whatever insurance protection they consider necessary to cover the loss of any of their personal property, etc.

11.2 Upon being awarded the Contract, the Contractor shall obtain a minimum of two (2) copies of all required insurance certificates called for herein, and submit one (1) copy of each certificate, to the Owner, within 20 days of contract award.

11.3 Bodily Injury Liability and Property Damage Liability Insurance shall, in addition to the coverage included herein, include coverage for injury to or destruction of any property arising out of the collapse of or structural injury to any building or structure due to demolition work and evidence of these coverages shall be filed with and approved by the Owner.

11.4 The Contractor's Property Damage Liability Insurance shall, in addition to the coverage noted herein, include coverage on all real and personal property in their care, custody and control damaged in any way by the Contractor or their Subcontractors during the entire construction period on this project.

11.5 Builders Risk (including Standard Extended Coverage Insurance) on the existing building during the entire construction period, shall not be provided by the Contractor under this contract. The Owner shall insure the existing building and all of its contents and all this new alteration work under this contract during entire construction period for the full insurable value of the entire work at the site. Note, however, that the Contractor and their Subcontractors shall be responsible for insuring building materials (installed and stored) and their tools and equipment whenever in use on the project, against fire damage, theft, vandalism, etc.

11.6 Certificates of the insurance company or companies stating the amount and type of coverage, terms of policies, etc., shall be furnished to the Owner, within 20 days of contract award.

11.7 The Contractor shall, at their own expense, (in addition to the above) carry the following forms of insurance:

11.7.1 Contractor's Contractual Liability Insurance

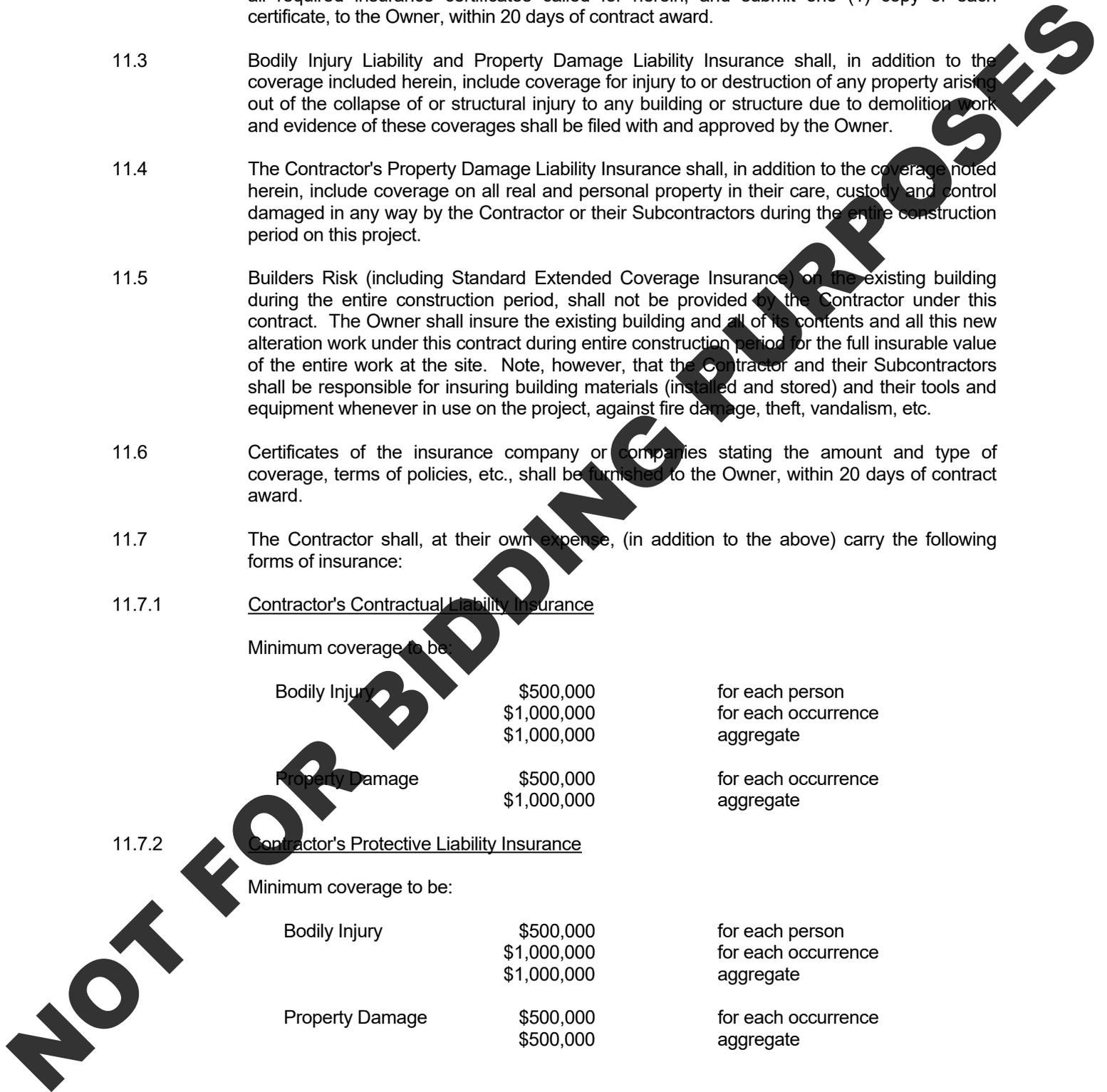
Minimum coverage to be:

Bodily Injury	\$500,000	for each person
	\$1,000,000	for each occurrence
	\$1,000,000	aggregate
Property Damage	\$500,000	for each occurrence
	\$1,000,000	aggregate

11.7.2 Contractor's Protective Liability Insurance

Minimum coverage to be:

Bodily Injury	\$500,000	for each person
	\$1,000,000	for each occurrence
	\$1,000,000	aggregate
Property Damage	\$500,000	for each occurrence
	\$500,000	aggregate



11.7.3 Automobile Liability Insurance

Minimum coverage to be:

Bodily Injury	\$1,000,000	for each person
	\$1,000,000	for each occurrence
Property Damage	\$500,000	per accident

11.7.4 Prime Contractor's and Subcontractors' policies shall include contingent and contractual liability coverage in the same minimum amounts as 11.7.1 above.

11.7.5 Workmen's Compensation (including Employer's Liability):

11.7.5.1 Minimum Limit on employer's liability to be as required by law.

11.7.5.2 Minimum Limit for all employees working at one site.

11.7.6 Certificates of Insurance must be filed with the Owner guaranteeing fifteen (15) days prior notice of cancellation, non-renewal, or any change in coverages and limits of liability shown as included on certificates.

11.7.7 Social Security Liability

11.7.7.1 With respect to all persons at any time employed by or on the payroll of the Contractor or performing any work for or on their behalf, or in connection with or arising out of the Contractor's business, the Contractor shall accept full and exclusive liability for the payment of any and all contributions or taxes on unemployment insurance, or old age retirement benefits, pensions or annuities now or hereafter imposed by the Government of the United States and the State or political subdivision thereof, whether the same be measured by wages, salaries or other remuneration paid to such persons or otherwise.

11.7.7.2 Upon request, the Contractor shall furnish Owner such information on payrolls or employment records as may be necessary to enable it to fully comply with the law imposing the aforesaid contributions or taxes.

11.7.7.3 If the Owner is required by law to and does pay any and/or all of the aforesaid contributions or taxes, the Contractor shall forthwith reimburse the Owner for the entire amount so paid by the Owner.

ARTICLE 12: UNCOVERING AND CORRECTION OF WORK

12.1 The Contractor shall promptly correct Work rejected by the Owner or failing to conform to the requirements of the Contract Documents, whether observed before or after Substantial Completion and whether or not fabricated, installed or completed, and shall correct any Work found to be not in accordance with the requirements of the Contract Documents within a period of two years from the date of Substantial Completion, or by terms of an applicable special warranty required by the Contract Documents. The provisions of this Article apply to work done by Subcontractors as well as to Work done by direct employees of the Contractor.

12.2 At any time during the progress of the work, or in any case where the nature of the defects shall be such that it is not expedient to have them corrected, the Owner, at their option, shall have the right to deduct such sum, or sums, of money from the amount of the contract as they consider justified to adjust the difference in value between the defective work and that required under contract including any damage to the structure.

ARTICLE 13: MISCELLANEOUS PROVISIONS

13.1 CUTTING AND PATCHING

13.1.1 The Contractor shall be responsible for all cutting and patching. The Contractor shall coordinate the work of the various trades involved.

13.2 DIMENSIONS

13.2.1 All dimensions shown shall be verified by the Contractor by actual measurements at the project site. Any discrepancies between the drawings and specifications and the existing conditions shall be referred to the Owner for adjustment before any work affected thereby has been performed.

13.3 LABORATORY TESTS

13.3.1 Any specified laboratory tests of material and finished articles to be incorporated in the work shall be made by bureaus, laboratories or agencies approved by the Owner and reports of such tests shall be submitted to the Owner. The cost of the testing shall be paid for by the Contractor.

13.3.2 The Contractor shall furnish all sample materials required for these tests and shall deliver same without charge to the testing laboratory or other designated agency when and where directed by the Owner.

13.4 ARCHAEOLOGICAL EVIDENCE

13.4.1 Whenever, in the course of construction, any archaeological evidence is encountered on the surface or below the surface of the ground, the Contractor shall notify the authorities of the State Historic Preservation Office and suspend work in the immediate area for a reasonable time to permit those authorities, or persons designated by them, to examine the area and ensure the proper removal of the archaeological evidence for suitable preservation by the Division of Historical and Cultural Affairs.

13.5 GLASS REPLACEMENT AND CLEANING

13.5.1 The General Contractor shall replace without expense to the Owner all glass broken during the construction of the project. If job conditions warrant, at completion of the job the General Contractor shall have all glass cleaned and polished.

13.6 WARRANTY

13.6.1 For a period of two (2) years from the date of substantial completion, as evidenced by the date of final acceptance of the work, the contractor warrants that work performed under this contract conforms to the contract requirements and is free of any defect of equipment, material or workmanship performed by the contractor or any of his subcontractors or suppliers. However, manufacturer's warranties and guarantees, if for a period longer than two (2) years, shall take precedence over the above warranties. The contractor shall remedy, at his own expense, any such failure to conform or any such defect. The protection of this warranty shall be included in the Contractor's Performance Bond.

ARTICLE 14: TERMINATION OF CONTRACT

- 14.1 If the Contractor defaults or persistently fails or neglects to carry out the Work in accordance with the Contract Documents or fails to perform a provision of the Contract, the Owner, after seven days written notice to the Contractor, may make good such deficiencies and may deduct the cost thereof from the payment then or thereafter due the Contractor. Alternatively, at the Owner's option, and the Owner may terminate the Contract and take possession of the site and of all materials, equipment, tools, and machinery thereon owned by the Contractor and may finish the Work by whatever method the Owner may deem expedient. If the costs of finishing the Work exceed any unpaid compensation due the Contractor, the Contractor shall pay the difference to the Owner.
- 14.2 "If the continuation of this Agreement is contingent upon the appropriation of adequate state, or federal funds, this Agreement may be terminated on the date beginning on the first fiscal year for which funds are not appropriated or at the exhaustion of the appropriation. The Owner may terminate this Agreement by providing written notice to the parties of such non-appropriation. All payment obligations of the Owner will cease upon the date of termination. Notwithstanding the foregoing, the Owner agrees that it will use its best efforts to obtain approval of necessary funds to continue the Agreement by taking appropriate action to request adequate funds to continue the Agreement."

END OF GENERAL REQUIREMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 WORK COVERED BY CONTRACT DOCUMENTS

- A. Project Location: Newark High School, Cafeterias, 750 East Delaware Avenue, Newark, DE 19711
- B. Owner: Christina School District, 925 Bear-Corbitt Rd., Bear, Delaware 19701
- C. Architect Identification: The Contract Documents, dated February 13, 2018, were prepared for the Project by R G Architects, LLC, 200 West Main St., Middletown, Delaware 19709, 302-376-8100.
- D. The Work generally consists of, but is not limited to:
 - 1. Existing Cafeteria 'A' & Cafeteria 'D' serving line renovations:
 - a. Demolish existing cafeteria serving line, walls, existing soffits & existing equipment per contract documents.
 - b. Construct new serving line walls & soffits per contract documents.
 - c. Modifications to existing plumbing & electrical services to accommodate new kitchen equipment (provided by others).
 - d. Coordination of Food Service Equipment Installation provided by others on separate contract.

1.3 CONTRACT

- A. Project will be constructed under a general construction contract however the contract will be awarded to the Prime Contractor.

1.4 USE OF PREMISES

- A. General: Contractor shall have full use of premises for construction operations, including use of Project site, during construction period. Contractor's use of premises is limited only by Owner's right to perform work or to retain other contractors on portions of Project.

1.5 WORK UNDER OTHER CONTRACTS

- A. Cooperate fully with separate contractors so work on those contracts may be carried out smoothly, without interfering with or delaying work under this Contract.
 - 1. **The Owner will hire the Food Service Equipment Contractor via a separate bid and contract.**

1.6 SPECIFICATION FORMATS AND CONVENTIONS

- A. Specification Format: The Specifications are organized into Divisions and Sections using the 16-division format and CSI/CSC's "MasterFormat" numbering system.
1. Section Identification: The Specifications use section numbers and titles to help cross-referencing in the Contract Documents. Sections in the Project Manual are in numeric sequence; however, the sequence is incomplete. Consult the table of contents at the beginning of the Project Manual to determine numbers and names of sections in the Contract Documents.
- B. Specification Content: The Specifications use certain conventions for the style of language and the intended meaning of certain terms, words, and phrases when used in particular situations. These conventions are as follows:
1. Abbreviated Language: Language used in the Specifications and other Contract Documents is abbreviated. Words and meanings shall be interpreted as appropriate. Words implied, but not stated, shall be inferred, as the sense requires. Singular words shall be interpreted as plural, and plural words shall be interpreted as singular where applicable as the context of the Contract Documents indicates.
 2. Imperative mood and streamlined language are generally used in the Specifications. Requirements expressed in the imperative mood are to be performed by Contractor. Occasionally, the indicative or subjunctive mood may be used in the Section Text for clarity to describe responsibilities that must be fulfilled indirectly by Contractor or by others when so noted.
 - a. The words "shall," "shall be," or "shall comply with," depending on the context, are implied where a colon (:) is used within a sentence or phrase.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 1100

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section specifies administrative and procedural requirements necessary to prepare and process Applications for Payment.
- B. Related Sections include the following:
 - 1. **[Division 01 Section "Allowances" for procedural requirements governing handling and processing of allowances].**
 - 2. Division 01 Section "Contract Modification Procedures" for administrative procedures for handling changes to the Contract.
 - 3. Division 01 Section "Unit Prices" for administrative requirements governing use of unit prices.
 - 4. Division 01 Section "Construction Progress Documentation" for administrative requirements governing preparation and submittal of Contractor's Construction Schedule and Submittals Schedule.

1.3 SCHEDULE OF VALUES

- A. Coordination: Coordinate preparation of the Schedule of Values with preparation of Contractor's Construction Schedule. **[Cost-loaded CPM Schedule may serve to satisfy requirements for the Schedule of Values.]**
 - 1. Correlate line items in the Schedule of Values with other required administrative forms and schedules, including the following:
 - a. Application for Payment forms with Continuation Sheets.
 - b. Submittals Schedule.
 - c. Contractor's Construction Schedule.
 - 2. Submit the Schedule of Values to Architect at earliest possible date but no later than **seven** days before the date scheduled for submittal of initial Applications for Payment.
 - 3. Subschedules: Where the Work is separated into phases requiring separately phased payments, provide subschedules showing values correlated with each phase of payment.

B. Format and Content: Use the Project Manual table of contents as a guide to establish line items for the Schedule of Values. Provide at least one line item for each Specification Section.

1. Identification: Include the following Project identification on the Schedule of Values:
 - a. Project name and location.
 - b. Name of Architect.
 - c. Architect's project number.
 - d. Contractor's name and address.
 - e. Date of submittal.
2. Submit draft of AIA Document G703 Continuation Sheets.
3. Provide a breakdown of the Contract Sum in enough detail to facilitate continued evaluation of Applications for Payment and progress reports. Coordinate with the Project Manual table of contents. Provide several line items for principal subcontract amounts, where appropriate. **Include separate line items under required principal subcontracts for operation and maintenance manuals, punch list activities, Project Record Documents, and demonstration and training in the amount of 5 percent of the Contract Sum.**
4. Round amounts to nearest whole dollar; total shall equal the Contract Sum.
5. Provide a separate line item in the Schedule of Values for each part of the Work where Applications for Payment may include materials or equipment purchased or fabricated and stored, but not yet installed.
 - a. Differentiate between items stored on-site and items stored off-site. If specified, include evidence of insurance or bonded warehousing.
6. Provide separate line items in the Schedule of Values for initial cost of materials, for each subsequent stage of completion, and for total installed value of that part of the Work.
7. Each item in the Schedule of Values and Applications for Payment shall be complete. Include total cost and proportionate share of general overhead and profit for each item.
 - a. Temporary facilities and other major cost items that are not direct cost of actual work-in-place may be shown either as separate line items in the Schedule of Values or distributed as general overhead expense, at Contractor's option.
8. Schedule Updating: Update and resubmit the Schedule of Values before the next Applications for Payment when Change Orders or Construction Change Directives result in a change in the Contract Sum.

1.4 APPLICATIONS FOR PAYMENT

- A. Each Application for Payment shall be consistent with previous applications and payments as certified by Architect and paid for by Owner.
1. Initial Application for Payment, Application for Payment at time of Substantial Completion, and final Application for Payment involve additional requirements.
- B. Payment Application Times: The date for each progress payment is indicated in the Agreement between Owner and Contractor. The period of construction Work covered by each Application for Payment is the period indicated in the Agreement.
- C. Payment Application Forms: Use **AIA Document G702 and AIA Document G703 Continuation Sheets** as form for Applications for Payment.
- D. Application Preparation: Complete every entry on form. Notarize and execute by a person authorized to sign legal documents on behalf of Contractor. **Architect** will return incomplete applications without action.
1. Entries shall match data on the Schedule of Values and Contractor's Construction Schedule. Use updated schedules if revisions were made.
 2. Include amounts of Change Orders and Construction Change Directives issued before last day of construction period covered by application.
- E. Transmittal: Submit **3** signed and notarized original copies of each Application for Payment to **Architect** by a method ensuring receipt **within 24 hours**. One copy shall include waivers of lien and similar attachments if required.
1. Transmit each copy with a transmittal form listing attachments and recording appropriate information about application.
 2. **Waiver Forms: Submit waivers of lien on forms, executed in a manner acceptable to Owner.**
- F. Initial Application for Payment: Administrative actions and submittals that must precede or coincide with submittal of first Application for Payment include the following:
1. List of subcontractors.
 2. Schedule of Values.
 3. Contractor's Construction Schedule (preliminary if not final).
 4. Products list.
 5. Schedule of unit prices.
 6. Submittals Schedule (preliminary if not final).
 7. List of Contractor's staff assignments.
 8. List of Contractor's principal consultants.
 9. Copies of building permits.

10. Copies of authorizations and licenses from authorities having jurisdiction for performance of the Work.
 11. Initial progress report.
 12. Report of preconstruction conference.
 13. Certificates of insurance and insurance policies.
 14. Performance and payment bonds.
 15. Data needed to acquire Owner's insurance.
 16. Initial settlement survey and damage report if required.
- G. Application for Payment at Substantial Completion: After issuing the Certificate of Substantial Completion, submit an Application for Payment showing 100 percent completion for portion of the Work claimed as substantially complete.
1. Include documentation supporting claim that the Work is substantially complete and a statement showing an accounting of changes to the Contract Sum.
 2. This application shall reflect Certificates of Partial Substantial Completion issued previously for Owner occupancy of designated portions of the Work.
- H. Final Payment Application: Submit final Application for Payment with releases and supporting documentation not previously submitted and accepted, including, but not limited, to the following:
1. Evidence of completion of Project closeout requirements.
 2. Insurance certificates for products and completed operations where required and proof that taxes, fees, and similar obligations were paid.
 3. Updated final statement, accounting for final changes to the Contract Sum.
 4. AIA Document G706, "Contractor's Affidavit of Payment of Debts and Claims."
 5. AIA Document G706A, "Contractor's Affidavit of Release of Liens."
 6. AIA Document G707, "Consent of Surety to Final Payment."
 7. Evidence that claims have been settled.
 8. Final meter readings for utilities, a measured record of stored fuel, and similar data as of date of Substantial Completion or when Owner took possession of and assumed responsibility for corresponding elements of the Work.
 9. Final, liquidated damages settlement statement.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 2900

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative provisions for coordinating construction operations on Project including, but not limited to, the following:
 - 1. Coordination Drawings.
 - 2. Administrative and supervisory personnel.
 - 3. Project meetings.
 - 4. Requests for Interpretation (RFIs).
- B. Each contractor shall participate in coordination requirements.
- C. Related Sections include the following:
 - 1. Division 01 Section "Multiple Contract Summary" for a description of the division of Work among separate contracts and responsibility for coordination activities not in this Section.
 - 2. Division 01 Section "Construction Progress Documentation" for preparing and submitting Contractor's Construction Schedule.
 - 3. Division 01 Section "Execution" for procedures for coordinating general installation and field-engineering services, including establishment of benchmarks and control points.
 - 4. Division 01 Section "Closeout Procedures" for coordinating closeout of the Contract.

1.3 COORDINATION

- A. Coordination: Each contractor shall coordinate its construction operations with those of other contractors and entities to ensure efficient and orderly installation of each part of the Work. Each contractor shall coordinate its operations with operations, included in different Sections, that depend on each other for proper installation, connection, and operation.
 - 1. Schedule construction operations in sequence required to obtain the best results where installation of one part of the Work depends on installation of other components, before or after its own installation.

2. Coordinate installation of different components with other contractors to ensure maximum accessibility for required maintenance, service, and repair.
3. Make adequate provisions to accommodate items scheduled for later installation.
4. Where availability of space is limited, coordinate installation of different components to ensure maximum performance and accessibility for required maintenance, service, and repair of all components, including mechanical and electrical.

1.4 SUBMITTALS

A. Coordination Drawings: HVAC Contractor shall prepare Coordination Drawings if limited space availability necessitates maximum utilization of space for efficient installation of different components or if coordination is required for installation of products and materials fabricated by separate entities. Each trade shall place their own work on the coordination drawings.

1. Content: Project-specific information, drawn accurately to scale. Do not base Coordination Drawings on reproductions of the Contract Documents or standard printed data. Include the following information, as applicable:
 - a. Indicate functional and spatial relationships of components of architectural, structural, civil, mechanical, and electrical systems.
 - b. Indicate required installation sequences.
 - c. Indicate dimensions shown on the Contract Drawings and make specific note of dimensions that appear to be in conflict with submitted equipment and minimum clearance requirements. Provide alternate sketches to Architect for resolution of such conflicts. Minor dimension changes and difficult installations will not be considered changes to the Contract.

1.5 ADMINISTRATIVE AND SUPERVISORY PERSONNEL

- A. General: In addition to Project superintendent, provide other administrative and supervisory personnel as required for proper performance of the Work.
1. Include special personnel required for coordination of operations with other contractors.

1.6 PROJECT MEETINGS

- A. General: Schedule and conduct meetings and conferences at Project site, unless otherwise indicated.
- B. Preconstruction Conference: Schedule a preconstruction conference before starting construction, at a time convenient to Owner, and Architect, but no later than **15** days after execution of the Agreement. Hold the conference at Project site or another

convenient location. Conduct the meeting to review responsibilities and personnel assignments.

1. Attendees: Authorized representatives of Owner, General Contractor, Architect, and their consultants; Contractor and its superintendent; major subcontractors; suppliers; and other concerned parties shall attend the conference. All participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.
2. Agenda: Discuss items of significance that could affect progress, including the following:

- a. Tentative construction schedule.
- b. **[Phasing]**.
- c. Critical work sequencing and long-lead items.
- d. Designation of key personnel and their duties.
- e. Procedures for processing field decisions and Change Orders.
- f. Procedures for RFIs.
- g. Procedures for testing and inspecting.
- h. Procedures for processing Applications for Payment.
- i. Distribution of the Contract Documents.
- j. Submittal procedures.
- k. **[LEED requirements]**.
- l. Preparation of Record Documents.
- m. Use of the premises **[and existing building]**.
- n. Work restrictions.
- o. Owner's occupancy requirements.
- p. Responsibility for temporary facilities and controls.
- q. Construction waste management and recycling.
- r. Parking availability.
- s. Office, work, and storage areas.
- t. Equipment deliveries and priorities.
- u. First aid.
- v. Security.
- w. Progress cleaning.
- x. Working hours.

3. Minutes: Architect will record and distribute meeting minutes.

C Preinstallation Conferences: Conduct a preinstallation conference at Project site before each construction activity that requires coordination with other construction.

1. Attendees: Installer and representatives of manufacturers and fabricators involved in or affected by the installation and its coordination or integration with other materials and installations that have preceded or will follow, shall attend the meeting. Advise Architect of scheduled meeting dates.

- D. Progress Meetings: Conduct progress meetings at biweekly intervals.

1. Attendees: In addition to representatives of Owner, **General Contractor**, and Architect, each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.
2. Agenda: Review and correct or approve minutes of previous progress meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.
 - a. Contractor's Construction Schedule: Review progress since the last meeting. Determine whether each activity is on time, ahead of schedule, or behind schedule, in relation to Contractor's Construction Schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.
 - 1) Review schedule for next period.
 - b. Review present and future needs of each entity present, including the following:
 - 1) Interface requirements.
 - 2) Sequence of operations.
 - 3) Status of submittals.
 - 4) Deliveries.
 - 5) Off-site fabrication.
 - 6) Quality and work standards.
 - 7) Status of correction of deficient items.
 - 8) Field observations.
 - 9) Request for Interpretations (RFIs).
 - 10) Status of proposal requests.
3. Minutes: Architect will record and distribute to Contractor the meeting minutes.

E. Coordination Meetings: Conduct Project coordination meetings at weekly intervals. Project coordination meetings are in addition to specific meetings held for other purposes, such as progress meetings and preinstallation conferences.

1. Attendees: Each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.

2. Agenda: Review and correct or approve minutes of the previous coordination meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.
3. Reporting: Record meeting results and distribute copies to everyone in attendance and to others affected by decisions or actions resulting from each meeting.

1.7 REQUESTS FOR INTERPRETATION (RFIs)

- A. Procedure: Upon discovery of the need for interpretation of the Contract Documents, prepare and submit an RFI form provided at the end of this Section. Oral RFIs will not be accepted.
 1. RFIs shall originate with Contractor. RFIs submitted by entities other than Contractor will be returned with no response.
 2. RFIs shall only be submitted to seek clarification or interpretation of ambiguities, conflicts, discrepancies, errors, inconsistencies, or omissions in the Contract Documents.
 3. RFIs shall not take the place of Contractor figuring out information available in the Contract Documents.
 4. Each RFI shall be limited to a single issue or very closely related issue.
 5. Coordinate and promptly submit
 6. RFIs to avoid delays in Contractor's work and work of subcontractors.
 7. Reviews/responses to RFIs shall not constitute an approval or direction related to Contractor's construction means, methods, procedures, sequences, or techniques.
 8. Reviews/Responses to RFIs shall not constitute an approval or direction related to construction site safety.
- B. Content of the RFI. Include a detailed, legible description of item needing interpretation and the following:
 1. Project name.
 2. Date.
 3. Name of Contractor.
 4. Name of Architect.
 5. RFI number, numbered sequentially.
 6. Specification Section number and title and related paragraphs, as appropriate.
 7. Drawing number and detail references, as appropriate.
 8. Field dimensions and conditions, as appropriate.
 9. Contractor's suggested solution(s). If Contractor's solution(s) impact the Contract Time or the Contract Sum, Contractor shall state impact in the RFI.
 10. Contractor's signature.
 11. Attachments: Include drawings, descriptions, measurements, photos, Product Data, Shop Drawings, and other information necessary to fully describe items needing interpretation.

- a. Supplementary drawings prepared by Contractor shall include dimensions, thicknesses, structural grid references, and details of affected materials, assemblies, and attachments.
- C. RFI Form: Use the form at the end of this Section or a software-generated form with substantially the same content as indicated above.
1. Identify each page of attachment with the RFI number and sequential page number.
- D. Architect's Action: Architect will review each RFI, determine response required, and return it within **seven** working days. RFIs received after 1:00 p.m. will be considered as received the following working day.
1. The following RFIs will be returned without action:
 - a. Requests for approval of substitutions.
 - b. Requests for adjustments in the Contract Time or the Contract Sum.
 - c. Requests for approval of submittals.
 - d. Request for information already indicated on the Contract Documents.
 - e. Requests for interpretation of Architect's actions on submittals.
 - f. Incomplete RFIs or RFIs with numerous errors.
 2. RFI response may include a request for additional information, in which case Architect's time for response will start again.
 3. RFI response that may result in a change to the Contract Time or the Contract Sum may be eligible for Contractor to submit Change Proposal according to Division 01 Section "Contract Modification Procedures."
 4. If Contractor believes the RFI response warrants change in the Contract Time or the Contract Sum, notify Architect in writing within **10** calendar days of receipt of the RFI response.
- E. On receipt of Architect's action, update the RFI log and immediately distribute the RFI response to affected parties. Review response and notify Architect within **seven** days if Contractor disagrees with response.
- F. RFI Log: Prepare, maintain, and submit a tabular log of RFIs organized by the RFI number. Submit log monthly to the Architect.
1. Project name.
 2. Name and address of Contractor.
 3. Name and address of Architect.
 4. RFI number including RFIs that were dropped and not submitted.
 5. RFI description.
 6. Date the RFI was submitted.
 7. Date Architect's response was received.

8. Identification of related Minor Change in the Work, Construction Change Directive, and Proposal Request, as appropriate.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 3100

NOT FOR BIDDING PURPOSES

Project: _____ R.F.I. Number: _____

From: _____

To: _____

Date: _____

A/E Project Number: _____

Re: _____

Contract For: _____

Specification Section: _____ Paragraph: _____ Drawing Reference: _____ Detail: _____

Request:

Signed by: _____

Date: _____

Response:

Attachments

Response From: _____ To: _____ Date Rec'd: _____ Date Ret'd: _____

Signed by: _____

Date: _____

Copies: Owner Consultants _____ _____ _____ _____ File



PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for submitting Shop Drawings, Product Data, Samples, and other submittals.

- B. Related Sections include the following:

1. Division 01 Section "Payment Procedures" for submitting Applications for Payment and the Schedule of Values.
2. Division 01 Section "Project Management and Coordination" for submitting and distributing meeting and conference minutes and for submitting Coordination Drawings.
3. Division 01 Section "Construction Progress Documentation" for submitting schedules and reports, including Contractor's Construction Schedule and the Submittals Schedule.
4. Division 01 Section "Photographic Documentation" for submitting **construction photographs**.
5. Division 01 Section "Quality Requirements" for submitting test and inspection reports **and for mockup requirements**.
6. Division 01 Section "Closeout Procedures" for submitting warranties.
7. Division 01 Section "Project Record Documents" for submitting Record Drawings, Record Specifications, and Record Product Data.
8. Division 01 Section "Operation and Maintenance Data" for submitting operation and maintenance manuals.
9. Division 01 Section "Demonstration and Training" for submitting videotapes of demonstration of equipment and training of Owner's personnel.
10. Divisions 02 through 49 Sections for specific requirements for submittals in those Sections.

1.3 DEFINITIONS

- A. Action Submittals: Written and graphic information that requires Architect's responsive action.
- B. Informational Submittals: Written information that does not require Architect's responsive action. Submittals may be rejected for not complying with requirements.

1.4 SUBMITTAL PROCEDURES

A. General:

1. Contractor shall submit electronic version of each individual submittal to the Architect in a printable PDF format. Format of PDF sheet should be of the same size as the hard copy submittal.
 - a. Submittals that are larger than 11x17 shall be submitted via one hard copy in addition to the electronic version.
 - b. Door hardware submittals shall be submitted with one hard copy in addition to the electronic version.
2. Contractor will be provided access to the Architect's secured project hosting site via a personalized password protected account. This site utilizes a web browser interface that requires internet access, and an individual email account.
3. Contractor shall be required to complete the Architect's Electronic Project Data Request Form.
4. Contractor will receive the necessary and applicable documentation for the purpose of providing submittals with the project hosting site when the account information is verified and configured by the Architect.
5. Architect will return submittals electronically in PDF format.
6. Contractor shall furnish one hard copy of each individual approved submittal as part of the final Operations and Maintenance Manuals.

B. Finish Submittals: Items requiring color, pattern, and similar selections shall be of sufficient size and quantity to clearly illustrate full range of color, texture, and pattern for Architects approval. Submit samples for selection of finishes within 60 days after Award of Contract, or earlier if requested at the Preconstruction Conference. Allow 60 days for Architects review of each submittal.

C. Coordination: Coordinate preparation and processing of submittals with performance of construction activities.

1. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.
2. Coordinate transmittal of different types of submittals for related parts of the Work so processing will not be delayed because of need to review submittals concurrently for coordination.
 - a. **Architect reserves** the right to withhold action on a submittal requiring coordination with other submittals until related submittals are received.

D. Submittals Schedule: Comply with requirements in Division 01 Section "Construction Progress Documentation" for list of submittals and time requirements for scheduled performance of related construction activities.

- E. Processing Time: Allow enough time for submittal review, including time for resubmittals, as follows. Time for review shall commence on **Architect's** receipt of submittal. No extension of the Contract Time will be authorized because of failure to transmit submittals enough in advance of the Work to permit processing, including resubmittals.
1. Initial Review: Allow **15** days for initial review of each submittal. Allow additional time if coordination with subsequent submittals is required. **Architect** will advise Contractor when a submittal being processed must be delayed for coordination.
 2. Intermediate Review: If intermediate submittal is necessary, process it in same manner as initial submittal.
 3. Resubmittal Review: Allow **15** days for review of each resubmittal.
 4. Sequential Review: Where sequential review of submittals by Architect's consultants, Owner, or other parties is indicated, allow **21** days for initial review of each submittal.
 5. Concurrent Consultant Review: Where the Contract Documents indicate that submittals may be transmitted simultaneously to Architect and to Architect's consultants, allow **15** days for review of each submittal. Submittal will be returned to **Architect**, before being returned to Contractor.
- F. Identification: Submittal Cover Sheet shall be completed and attached to each individual hard and electronic submittals. Include Contractor's stamp with completed information. Submittals without a cover sheet will not be reviewed and will be returned to the Contractor.
- G. Deviations: **Highlight, encircle**, or otherwise specifically identify deviations from the Contract Documents on submittals.
- H. Transmittal: Package each submittal individually and appropriately for transmittal and handling. Transmit each submittal using a transmittal form. Architect will **return submittals, without review**, received from sources other than Contractor.
1. Transmittal Form: Provide locations on form for the following information:
 - a. Project name.
 - b. Date.
 - c. Destination (To:).
 - d. Source (From:).
 - e. Names of subcontractor, manufacturer, and supplier.
 - f. Category and type of submittal.
 - g. Submittal purpose and description.
 - h. Specification Section number and title.
 - i. Drawing number and detail references, as appropriate.
 - j. Transmittal number, **numbered consecutively**.
 - k. Submittal and transmittal distribution record.

1. Remarks.
 - m. Signature of transmitter.
2. On an attached separate sheet, prepared on Contractor's letterhead, record relevant information, requests for data, revisions other than those requested by Architect on previous submittals, and deviations from requirements in the Contract Documents, including minor variations and limitations. Include same label information as related submittal.
- I. Resubmittals: Make resubmittals in same form as initial submittal.
 1. Note date and content of previous submittal.
 2. Note date and content of revision in label or title block and clearly indicate extent of revision.
 - J. Distribution: Furnish copies of final submittals to manufacturers, subcontractors, suppliers, fabricators, installers, authorities having jurisdiction, and others as necessary for performance of construction activities. Show distribution on transmittal forms.
- 1.5 CONTRACTOR'S USE OF ARCHITECT'S CAD FILES
- A. General: At Contractor's written request, access to copies of Architect's CAD files will only be provided to Prime Contractors solely for the Contractor's use in connection with the Project. Access to these files will be via a web based project site hosted by the Architect, which is subject to the terms and conditions identified in the Architect's "Electronic Project Data Request Form". This form will be provided to all successful Prime Contractors after the award of contract. The files that will be made available and the format in which they will be made available is identified in the form.

PART 2 - PRODUCTS

2.1 ACTION SUBMITTALS

- A. General: Prepare and submit Action Submittals required by individual Specification Sections.
 1. Submit electronic submittals directly to project hosting site specifically established for Project.
- B. Product Data: Collect information into a single submittal for each element of construction and type of product or equipment.
 1. If information must be specially prepared for submittal because standard printed data are not suitable for use, submit as Shop Drawings, not as Product Data.
 2. Mark each submittal to show which products and options are applicable.
 3. Include the following information, as applicable:

- a. Manufacturer's written recommendations.
 - b. Manufacturer's product specifications.
 - c. Manufacturer's installation instructions.
 - d. Standard color charts.
 - e. Manufacturer's catalog cuts.
 - f. Wiring diagrams showing factory-installed wiring.
 - g. Printed performance curves.
 - h. Operational range diagrams.
 - i. Mill reports.
 - j. Standard product operation and maintenance manuals.
 - k. Compliance with specified referenced standards.
 - l. Testing by recognized testing agency.
 - m. Application of testing agency labels and seals.
 - n. Notation of coordination requirements.
4. Submit Product Data before or concurrent with Samples.
- C. Shop Drawings: Prepare Project-specific information, drawn accurately to scale. Do not base Shop Drawings on reproductions of the Contract Documents or standard printed data, **unless use of Architect's CAD Drawings are otherwise permitted.**
1. Preparation: Fully illustrate requirements in the Contract Documents. Include the following information, as applicable:
 - a. Dimensions.
 - b. Identification of products.
 - c. Fabrication and installation drawings.
 - d. Roughing-in and setting diagrams.
 - e. Wiring diagrams showing field-installed wiring, including power, signal, and control wiring.
 - f. Shopwork manufacturing instructions.
 - g. Templates and patterns.
 - h. Schedules.
 - i. Design calculations.
 - j. Compliance with specified standards.
 - k. Notation of coordination requirements.
 - l. Notation of dimensions established by field measurement.
 - m. Relationship to adjoining construction clearly indicated.
 - n. Seal and signature of professional engineer if specified.
 - o. Wiring Diagrams: Differentiate between manufacturer-installed and field-installed wiring.
 2. Sheet Size: Except for templates, patterns, and similar full-size drawings, submit Shop Drawings on sheets at least 8-1/2 by 11 inches but no larger than 30 by 40 inches.

- D. Samples: Submit Samples for review of kind, color, pattern, and texture for a check of these characteristics with other elements and for a comparison of these characteristics between submittal and actual component as delivered and installed.
1. Transmit Samples that contain multiple, related components such as accessories together in one submittal package.
 2. Identification: Attach label on unexposed side of Samples that includes the following:
 - a. Generic description of Sample.
 - b. Product name and name of manufacturer.
 - c. Sample source.
 - d. Number and title of appropriate Specification Section.
 3. Disposition: Maintain sets of approved Samples at Project site, available for quality-control comparisons throughout the course of construction activity. Sample sets may be used to determine final acceptance of construction associated with each set.
 4. Samples for Initial Selection: Submit manufacturer's color charts consisting of units or sections of units showing the full range of colors, textures, and patterns available.
 - a. Number of Samples: Submit three full set(s) of available choices where color, pattern, texture, or similar characteristics are required to be selected from manufacturer's product line. Architect will return submittal with options selected.
 5. Samples for Verification: Submit full-size units or Samples of size indicated, prepared from same material to be used for the Work, cured and finished in manner specified, and physically identical with material or product proposed for use, and that show full range of color and texture variations expected. Samples include, but are not limited to, the following: partial sections of manufactured or fabricated components; small cuts or containers of materials; complete units of repetitively used materials; swatches showing color, texture, and pattern; color range sets; and components used for independent testing and inspection.
 - a. Number of Samples: Submit **three** sets of Samples. Architect will retain **two** Sample sets; remainder will be returned. **Mark up and retain one returned Sample set as a Project Record Sample.**
 - 1) Submit a single Sample where assembly details, workmanship, fabrication techniques, connections, operation, and other similar characteristics are to be demonstrated.
 - 2) If variation in color, pattern, texture, or other characteristic is inherent in material or product represented by a Sample, submit at least **three** sets of paired units that show approximate limits of variations.

- E. Product Schedule or List: As required in individual Specification Sections, prepare a written summary indicating types of products required for the Work and their intended location. Include the following information in tabular form:
1. Type of product. Include unique identifier for each product.
 2. Number and name of room or space.
 3. Location within room or space.
- F. Contractor's Construction Schedule: Comply with requirements specified in Division 01 Section "Construction Progress Documentation" .
- G. Submittals Schedule: Comply with requirements specified in Division 01 Section "Construction Progress Documentation."
- H. Application for Payment: Comply with requirements specified in Division 01 Section "Payment Procedures."
- I. Schedule of Values: Comply with requirements specified in Division 01 Section "Payment Procedures."
- J. Subcontract List: Prepare a written summary identifying individuals or firms proposed for each portion of the Work, including those who are to furnish products or equipment fabricated to a special design. Include the following information in tabular form:
1. Name, address, and telephone number of entity performing subcontract or supplying products.
 2. Number and title of related Specification Section(s) covered by subcontract.
 3. Drawing number and detail references, as appropriate, covered by subcontract.
- K. LEED Submittals: Comply with requirements specified in Division 01 Section "Sustainable Design Requirements."
- L. Material Safety Data Sheets (MSDSs) for LEED Certification: Submit information necessary to show compliance with LEED certification requirements, which will be the limit of the Architect's review.
1. Architect will not review non-LEED submittals that include MSDSs and will return the entire submittal for resubmittal.

2.2 INFORMATIONAL SUBMITTALS

- A. General: Prepare and submit Informational Submittals required by individual Specification Sections.
1. Certificates and Certifications: Provide a notarized statement that includes signature of entity responsible for preparing certification. Certificates and

- certifications shall be signed by an officer or other individual authorized to sign documents on behalf of that entity.
2. Test and Inspection Reports: Comply with requirements specified in Division 01 Section "Quality Requirements."
 - B. Coordination Drawings: Comply with requirements specified in Division 01 Section "Project Management and Coordination."
 - C. Contractor's Construction Schedule: Comply with requirements specified in Division 01 Section "Construction Progress Documentation."
 - D. Qualification Data: Prepare written information that demonstrates capabilities and experience of firm or person. Include lists of completed projects with project names and addresses, names and addresses of architects and owners, and other information specified.
 - E. Welding Certificates: Prepare written certification that welding procedures and personnel comply with requirements in the Contract Documents. Submit record of Welding Procedure Specification (WPS) and Procedure Qualification Record (PQR) on AWS forms. Include names of firms and personnel certified.
 - F. Installer Certificates: Prepare written statements on manufacturer's letterhead certifying that Installer complies with requirements in the Contract Documents and, where required, is authorized by manufacturer for this specific Project.
 - G. Manufacturer Certificates: Prepare written statements on manufacturer's letterhead certifying that manufacturer complies with requirements in the Contract Documents. Include evidence of manufacturing experience where required.
 - H. Product Certificates: Prepare written statements on manufacturer's letterhead certifying that product complies with requirements in the Contract Documents.
 - I. Material Certificates: Prepare written statements on manufacturer's letterhead certifying that material complies with requirements in the Contract Documents.
 - J. Material Test Reports: Prepare reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting test results of material for compliance with requirements in the Contract Documents.
 - K. Product Test Reports: Prepare written reports indicating current product produced by manufacturer complies with requirements in the Contract Documents. Base reports on evaluation of tests performed by manufacturer and witnessed by a qualified testing agency, or on comprehensive tests performed by a qualified testing agency.
 - L. Research/Evaluation Reports: Prepare written evidence, from a model code organization acceptable to authorities having jurisdiction, that product complies with building code in effect for Project. Include the following information:

1. Name of evaluation organization.
 2. Date of evaluation.
 3. Time period when report is in effect.
 4. Product and manufacturers' names.
 5. Description of product.
 6. Test procedures and results.
 7. Limitations of use.
- M. Schedule of Tests and Inspections: Comply with requirements specified in Division 01 Section "Quality Requirements."
- N. Preconstruction Test Reports: Prepare reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of tests performed before installation of product, for compliance with performance requirements in the Contract Documents.
- O. Compatibility Test Reports: Prepare reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of compatibility tests performed before installation of product. Include written recommendations for primers and substrate preparation needed for adhesion.
- P. Field Test Reports: Prepare reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of field tests performed either during installation of product or after product is installed in its final location, for compliance with requirements in the Contract Documents.
- Q. Maintenance Data: Prepare written and graphic instructions and procedures for operation and normal maintenance of products and equipment. Comply with requirements specified in Division 01 Section "Operation and Maintenance Data."
- R. Design Data: Prepare written and graphic information, including, but not limited to, performance and design criteria, list of applicable codes and regulations, and calculations. Include list of assumptions and other performance and design criteria and a summary of loads. Include load diagrams if applicable. Provide name and version of software, if any, used for calculations. Include page numbers.
- S. Manufacturer's Instructions: Prepare written or published information that documents manufacturer's recommendations, guidelines, and procedures for installing or operating a product or equipment. Include name of product and name, address, and telephone number of manufacturer. Include the following, as applicable:
1. Preparation of substrates.
 2. Required substrate tolerances.
 3. Sequence of installation or erection.
 4. Required installation tolerances.
 5. Required adjustments.
 6. Recommendations for cleaning and protection.

- T. **Manufacturer's Field Reports:** Prepare written information documenting factory-authorized service representative's tests and inspections. Include the following, as applicable:
1. Name, address, and telephone number of factory-authorized service representative making report.
 2. Statement on condition of substrates and their acceptability for installation of product.
 3. Statement that products at Project site comply with requirements.
 4. Summary of installation procedures being followed, whether they comply with requirements and, if not, what corrective action was taken.
 5. Results of operational and other tests and a statement of whether observed performance complies with requirements.
 6. Statement whether conditions, products, and installation will affect warranty.
 7. Other required items indicated in individual Specification Sections.
- U. **Insurance Certificates and Bonds:** Prepare written information indicating current status of insurance or bonding coverage. Include name of entity covered by insurance or bond, limits of coverage, amounts of deductibles, if any, and term of the coverage.
- V. **Construction Photographs:** Comply with requirements specified in Division 01 Section "Photographic Documentation."
- W. **Material Safety Data Sheets (MSDSs):** Submit information directly to Owner; do not submit to Architect, **except as required in "Action Submittals" Article.**
1. Architect will not review submittals that include MSDSs and will return or discard the entire submittal for resubmittal.

2.3 DELEGATED DESIGN

- A. **Performance and Design Criteria:** Where professional design services or certifications by a design professional are specifically required of Contractor by the Contract Documents, provide products and systems complying with specific performance and design criteria indicated.
1. If criteria indicated are not sufficient to perform services or certification required, submit a written request for additional information to Architect.
- B. **Delegated-Design Submittal:** In addition to Shop Drawings, Product Data, and other required submittals, submit statement, signed and sealed by the responsible design professional, for each product and system specifically assigned to Contractor to be designed or certified by a design professional.
1. Indicate that products and systems comply with performance and design criteria in the Contract Documents. Include list of codes, loads, and other factors used in performing these services.

PART 3 - EXECUTION

3.1 CONSTRUCTION MANAGERS OR GENERAL CONTRACTOR'S REVIEW

- A. Review each submittal and check for coordination with other Work of the Contract and for compliance with the Contract Documents. Note corrections and field dimensions. Mark with approval stamp before submitting to Architect.
- B. Approval Stamp: Stamp each submittal with a uniform, approval stamp. Include Project name and location, submittal number, Specification Section title and number, name of reviewer, date of Contractor's approval, and statement certifying that submittal has been reviewed, checked, and approved for compliance with the Contract Documents.

3.2 ARCHITECT'S ACTION

- A. General: Architect will not review submittals that do not bear Contractor's REVIEW & approval stamp and will return them without action.
- B. Action Submittals: Architect will review submittal, make marks to indicate corrections or modifications, if required, and return it. Architect will stamp submittal with an action stamp and will mark stamp appropriately to indicate action taken as indicated on the Submittal Cover Sheet.
- C. Informational Submittals: Architect will review each submittal and will not return it, or will return it if it does not comply with requirements. Architect will forward each submittal to appropriate party.
- D. Partial submittals are not acceptable, will be considered nonresponsive, and will be returned without review.
- E. Submittals not required by the Contract Documents may not be reviewed and may be discarded.

END OF SECTION 013300

Date: _____ Submission No. _____ No. of Copies _____

TO: R G Architects, LLC
200 West Main St.
Middletown, DE 19709

FROM:

Project Name and No.: _____

Prime Contractor Name/Contract Number: _____

Subcontractor Name/Contract Number: _____

Product Specification Section Name/Number: _____

Drawing Number/Name: _____

Manufacturer: _____ Supplier: _____

NOTE: Use a separate Submittal Cover Sheet for each submittal Drawing or Catalog Cut.

Contractor/Subcontractor Comments: _____

Architect's Comments: _____

Contractor's Stamp:

[Empty box for Contractor's Stamp]

Construction Manager's Stamp:

[Empty box for Construction Manager's Stamp]

A/E Stamp:

- APPROVED
Indicates submittal in design professional's opinion conforms to information given and design concept expressed in contract documents.
- APPROVED AS NOTED
Same as above after submittal has been modified as noted by design professional. Resubmittal is not required and Contractor may proceed in accordance with submittal as modified.
- NOT APPROVED
Indicates submittal in design professional's opinion does not conform with information given and design concept expressed in contract documents or that submittal does not meet procedural requirements of contract documents. Additional information may be provided by design professional.

R G ARCHITECT, LLC

Date: _____ By: _____

NOT FOR BIDDING PURPOSES

EMPLOYEE DRUG TESTING REPORT FORM

Period Ending: _____

4104 Regulations for the Drug Testing of Contractor and Subcontractor Employees Working on Large Public Works Projects requires that Contractors and Subcontractors who work on Large Public Works Contracts funded all or in part with public funds submit Testing Report Forms to the Owner no less than quarterly.

Project Number: _____

Project Name: _____

Contractor/Subcontractor Name: _____

Contractor/Subcontractor Address: _____

Number of employees who worked on the jobsite during the report period: _____

Number of employees subject to random testing during the report period: _____

Number of Negative Results _____ Number of Positive Results _____

Action taken on employee(s) in response to a failed or positive random test:

Authorized Representative of Contractor/Subcontractor: _____
(typed or printed)

Authorized Representative of Contractor/Subcontractor: _____
(signature)

Date: _____

NOT FOR BIDDING PURPOSES

**EMPLOYEE DRUG TESTING
REPORT OF POSITIVE RESULTS**

4104 Regulations for the Drug Testing of Contractor and Subcontractor Employees Working on Large Public Works Projects requires that Contractors and Subcontractors who work on Large Public Works Contracts funded all or in part with public funds to notify the Owner in writing of a positive random drug test.

Project Number: _____

Project Name: _____

Contractor/Subcontractor Name: _____

Contractor/Subcontractor Address: _____

Name of employee with positive test result: _____

Last 4 digits of employee SSN: _____

Date test results received: _____

Action taken on employee in response to a positive test result:

Authorized Representative of Contractor/Subcontractor: _____
(typed or printed)

Authorized Representative of Contractor/Subcontractor: _____
(signature)

Date: _____

This form shall be sent by mail to the Owner within 24 hours of receipt of test results.

Enclose this test results form in a sealed envelope with the notation "Drug Testing Form – DO NOT OPEN" on the face thereof and place in a separate mailing envelope.

NOT FOR BIDDING PURPOSES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for quality assurance and quality control.
- B. Testing and inspecting services are required to verify compliance with requirements specified or indicated. These services do not relieve Contractor of responsibility for compliance with the Contract Document requirements.
 - 1. Specific quality-assurance and -control requirements for individual construction activities are specified in the Sections that specify those activities. Requirements in those Sections may also cover production of standard products.
 - 2. Specified tests, inspections, and related actions do not limit Contractor's other quality-assurance and -control procedures that facilitate compliance with the Contract Document requirements.
 - 3. Requirements for Contractor to provide quality-assurance and -control services required by Architect, Owner, or authorities having jurisdiction are not limited by provisions of this Section.
- C. Related Sections include the following:
 - 1. Division 01 Section "Allowances" for testing and inspecting allowances.
 - 2. Division 01 Section "Construction Progress Documentation" for developing a schedule of required tests and inspections.
 - 3. Division 01 Section "Cutting and Patching" for repair and restoration of construction disturbed by testing and inspecting activities.
 - 4. Divisions 02 through 49 Sections for specific test and inspection requirements.

1.3 DEFINITIONS

- A. Quality-Assurance Services: Activities, actions, and procedures performed before and during execution of the Work to guard against defects and deficiencies and substantiate that proposed construction will comply with requirements.
- B. Quality-Control Services: Tests, inspections, procedures, and related actions during and after execution of the Work to evaluate that actual products incorporated into the Work

and completed construction comply with requirements. Services do not include contract enforcement activities performed by **Construction Manager**.

- C. Mockups: Full-size, physical assemblies that are constructed on-site. Mockups are used to verify selections made under sample submittals, to demonstrate aesthetic effects and, where indicated, qualities of materials and execution, and to review construction, coordination, testing, or operation; they are not Samples. **Approved mockups establish the standard by which the Work will be judged.**
- D. Laboratory Mockups: Full-size, physical assemblies that are constructed at testing facility to verify performance characteristics.
- E. Preconstruction Testing: Tests and inspections that are performed specifically for the Project before products and materials are incorporated into the Work to verify performance or compliance with specified criteria.
- F. Product Testing: Tests and inspections that are performed by an NRTL, an NVLAP, or a testing agency qualified to conduct product testing and acceptable to authorities having jurisdiction, to establish product performance and compliance with industry standards.
- G. Source Quality-Control Testing: Tests and inspections that are performed at the source, i.e., plant, mill, factory, or shop.
- H. Field Quality-Control Testing: Tests and inspections that are performed on-site for installation of the Work and for completed Work.
- I. Testing Agency: An entity engaged to perform specific tests, inspections, or both. Testing laboratory shall mean the same as testing agency.
- J. Installer/Applicator/Erector: Contractor or another entity engaged by Contractor as an employee, Subcontractor, or Sub-subcontractor, to perform a particular construction operation, including installation, erection, application, and similar operations.
1. Using a term such as "carpentry" does not imply that certain construction activities must be performed by accredited or unionized individuals of a corresponding generic name, such as "carpenter." It also does not imply that requirements specified apply exclusively to tradespeople of the corresponding generic name.
- K. Experienced: When used with an entity, "experienced" means having successfully completed a minimum of **five** previous projects similar in size and scope to this Project; being familiar with special requirements indicated; and having complied with requirements of authorities having jurisdiction.

1.4 SUBMITTALS

- A. Qualification Data: For testing agencies specified in "Quality Assurance" Article to demonstrate their capabilities and experience. Include proof of qualifications in the form of a recent report on the inspection of the testing agency by a recognized authority.
- B. Schedule of Tests and Inspections: Prepare in tabular form and include the following:
1. Specification Section number and title.
 2. Description of test and inspection.
 3. Identification of applicable standards.
 4. Identification of test and inspection methods.
 5. Number of tests and inspections required.
 6. Time schedule or time span for tests and inspections.
 7. Entity responsible for performing tests and inspections.
 8. Requirements for obtaining samples.
 9. Unique characteristics of each quality-control service.
- C. Reports: Prepare and submit certified written reports that include the following:
1. Date of issue.
 2. Project title and number.
 3. Name, address, and telephone number of testing agency.
 4. Dates and locations of samples and tests or inspections.
 5. Names of individuals making tests and inspections.
 6. Description of the Work and test and inspection method.
 7. Identification of product and Specification Section.
 8. Complete test or inspection data.
 9. Test and inspection results and an interpretation of test results.
 10. Record of temperature and weather conditions at time of sample taking and testing and inspecting.
 11. Comments or professional opinion on whether tested or inspected Work complies with the Contract Document requirements.
 12. Name and signature of laboratory inspector.
 13. Recommendations on retesting and reinspecting.
- D. Permits, Licenses, and Certificates: For Owner's records, submit copies of permits, licenses, certifications, inspection reports, releases, jurisdictional settlements, notices, receipts for fee payments, judgments, correspondence, records, and similar documents, established for compliance with standards and regulations bearing on performance of the Work.

1.5 QUALITY ASSURANCE

- A. General: Qualifications paragraphs in this Article establish the minimum qualification levels required; individual Specification Sections specify additional requirements.

- B. Installer Qualifications: A firm or individual experienced in installing, erecting, or assembling work similar in material, design, and extent to that indicated for this Project, whose work has resulted in construction with a record of successful in-service performance.
- C. Manufacturer Qualifications: A firm experienced in manufacturing products or systems similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units.
- D. Fabricator Qualifications: A firm experienced in producing products similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units.
- E. Professional Engineer Qualifications: A professional engineer who is legally qualified to practice in jurisdiction where Project is located and who is experienced in providing engineering services of the kind indicated. Engineering services are defined as those performed for installations of the system, assembly, or product that are similar to those indicated for this Project in material, design, and extent.
- F. Specialists: Certain sections of the Specifications require that specific construction activities shall be performed by entities who are recognized experts in those operations. Specialists shall satisfy qualification requirements indicated and shall be engaged for the activities indicated.
1. Requirement for specialists shall not supersede building codes and regulations governing the Work.
- G. Testing Agency Qualifications: An NRTL, an NVLAP, or an independent agency with the experience and capability to conduct testing and inspecting indicated, as documented according to ASTM E 548; and with additional qualifications specified in individual Sections; and where required by authorities having jurisdiction, that is acceptable to authorities.
1. NRTL: A nationally recognized testing laboratory according to 29 CFR 1910.7.
 2. NVLAP: A testing agency accredited according to NIST's National Voluntary Laboratory Accreditation Program.
- H. Factory-Authorized Service Representative Qualifications: An authorized representative of manufacturer who is trained and approved by manufacturer to inspect installation of manufacturer's products that are similar in material, design, and extent to those indicated for this Project.
1. Testing Agency Responsibilities: Submit a certified written report of each test, inspection, and similar quality-assurance service to the Architect, , with copy to Contractor. Interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from the Contract Documents.

- I. Mockups: Before installing portions of the Work requiring mockups, build mockups for each form of construction and finish required to comply with the following requirements, using materials indicated for the completed Work:
1. Build mockups in location and of size indicated or, if not indicated, as directed by Architect.
 2. Notify Architect **seven** days in advance of dates and times when mockups will be constructed.
 3. Demonstrate the proposed range of aesthetic effects and workmanship.
 4. Obtain Architect's approval of mockups before starting work, fabrication, or construction.
 - a. Allow **seven** days for initial review and each re-review of each mockup.
 5. Maintain mockups during construction in an undisturbed condition as a standard for judging the completed Work.

1.6 QUALITY CONTROL

- A. Owner Responsibilities: Where quality-control services are indicated as Owner's responsibility, Owner will engage a qualified testing agency to perform these services.
1. Owner will furnish Contractor with names, addresses, and telephone numbers of testing agencies engaged and a description of types of testing and inspecting they are engaged to perform.
 2. Payment for these services will be made from testing and inspecting allowances, as authorized by Change Orders.
 3. Costs for retesting and reinspecting construction that replaces or is necessitated by work that failed to comply with the Contract Documents will be charged to Contractor, **and the Contract Sum will be adjusted by Change Order.**
- B. Tests and inspections not explicitly assigned to Owner are Contractor's responsibility. Unless otherwise indicated, provide quality-control services specified and those required by authorities having jurisdiction. Perform quality-control services required of Contractor by authorities having jurisdiction, whether specified or not.
1. Where services are indicated as Contractor's responsibility, engage a qualified testing agency to perform these quality-control services.
 - a. Contractor shall not employ same entity engaged by Owner, unless agreed to in writing by Owner.
 2. Notify testing agencies at least **24** hours in advance of time when Work that requires testing or inspecting will be performed.
 3. Where quality-control services are indicated as Contractor's responsibility, submit a certified written report, in duplicate, of each quality-control service.

4. Testing and inspecting requested by Contractor and not required by the Contract Documents are Contractor's responsibility.
 5. Submit additional copies of each written report directly to authorities having jurisdiction, when they so direct.
- C. Manufacturer's Field Services: Where indicated, engage a factory-authorized service representative to inspect field-assembled components and equipment installation, including service connections. Report results in writing as specified in Division 01 Section "Submittal Procedures."
- D. Retesting/Reinspecting: Regardless of whether original tests or inspections were Contractor's responsibility, provide quality-control services, including retesting and reinspecting, for construction that replaced Work that failed to comply with the Contract Documents.
- E. Testing Agency Responsibilities: Cooperate with Architect and Contractor in performance of duties. Provide qualified personnel to perform required tests and inspections.
1. Notify Architect, and Contractor promptly of irregularities or deficiencies observed in the Work during performance of its services.
 2. Determine the location from which test samples will be taken and in which in-situ tests are conducted.
 3. Conduct and interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from requirements.
 4. Submit a certified written report, in duplicate, of each test, inspection, and similar quality-control service through Contractor.
 5. Do not release, revoke, alter, or increase the Contract Document requirements or approve or accept any portion of the Work.
 6. Do not perform any duties of Contractor.
- F. Associated Services: Cooperate with agencies performing required tests, inspections, and similar quality-control services, and provide reasonable auxiliary services as requested. Notify agency sufficiently in advance of operations to permit assignment of personnel. Provide the following:
1. Access to the Work.
 2. Incidental labor and facilities necessary to facilitate tests and inspections.
 3. Adequate quantities of representative samples of materials that require testing and inspecting. Assist agency in obtaining samples.
 4. Facilities for storage and field curing of test samples.
 5. Delivery of samples to testing agencies.
 6. Preliminary design mix proposed for use for material mixes that require control by testing agency.
 7. Security and protection for samples and for testing and inspecting equipment at Project site.

- G. Coordination: Coordinate sequence of activities to accommodate required quality-assurance and -control services with a minimum of delay and to avoid necessity of removing and replacing construction to accommodate testing and inspecting.
1. Schedule times for tests, inspections, obtaining samples, and similar activities.
- H. Schedule of Tests and Inspections: Prepare a schedule of tests, inspections, and similar quality-control services required by the Contract Documents. Submit schedule within **30 days** of date established for **commencement of the Work**.
1. Distribution: Distribute schedule to Owner, Architect, **Construction Manager**, testing agencies, and each party involved in performance of portions of the Work where tests and inspections are required.

1.7 SPECIAL TESTS AND INSPECTIONS

- A. Special Tests and Inspections: Owner will engage a qualified **testing agency** to conduct special tests and inspections required by authorities having jurisdiction as the responsibility of Owner, and as follows:
1. Verifying that manufacturer maintains detailed fabrication and quality-control procedures and reviewing the completeness and adequacy of those procedures to perform the Work.
 2. Notifying Architect, and Contractor promptly of irregularities and deficiencies observed in the Work during performance of its services.
 3. Submitting a certified written report of each test, inspection, and similar quality-control service to Architect with copy to Contractor and to authorities having jurisdiction.
 4. Submitting a final report of special tests and inspections at Substantial Completion, which includes a list of unresolved deficiencies.
 5. Interpreting tests and inspections and stating in each report whether tested and inspected work complies with or deviates from the Contract Documents.
 6. Retesting and reinspecting corrected work.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 REPAIR AND PROTECTION

- A. General: On completion of testing, inspecting, sample taking, and similar services, repair damaged construction and restore substrates and finishes.

1. Provide materials and comply with installation requirements specified in other Specification Sections. Restore patched areas and extend restoration into adjoining areas with durable seams that are as invisible as possible.
- B. Protect construction exposed by or for quality-control service activities.
- C. Repair and protection are Contractor's responsibility, regardless of the assignment of responsibility for quality-control services.

END OF SECTION 01 40 00

NOT FOR BIDDING PURPOSES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes requirements for
 1. Temporary utilities, support facilities, and security and protection facilities.
 2. Project Signage
- B. Related Sections include the following:
 1. Division 01 Section "Summary" for limitations on utility interruptions and other work restrictions.
 2. Division 01 Section "Submittal Procedures" for procedures for submitting copies of implementation and termination schedule and utility reports.
 3. Division 01 Section "Execution" for progress cleaning requirements.
 4. Division 32 Section "Dewatering" for disposal of ground water at Project site.

1.3 DEFINITIONS

- A. Permanent Enclosure: As determined by Architect, permanent or temporary roofing is complete, insulated, and weathertight; exterior walls are insulated and weathertight; and all openings are closed with permanent construction or substantial temporary closures.

1.4 USE CHARGES

- A. General: Cost or use charges for temporary facilities shall be included in the Contract Sum. Allow other entities to use temporary services and facilities without cost, including, but not limited to, **Owner's construction forces**, Architect, testing agencies, and authorities having jurisdiction.
- B. Sewer Service: Pay sewer service use charges for sewer usage by all entities for construction operations.
- C. Water Service: Pay water service use charges for water used by all entities for construction operations.
- D. Electric Power Service: Pay electric power service use charges for electricity used by all entities for construction operations.

1.5 SUBMITTALS

- A. Site Plan: Show temporary facilities, utility hookups, staging areas, and parking areas for construction personnel.

1.6 QUALITY ASSURANCE

- A. Electric Service: Comply with NECA, NEMA, and UL standards and regulations for temporary electric service. Install service to comply with NFPA 70.
- B. Tests and Inspections: Arrange for authorities having jurisdiction to test and inspect each temporary utility before use. Obtain required certifications and permits.

1.7 PROJECT CONDITIONS

- A. Temporary Use of Permanent Facilities: Installer of each permanent service shall assume responsibility for operation, maintenance, and protection of each permanent service during its use as a construction facility before Owner's acceptance, regardless of previously assigned responsibilities.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. Portable Chain-Link Fencing: Minimum 2-inch, 9-gage, galvanized steel, chain-link fabric fencing; minimum 6 feet high with galvanized steel pipe posts; minimum 2-3/8-inch- OD line posts and 2-7/8-inch- OD corner and pull posts, with 1-5/8-inch- OD top and bottom rails. Provide **galvanized steel** bases for supporting posts.

2.2 TEMPORARY FACILITIES

- A. Field Offices, General: Prefabricated or mobile units with serviceable finishes, temperature controls, and foundations adequate for normal loading.
- B. Common-Use Field Office: Of sufficient size to accommodate needs of construction personnel. Keep office clean and orderly. Furnish and equip offices as follows:
 1. Furniture required for Project-site documents including file cabinets, plan tables, plan racks, and bookcases.
 2. Conference room of sufficient size to accommodate meetings of **16** individuals. Provide electrical power service and 120-V ac duplex receptacles, with not less than 1 receptacle on each wall. Furnish room with conference table, chairs, and 4-foot- square tack board.
 3. Drinking water and private toilet.
 4. Coffee machine and supplies.
 5. Heating and cooling equipment necessary to maintain a uniform indoor temperature of 68 to 72 deg F.
 6. Lighting fixtures capable of maintaining average illumination of 20 fc at desk height.

- C. Storage and Fabrication Sheds: Provide sheds sized, furnished, and equipped to accommodate materials and equipment for construction operations.
 - 1. Store combustible materials apart from building.

2.3 EQUIPMENT

- A. Fire Extinguishers: Portable, UL rated; with class and extinguishing agent as required by locations and classes of fire exposures.

PART 3 - EXECUTION

3.1 INSTALLATION, GENERAL

- A. Locate facilities where they will serve Project adequately and result in minimum interference with performance of the Work. Relocate and modify facilities as required by progress of the Work.
- B. Provide each facility ready for use when needed to avoid delay. Do not remove until facilities are no longer needed or are replaced by authorized use of completed permanent facilities.

3.2 TEMPORARY UTILITY INSTALLATION

- A. General: Install temporary service or connect to existing service.
 - 1. Arrange with utility company, Owner, and existing users for time when service can be interrupted, if necessary, to make connections for temporary services.
- B. Sewers and Drainage: Provide temporary utilities to remove effluent lawfully.
 - 1. Connect temporary sewers to **municipal system** as directed by authorities having jurisdiction.
- C. Water Services: Install water service and distribution piping in sizes and pressures adequate for construction.
- D. Water Service: Use of Owner's existing water service facilities will be permitted, as long as facilities are cleaned and maintained in a condition acceptable to Owner. At Substantial Completion, restore these facilities to condition existing before initial use.
 - 1. Where installations below an outlet might be damaged by spillage or leakage, provide a drip pan of suitable size to minimize water damage. Drain accumulated water promptly from pans.
- E. Sanitary Facilities: Provide temporary toilets, wash facilities, and drinking water for use of construction personnel. Comply with authorities having jurisdiction for type, number, location, operation, and maintenance of fixtures and facilities.
 - 1. Toilets: Use of Owner's existing toilet facilities will be permitted, as long as facilities are cleaned and maintained in a condition acceptable to Owner. At Substantial Completion, restore these facilities to condition existing before initial use.

- F. Electric Power Service: Use of Owner's existing electric power service will be permitted, as long as equipment is maintained in a condition acceptable to Owner.
- G. Electric Power Service: Provide electric power service and distribution system of sufficient size, capacity, and power characteristics required for construction operations.
1. Install electric power service **underground**, unless otherwise indicated.
 2. Connect temporary service to Owner's existing power source, as directed by Owner.
- H. Lighting: Provide temporary lighting with local switching that provides adequate illumination for construction operations, observations, inspections, and traffic conditions.
1. Install and operate temporary lighting that fulfills security and protection requirements without operating entire system.
 2. Install lighting for Project identification sign.
- I. Telephone Service: Provide temporary telephone service in common-use facilities for use by all construction personnel. Install 2 telephone line(s) for each field office.
1. Provide additional telephone lines for the following:
 - a. Provide a dedicated telephone line for each facsimile machine and computer in each field office.
 - b. Provide **one** telephone line(s) for Owner's use.
 2. At each telephone, post a list of important telephone numbers.
 - a. Police and fire departments.
 - b. Ambulance service.
 - c. Contractor's home office.
 - d. Architect's office.
 - e. Engineers' offices.
 - f. Owner's office.
 - g. Principal subcontractors' field and home offices.
 3. Provide superintendent with cellular telephone or portable two-way radio for use when away from field office.
- J. Electronic Communication Service: Provide temporary electronic communication service, including electronic mail, in common-use facilities.
1. Provide **DSL line** in primary field office.

3.3 SUPPORT FACILITIES INSTALLATION

- A. General: Comply with the following:
1. Provide incombustible construction for offices, shops, and sheds located within construction area or within 30 feet of building lines. Comply with NFPA 241.
 2. Maintain support facilities until near Substantial Completion. Remove before Substantial Completion. Personnel remaining after Substantial Completion will be permitted to use permanent facilities, under conditions acceptable to Owner.
- B. Traffic Controls: Comply with requirements of authorities having jurisdiction.
1. Protect existing site improvements to remain including curbs, pavement, and utilities.
 2. Maintain access for fire-fighting equipment and access to fire hydrants.
- C. Parking: Provide temporary OR Use designated areas of Owner's existing parking areas for construction personnel.

- D. Dewatering Facilities and Drains: Comply with requirements of authorities having jurisdiction. Maintain Project site, excavations, and construction free of water.
1. Dispose of rainwater in a lawful manner that will not result in flooding Project or adjoining properties nor endanger permanent Work or temporary facilities.
 2. Remove snow and ice as required to minimize accumulations.
- E. Project Identification and Temporary Signs: Provide Project identification and other signs. Install signs where indicated to inform public and individuals seeking entrance to Project. Unauthorized signs are not permitted.
1. Provide temporary, directional signs for construction personnel and visitors.
 2. Maintain and touchup signs so they are legible at all times.
- F. Waste Disposal Facilities: Comply with requirements specified in Division 01 Section "Construction Waste Management and Disposal."
- G. Waste Disposal Facilities: Provide waste-collection containers in sizes adequate to handle waste from construction operations. Comply with requirements of authorities having jurisdiction. Comply with Division 01 Section "Execution" for progress cleaning requirements.

3.4 SECURITY AND PROTECTION FACILITIES INSTALLATION

- A. Environmental Protection: Provide protection, operate temporary facilities, and conduct construction in ways and by methods that comply with environmental regulations and that minimize possible air, waterway, and subsoil contamination or pollution or other undesirable effects.
1. Comply with work restrictions specified in Division 01 Section "Summary."
- B. Temporary Erosion and Sedimentation Control: Provide measures to prevent soil erosion and discharge of soil-bearing water runoff and airborne dust to adjacent properties and walkways, according to requirements of authorities having jurisdiction.
1. Inspect, repair, and maintain erosion- and sedimentation-control measures during construction until permanent vegetation has been established.
- C. Stormwater Control: Comply with authorities having jurisdiction. Provide barriers in and around excavations and subgrade construction to prevent flooding by runoff of stormwater from heavy rains.
- D. Tree and Plant Protection: Install temporary fencing located as indicated or outside the drip line of trees to protect vegetation from damage from construction operations. Protect tree root systems from damage, flooding, and erosion.
- E. Site Enclosure Fence: **Before construction operations begin**, furnish and install site enclosure fence in a manner that will prevent people and animals from easily entering site except by entrance gates.
1. Extent of Fence: [As required to enclose entire Project site or portion determined sufficient to accommodate construction operations] [As indicated on Drawings].
 2. Maintain security by limiting number of keys and restricting distribution to authorized personnel. **Provide Owner with one set of keys.**

- F. Security Enclosure and Lockup: Install substantial temporary enclosure around partially completed areas of construction. Provide lockable entrances to prevent unauthorized entrance, vandalism, theft, and similar violations of security.
- G. Barricades, Warning Signs, and Lights: Comply with requirements of authorities having jurisdiction for erecting structurally adequate barricades, including warning signs and lighting.

3.5 PROJECT SIGN

- A. Project Identification and Temporary Signs: Prepare Project identification and other signs in sizes indicated. Install signs where indicated to inform public and persons seeking entrance to Project. Do not permit installation of unauthorized signs. Allow for a minimum 4'-0" x 8'-0" sign with cutouts.
 - 1. Engage an experienced sign painter to apply graphics for Project identification signs.
 - 2. Comply with details indicated in drawing and color rendering to be provided by Architect.
- B. 4.Paint sign panel and applied graphics with exterior-grade alkyd gloss enamel over exterior primer.

3.6 OPERATION, TERMINATION, AND REMOVAL

- A. Supervision: Enforce strict discipline in use of temporary facilities. To minimize waste and abuse, limit availability of temporary facilities to essential and intended uses.
- B. Maintenance: Maintain facilities in good operating condition until removal.
 - 1. Maintain operation of temporary enclosures, heating, cooling, humidity control, ventilation, and similar facilities on a 24-hour basis where required to achieve indicated results and to avoid possibility of damage.
- C. Temporary Facility Changeover: Do not change over from using temporary security and protection facilities to permanent facilities until Substantial Completion.
- D. Termination and Removal: Remove each temporary facility when need for its service has ended, when it has been replaced by authorized use of a permanent facility, or no later than Substantial Completion. Complete or, if necessary, restore permanent construction that may have been delayed because of interference with temporary facility. Repair damaged Work, clean exposed surfaces, and replace construction that cannot be satisfactorily repaired.
 - 1. Materials and facilities that constitute temporary facilities are property of Contractor. Owner reserves right to take possession of Project identification signs.
 - 2. Remove temporary paving not intended for or acceptable for integration into permanent paving. Where area is intended for landscape development, remove soil and aggregate fill that do not comply with requirements for fill or subsoil. Remove materials contaminated with road oil, asphalt and other petrochemical compounds, and other substances that might impair growth of plant materials or lawns. Repair or replace street paving, curbs, and sidewalks at temporary entrances, as required by authorities having jurisdiction.
 - 3. At Substantial Completion, clean and renovate permanent facilities used during construction period. Comply with final cleaning requirements specified in Division 01 Section "Closeout Procedures."

END OF SECTION 01 50 00

NOT FOR BIDDING PURPOSES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for selection of products for use in Project; product delivery, storage, and handling; manufacturers' standard warranties on products; special warranties; product substitutions; and comparable products.
- B. Related Sections include the following:
1. Division 01 Section "Alternates" for products selected under an alternate.
 2. Division 01 Section "References" for applicable industry standards for products specified.
 3. Division 01 Section "Closeout Procedures" for submitting warranties for Contract closeout.
 4. Divisions 02 through 49 Sections for specific requirements for warranties on products and installations specified to be warranted.

1.3 DEFINITIONS

- A. Products: Items purchased for incorporating into the Work, whether purchased for Project or taken from previously purchased stock. The term "product" includes the terms "material," "equipment," "system," and terms of similar intent.
1. Named Products: Items identified by manufacturer's product name, including make or model number or other designation shown or listed in manufacturer's published product literature, that is current as of date of the Contract Documents.
 2. New Products: Items that have not previously been incorporated into another project or facility. Products salvaged or recycled from other projects are not considered new products.
 3. Comparable Product: Product that is demonstrated and approved through submittal process, or where indicated as a product substitution, to have the indicated qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics that equal or exceed those of specified product.

- B. Substitutions: Changes in products, materials, equipment, and methods of construction from those required by the Contract Documents and proposed by Contractor.
- C. Basis-of-Design Product Specification: Where a specific manufacturer's product is named and accompanied by the words "basis-of-design," including make or model number or other designation, to establish the significant qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics for purposes of evaluating comparable products of other named manufacturers.

1.4 SUBMITTALS

- A. Product List: Submit a list, in tabular form, showing specified products. Include generic names of products required. Include manufacturer's name and proprietary product names for each product.
 - 1. Coordinate product list with Contractor's Construction Schedule and the Submittals Schedule.
 - 2. Form: Tabulate information for each product under the following column headings:
 - a. Specification Section number and title.
 - b. Generic name used in the Contract Documents.
 - c. Proprietary name, model number, and similar designations.
 - d. Manufacturer's name and address.
 - e. Supplier's name and address.
 - f. Installer's name and address.
 - g. Projected delivery date or time span of delivery period.
 - h. Identification of items that require early submittal approval for scheduled delivery date.
 - 3. Initial Submittal: Within 30 days after date of commencement of the Work, submit 5 copies of initial product list. Include a written explanation for omissions of data and for variations from Contract requirements.
 - 4. Architect's Action: Architect will respond in writing to Contractor within 15 days of receipt of completed product list. Architect's response will include a list of unacceptable product selections and a brief explanation of reasons for this action. Architect's response, or lack of response, does not constitute a waiver of requirement to comply with the Contract Documents.
- B. Substitution Requests: Submit three copies of each request for consideration. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.
 - 1. Substitution Request Form: Use facsimile of form provided at end of Section.

2. Documentation: Show compliance with requirements for substitutions and the following, as applicable:
 - a. Statement indicating why specified material or product cannot be provided.
 - b. Coordination information, including a list of changes or modifications needed to other parts of the Work and to construction performed by Owner and separate contractors, that will be necessary to accommodate proposed substitution.
 - c. Detailed comparison of significant qualities of proposed substitution with those of the Work specified. Significant qualities may include attributes such as performance, weight, size, durability, visual effect, and specific features and requirements indicated.
 - d. Product Data, including drawings and descriptions of products and fabrication and installation procedures.
 - e. Samples, where applicable or requested.
 - f. List of similar installations for completed projects with project names and addresses and names and addresses of architects and owners.
 - g. Material test reports from a qualified testing agency indicating and interpreting test results for compliance with requirements indicated.
 - h. Research/evaluation reports evidencing compliance with building code in effect for Project, from a model code organization acceptable to authorities having jurisdiction.
 - i. Detailed comparison of Contractor's Construction Schedule using proposed substitution with products specified for the Work, including effect on the overall Contract Time. If specified product or method of construction cannot be provided within the Contract Time, include letter from manufacturer, on manufacturer's letterhead, stating lack of availability or delays in delivery.
 - j. Cost information, including a proposal of change, if any, in the Contract Sum.
 - k. Contractor's certification that proposed substitution complies with requirements in the Contract Documents and is appropriate for applications indicated.
 - l. Contractor's waiver of rights to additional payment or time that may subsequently become necessary because of failure of proposed substitution to produce indicated results.
3. Architect's Action: If necessary, Architect will request additional information or documentation for evaluation within 7 days of receipt of a request for substitution. Architect will notify Contractor of acceptance or rejection of proposed substitution within 15 days of receipt of request, or 7 days of receipt of additional information or documentation, whichever is later.
 - a. Form of Acceptance: Change Order.
 - b. Use product specified if Architect cannot make a decision on use of a proposed substitution within time allocated.

- C. Basis-of-Design Product Specification Submittal: Comply with requirements in Division 01 Section "Submittal Procedures." Show compliance with requirements.

1.5 QUALITY ASSURANCE

- A. Compatibility of Options: If Contractor is given option of selecting between two or more products for use on Project, product selected shall be compatible with products previously selected, even if previously selected products were also options.
1. Each contractor is responsible for providing products and construction methods compatible with products and construction methods of other contractors.
 2. If a dispute arises between contractors over concurrently selectable but incompatible products, Architect will determine which products shall be used.

1.6 PRODUCT DELIVERY, STORAGE, AND HANDLING

- A. Deliver, store, and handle products using means and methods that will prevent damage, deterioration, and loss, including theft. Comply with manufacturer's written instructions.

B. Delivery and Handling:

1. Schedule delivery to minimize long-term storage at Project site and to prevent overcrowding of construction spaces.
2. Coordinate delivery with installation time to ensure minimum holding time for items that are flammable, hazardous, easily damaged, or sensitive to deterioration, theft, and other losses.
3. Deliver products to Project site in an undamaged condition in manufacturer's original sealed container or other packaging system, complete with labels and instructions for handling, storing, unpacking, protecting, and installing.
4. Inspect products on delivery to ensure compliance with the Contract Documents and to ensure that products are undamaged and properly protected.

C. Storage:

1. Store products to allow for inspection and measurement of quantity or counting of units.
2. Store materials in a manner that will not endanger Project structure.
3. Store products that are subject to damage by the elements, under cover in a weathertight enclosure above ground, with ventilation adequate to prevent condensation.
4. Store cementitious products and materials on elevated platforms.
5. Store foam plastic from exposure to sunlight, except to extent necessary for period of installation and concealment.
6. Comply with product manufacturer's written instructions for temperature, humidity, ventilation, and weather-protection requirements for storage.

7. Protect stored products from damage and liquids from freezing.
8. Provide a secure location and enclosure at Project site for storage of materials and equipment by Owner's construction forces. Coordinate location with Owner.

1.7 PRODUCT WARRANTIES

- A. Warranties specified in other Sections shall be in addition to, and run concurrent with, other warranties required by the Contract Documents. Manufacturer's disclaimers and limitations on product warranties do not relieve Contractor of obligations under requirements of the Contract Documents.
 1. Manufacturer's Warranty: Preprinted written warranty published by individual manufacturer for a particular product and specifically endorsed by manufacturer to Owner.
 2. Special Warranty: Written warranty required by or incorporated into the Contract Documents, either to extend time limit provided by manufacturer's warranty or to provide more rights for Owner.
- B. Special Warranties: Prepare a written document that contains appropriate terms and identification, ready for execution. Submit a draft for approval before final execution.
 1. Manufacturer's Standard Form: Modified to include Project-specific information and properly executed.
 2. Specified Form: When specified forms are included with the Specifications, prepare a written document using appropriate form properly executed.
 3. Refer to Divisions 02 through 49 Sections for specific content requirements and particular requirements for submitting special warranties.
- C. Submittal Time: Comply with requirements in Division 01 Section "Closeout Procedures."

PART 2 - PRODUCTS

2.1 PRODUCT SELECTION PROCEDURES

- A. General Product Requirements: Provide products that comply with the Contract Documents, that are undamaged and, unless otherwise indicated, that are new at time of installation.
 1. Provide products complete with accessories, trim, finish, fasteners, and other items needed for a complete installation and indicated use and effect.
 2. Standard Products: If available, and unless custom products or nonstandard options are specified, provide standard products of types that have been produced and used successfully in similar situations on other projects.

3. Owner reserves the right to limit selection to products with warranties not in conflict with requirements of the Contract Documents.
4. Where products are accompanied by the term "as selected," Architect will make selection.
5. Where products are accompanied by the term "match sample," sample to be matched is Architect's.
6. Descriptive, performance, and reference standard requirements in the Specifications establish "salient characteristics" of products.
7. Or Equal or Comparable Product: Where products are specified by name and accompanied by the term "or equal" or "comparable product" or "or approved equal" or "or approved," comply with provisions in Part 2 "Comparable Products" Article to obtain approval for use of an unnamed product.

B. Product Selection Procedures:

1. Product: Where Specifications name a single product and manufacturer, provide the named product that complies with requirements.
2. Manufacturer/Source: Where Specifications name a single manufacturer or source, provide a product by the named manufacturer or source that complies with requirements.
3. Products: Where Specifications include a list of names of both products and manufacturers, provide one of the products listed that complies with requirements.
4. Manufacturers: Where Specifications include a list of manufacturers' names, provide a product by one of the manufacturers listed that complies with requirements.
5. Available Products: Where Specifications include a list of names of both products and manufacturers, provide one of the products listed, or an unnamed product, that complies with requirements. Comply with provisions in Part 2 "Comparable Products" Article for consideration of an unnamed product.
6. Available Manufacturers: Where Specifications include a list of manufacturers, provide a product by one of the manufacturers listed, or an unnamed manufacturer, that complies with requirements. Comply with provisions in Part 2 "Comparable Products" Article for consideration of an unnamed product.
7. Product Options: Where Specifications indicate that sizes, profiles, and dimensional requirements on Drawings are based on a specific product or system, provide the specified product or system. Comply with provisions in Part 2 "Product Substitutions" Article for consideration of an unnamed product or system.
8. Basis-of-Design Product: Where Specifications name a product and/or include a list of manufacturers, provide the specified product or a comparable product by one of the other named manufacturers. Drawings and Specifications indicate sizes, profiles, dimensions, and other characteristics that are based on the product named. Comply with provisions in Part 2 "Comparable Products" Article for consideration of an unnamed product by the other named manufacturers.
9. Visual Matching Specification: Where Specifications require matching an established Sample, select a product that complies with requirements and matches

Architect's sample. Architect's decision will be final on whether a proposed product matches.

- a. If no product available within specified category matches and complies with other specified requirements, comply with provisions in Part 2 "Product Substitutions" Article for proposal of product.
10. Visual Selection Specification: Where Specifications include the phrase "as selected from manufacturer's colors, patterns, textures" or a similar phrase, select a product that complies with other specified requirements.
- a. Standard Range: Where Specifications include the phrase "standard range of colors, patterns, textures" or similar phrase, Architect will select color, pattern, density, or texture from manufacturer's product line that does not include premium items.
 - b. Full Range: Where Specifications include the phrase "full range of colors, patterns, textures" or similar phrase, Architect will select color, pattern, density, or texture from manufacturer's product line that includes both standard and premium items.

2.2 PRODUCT SUBSTITUTIONS

- A. Timing: Architect will consider requests for substitution if received within 30 days after the Notice of Award. Requests received after that time may be considered or rejected at discretion of Architect.
- B. Conditions: Architect will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Architect will return requests without action, except to record noncompliance with these requirements:
 1. Requested substitution offers Owner a substantial advantage in cost, time, energy conservation, or other considerations, after deducting additional responsibilities Owner must assume. Owner's additional responsibilities may include compensation to Architect for redesign and evaluation services, increased cost of other construction by Owner, and similar considerations.
 2. Requested substitution does not require extensive revisions to the Contract Documents.
 3. Requested substitution is consistent with the Contract Documents and will produce indicated results.
 4. Substitution request is fully documented and properly submitted.
 5. Requested substitution will not adversely affect Contractor's Construction Schedule.
 6. Requested substitution has received necessary approvals of authorities having jurisdiction.
 7. Requested substitution is compatible with other portions of the Work.

8. Requested substitution has been coordinated with other portions of the Work.
9. Requested substitution provides specified warranty.
10. If requested substitution involves more than one contractor, requested substitution has been coordinated with other portions of the Work, is uniform and consistent, is compatible with other products, and is acceptable to all contractors involved.

2.3 COMPARABLE PRODUCTS

A. Conditions: Architect will consider Contractor's request for comparable product when the following conditions are satisfied. If the following conditions are not satisfied, Architect will return requests without action, except to record noncompliance with these requirements:

1. Evidence that the proposed product does not require extensive revisions to the Contract Documents that it is consistent with the Contract Documents and will produce the indicated results, and that it is compatible with other portions of the Work.
2. Detailed comparison of significant qualities of proposed product with those named in the Specifications. Significant qualities include attributes such as performance, weight, size, durability, visual effect, and specific features and requirements indicated.
3. Evidence that proposed product provides specified warranty.
4. List of similar installations for completed projects with project names and addresses and names and addresses of architects and owners, if requested.
5. Samples, if requested.

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 60 00



Advancement
of Construction
Technology

**SUBSTITUTION
REQUEST**
(After the Bidding Phase)

Project: _____ Substitution Request Number: _____
From: _____
To: _____ Date: _____
A/E Project Number: _____
Re: _____ Contact For: _____

Specification Title: _____ Description: _____
Section: _____ Page: _____ Article/Paragraph: _____
Drawing Number and Title: _____ Details Numbered: _____

Proposed Substitution: _____
Manufacturer: _____
Address: _____
Phone: _____ Fax: _____
Trade Name: _____ Model No.: _____
Installer: _____ Phone: _____ Fax: _____
Address: _____

History: New Product 2-5 years old 5-10 years old More than 10 years old

Differences between proposed substitution and specified product: _____

Point-by-point comparative data attached - REQUIRED BY A/E

Reason for not providing specified item: _____

Similar Installation:
Project: _____
Address: _____
Architect: _____ Phone No.: _____
Owner: _____ Phone No.: _____
Date Installed: _____

Proposed substitutions affects other parts of Work.
 No Yes; explain _____

Cost Savings to Owner for accepting substitution: _____ (\$ _____).

Proposed Substitution changes Contract Time:
 No Yes (Add) (Deduct) _____ days.

Supporting Data Attached: Drawings Product Data Samples Tests Reports

NOT FOR BIDDING PURPOSES

**SUBSTITUTION
REQUEST
(Continued)**

The Undersigned certifies:

- Proposed substitution has been fully investigated and determined to be equal or superior in all respects to specified product.
- Same warranty will be furnished for proposed substitution as for specified product.
- Same maintenance service and source of replacement parts, as applicable, is available.
- Proposed substitution will have no adverse effect on other trades and will not affect or delay progress schedule.
- Cost data as stated above is complete. Claims for additional costs related to accepted substitution which may subsequently become apparent are to be waived.
- Proposed substitution does not affect dimensions and functional clearances.
- Payment will be made for changes to building design, including A/E design, detailing, and construction costs caused by the substitution.
- Coordination, installation, and changes in the Work as necessary for accepted substitution will be complete in all respects.

Submitted by: _____

Signed by: _____

Firm: _____

Address: _____

Telephone: _____

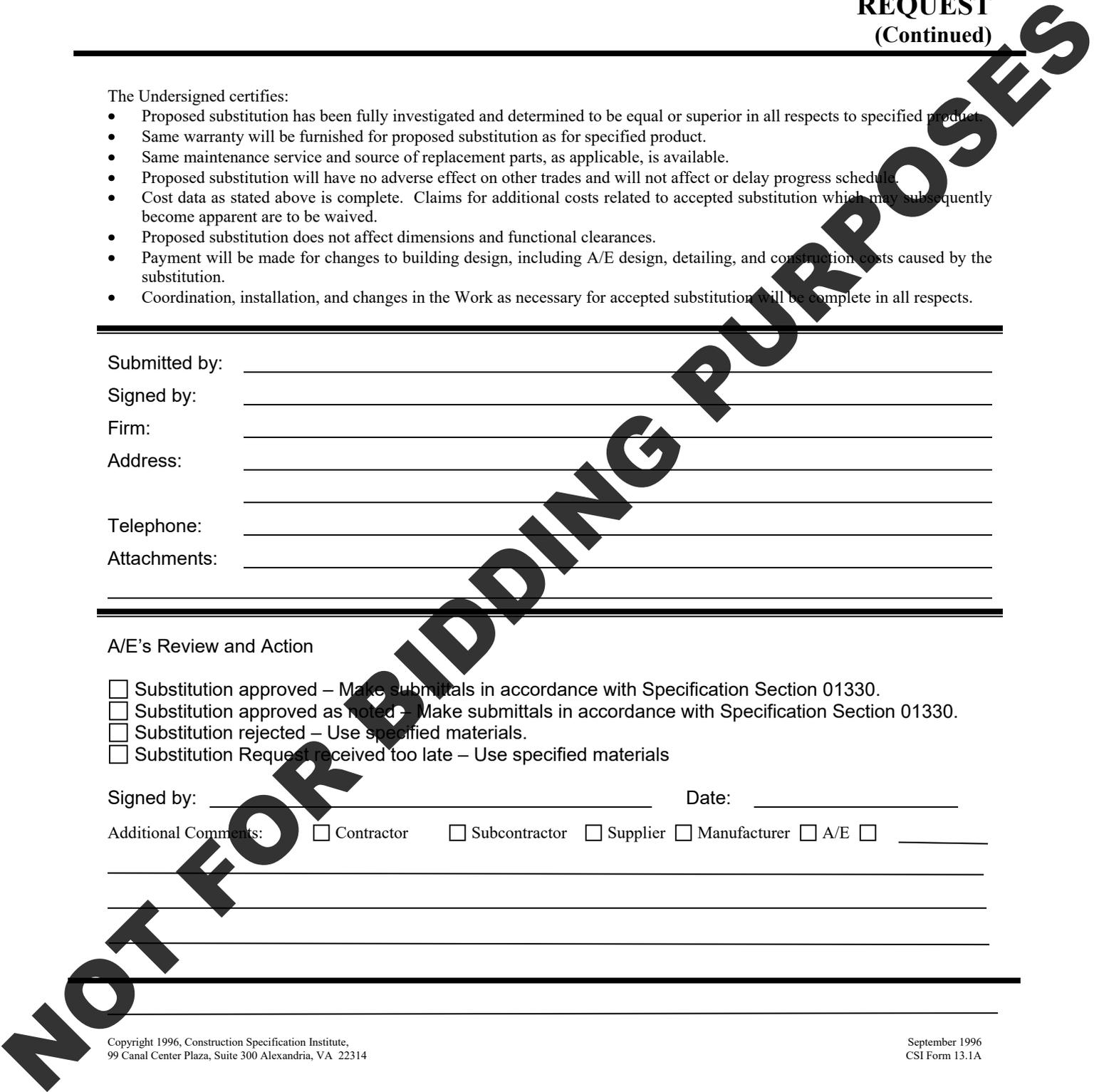
Attachments: _____

A/E's Review and Action

- Substitution approved – Make submittals in accordance with Specification Section 01330.
- Substitution approved as noted – Make submittals in accordance with Specification Section 01330.
- Substitution rejected – Use specified materials.
- Substitution Request received too late – Use specified materials

Signed by: _____ Date: _____

Additional Comments: Contractor Subcontractor Supplier Manufacturer A/E _____



PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes general procedural requirements governing execution of the Work including, but not limited to, the following:

1. Construction layout.
2. Field engineering and surveying.
3. General installation of products.
4. Coordination of Owner-installed products.
5. Progress cleaning.
6. Starting and adjusting.
7. Protection of installed construction.
8. Correction of the Work.

- B. Related Sections include the following:

1. Division 01 Section "Project Management and Coordination" for procedures for coordinating field engineering with other construction activities.
2. Division 01 Section "Submittal Procedures" for submitting surveys.
3. Division 01 Section "Cutting and Patching" for procedural requirements for cutting and patching necessary for the installation or performance of other components of the Work.
4. Division 01 Section "Closeout Procedures" for submitting final property survey with Project Record Documents, recording of Owner-accepted deviations from indicated lines and levels, and final cleaning.

1.3 SUBMITTALS

- A. Landfill Receipts: Submit copy of receipts issued by a landfill facility, licensed to accept hazardous materials, for hazardous waste disposal.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Existing Conditions: The existence and location of site improvements, utilities, and other construction indicated as existing are not guaranteed. Before beginning work, investigate and verify the existence and location of mechanical and electrical systems and other construction affecting the Work.
1. Before construction, verify the location and points of connection of utility services.
- B. Existing Utilities: The existence and location of underground and other utilities and construction indicated as existing are not guaranteed. Before beginning sitework, investigate and verify the existence and location of underground utilities and other construction affecting the Work.
1. Before construction, verify the location and points of connection of sanitary sewer, storm sewer, and water-service piping; and underground electrical services.
 2. Furnish location data for work related to Project that must be performed by public utilities serving Project site.
- C. Acceptance of Conditions: Examine substrates, areas, and conditions, with Installer or Applicator present where indicated, for compliance with requirements for installation tolerances and other conditions affecting performance. Record observations.
1. Written Report: Where a written report listing conditions detrimental to performance of the Work is required by other Sections, include the following:
 - a. Description of the Work.
 - b. List of detrimental conditions, including substrates.
 - c. List of unacceptable installation tolerances.
 - d. Recommended corrections.
 2. Verify compatibility with and suitability of substrates, including compatibility with existing finishes or primers.
 3. Examine roughing-in for mechanical and electrical systems to verify actual locations of connections before equipment and fixture installation.
 4. Examine walls, floors, and roofs for suitable conditions where products and systems are to be installed.
 5. Proceed with installation only after unsatisfactory conditions have been corrected. Proceeding with the Work indicates acceptance of surfaces and conditions.

3.2 PREPARATION

- A. Existing Utility Information: Furnish information to **Owner** that is necessary to adjust, move, or relocate existing utility structures, utility poles, lines, services, or other utility appurtenances located in or affected by construction. Coordinate with authorities having jurisdiction.
- B. Field Measurements: Take field measurements as required to fit the Work properly. Recheck measurements before installing each product. Where portions of the Work are indicated to fit to other construction, verify dimensions of other construction by field measurements before fabrication. Coordinate fabrication schedule with construction progress to avoid delaying the Work.
- C. Space Requirements: Verify space requirements and dimensions of items shown diagrammatically on Drawings.
- D. Review of Contract Documents and Field Conditions: Immediately on discovery of the need for clarification of the Contract Documents, submit a Request for Information to Architect. Include a detailed description of problem encountered, together with recommendations for changing the Contract Documents.

3.3 CONSTRUCTION LAYOUT

- A. Verification: Before proceeding to lay out the Work, verify layout information shown on Drawings, in relation to the property survey and existing benchmarks. If discrepancies are discovered, notify Architect promptly.
- B. General: Engage a professional engineer to lay out the Work using accepted surveying practices.
 - 1. Establish benchmarks and control points to set lines and levels at each story of construction and elsewhere as needed to locate each element of Project.
 - 2. Establish dimensions within tolerances indicated. Do not scale Drawings to obtain required dimensions.
 - 3. Inform installers of lines and levels to which they must comply.
 - 4. Check the location, level and plumb, of every major element as the Work progresses.
 - 5. Notify Architect when deviations from required lines and levels exceed allowable tolerances.
 - 6. Close site surveys with an error of closure equal to or less than the standard established by authorities having jurisdiction.
- C. Record Log: Maintain a log of layout control work. Record deviations from required lines and levels. Include beginning and ending dates and times of surveys, weather conditions, name and duty of each survey party member, and types of instruments and tapes used. Make the log available for reference by Architect.

3.4 INSTALLATION

- A. General: Locate the Work and components of the Work accurately, in correct alignment and elevation, as indicated.
- B. Comply with manufacturer's written instructions and recommendations for installing products in applications indicated.
- C. Install products at the time and under conditions that will ensure the best possible results. Maintain conditions required for product performance until Substantial Completion.
- D. Conduct construction operations so no part of the Work is subjected to damaging operations or loading in excess of that expected during normal conditions of occupancy.
- E. Tools and Equipment: Do not use tools or equipment that produce harmful noise levels.
- F. Templates: Obtain and distribute to the parties involved templates for work specified to be factory prepared and field installed. Check Shop Drawings of other work to confirm that adequate provisions are made for locating and installing products to comply with indicated requirements.
- G. Joints: Make joints of uniform width. Where joint locations in exposed work are not indicated, arrange joints for the best visual effect. Fit exposed connections together to form hairline joints.
- H. Hazardous Materials: Use products, cleaners, and installation materials that are not considered hazardous.

3.5 PROGRESS CLEANING

- A. General: **Each Contractor** shall clean Project site and work areas daily, including common areas. Coordinate progress cleaning for joint-use areas where more than one installer has worked. Enforce requirements strictly. Dispose of materials lawfully.
 - 1. Comply with requirements in NFPA 241 for removal of combustible waste materials and debris.
 - 2. Do not hold materials more than 7 days during normal weather or 3 days if the temperature is expected to rise above 80 deg F.
 - 3. Containerize hazardous and unsanitary waste materials separately from other waste. Mark containers appropriately and dispose of legally, according to regulations.
- B. Site: Maintain Project site free of waste materials and debris.

- C. Work Areas: Clean areas where work is in progress to the level of cleanliness necessary for proper execution of the Work.
1. Remove liquid spills promptly.
 2. Where dust would impair proper execution of the Work, broom-clean or vacuum the entire work area, as appropriate.
- D. Installed Work: Keep installed work clean. Clean installed surfaces according to written instructions of manufacturer or fabricator of product installed, using only cleaning materials specifically recommended. If specific cleaning materials are not recommended, use cleaning materials that are not hazardous to health or property and that will not damage exposed surfaces.
- E. Concealed Spaces: Remove debris from concealed spaces before enclosing the space.
- F. Exposed Surfaces in Finished Areas: Clean exposed surfaces and protect as necessary to ensure freedom from damage and deterioration at time of Substantial Completion.
- G. Waste Disposal: Burying or burning waste materials on-site will not be permitted. Washing waste materials down sewers or into waterways will not be permitted.
- H. During handling and installation, clean and protect construction in progress and adjoining materials already in place. Apply protective covering where required to ensure protection from damage or deterioration at Substantial Completion.
- I. Clean and provide maintenance on completed construction as frequently as necessary through the remainder of the construction period. Adjust and lubricate operable components to ensure operability without damaging effects.
- J. Limiting Exposures: Supervise construction operations to assure that no part of the construction, completed or in progress, is subject to harmful, dangerous, damaging, or otherwise deleterious exposure during the construction period.

3.6 STARTING AND ADJUSTING

- A. Start equipment and operating components to confirm proper operation. Remove malfunctioning units, replace with new units, and retest.
- B. Adjust operating components for proper operation without binding. Adjust equipment for proper operation.
- C. Test each piece of equipment to verify proper operation. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.
- D. Manufacturer's Field Service: If a factory-authorized service representative is required to inspect field-assembled components and equipment installation, comply with qualification requirements in Division 01 Section "Quality Requirements."

3.7 PROTECTION OF INSTALLED CONSTRUCTION

- A. Provide final protection and maintain conditions that ensure installed Work is without damage or deterioration at time of Substantial Completion.
- B. Comply with manufacturer's written instructions for temperature and relative humidity.

3.8 CORRECTION OF THE WORK

- A. Repair or remove and replace defective construction. Restore damaged substrates and finishes. Comply with requirements in Division 01 Section "Cutting and Patching."
 - 1. Repairing includes replacing defective parts, refinishing damaged surfaces, touching up with matching materials, and properly adjusting operating equipment.
- B. Restore permanent facilities used during construction to their specified condition.
- C. Remove and replace damaged surfaces that are exposed to view if surfaces cannot be repaired without visible evidence of repair.
- D. Repair components that do not operate properly. Remove and replace operating components that cannot be repaired.
- E. Remove and replace chipped, scratched, and broken glass or reflective surfaces.

END OF SECTION 01 73 00

NOT FOR BIDDING PURPOSES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes procedural requirements for cutting and patching.
- B. Related Sections include the following:
 - 1. Division 01 Section "Selective Structure Demolition" for demolition of selected portions of the building.
 - 2. Divisions 2 through 49 Sections for specific requirements and limitations applicable to cutting and patching individual parts of the Work.
 - 3. Division 07 Section "Penetration Firestopping" for patching fire-rated construction.

1.3 DEFINITIONS

- A. Cutting: Removal of in-place construction necessary to permit installation or performance of other Work.
- B. Patching: Fitting and repair work required to restore surfaces to original conditions after installation of other Work.

1.4 SUBMITTALS

- A. Cutting and Patching Proposal: Submit a proposal describing procedures at least **10** days before the time cutting and patching will be performed, requesting approval to proceed. Include the following information:
 - 1. Extent: Describe cutting and patching, show how they will be performed, and indicate why they cannot be avoided.
 - 2. Changes to In-Place Construction: Describe anticipated results. Include changes to structural elements and operating components as well as changes in building's appearance and other significant visual elements.
 - 3. Products: List products to be used and firms or entities that will perform the Work.
 - 4. Dates: Indicate when cutting and patching will be performed.

5. Utility Services and Mechanical/Electrical Systems: List services/systems that cutting and patching procedures will disturb or affect. List services/systems that will be relocated and those that will be temporarily out of service. Indicate how long services/systems will be disrupted.
6. Structural Elements: Where cutting and patching involve adding reinforcement to structural elements, submit details and engineering calculations showing integration of reinforcement with original structure.
7. **Architect's Approval:** Obtain approval of cutting and patching proposal before cutting and patching. Approval does not waive right to later require removal and replacement of unsatisfactory work.

1.5 QUALITY ASSURANCE

- A. Structural Elements: Do not cut and patch structural elements in a manner that could change their load-carrying capacity or load-deflection ratio.
- B. Operational Elements: Do not cut and patch operating elements and related components in a manner that results in reducing their capacity to perform as intended or that results in increased maintenance or decreased operational life or safety. **Operating elements include the following:**
 1. Primary operational systems and equipment.
 2. Air or smoke barriers.
 3. Fire-suppression systems.
 4. Mechanical systems piping and ducts.
 5. Control systems.
 6. Communication systems.
 7. Conveying systems.
 8. Electrical wiring systems.
 9. Detention or electronic security systems.
- C. Visual Requirements: Do not cut and patch construction in a manner that results in visual evidence of cutting and patching. Do not cut and patch construction exposed on the exterior or in occupied spaces in a manner that would, in Architect's opinion, reduce the building's aesthetic qualities. Remove and replace construction that has been cut and patched in a visually unsatisfactory manner.
- D. Cutting and Patching Conference: Before proceeding, meet at Project site with parties involved in cutting and patching, including mechanical and electrical trades. Review areas of potential interference and conflict. Coordinate procedures and resolve potential conflicts before proceeding.

1.6 WARRANTY

- A. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during cutting and patching operations, by methods and with materials so as not to void existing warranties.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. General: Comply with requirements specified in other Sections.
- B. In-Place Materials: Use materials identical to in-place materials. For exposed surfaces, use materials that visually match in-place adjacent surfaces to the fullest extent possible.
 - 1. If identical materials are unavailable or cannot be used, use materials that, when installed, will match the visual and functional performance of in-place materials.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine surfaces to be cut and patched and conditions under which cutting and patching are to be performed.
 - 1. Compatibility: Before patching, verify compatibility with and suitability of substrates, including compatibility with in-place finishes or primers.
 - 2. Proceed with installation only after unsafe or unsatisfactory conditions have been corrected.

3.2 PREPARATION

- A. Temporary Support: Provide temporary support of Work to be cut.
- B. Protection: Protect in-place construction during cutting and patching to prevent damage. Provide protection from adverse weather conditions for portions of Project that might be exposed during cutting and patching operations.
- C. Adjoining Areas: Avoid interference with use of adjoining areas or interruption of free passage to adjoining areas.

- D. Existing Utility Services and Mechanical/Electrical Systems: Where existing services/systems are required to be removed, relocated, or abandoned, bypass such services/systems before cutting to **prevent** interruption to occupied areas.

3.3 PERFORMANCE

- A. General: Employ skilled workers to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time, and complete without delay.
1. Cut in-place construction to provide for installation of other components or performance of other construction, and subsequently patch as required to restore surfaces to their original condition.
- B. Cutting: Cut in-place construction by sawing, drilling, breaking, chipping, grinding, and similar operations, including excavation, using methods least likely to damage elements retained or adjoining construction. If possible, review proposed procedures with original Installer; comply with original Installer's written recommendations.
1. In general, use hand or small power tools designed for sawing and grinding, not hammering and chopping. Cut holes and slots as small as possible, neatly to size required, and with minimum disturbance of adjacent surfaces. Temporarily cover openings when not in use.
 2. Finished Surfaces: Cut or drill from the exposed or finished side into concealed surfaces.
 3. **Concrete and Masonry:** Cut using a cutting machine, such as an abrasive saw or a diamond-core drill.
 4. Excavating and Backfilling: Comply with requirements in applicable Division 31 Sections where required by cutting and patching operations.
 5. Mechanical and Electrical Services: Cut off pipe or conduit in walls or partitions to be removed. Cap, valve, or plug and seal remaining portion of pipe or conduit to prevent entrance of moisture or other foreign matter after cutting.
 6. Proceed with patching after construction operations requiring cutting are complete.
- C. Patching: Patch construction by filling, repairing, refinishing, closing up, and similar operations following performance of other Work. Patch with durable seams that are invisible as possible. Provide materials and comply with installation requirements specified in other Sections.
1. Inspection: Where feasible, test and inspect patched areas after completion to demonstrate integrity of installation.
 2. Exposed Finishes: Restore exposed finishes of patched areas and extend finish restoration into retained adjoining construction in a manner that will eliminate evidence of patching and refinishing.

- a. Clean piping, conduit, and similar features before applying paint or other finishing materials.
 - b. Restore damaged pipe covering to its original condition.
3. Floors and Walls: Where walls or partitions that are removed extend one finished area into another, patch and repair floor and wall surfaces in the new space. Provide an even surface of uniform finish, color, texture, and appearance. Remove in-place floor and wall coverings and replace with new materials, if necessary, to achieve uniform color and appearance.
- a. Where patching occurs in a painted surface, apply primer and intermediate paint coats over the patch and apply final paint coat over entire unbroken surface containing the patch. Provide additional coats until patch blends with adjacent surfaces.
4. Ceilings: Patch, repair, or rehang in-place ceilings as necessary to provide an even-plane surface of uniform appearance.
5. Exterior Building Enclosure: Patch components in a manner that restores enclosure to a weathertight condition.
- D. Cleaning: Clean areas and spaces where cutting and patching are performed. Completely remove paint, mortar, oils, putty, and similar materials.

END OF SECTION 017329

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes the following:

1. Demolition and removal of selected portions of a building or structure in order to allow the installation of new work, including, but not limited to, new ductwork, steel structures, utilities, etc.
2. Repair procedures for selective demolition operations.

- B. Related Sections include the following:

1. Division 1 Section "Summary" for use of the premises and phasing requirements.
2. Division 1 Section "Work Restrictions" for restrictions on use of the premises due to Owner or tenant occupancy.
3. Division 1 Section "Construction Progress Documentation" for preconstruction photographs taken before selective demolition.
4. Division 1 Section "Temporary Facilities and Controls" for temporary construction and environmental-protection measures for selective demolition operations.
5. Division 1 Section "Cutting and Patching" for cutting and patching procedures for selective demolition operations.
6. Division 15 Sections for demolishing, cutting, patching, or relocating mechanical items.
7. Division 16 Sections for demolishing, cutting, patching, or relocating electrical items.
8. Refer to mechanical drawings for locations of new ductwork and piping penetrations in bearing walls that will require new lintels.

1.3 DEFINITIONS

- A. Remove: Detach items from existing construction and legally dispose of them off-site, unless indicated to be removed and salvaged or removed and reinstalled.
- B. Remove and Salvage: Detach items from existing construction and deliver them to Owner.
- C. Remove and Reinstall: Detach items from existing construction, prepare them for reuse, and reinstall them where indicated.
- D. Existing to Remain: Existing items of construction that are not to be removed and that are not otherwise indicated to be removed, removed and salvaged, or removed and reinstalled.

1.4 MATERIALS OWNERSHIP

- A. Except for items or materials indicated to be reused, salvaged, reinstalled, or otherwise indicated to remain Owner's property, demolished materials shall become Contractor's property and shall be removed from Project site.

1.5 SUBMITTALS

- A. Qualification Data: For firms and persons specified in "Quality Assurance" Article, to demonstrate their capabilities and experience. Include lists of completed projects with project names and addresses, names and addresses of architects and owners, and other information specified.
- B. Proposed Dust-Control and Noise-Control Measures: Submit statement or drawing that indicates the measures proposed for use, proposed locations, and proposed time frame for their operation. Identify options if proposed measures are later determined to be inadequate.
- C. Schedule of Selective Demolition Activities - indicate the following:
 - 1. Detailed sequence of selective demolition and removal work, with starting and ending dates for each activity.
 - 2. Interruption of utility services.
 - 3. Coordination for shutoff, capping, and continuation of utility services.
 - 4. Use of elevator and stairs.
 - 5. Locations of temporary partitions and means of egress, including for other tenants affected by selective demolition operations.
 - 6. Coordination of Owner's continuing occupancy of portions of existing building and of Owner's partial occupancy of completed Work.
- D. Inventory: After selective demolition is complete, submit a list of items that have been removed and salvaged.
- E. Predemolition Photographs or Videotape: Show existing conditions of adjoining construction and site improvements, including finish surfaces that might be misconstrued as damage caused by selective demolition operations. Submit before Work begins.

1.6 QUALITY ASSURANCE

- A. Demolition Firm Qualifications: An experienced firm that has specialized in demolition work similar in material and extent to that indicated for this Project.
- B. Regulatory Requirements: Comply with governing EPA notification regulations before beginning selective demolition. Comply with hauling and disposal regulations of authorities having jurisdiction.
- C. Standards: Comply with ANSI A10.6 and NFPA 241.

1.7 PROJECT CONDITIONS

- A. Conduct selective demolition so Owner's operations will not be disrupted.
- B. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities.

1. Do not close or obstruct walkways, corridors, or other occupied or used facilities without written permission from authorities having jurisdiction.
 - C. Owner assumes no responsibility for condition of areas to be selectively demolished.
 1. Conditions existing at the time of inspection for bidding purpose will be maintained by Owner as far as practical.
 - D. Hazardous Materials: It is not expected that hazardous materials will be encountered in the Work.
 1. Hazardous materials will be removed by Owner before start of the Work.
 2. If materials suspected of containing hazardous materials are encountered, do not disturb; immediately notify Architect and Owner. Hazardous materials will be removed by Owner under a separate contract.
 - E. Storage or sale of removed items or materials on-site will not be permitted.
 - F. Utility Service: Maintain existing utilities indicated to remain in service and protect them against damage during selective demolition operations.
- 1.8 WARRANTY
- A. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during selective demolition, by methods and with materials so as not to void existing warranties.
 1. If possible, retain original Installer or fabricator to patch the exposed Work listed below that is damaged during selective demolition. If it is impossible to engage original Installer or fabricator, engage another recognized experienced and specialized firm.

PART 2 - PRODUCTS

2.1 REPAIR MATERIALS

- A. Use repair materials identical to existing materials.
 1. If identical materials are unavailable or cannot be used for exposed surfaces, use materials that visually match existing adjacent surfaces to the fullest extent possible.
 2. Use materials with an installed performance that equals or surpasses that of existing materials.
- B. Comply with material and installation requirements specified in individual Specification Sections.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Verify that utilities have been disconnected and capped.

- B. Survey existing conditions and correlate with requirements indicated to determine extent of selective demolition required.
 - 1. This project requires the installation of new ductwork through existing walls that extend from the floor to the underside of the roof deck. All cutting of existing walls to allow the installation of new services and ductwork shall be by the Contractors. Reinforcement of the wall by the construction of steel lintels above the new penetrations shall be provided by the Contractor.
- C. Inventory and record the condition of items to be removed and reinstalled and items to be removed and salvaged.
- D. When unanticipated mechanical, electrical, or structural elements that conflict with intended function or design are encountered, investigate and measure the nature and extent of conflict. Promptly submit a written report to the Architect.
- E. Engage a professional engineer to survey condition of building to determine whether removing any element might result in structural deficiency or unplanned collapse of any portion of structure or adjacent structures during selective demolition operations.
- F. Perform surveys as the Work progresses to detect hazards resulting from selective demolition activities.

3.2 UTILITY SERVICES

- A. Existing Utilities: Maintain services indicated to remain and protect them against damage during selective demolition operations.
- B. Utility Requirements: Locate, identify, disconnect, and seal or cap off indicated utilities serving areas to be selectively demolished.
 - 1. Arrange to shut off indicated utilities with utility companies.
 - 2. If utility services are required to be removed, relocated, or abandoned, before proceeding with selective demolition provide temporary utilities that bypass area of selective demolition and that maintain continuity of service to other parts of building.
 - 3. Cut off pipe or conduit in walls or partitions to be removed. Cap, valve, or plug and seal remaining portion of pipe or conduit after bypassing.
 - 4. Refer to Division 15 and 16 Sections for shutting off, disconnecting, removing, and sealing or capping utilities. Do not start selective demolition work until utility disconnecting and sealing have been completed and verified in writing.

3.3 PREPARATION

- A. Site Access and Temporary Controls: Conduct selective demolition and debris-removal operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities.
 - 1. Do not close or obstruct streets, walks, walkways, or other adjacent occupied or used facilities without permission from Owner and authorities having jurisdiction. Provide alternate routes around closed or obstructed traffic ways if required by governing regulations.

2. Erect temporary protection, such as walks, fences, railings, canopies, and covered passageways, where required by authorities having jurisdiction.
 3. Protect existing site improvements, appurtenances, and landscaping to remain.
 4. Erect a plainly visible fence around drip line of individual trees or around perimeter drip line of groups of trees to remain.
- B. Temporary Enclosures: Provide temporary enclosures for protection of existing building and construction, in progress and completed, from exposure, foul weather, other construction operations, and similar activities. Provide temporary weathertight enclosure for building exterior.
1. Where heating or cooling is needed and permanent enclosure is not complete, provide insulated temporary enclosures. Coordinate enclosure with ventilating and material drying or curing requirements to avoid dangerous conditions and effects.
- C. Temporary Partitions: Erect and maintain dustproof partitions and temporary enclosures to limit dust and dirt migration and to separate areas from fumes and noise.
- D. Temporary Shoring: Provide and maintain shoring, bracing, or structural support to preserve stability and prevent movement, settlement, or collapse of construction to remain, and to prevent unexpected or uncontrolled movement or collapse of construction being demolished.
1. Strengthen or add new supports when required during progress of selective demolition.

3.4 POLLUTION CONTROLS

- A. Dust Control: Use water mist, temporary enclosures, and other suitable methods to limit spread of dust and dirt. Comply with governing environmental-protection regulations.
1. Do not use water when it may damage existing construction or create hazardous or objectionable conditions, such as ice, flooding, and pollution.
 2. Wet mop floors to eliminate trackable dirt and wipe down walls and doors of demolition enclosure. Vacuum carpeted areas.
- B. Disposal: Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.
1. Remove debris from elevated portions of building by chute, hoist, or other device that will convey debris to grade level in a controlled descent.
- C. Cleaning: Clean adjacent structures and improvements of dust, dirt, and debris caused by selective demolition operations. Return adjacent areas to condition existing before selective demolition operations began.

3.5 SELECTIVE DEMOLITION

- A. General: Demolish and remove existing construction only to the extent required by new construction and as indicated. Use methods required to complete the Work within limitations of governing regulations and as follows:

1. Proceed with selective demolition systematically, from higher to lower level. Complete selective demolition operations above each floor or tier before disturbing supporting members on the next lower level.
 2. Neatly cut openings and holes plumb, square, and true to dimensions required. Use cutting methods least likely to damage construction to remain or adjoining construction. Use hand tools or small power tools designed for sawing or grinding, not hammering and chopping, to minimize disturbance of adjacent surfaces. Temporarily cover openings to remain.
 3. Cut or drill from the exposed or finished side into concealed surfaces to avoid marring existing finished surfaces.
 4. Do not use cutting torches until work area is cleared of flammable materials. At concealed spaces, such as duct and pipe interiors, verify condition and contents of hidden space before starting flame-cutting operations. Maintain fire watch and portable fire-suppression devices during flame-cutting operations.
 5. Maintain adequate ventilation when using cutting torches.
 6. Remove decayed, vermin-infested, or otherwise dangerous or unsuitable materials and promptly dispose of off-site.
 7. Locate selective demolition equipment and remove debris and materials so as not to impose excessive loads on supporting walls, floors, or framing.
 8. Dispose of demolished items and materials promptly.
 9. Return elements of construction and surfaces that are to remain to condition existing before selective demolition operations began.
- B. Existing Facilities: Comply with building manager's requirements for using and protecting elevators, stairs, walkways, loading docks, building entries, and other building facilities during selective demolition operations.
- C. Removed and Salvaged Items: Comply with the following:
1. Clean salvaged items.
 2. Pack or crate items after cleaning. Identify contents of containers.
 3. Store items in a secure area until delivery to Owner.
 4. Transport items to Owner's storage area designated by Owner.
 5. Protect items from damage during transport and storage.
- D. Removed and Reinstalled Items: Comply with the following:
1. Clean and repair items to functional condition adequate for intended reuse. Paint equipment to match new equipment.
 2. Pack or crate items after cleaning and repairing. Identify contents of containers.
 3. Protect items from damage during transport and storage.
 4. Reinstall items in locations indicated. Comply with installation requirements for new materials and equipment. Provide connections, supports, and miscellaneous materials necessary to make item functional for use indicated.
- E. Existing Items to Remain: Protect construction indicated to remain against damage and soiling during selective demolition. When permitted by Architect, items may be removed to a suitable, protected storage location during selective demolition and cleaned and reinstalled in their original locations after selective demolition operations are complete.
- F. Concrete: Demolish in small sections. Cut concrete to a depth of at least 3/4 inch (19 mm) at junctures with construction to remain, using power-driven saw. Dislodge concrete from

reinforcement at perimeter of areas being demolished, cut reinforcement, and then remove remainder of concrete indicated for selective demolition. Neatly trim openings to dimensions indicated.

- G. Concrete: Demolish in sections. Cut concrete full depth at junctures with construction to remain and at regular intervals, using power-driven saw, then remove concrete between saw cuts.
- H. Masonry: Demolish in small sections. Cut masonry at junctures with construction to remain, using power-driven saw, then remove masonry between saw cuts.
- I. Concrete Slabs-on-Grade: Saw-cut perimeter of area to be demolished, and then break up and remove.
- J. Resilient Floor Coverings: Remove floor coverings and adhesive according to recommendations in RFCI-WP and its Addendum.
 - 1. Remove residual adhesive and prepare substrate for new floor coverings by one of the methods recommended by RFCI.

3.6 PATCHING AND REPAIRS

- A. General: Promptly repair damage to adjacent construction caused by selective demolition operations.
- B. Patching: Comply with Division 1 Section "Cutting and Patching."
- C. Repairs: Where repairs to existing surfaces are required, patch to produce surfaces suitable for new materials.
 - 1. Completely fill holes and depressions in existing masonry walls that are to remain with an approved masonry patching material applied according to manufacturer's written recommendations.
- D. Finishes: Restore exposed finishes of patched areas and extend restoration into adjoining construction in a manner that eliminates evidence of patching and refinishing.
- E. Floors and Walls: Where walls or partitions that are demolished extend one finished area into another, patch and repair floor and wall surfaces in the new space. Provide an even surface of uniform finish color, texture, and appearance. Remove existing floor and wall coverings and replace with new materials, if necessary, to achieve uniform color and appearance.
 - 1. Patch with durable seams that are as invisible as possible. Provide materials and comply with installation requirements specified in other Sections of these Specifications.
 - 2. Where patching occurs in a painted surface, apply primer and intermediate paint coats over patch and apply final paint coat over entire unbroken surface containing patch. Provide additional coats until patch blends with adjacent surfaces.
 - 3. Where feasible, test and inspect patched areas after completion to demonstrate integrity of installation.

- F. Ceilings: Patch, repair, or rehang existing ceilings as necessary to provide an even-plane surface of uniform appearance.

3.7 DISPOSAL OF DEMOLISHED MATERIALS

- A. General: Promptly dispose of demolished materials. Do not allow demolished materials to accumulate on-site.
- B. Burning: Do not burn demolished materials.
- C. Disposal: Transport demolished materials off Owner's property and legally dispose of them.

END OF SECTION 02 4120

NOT FOR BIDDING PURPOSES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes the following:

1. Plywood backing panels.
2. Rooftop equipment bases and support curbs.
3. Wood blocking and nailers.
4. Countertop support brackets.

- B. Related Sections include the following:

1. Division 06 Section "Interior Architectural Woodwork" for interior woodwork not specified in this Section.
2. Division 07 Roofing Sections.

1.3 SUBMITTALS

- A. Product Data: For each type of process and factory-fabricated product. Indicate component materials and dimensions and include construction and application details.

1. Include data for wood-preservative treatment from chemical treatment manufacturer and certification by treating plant that treated materials comply with requirements. Indicate type of preservative used, net amount of preservative retained, and chemical treatment manufacturer's written instructions for handling, storing, installing, and finishing treated material.
2. Include data for fire-retardant treatment from chemical treatment manufacturer and certification by treating plant that treated materials comply with requirements. Include physical properties of treated materials, both before and after exposure to elevated temperatures when tested according to ASTM D 5516 and ASTM D 5664.
3. For products receiving a waterborne treatment, include statement that moisture content of treated materials was reduced to levels specified before shipment to Project site.
4. Include copies of warranties from chemical treatment manufacturers for each type of treatment.

1.4 DELIVERY, STORAGE AND HANDLING

- A. Stack lumber, plywood, and other panels; place spacers between each bundle to provide air circulation. Provide for air circulation around stacks and under coverings.
- B. Deliver interior wood materials that are to be exposed to view only after building is enclosed and weatherproof, wet work other than painting is dry, and HVAC system is operating and maintaining temperature and humidity at occupancy levels.

PART 2 - PRODUCTS

2.1 WOOD PRODUCTS, GENERAL

- A. Lumber: DOC PS 20 and applicable rules of lumber grading agencies certified by the American Lumber Standards Committee Board of Review.
 - 1. Factory mark each piece of lumber with grade stamp of grading agency.
 - 2. Where nominal sizes are indicated, provide actual sizes required by DOC PS 20 for moisture content specified. Where actual sizes are indicated, they are minimum dressed sizes for dry lumber.
 - 3. Provide dressed lumber, S4S, unless otherwise indicated.
- B. Wood Blocking
 - 1. Plywood: Either DOC PS 1 or DOC PS 2, unless otherwise indicated.
 - 2. Thickness: Not less than 3/4-inch.
 - 3. Comply with "Code Plus" provisions in APA Form No. E30K, "APA Design/Construction Guide: Residential & Commercial".
 - 4. Factory mark panels according to indicated standard.

2.2 WOOD-PRESERVATIVE-TREATED MATERIALS

- A. Preservative Treatment by Pressure Process: AWPA.
 - 1. Preservative Chemical: Acceptable to authorities having jurisdiction.
- B. Kiln-dry material after treatment to a maximum moisture content of 19 percent for lumber and 15 percent for plywood. Do not use material that is warped, wet, has been stored uncovered, or does not comply with requirements for untreated material.
- C. Mark each treated item with the treatment quality mark of an inspection agency approved by the American Lumber Standards Committee Board of Review.
- D. Application: Treat all roofing and exterior wall blocking.

2.3 FIRE-RETARDANT-TREATED MATERIALS

- A. General: Provide interior construction blocking and backing materials that comply with performance requirements in AWWA. Identify fire-retardant-treated wood with appropriate classification marking of UL, U.S. Testing, Timber products Inspection, or another testing and inspecting agency acceptable to authorities having jurisdiction.
1. Use treatment for which chemical manufacturer publishes physical properties of treated wood after exposure to elevated temperatures, when tested by a qualified independent testing agency according to ASTM D5664 for lumber and ASTM D 5516 for plywood.
 2. Use treatment that does not promote corrosion of metal fasteners.

2.4 MISCELLANEOUS LUMBER

- A. General: Provide lumber for support or attachment of other construction.
- B. For items of dimension lumber size, provide Construction Stud, or No. 2 grade lumber with 19 percent maximum moisture content and any of the following species:
1. Mixed southern pine; SPIB.
 2. Hem-fir or Hem-fir (north); NLGA, WCLIB, or WWPA.
 3. Spruce-pine-fir (south) or Spruce-pine-fir; NELMA, NLGA, WCLIB, or WWPA.
 4. Eastern softwoods; NELMA.
 5. Northern species; NLGA.
 6. Western woods; WCLIB or WWPA.

2.5 BACK BOARD PANEL PRODUCTS

- A. Telephone and Electrical Equipment Backing Panels: DOC PS 1, Exposure 1, C-D Plugged, fire-retardant treated, plywood 3/4-inch thick.

2.6 COUNTERTOP SUPPORT BRACKETS

- A. Basis-of-Design: Provide brackets as manufactured by A & M Hardware Inc., Manheim, PA; Telephone: 888-647-0200, or equal as approved by Professional.
1. ADA compliant, powder coated steel brackets.
 2. Install brackets 4 feet o.c. and at 45 degree angle in corners.
 3. Brackets shall be 1/8 inch thick and fastened to wall substrate in manner capable of supporting in excess of 200 lbs. each.
 4. Provide tallest and deepest size that will fit within the clearances required by ADA.
 5. Color: As selected by Architect from manufacturers full range of color options.

2.7 FASTENERS

- A. General: Provide fasteners of size and type indicated that comply with requirements specified in this Article for material and manufacture.
 - 1. Provide fasteners with hot-dip zinc coating complying with ASTM A 153.
- B. Nails, Wire, Brads, and Staples: ASTM F 1667.
- C. Power-Driven Fasteners: NES NER-272.
- D. Wood Screws: ASME B18.6.1.
- E. Screws for Fastening to Cold-Formed Metal Framing ASTM C 954, except with wafer heads and reamer wings, length as recommended by screw manufacturer for material being fastened.
- F. Lag Bolts: ASME B18.2.1.
- G. Bolts: Steel bolts complying with ASTM C 307, Grade A; with ASTM A 563 hex nuts and, where indicated, flat washers.
- H. Expansion Anchors: Anchor bolt and sleeve assembly of material indicated below with capability to sustain, without failure, a load equal to six times the load imposed when installed in unit masonry assemblies and equal to four times the load imposed when installed in concrete as determined by testing per ASTM E488 conducted by a qualified independent testing and inspecting agency.
 - 1. Material: Carbon-steel components, zinc plated to comply with ASTM B 633, Class Fe/Zn 5

2.8 CONSTRUCTION ADHESIVE

- A. Adhesives for Field Gluing Panels to Framing: Formulation complying with ASTM D 3498 that is approved for use with type of construction panel indicated by both adhesive and panel manufacturers.

PART 3 - EXECUTION

3.1 INSTALLATION, GENERAL

- A. Set carpentry to required levels and lines, with members plumb, true to line, cut, and fitted. Fit carpentry to other construction; scribe and cope as needed for accurate fit. Locate nailers, blocking, and similar supports to comply with requirements for attaching other construction.

- B. Apply field treatment complying with AWPAC M4 to cut surfaces of preservative-treated lumber and plywood.
- C. Securely attach carpentry work as indicated and according to applicable codes and recognized standards.
- D. Use fasteners of appropriate type and length. Pre-drill members when necessary to avoid splitting wood.

3.2 ROOF BLOCKING

- A. Install where indicated and where required for attaching to other work. Form to shapes indicated and cut as required for true line and level of attached work. Coordinate locations with other work involved.
- B. Attach items to substrates to support applied loading. Recess bolts and nuts flush with surfaces, unless otherwise indicated.

END OF SECTION 061053

NOT FOR BIDDING PURPOSES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes joint sealants for the following applications, including those specified by reference to this Section:

1. Exterior joints in the following vertical surfaces and horizontal nontraffic surfaces:
 - a. Control and expansion joints in cast-in-place concrete.
 - b. Control and expansion joints in unit masonry.
 - c. Joints between different materials listed above.
 - d. Perimeter joints between materials and frames of doors and windows.
 - e. Control and expansion joints in ceilings and other overhead surfaces.
 - f. Other joints as indicated.
2. Exterior joints in the following horizontal traffic surfaces:
 - a. Control, expansion, and isolation joints in cast-in-place concrete slabs, paving, sidewalks, or curbing.
 - b. Other joints as indicated.
3. Interior joints in the following vertical surfaces and horizontal nontraffic surfaces:
 - a. Perimeter joints of exterior openings where indicated.
 - b. The control and expansion joints at floor, base, and wall joints.
 - c. Vertical joints on exposed surfaces of interior unit masonry walls and partitions.
 - d. Perimeter joints between interior wall surfaces and frames of interior doors, windows, and elevator entrances.
 - e. Joints between plumbing fixtures and adjoining walls, floors, and counters.
 - f. Other joints as indicated.
4. Interior joints in the following horizontal traffic surfaces:
 - a. Control and expansion joints in cast-in-place concrete slabs.
 - b. Control and expansion joints in tile flooring.
 - c. Other joints as indicated.

1.3 PERFORMANCE REQUIREMENTS

- A. Provide joint sealants that establish and maintain watertight and airtight continuous joint seals without staining or deteriorating joint substrates.

1.4 SUBMITTALS

- A. Product Data: For each joint-sealant product indicated.
- B. Samples for Initial Selection: Manufacturer's color charts consisting of strips of cured sealants showing the full range of colors available for each product exposed to view.
- C. Samples for Verification: For each type and color of joint sealant required, provide Samples with joint sealants in 1/2-inch- wide joints formed between two 6-inch-long strips of material matching the appearance of exposed surfaces adjacent to joint sealants.
- D. Product Certificates: For each type of joint sealant and accessory, signed by product manufacturer.
- E. Qualification Data: For Installer and testing agency.
- F. Compatibility and Adhesion Test Reports: From sealant manufacturer, indicating the following:
 - 1. Materials forming joint substrates and joint-sealant backings have been tested for compatibility and adhesion with joint sealants.
 - 2. Interpretation of test results and written recommendations for primers and substrate preparation needed for adhesion.
 - 3. Required primers and masking of all adjacent surfaces are included.
- G. Warranties: Special warranties specified in this Section.

1.5 QUALITY ASSURANCE

- A. Installer Qualifications: Manufacturer's authorized Installer who is approved or licensed for installation of elastomeric sealants required for this Project.
- B. Source Limitations: Obtain each type of joint sealant through one source from a single manufacturer.
- C. Preconstruction Compatibility and Adhesion Testing: Submit to joint-sealant manufacturers, for testing indicated below, samples of materials that will contact or affect joint sealants.

1. Use manufacturer's standard test method to determine whether priming and other specific joint preparation techniques are required to obtain rapid, optimum adhesion of joint sealants to joint substrates. Perform tests under environmental conditions replicating those that will exist during installation.
 2. Submit not fewer than nine pieces of each type of material, including joint substrates, shims, joint-sealant backings, secondary seals, and miscellaneous materials.
 3. Schedule sufficient time for testing and analyzing results to prevent delaying the Work.
 4. For materials failing tests, obtain joint-sealant manufacturer's written instructions for corrective measures including use of specially formulated primers.
 5. Testing will not be required if joint-sealant manufacturers submit joint preparation data that are based on previous testing of current sealant products for adhesion to, and compatibility with, joint substrates and other materials matching those submitted.
- D. Mockups: Before installing joint sealants, apply elastomeric sealants as follows to verify selections made under sample Submittals and to demonstrate aesthetic effects and qualities of materials and execution:
1. Joints in mockups of assemblies specified in other Sections that are indicated to receive elastomeric joint sealants, which are specified by reference to this Section.
- E. Preconstruction Field-Adhesion Testing: Before installing elastomeric sealants, field test their adhesion to Project joint substrates as follows:
1. Locate test joints where indicated on Project or, if not indicated, as directed by Architect.
 2. Conduct field tests for each application indicated below:
 - a. Each type of elastomeric sealant and joint substrate indicated.
 - b. Each type of nonelastomeric sealant and joint substrate indicated.
 3. Notify Architect seven days in advance of dates and times when test joints will be erected.
 4. For sealants that fail adhesively, retest until satisfactory adhesion is obtained.
- F. Preinstallation Conference: Conduct conference at Project site to comply with requirements in Division 01.

1.6 PROJECT CONDITIONS

- A. Do not proceed with installation of joint sealants under the following conditions:
1. When ambient and substrate temperature conditions are outside limits permitted by joint-sealant manufacturer or are below 40 deg F.
 2. When joint substrates are wet.

3. Where joint widths are less than those allowed by joint-sealant manufacturer for applications indicated.
4. Contaminants capable of interfering with adhesion have not yet been removed from joint substrates.

1.7 WARRANTY

- A. Installer's Warranty: Installer's standard form in which Installer agrees to repair or replace elastomeric joint sealants that do not comply with performance or other requirements specified in this Section within specified warranty period.
 1. Warranty Period: Two years from date of Substantial Completion, except for acrylic latex sealants - 1 year.
- B. Special Manufacturer's Warranty: Manufacturer's standard form in which elastomeric sealant manufacturer agrees to furnish elastomeric joint sealants to repair or replace those that do not comply with performance or other requirements specified in this Section within specified warranty period.
 1. Warranty Period: Beginning from date of Substantial Completion as follows:
 - a. 1 Year: Acrylic Latex Sealants.
 - b. 5 Years: Polyurethane and all traffic grade sealants and silicones.
 - c. 20 Years: Exterior vertical grade silicone sealants.
- C. Special warranties specified in this Article exclude deterioration or failure of elastomeric joint sealants from the following:
 1. Movement of the structure resulting in stresses on the sealant exceeding sealant manufacturer's written specifications for sealant elongation and compression caused by structural settlement or errors attributable to design or construction.
 2. Disintegration of joint substrates from natural causes exceeding design specifications.
 3. Mechanical damage caused by individuals, tools, or other outside agents.
 4. Changes in sealant appearance caused by accumulation of dirt or other atmospheric contaminants.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Products: Subject to compliance with requirements, products that may be incorporated into the Work include, but are not limited to, products listed in other Part 2 articles.

- B. Products: Subject to compliance with requirements, provide one of the products listed in other Part 2 articles.

2.2 MATERIALS, GENERAL

- A. Compatibility: Provide joint sealants, backings, and other related materials that are compatible with one another and with joint substrates under conditions of service and application, as demonstrated by sealant manufacturer, based on testing and field experience.
- B. Colors of Exposed Joint Sealants: As selected by Architect from manufacturer's full range.

2.3 ELASTOMERIC JOINT SEALANTS

- A. Elastomeric Sealants: Comply with ASTM C 920 and other requirements indicated for each liquid-applied chemically curing sealant specified, including those referencing ASTM C 920 classifications for type, grade, class, and uses related to exposure and joint substrates.
- B. Suitability for Immersion in Liquids. Where elastomeric sealants are indicated for Use I for joints that will be continuously immersed in liquids, provide products that have undergone testing according to ASTM C 1247 and qualify for the length of exposure indicated by reference to ASTM C 920 for Class 1 or 2. Liquid used for testing sealants is deionized water, unless otherwise indicated.
- C. Suitability for Contact with Food: Where elastomeric sealants are indicated for joints that will come in repeated contact with food, provide products that comply with 21 CFR 177.2600.

2.4 LATEX JOINT SEALANTS

- A. Latex Sealant Standard: Comply with ASTM C 834, and other requirements indicated for each sealant specified.

2.5 PREFORMED JOINT SEALANTS

- A. Preformed Foam Sealants: Manufacturer's standard preformed, precompressed, open-cell foam sealant that is manufactured from high-density urethane foam impregnated with a nondrying, water-repellent agent; is factory produced in precompressed sizes in roll or stick form to fit joint widths indicated; is coated on one side with a pressure-sensitive adhesive and covered with protective wrapping; develops a watertight and airtight seal when compressed to the degree specified by manufacturer; and complies with the following:

1. Properties: Permanently elastic, mildew resistant, nonmigratory, nonstaining, and compatible with joint substrates and other joint sealants.
 - a. Density: Manufacturer's standard.

2.6 JOINT-SEALANT BACKING

- A. General: Provide sealant backings of material and type that are nonstaining, are compatible with joint substrates, sealants, primers, and other joint fillers; and are approved for applications indicated by sealant manufacturer based on field experience and laboratory testing.
- B. Elastomeric Tubing Sealant Backings: Neoprene, butyl, EPDM, or silicone tubing complying with ASTM D 1056, nonabsorbent to water and gas, and capable of remaining resilient at temperatures down to minus 26 deg F. Provide products with low compression set and of size and shape to provide a secondary seal, to control sealant depth, and to otherwise contribute to optimum sealant performance.
- C. Bond-Breaker Tape: Polyethylene tape or other plastic tape recommended by sealant manufacturer for preventing sealant from adhering to rigid, inflexible joint-filler materials or joint surfaces at back of joint where such adhesion would result in sealant failure. Provide self-adhesive tape where applicable.

2.7 MISCELLANEOUS MATERIALS

- A. Primer: Material recommended by joint-sealant manufacturer where required for adhesion of sealant to joint substrates indicated, as determined from preconstruction joint-sealant-substrate tests and field tests.
- B. Cleaners for Nonporous Surfaces: Chemical cleaners acceptable to manufacturers of sealants and sealant backing materials, free of oily residues or other substances capable of staining or harming joint substrates and adjacent nonporous surfaces in any way, and formulated to promote optimum adhesion of sealants to joint substrates.
- C. Masking Tape: Nonstaining, nonabsorbent material compatible with joint sealants and surfaces adjacent to joints.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine joints indicated to receive joint sealants, with Installer present, for compliance with requirements for joint configuration, installation tolerances, and other conditions affecting joint-sealant performance.

- B. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 PREPARATION

- A. Surface Cleaning of Joints: Clean out joints immediately before installing joint sealants to comply with joint-sealant manufacturer's written instructions and the following requirements:

1. Remove all foreign material from joint substrates that could interfere with adhesion of joint sealant, including dust, paints (except for permanent, protective coatings tested and approved for sealant adhesion and compatibility by sealant manufacturer), old joint sealants, oil, grease, waterproofing, water repellents, water, surface dirt, and frost.
2. Clean porous joint substrate surfaces by brushing, grinding, blast cleaning, mechanical abrading, or a combination of these methods to produce a clean, sound substrate capable of developing optimum bond with joint sealants. Remove loose particles remaining after cleaning operations above by vacuuming or blowing out joints with oil-free compressed air. Porous joint substrates include the following:
 - a. Concrete.
 - b. Masonry.
 - c. Unglazed surfaces of ceramic tile.
3. Remove laitance and form-release agents from concrete.
4. Clean nonporous surfaces with chemical cleaners or other means that do not stain, harm substrates, or leave residues capable of interfering with adhesion of joint sealants. Nonporous joint substrates include the following:
 - a. Metal.
 - b. Glass.
 - c. Porcelain enamel.
 - d. Glazed surfaces of ceramic tile.

- B. Joint Priming: Prime joint substrates, where recommended in writing by joint-sealant manufacturer, based on preconstruction joint-sealant-substrate tests or prior experience. Apply primer to comply with joint-sealant manufacturer's written instructions. Confine primers to areas of joint-sealant bond; do not allow spillage or migration onto adjoining surfaces.

- C. Masking Tape: Use masking tape where required to prevent contact of sealant with adjoining surfaces that otherwise would be permanently stained or damaged by such contact or by cleaning methods required to remove sealant smears. Remove tape immediately after tooling without disturbing joint seal.

3.3 INSTALLATION OF JOINT SEALANTS

- A. General: Comply with joint-sealant manufacturer's written installation instructions for products and applications indicated, unless more stringent requirements apply.
- B. Sealant Installation Standard: Comply with recommendations in ASTM C 1193 for use of joint sealants as applicable to materials, applications, and conditions indicated.
- C. Acoustical Sealant Application Standard: Comply with recommendations in ASTM C 919 for use of joint sealants in acoustical applications as applicable to materials, applications, and conditions indicated.
- D. Install sealant backings of type indicated to support sealants during application and at position required to produce cross-sectional shapes and depths of installed sealants relative to joint widths that allow optimum sealant movement capability.
1. Do not leave gaps between ends of sealant backings.
 2. Do not stretch, twist, puncture, or tear sealant backings.
 3. Remove absorbent sealant backings that have become wet before sealant application and replace them with dry materials.
- E. Install sealants using proven techniques that comply with the following and at the same time backings are installed:
1. Place sealants so they directly contact and fully wet joint substrates.
 2. Completely fill recesses in each joint configuration.
 3. Produce uniform, cross-sectional shapes and depths relative to joint widths that allow optimum sealant movement capability.
- F. Tooling of Nonsag Sealants: Immediately after sealant application and before skinning or curing begins, tool sealants according to requirements specified below to form smooth, uniform beads of configuration indicated; to eliminate air pockets; and to ensure contact and adhesion of sealant with sides of joint.
1. Remove excess sealant from surfaces adjacent to joints.
 2. Use tooling agents that are approved in writing by sealant manufacturer and that do not discolor sealants or adjacent surfaces.
 3. Provide concave joint configuration per Figure 5A in ASTM C 1193, unless otherwise indicated.
 4. Provide flush joint configuration where indicated per Figure 5B in ASTM C 1193.
 5. Provide recessed joint configuration of recess depth and at locations indicated per Figure 5C in ASTM C 1193.
 - a. Use masking tape to protect surfaces adjacent to recessed tooled joints.
- G. Installation of Preformed Foam Sealants: Install each length of sealant immediately after removing protective wrapping, taking care not to pull or stretch material, producing seal continuity at ends, turns, and intersections of joints. For applications at

low ambient temperatures where expansion of sealant requires acceleration to produce seal, apply heat to sealant in compliance with sealant manufacturer's written instructions.

3.4 FIELD QUALITY CONTROL

A. Field-Adhesion Testing: Field test joint-sealant adhesion to joint substrates as follows:

1. Extent of Testing: Test completed elastomeric sealant joints as follows:
 - a. Perform 10 tests for the first 1000 feet of joint length for each type of elastomeric sealant and joint substrate.
 - b. Perform 1 test for each 1000 feet of joint length thereafter or 1 test per each floor per elevation.
2. Test Method: Test joint sealants according to in Appendix X1 in ASTM C 1193, as appropriate for type of joint-sealant application indicated.
 - a. For joints with dissimilar substrates, verify adhesion to each substrate separately; do this by extending cut along one side, verifying adhesion to opposite side. Repeat procedure for opposite side.
3. Inspect joints for complete fill, for absence of voids, and for joint configuration complying with specified requirements. Record results in a field-adhesion-test log.
4. Inspect tested joints and report on the following:
 - a. Whether sealants in joints connected to pulled-out portion failed to adhere to joint substrates or tore cohesively. Include data on pull distance used to test each type of product and joint substrate. Compare these results to determine if adhesion passes sealant manufacturer's field-adhesion hand-pull test criteria.
 - b. Whether sealants filled joint cavities and are free of voids.
 - c. Whether sealant dimensions and configurations comply with specified requirements.
5. Record test results in a field-adhesion-test log. Include dates when sealants were installed, names of persons who installed sealants, test dates, test locations, whether joints were primed, adhesion results and percent elongations, sealant fill, sealant configuration, and sealant dimensions.
6. Repair sealants pulled from test area by applying new sealants following same procedures used originally to seal joints. Ensure that original sealant surfaces are clean and that new sealant contacts original sealant.

B. Evaluation of Field Test Results: Sealants not evidencing adhesive failure from testing or noncompliance with other indicated requirements will be considered satisfactory. Remove sealants that fail to adhere to joint substrates during testing or to comply with

other requirements. Retest failed applications until test results prove sealants comply with indicated requirements.

3.5 CLEANING

- A. Clean off excess sealant or sealant smears adjacent to joints as the Work progresses by methods and with cleaning materials approved in writing by manufacturers of joint sealants and of products in which joints occur.

3.6 PROTECTION

- A. Protect joint sealants during and after curing period from contact with contaminating substances and from damage resulting from construction operations or other causes so sealants are without deterioration or damage at time of Substantial Completion. If, despite such protection, damage or deterioration occurs, cut out and remove damaged or deteriorated joint sealants immediately so installations with repaired areas are indistinguishable from original work.

3.7 ELASTOMERIC JOINT-SEALANT SCHEDULE

- A. Interior Mildew-Resistant Silicone Sealant - Interior sealants at all toilet, shower and food prep areas: Provide products formulated with fungicide that are intended for sealing interior ceramic tile joints and other nonporous substrates that are subject to in-service exposures of high humidity and temperature extremes, and that comply with the following:

- 1. Products:

- a. 786 Mildew Resistant; Dow Corning.
- b. Sanitary 1700; GE Silicones.
- c. NuFlex 302; NUCO Industries, Inc.
- d. 898 Silicone Sanitary Sealant; Pecora Corporation.
- e. PSI-611; Polymeric Systems, Inc.
- f. Tremsil 600 White; Tremco.

- 2. Type and Grade: S (single component) and NS (nonsag).

- 3. Class: 25.

- 4. Use Related to Exposure: NT (nontraffic).

- 5. Uses Related to Joint Substrates: G, A, and, as applicable to joint substrates indicated, O.

- a. Use O Joint Substrates: Coated glass, color anodic aluminum, aluminum coated with a high-performance coating, galvanized steel, and ceramic tile.

- 6. Applications: Interior non-secure (non inmate or inmate staff) areas.

7. Contractor shall seal all plumbing fixtures to walls.
- B. Security Sealant: For all inmate and secure areas, provide product formulated with pick and pull resistant properties.
1. Product:
- a. Basis-of-Design Product: The design for security sealant is based on Pecora Corporation Dynaflex SC one part, paintable, urethane security sealant. Subject to compliance with requirements provide the named product or a comparable product by one of the following:
- 1) GE.
 - 2) Tremco.
 - 3) Dow.
 - 4) Sonneborn.
- b. Type and Grade: ASTM C-920, Type M, Grade NS, Class 12.5.
- c. ASTM C661 Shore A Hardness: 5 Years: 55
- d. ASTM D412 Tensile Strength: 350 PSI.
2. Applications: Seal interior or exterior control joints and all joints in secure areas as follows:
- a. Precast joints with adjacent materials (including floors).
 - b. Gaps at fittings, fixtures, or penetrations.
 - c. Masonry joints, corners, control joints and joints with adjacent materials including floors.
 - d. Seal all fittings and fixtures such as lights, sprinkler heads and HVAC devices to walls.
 - e. Seal all door opening gaps and window opening gaps.
 - f. Seal all detention equipment and furnishings to walls and ceilings.
 - g. Where interior or exterior joint sealants are in inmate areas or in staff and inmate areas.
- C. Interior Horizontal Slab Sawed Control Joint Sealant:
1. Product:
- a. Basis-of-Design Product: The design for flexible epoxy sealant: Sikadur 51 NS/SL by Sika Corp. Subject to compliance with requirements provide the named product or a comparable product by one of the following:
- 1) GE.
 - 2) Tremco.
 - 3) Dow.
 - 4) Sonneborn.

- b. Type and Grade: M (two component) and NS (nonsag) and P (Self-Leveling).
 - c. Use Related to Exposure: T (Traffic).
 - d. Applications: Interior.
 - e. ASTM D 2240 Shore A Hardness at 28 days: 80.
 - f. ASTM C 822 Bond Strength at 2 days: 800 PSI.
 - g. Modulus of Elasticity 1,800 PSI.
 - h. ASTM D 638 Tensile Strength at 14 days: 650 PSI.
- D. Interior Block And Block-To-Concrete Or Metal Joint Sealant Under Resinous Flooring Or High Performance Coating:
1. Multicomponent Nonsag Urethane Waterproof Sealant:
 - a. Products:
 - 1) Bostik Findley; Chem-Calk 500.
 - 2) Pacific Polymers, Inc.; Elasto-Thane 227 R Type II (Gun Grade).
 - 3) Polymeric Systems Inc.; PSI-270.
 - 4) Tremco; Dymeric.
 2. Type and Grade: M (multicomponent) and NS (nonsag).
 3. Class: 25.
 4. Additional Movement Capability: 40 percent movement in extension and 25 percent in compression for a total of 65 percent movement.
 5. Use Related to Exposure: NT (nontraffic).
 6. Uses Related to Joint Substrates: M, A, and, as applicable to joint substrates indicated, O.
 - a. Use O Joint Substrates: Steel, concrete, masonry and ceramic tile.
 7. Strike sealant flush for smooth coating application.
- E. Building Façade Weather Sealant (in non-inmate areas):
1. Basis-of-Design Product: The design for building façade weather sealant is based on Sonolastic 150 silyl-terminated polyether of high molecular weight polypropylene oxide base sealant as manufactured by Sonneborn. Subject to compliance with requirements, provide the named product or a comparable product by one of the following:
 - a. Pecora.
 - b. GE.
 - c. Dow.
 - d. Tremco.
 - e. Sika.
 2. Type and Grade: S (single component) and NS (nonsag).

3. Class: 25.
4. Use Related to Exposure: NT (nontraffic).
5. Applications: Exterior weather joints on all vertical and horizontal masonry building material surfaces (including sealing of all roofing flashing joints and gaps).
6. Extreme joint movement capability: +100 percent to -50 percent.
7. Sealant shall be paintable.
8. Sealant shall be non-staining.
9. Sealant shall have ASTM D412 tensile strength of 290 psi.
10. Sealant shall have ultimate elongation at break of 865 percent.

F. Exterior Glazed Aluminum Assembly Single-Component Neutral and Basic Curing Silicone Sealant:

1. Basis-of-Design Product: The design for exterior glazed aluminum assemblies is based on Dow Corning Corporation, 790. Subject to compliance with requirements, provide the named product or a comparable product by one of the following:
 - a. GE Silicones; SilPruf LM SCS2700.
 - b. Tremco; Spectrum 1 (Basic).

G. Exterior Horizontal Expansion and Paving Control Joint Sealant:

1. Products:
 - a. NR-200 Urexpam; Pecora Corporation.
 - b. Sikaflex 2c SL; Sika Corporation.
 - c. THC 900; Tremco, Inc.
2. Type and Grade: M (two component) and NS (nonsag) and P (Self-Leveling).
3. Use Related to Exposure: T (Traffic).

3.8 LATEX JOINT-SEALANT SCHEDULE

A. Latex Sealant: Wall and ceiling joints to be painted; provide products complying with the following:

1. Products:
 - a. Chem-Calk 600; Bostik Inc.
 - b. NuFlex 330; NUCO Industries, Inc.
 - c. LC 160 All Purpose Acrylic Caulk; Ohio Sealants, Inc.
 - d. AC-20; Pecora Corporation.
 - e. PSI-701; Polymeric Systems, Inc.
 - f. Sonolac; Sonneborn Building Products Div., ChemRex, Inc.
 - g. Tremflex 834; Tremco.

2. Type: OP.
3. Grade: NF.
4. Applications: Interior masonry, gypsum board and concrete non-inmate or inmate/staff joints to be painted.

3.9 PREFORMED JOINT-SEALANT SCHEDULE

- A. Preformed Foam Sealant: Where joint sealants of this type are indicated, provide products complying with the following:
- B. Basis-of-Design: The design for preformed joint sealant is based on Colorseal as manufactured by Emseal Joint Systems, Ltd. Subject to compliance with requirements, provide the named product or a comparable product by one of the following:
 - a. Schul International.
 - b. Dayton Superior.
 - c. Fox Industries.
 - d. Sandell.
 - e. Tremco.
2. Applications: Fill all building exterior wall expansion joints at just-below-the-face interior and exterior faces.
3. Color: As selected by Architect.

3.10 EXPANDING FOAMED-IN-PLACE JOINT SEALANT

- A. Foam Sealant:
 1. Insta-Seal (a one-component product) by Insta-Foam Products, Inc.
 2. Froth-Pack (a two-component) by Insta-Foam Products, Inc.
 3. Corbond (a two-component) by Corbond Corporation, Bozeman, Montana.
- B. Applications: Install at all voids around perimeter of door frames, louver frames, window frames and curtain wall/storefront frames in exterior walls; voids around penetrations in roof deck construction; and where necessary to insulate dead air spaces at thermal envelope of building.

END OF SECTION 079200

SECTION 081113 – STEEL DOORS AND FRAMES

1. GENERAL

1.1. SECTION INCLUDES

- A. Comply with the requirements of Division 1.
- B. Provide the following products as listed on the door schedule and shown on the drawings, including but not limited to the following:
 - 1. Hollow metal doors
 - 2. Hollow metal frames
 - 3. Side lights, transom frames and borrowed lights
 - 4. Hollow metal panels
 - 5. Preparation of hollow metal doors and frames for finish hardware.

1.2. RELATED SECTIONS

- A. The following description of work is included for reference only and shall not be presumed complete:
 - 1. Finish carpentry: 06 20 00
 - 2. Wood doors: 08 14 00
 - 3. Stainless steel doors: 08 11 19
 - 4. Sound control door assemblies: 08 34 73
 - 5. Door hardware: 08 71 00
 - 6. Glazing: 08 80 00
 - 7. Painting and coating: 09 90 00
 - 8. Electrical: 26 00 00

1.3. REFERENCES

- A. ANSI A250.3-2007: Test Procedure and Acceptance Criteria for Factory Applied Finish Painted Steel Surfaces for Steel Doors and Frames
- B. ANSI A250.4-2001: Test Procedure and Acceptance Criteria for Physical Endurance for Steel Door and Hardware Reinforcing
- C. ANSI A250.10-1998 (R2004): Test Procedure and Acceptance Criteria for Prime Painted Steel Surfaces for Steel Doors and Frames
- D. ANSI A250.13-2008: Testing and Rating of Severe Windstorm Resistant Components for Swinging Door Assemblies
- E. ANSI/UL 1784-2004: Air Leakage Tests of Door Assemblies, 3rd edition
- F. ASTM A653/A653M-10: Standard Specification for Steel Sheet, Zinc-Coated (Galvanized) or Zinc-Iron Alloy-Coated (Galvannealed) by the Hot-Dip Process
- G. ASTM E90-09: Test Method for Laboratory Measurement of Airborne Sound Transmission Loss of Building Partitions and Elements
- H. ASTM C518 – 04: Standard Test Method for Steady-State Thermal Transmission Properties by Means of the Heat Flow Meter Apparatus
- I. ASTM E413-04: Classification for Rating Sound Insulation
- J. NAAMM-HMMA 803-08: Steel Tables
- K. NAAMM-HMMA 810-09: Hollow Metal Doors
- L. NAAMM-HMMA 820-08: Hollow Metal Frames
- M. NAAMM-HMMA 831-11: Recommended Hardware Locations for Hollow Metal Doors and Frames
- N. NAAMM-HMMA 840-07: Guide Specification for Installation of Hollow Metal Doors and Frames
- O. NAAMM-HMMA 850-00: Fire Rated Hollow Metal Doors and Frames

HOLLOW METAL DOORS AND FRAMES

- P. NFPA 80-10: Standard for Fire Door and Other Opening Protectives
- Q. NFPA 101: Life Safety Code
- R. NFPA 105-10: Standard for the Installation of Smoke Door Assemblies
- S. NFPA 252-08: Standard Methods of Fire Tests of Door Assemblies
- T. NFPA 257-07: Standard on Fire Tests for Window and Glass Block Assemblies
- U. CAN/ULCS770-09: Standard Test Method for Determination of Long-term Thermal Resistance of Closed-Cell Thermal Insulating Foams
- V. UL 10C: Standard for Safety Positive Pressure Fire Tests of Door Assemblies

1.4. PRE-INSTALLATION MEETING

- A. Plan and manage a pre-installation meeting to explain the proper methods to install hollow metal doors and frames.

1.5. SUBMITTALS

- A. Make submittals in accordance with Section 01 33 00.
- B. Provide the following items in the submittal package:
 1. Door schedule
 2. Elevations of each door type
 3. Details of doors, including vertical and horizontal edge details and metal thickness
 4. Frame details for each frame type, including profiles and metal thickness
 5. Locations of reinforcements and preparation for hardware
 6. Details of each different wall opening condition
 7. Details of anchorage, joints, field splices and connections
 8. Details of accessories
 9. Details of moldings, removable stops and glazing
 10. Details of conduit and preparations for power, signal, and control systems
- C. Upon Architect request, provide technical information on selected items.
- D. Upon Architect request, provide 254 mm x 254 mm (10 in x 10 in) corner sample on selected items.
 1. Doors: Show vertical edge, end channels, core, hinges and other applied hardware reinforcements; glazing if applicable.
 2. Frames: Show profile, corner joint at head and jamb, anchors, glazing stop to show intersection between head and jamb; fixed panels if applicable.
- E. Finish paint: Submit finish paint color samples of 127 mm x 127 mm (5 in x 5 in).
- F. Provide products meeting the following LEED performance criteria:
 1. MRc4: For a product with recycled content, documentation indicating percentages by weight of post-consumer and pre-consumer recycled content. Provide product with maximum pre-consumer and post-consumer recycled content available, supported by appropriate documentation
- G. Test and evaluation reports: Submit the following test and evaluation reports:
 1. Steel door and frame assemblies supplied under this section meet acceptance criteria of ANSI A250.4, Level A [Level B], [Level C]
 2. Primer applied on steel door and frame assemblies meet acceptance criteria of ANSI A250.10.
 3. Factory painted steel door and frame assemblies meet acceptance criteria of ANSI A250.3.
 4. Insulated doors supplied in exterior openings meet specified thermal resistance rating.
 5. Acoustic door and frame assemblies provide the STC and sound TL values specified within the critical frequency range, as determined and scheduled by the Consultant.
 6. Windstorm rated assemblies meet standard ANSI A250.13, Class 1 requirements.
 7. Ensure reports include name of testing authority, date of test, location of test facility, descriptions of test specimens, procedures used in testing and indicate compliance with acceptance criteria of the test.

H. Closeout submittals

1. Provide the following information to the Owner:
 - a. One copy of the as-built door and frame schedule;
 - b. Name, address and phone number of manufacturer's distributors;
 - c. One copy of the manufacturer's product warranty;
 - d. Manufacturer's product maintenance instructions.

1.6. QUALITY ASSURANCE

- A. Manufacturers: Execute work in this Section by a manufacturer who is a member of NAAMM. Ensure product quality meets standards set by this association.
- B. Ensure product is manufactured by a firm experienced in design and production of standard and custom commercial steel door and frame assemblies, integration of builders' or electronic hardware and glazing assemblies, and other items affecting work.
- C. Distributors: Execute work in this Section by a distributor who has a minimum of 5 years' experience in similar projects.
- D. Installers: Execute work in this Section by an installer who has a minimum of 5 years' experience in similar projects.
- E. Doors and frames from a single source manufacturer.

1.7. DELIVERY, STORAGE AND HANDLING

- A. Delivery:
 1. Make deliveries in accordance with Section 01 65 00.
 2. Identify products with a label indicating manufacturer's name, Architect's opening number, product description and dimensions.
 3. Protect doors and frames during shipping.
 4. Upon delivery, inspect products for quantity and damage.
 5. Repair or replace damaged products before installation.
- B. Storage and handling:
 1. Store and handle products in accordance with Section 01 66 00.
 2. Store products in a clean, dry and secure area.
 3. Store and protect materials in accordance with NAAMM-HMMA 840.
 4. Remove wrappings or coverings from doors upon delivery at site. Store doors and welded frames in a vertical position with a minimum of 6 mm (1/4 in) space between them. Place material on blocking at least 102 mm (4 in) off the ground to permit air circulation.

1.8. WARRANTY

- A. Manufacturer's warranty: One year from substantial completion of the project on both material and workmanship.

2. PRODUCTS

2.1. MANUFACTURERS

- A. Acceptable manufacturers:
 1. De La Fontaine Inc. : www.delafontaine.com.
 2. Republic Doors : www.republicdoor.com
 3. Mesker Doors : www.meskerdoor.com.
 4. HMF : www.hmfexpress.com.
 5. Karpen Steel Products : www.karpensteel.com.
- B. Substitutions:

1. Comply with Section 01 25 00
2. Equal products in design, function and quality will be accepted upon Architect's approval only.

2.2. MATERIALS

A. Steel requirements:

1. Interior doors and frames: Comply with ASTM A653, Designation ZF 120 (A40)
2. Exterior doors and frames: Comply with ASTM A653, Designation ZF 180 (A60).

2.3. ACCESSORIES

A. Glazing moldings and stops

1. Sandwich overlapping kit
 - a. Two components with welded mitered corners and secured with minimum # 6 corrosion-resistant countersunk sheet metal screws.
 - b. Glazing moldings fabricated from 20-gauge, 0.8 mm (0.032 in) minimum.
 - c. Fire-rated doors shall be prepared for listed glazing as required in accordance with the door manufacturer's fire rating procedure.
 - d. Install screws on non-secure side.
 - e. 18-gauge, 1.1 mm (0.042 in) channel reinforcements on glass size equal to or bigger than half-glass.
 - f. Glazing to comply with Section 08 80 00.
2. Flush kit
 - a. On non-secure side, provide a full flush, non-removable molding.
 - b. Glazing moldings fabricated from 20-gauge, 0.8 mm (0.032 in) minimum.
 - c. Removable glass stops shall be channel-shaped, 20-gauge, 0.8 mm (0.032 in) minimum thickness, with tight-fitting butt or mitered corners and secured with minimum # 6 corrosion-resistant countersunk sheet metal screws.
 - d. Fire-rated doors shall be prepared for listed glazing as required in accordance with the door manufacturer's fire rating procedure.
 - e. Install screws on non-secure side.
 - f. 18-gauge, 1.1 mm (0.042 in) channel reinforcements on glass size equal to or bigger than half-glass.
 - g. Glazing to comply with Section 08 80 00.

B. Frame accessories

1. Provide dust/mortar box at strike location on drywall and masonry frames.
2. Provide mortar guards for hinge reinforcements on masonry frames.
3. Provide temporary spreaders on welded frames. Provide one (1) bar for frames with less than 178 mm (7 in) jamb depth. Provide two (2) bars for frames with 178 mm (7 in) or greater jamb depth.
4. Drill holes for silencers. Single openings: 3 per strike jamb, located at hinge height. Pair openings: 2 per header at approximately 150 mm (6 in) each side of centerline of head stop.

C. Louvers

Vandal-Proof Design 1500A Louver by "Air Louver" of 18 gage CRS frames and blades with 12 gage CRS security grill

2.4. DOOR FABRICATION

A. Door cores:

1. Interior openings: Impregnated honeycomb, with 25 mm (1 in) cell maximum diameter. Steel stiffened core: Continuous vertically formed steel sections, full thickness of the interior space between door faces. Stiffeners shall be 22 gauge, 0.6 mm (0.026 in) minimum thickness, spaced 152 mm (6 in) apart and securely fastened to both face sheets by industrial glue or laser welds [spot welded spaced a maximum of 127 mm (5 in) o. c. vertically]. Spaces between stiffeners shall be filled with polystyrene core Type 1, fire retardant conforming to ASTM C518.

B. Hollow metal doors in heavy duty application

1. Physical performance: Level A according to ANSI A250.4.
2. Metal thickness: 16-gauge, 1.34 mm (0.053 in).
3. Edge construction: Full flush lock seam on edge [full flush lock seam on edge, industrial adhesive or tack welded every 254 mm (10 in) and putty filled], [full flush seamless with continuously welded edge seam; flush internal edge reinforcements of 16-gauge, 1.34 mm (0.053 in)].
4. Fabricate door to be flush with one continuous face free from joints, tool markings and abrasions, and with provision for glass and/or louvers as indicated on Door Schedule and Drawings.

C. Door models

1. As indicated in the Door and Frame schedule.

D. End channels:

1. Interior door:
 - a. Top of door: Close top of door with same material as face sheets, minimum 18-gauge, 1.1 mm (0.042 in). Steel inverted channel, projection welded. [Steel flush channel unfilled, projection welded], [Fully continuously welded centered seam, no putty with flush internal reinforcement of minimum 18-gauge, 1.1 mm (0.042 in)].
 - b. Bottom of door: Close bottom of door with same material as face sheets, minimum 18-gauge, 1.1 mm (0.042 in). Steel inverted channel projection welded. [Steel flush channel unfilled, projection welded], [Fully continuously welded centered seam, no putty with flush internal reinforcement of minimum 18-gauge, 1.1 mm (0.042 in)].

E. Vertical edges on active doors:

1. Beveled edges on both sides: 3 mm per 50 mm, (1/8 in per 2 in). Square vertical edges are not acceptable.

2.5. FRAME FABRICATION

A. Hollow metal frames in heavy duty application

1. Frames:
 - a. Physical performance: Level A according to ANSI A250.4.
 - b. Metal thickness: 16-gauge, 1.34 mm (0.053 in).
 - c. Metal thickness for openings over 1219 mm (48 in): 14-gauge, 1.70 mm (0.067 in).
 - d. Frame assembly: Face welded, dressed smooth with seamless face. [Continuously welded through the entire profile, dressed smooth with seamless face], Knockdown frames are not acceptable.

2.6. ANCHORS

- A. Suitable for wall conditions

HOLLOW METAL DOORS AND FRAMES

1. Located close to hinge reinforcements and at the same height on strike jamb. Quantity: 2 per jamb up to 1,524 mm (60 in) of door opening height, one additional anchor for each additional 762 mm (30 in) of door height (or fraction thereof).
2. Provide a welded adjustable floor anchor at the bottom of each jamb on welded frames; same material as frame and with 2 holes for bolting to floor.
3. Masonry anchors: Provide T-strap wall anchors, minimum 16-gauge, 1.34 mm (0.053 in).
4. Existing wall anchors: Minimum 18-gauge, 1.1 mm (0.042 in), spot welded to the frame.
5. Steel/wood stud anchors: Minimum 18-gauge, 1.1 mm (0.042 in). Provide steel snap-in or welded in "Z" type stud anchors.
6. Knockdown frame: Adjustable compression anchors and L brackets spot welded to back of frame.

2.7. CLEARANCES

- A. On fire-rated openings: Comply with NFPA 80
- B. On non-fire rated openings, the clearance shall be 3 mm (1/8 in) between the door and frame and between meeting edges of a pair of doors. The clearance between the bottom of the door and the bottom of the frame shall be 19 mm (3/4 in) without threshold.

2.8. MANUFACTURING TOLERANCES

- A. Frame:
 1. Width and height: +1.6 mm (1/16 in), -0.8 mm (-1/32 in)
 2. Face, stop and rabbet: +/- 0.8 mm (+/- 1/32 in)
 3. Jamb depth: +/- 1.6 mm (+/- 1/16 in),
- B. Door:
 1. Width and height: +/- 1.2 mm (+/- 3/64 in)
 2. Thickness: +/- 1.6 mm (+/- 1/16 in)
 3. Edge flatness: 1.6 mm (1/16 in) maximum
 4. Surface flatness: 3.1 mm (1/8 in) maximum
 5. Door twist: +/- 1.6 mm (+/- 1/16 in)
- C. Hardware:
 1. Cutouts: Template dimension +0.38 mm (+0.015 in)
 2. Location: +/- 0.8 mm (+/- 1/32 in)
 3. Between hinge centerlines: +/- 0.4 mm (+/- 1/64)

2.9. FIRE-RATED OPENINGS

- A. Manufacture doors and frames as successfully tested in accordance with:
 1. NFPA 80
 2. NFPA 252
 3. NFPA 257
 4. UL 10C
- B. Identify each product with a fire label from one of the following testing agency: Underwriters Laboratories, Warnock Hersey (ITS).

2.10. FRAME HARDWARE PREPARATION

- A. Factory to prepare hollow metal frame to receive template mortised hardware; include cut-outs, reinforcement, mortising, drilling, and tapping according to the Door and Hardware Schedule and templates.
- B. Surface applied hardware: Factory reinforced only, 12-gauge, 2.36 mm (0.093 in).
- C. Hinge and pivot reinforcements: 10-gauge, 3.12 mm (0.123 in) high frequency hinge reinforcements, with a flange [7-gauge, 4.24 mm (0.167 in) flat hinge reinforcements].
- D. Strike reinforcement: 16-gauge, 1.34 mm (0.053 in) [12-gauge, 2.36 mm (0.093 in)].
- E. Closer reinforcement: 12-gauge, 2.36 mm (0.093 in).

- F. Other reinforcements: 16-gauge, 1.34 mm (0.053 in) [12-gauge, 2.36 mm (0.093 in)].

2.11. DOOR HARDWARE PREPARATION

- A. Factory to prepare hollow metal door to receive template mortised hardware; include cut-outs, reinforcement, mortising, drilling, and tapping according to the Door and Hardware Schedule and templates.
- B. Surface applied hardware: Factory reinforced only, 16-gauge, 1.34 mm (0.053 in), [12-gauge; 2.36 mm (0.093 in)].
- C. Hinge and pivot reinforcements: 10-gauge, 3.12 mm (0.123 in) high frequency hinge reinforcements with a flange [7-gauge, 4.24 mm (0.167 in) flat hinge reinforcements.
- D. Lock front reinforcement: 12-gauge, 2.36 mm (0.093 in).
- E. Flush bolt reinforcement: 12-gauge, 2.36 mm (0.093 in).
- F. Closer reinforcement: 16-gauge, 1.34 mm (0.053 in) [12-gauge, 2.36 mm (0.093 in)].
- G. Other reinforcements: 16-gauge, 1.34 mm (0.053 in) [12-gauge, 2.36 mm (0.093 in)].

2.12. FINISHING

- A. Galvannealed steel A40/A60: Factory applied primer to protect the area where zinc was removed in the welding process.
- B. Primer: Comply with ANSI A250.10.
- C. Factory prefinished doors and frames: Comply with ANSI A250.3.
 - 1. Select color from manufacturer's standard color chart [custom color selected by the Designer].
 - 2. Provide touch-up paint for field repairs

3. EXECUTION

3.1. EXAMINATION

- A. Inspect rough openings to detect problems that would prevent the proper installation of doors and frames.
- B. Rough openings shall be square, level and plumb with accurate dimensions.

3.2. INSTALLATION

- A. Remove temporary spreaders on welded frames before installation and verify frame dimensions, swing, fire rating and opening number.
- B. For grouted frames, apply on site a coat of bituminous coating inside the frame throat.
- C. Install doors and frames in accordance with:
 - 1. Approved door and hardware schedule
 - 2. Approved shop drawings
 - 3. Manufacturer's recommendations
 - 4. Local building codes
 - 5. NFPA 80
 - 6. NFPA 105
 - 7. ANSI/DHI A115.1G
 - 8. NAAMM HMMA 840

3.3. ADJUSTING, CLEANING AND PROTECTION

- A. Repair or replace damaged products.
- B. Correct defects in installation.
- C. Clean area in accordance with Section 01 74 00.
- D. Protect doors and frames until transfer of the building to the Owner.

3.4. INSPECTION

- A. Inspection of fire rated openings
 - 1. Comply with NFPA 80 requirements.
 - 2. Fire door assemblies shall be inspected and tested by an individual with knowledge and understanding of the operating components of the type of door. This person must confirm the door assembly will perform its intended function when exposed to fire conditions.
 - 3. A report shall be written for the AHJ and shall be submitted to the Owner.
 - 4. All deficiencies must be corrected before turning keys to the Owner.

END OF SECTION

NOT FOR BIDDING PURPOSES

1.0 General**1.1 Scope**

A. Standards for manufacturing, machining, finishing, and installation of wood doors unless more specifically described under another section.

1.2 Related work in other section

- A. Section 06200: Carpentry
- B. Section 06420: Architectural Paneling
- C. Section 08100: Hollow Metal Frames
- D. Section 08700: Finish Hardware
- E. Section 08800: Glass & Glazing
- F. Section 09900: Painting

1.3 Quality Assurances

- A. Provide doors meeting or exceeding the minimum standards as set forth by the following organizations unless standards are modified or exceeded by this specification.
 - 1. WDMA IS 1A-Window and Door Manufacturers Association.
 - 2. National Electrical Manufacturers Association (NEMA).
 - 3. National Fire Protection Association (NFPA).
- B. All doors shall be the product of the same manufacturer to insure uniformity of quality and appearance throughout the project.
- C. Fire doors shall bear labels approved by Underwriters Laboratories, Inc or Intertek Testing (WHI). Any discrepancies between the architectural drawings and the procedures and limitations as set forth by the testing agencies shall be brought to the architect's attention.
- D. Provide each fire rated door with a label permanently attached to either the hinge stile or to the top rail, showing testing agency approval for classification scheduled.
- E. The top of each door shall bear a label from the manufacturer indicating the door construction, face veneer species, cut and grade. If the doors are factory finished the label shall also have the finishing information.
- F. The Door Manufacturer shall provide a letter, signed by an authorized company representative, to the Architect stating that the doors have been manufactured in compliance with this specification.

1.4 Submittals

- A. Shop Drawings
Submit schedules and elevations indicating door sizes, construction, swing, label, undercut, and applicable hardware locations.
Dimensions and detail openings for glass lites, louvers, and grilles.
- B. Samples

If doors are to be factory finished, manufacturer shall submit veneer samples of specified veneer with their standard finish colors at architect's request, or a color sample from the architect will be sent to the manufacturer for duplication. Samples are to be submitted representing the color selected on veneer typical of grain patterns and coloration for the specified specie and cut.

C. Product Information

Submit manufacturer's product description showing compliance with specifications, along with finishing instructions, installation instructions, and any general recommendations manufacturer may have for the care and maintenance of each door type.

1.5 Coordination

Contractor shall be responsible for coordination and acquiring of all necessary information from hardware and metal frame manufacturers. Door manufacturer shall be responsible for coordinating all necessary information received by Contractor from hardware and metal frame manufacturers, in order that doors shall be properly prepared to receive hinges and hardware. Contractor shall provide his supplier with two copies of approved frame schedule, two copies of hardware schedule, and all necessary hardware templates. All the above information shall be in the possession of door supplier 120 days prior to desired delivery date of doors.

1.6 Delivery, Storage and Handling

- A. No doors shall be delivered to the building until weatherproof storage space is available. Store doors in a space having controlled temperature and humidity range between 30 and 60 percent. Stack doors flat and off the floor, supported to prevent warpage. Protect doors from damage and direct exposure to sunlight.
- B. Factory finished doors shall be individually wrapped in polybags to protect the finish from damage by contact with other doors.
- C. Do not walk or place other material on top of stacked doors. Do not drag doors across one another.
- D. Contractor shall use all means necessary to protect doors from damage prior to, during, and after installation. All damaged doors shall be repaired or replaced by the contractor at no cost to the owner.
- E. Doors shall be palletized at factory in stacks of no more than 30 doors per pallet. Door edges shall be protected with heavy corner guards.

1.7 Warranty

- A. All work in this Section shall be warranted by a **FULL DOOR WARRANTY** (from the date of installation) against defect in materials and workmanship, including the following:
 - 1. Delamination in any degree.
 - 2. Warp or twist of 1/4" or more in any 3'6" x 7'0" section of a door.
 - 3. Telegraphing of any part of core assembly through face to cause surface variation of 1/100" or more in a 3" span.
 - 4. Any defect which may, in any way, impair or affect performance of the door for the purpose which it is intended. Replacement under this warranty shall include hanging, installation of hardware, and finishing.
- B. Periods of warranty after date of installation:
 - 1. Interior solid core and mineral core Life of original installation.

- C. Doors must be stored, finished, hung and maintained per manufacturers recommendations set forth in their Full Door Warranty.

2.0 Product

2.1 Manufacturers

Listed manufacturers are believed to conform to the criteria stated for material quality standards, function and appearance. Manufacturers are still subject to meeting the requirements for 5-ply hot-pressed (cold-pressed will not be accepted) door construction procedures and warranties set forth in this specification. **Substitutions will not be accepted.**

1. Algoma Hardwoods, Inc.
2. Eggers Hardwood Products Corporation
3. Oshkosh Architectural Door Company

2.2 Material and Components

All stile and rail dimensions given are minimum sizes allowed after trimming to book size or factory prefitting.

A. Cores

Particleboard Core -

Shall conform to ANSI A208.1 LD-2 32lb. density core. Stiles shall be 1" minimum laminated hardwood or structural composite lumber (SCL) veneered over with veneer matching face veneer. Rails will be 1 1/8" minimum mill option hardwood or structural composite lumber (SCL). Stiles and rails shall be securely bonded to the core then abrasively planed as an assembly before veneering.

B. Faces and Crossbands

When veneer for transparent or opaque finish is specified, doors shall be 5 ply, made up of 2 face veneers and crossbands, all securely bonded to the core by the hot-press method in one operation, utilizing Type I water proof adhesive. The cold pressing of 2 or 3ply door skins to the core will not be accepted. Face veneers shall have minimum thickness of 1/50 after factory sanding and the individual pieces of veneer forming the face must be edge glued together. Crossbands shall extend the full width of the core assembly. When pairs of doors are scheduled for transparent finish doors shall be pair matched with a continuous grain pattern. When doors are scheduled with transom panels and transparent finish door and transom shall be matched and produced from a continuous sheet of veneer. Bottom rail of transom panel shall extend full width and be same specie as face except for birch, which may have a maple or beech rail.

When plastic laminate is used as a face laminate shall be .050 standard grade to be selected from manufacturers available sources. Laminate shall be bonded to the core with type I water-proof glue.

1. Face veneers shall be of specie, cut and grade specified. Quality shall be governed by industry standards as set forth by ANSI/WDMA IS.1A Series.

Door faces for: Transparent finish-

- a) Veneer Grade: "A" Grade
- a) Veneer Species: Natural Birch

- b) Veneer Cut: Rotary
 - c) Veneer Match: Book matched
 - d) Assembly of Veneer on door face: Running Match
2. Cross banding shall be thoroughly dried 1/16 thick hardwood or engineered wood product extending full width and height of door with grain at right angles to face.
3. Face veneer and crossband shall be pressed to the core in a hot-press with Type I water-proof glue.
- C. Metal Louvers: Vandal-Proof Design 1500A louver by "Air Louver" of 18 gage CRS frame and blades, with 12 gage CRS security grill.

3.0 Execution

3.1 Fabrication

- A. Fabricate all wood doors in strict accordance with the referenced standards specified herein.

3.2 Machining and Fitting

All wood doors shall be machined by the manufacturer for cutouts, hinges, locks and all hardware requiring routing and mortising. Any required rabbeting to properly hang doors will be performed by the manufacturer prior to finishing. Doors shall be sized to allow 1/8" clearance at top and each side, and 3/4" at bottom (unless specified otherwise.) Factory drilling of pilot holes is not required except for "B" & "C" label fire doors at mortise hinge locations.

3.3 Installation of Hardware

- A. Contractor shall install hardware according to approved hardware schedule for proper locations.
- B. Install with full-threaded wood screws furnished by hardware manufacturer.
- C. Drill proper size pilot hole for all screws. (Full mortise hinges require 5/32" pilot holes.)
- D. Securely anchor hardware in correct position and alignment.
- E. Adjust hardware and door for proper function and smooth operation, proper latching, without force or excessive clearance.

3.4 Installation of Fire Doors

Fire rated doors shall be installed in accordance with the requirements of the labeling agency and NFPA #80 and #101.

3.5 Factory Finishing

Transparent Finish -

AWI system TR6 or equivalent catalyzed polyurethane finish for open grain finish per section 1500. The sheen shall be satin or semi-gloss. Stain, if required, to be selected from manufacturer's standard colors or custom matched to Architects sample. Finish shall be a stain or

natural finish to as closely match the existing doors as possible without custom color. Doors shall be individually enclosed in polybags.

END OF SECTION

NOT FOR BIDDING PURPOSES

SECTION 08 71 00 – DOOR HARDWARE**PART 1 – GENERAL****1.01 SUMMARY**

- A. Section includes furnishing and installation of door hardware for doors specified in “Hardware Sets” and required by actual conditions. Including screws, bolts, expansion shields, electrified door hardware, and other devices for proper application of hardware.
- B. Where items of hardware are not specified and are required for intended service, such omission, error or other discrepancy shall be submitted to Architect fourteen calendar days prior to bid date for clarification by addendum.
- C. Refer to Division 1 for alternates that may affect work of this Section.
- D. Related Divisions:
 - 1. Division 08 00 00 Openings

1.02 REFERENCES

- A. American National Standards Institute/Builders Hardware Manufacturers Association (ANSI):
 - 1. ANSI/BHMA A156.1 Butts & Hinges (2006)
 - 2. ANSI/BHMA A156.4 Door Controls – Closers (2008)
 - 3. ANSI/BHMA A156.6 Architectural Door Trim (2010)
 - 4. ANSI/BHMA A156.7 Template Hinge Dimensions (2009)
 - 5. ANSI/BHMA A156.8 Door Controls – Overhead Stops and Holders (2010)
 - 6. ANSI/BHMA A156.13 Mortise Locks & Latches (2005)
 - 7. ANSI/BHMA A156.15 Closer Holder Release Devices (2006)
 - 8. ANSI/BHMA A156.18 Materials & Finishes (2006)
 - 9. ANSI/BHMA A156.21 Thresholds (2009)
 - 10. ANSI/BHMA A156.22 Door Gasketing Systems (2005)
 - 11. ANSI/BHMA A156.28 Keying Systems (2007)
 - 12. ANSI/BHMA A156.115 Hardware Preparation in Steel Doors and Steel Frames (2006)
 - 13. ANSI/BHMA A156.115V Hardware Preparation in Wood Doors with Wood or Steel Frames (2006)
- B. International Code Council/American National Standards Institute (ICC/ANSI)/ADA:
 - 1. ICC/ANSI A117.1 Standards for Accessible and Usable Buildings and Facilities (2009)
 - 2. Americans with Disabilities Act Accessibility Guidelines (ADAAG).
- C. Underwriters Laboratories, Inc. (UL):
 - 1. UL 10C Positive Pressure Fire Test of Door Assemblies
 - 2. UL 1784 Air Leakage Test of Door Assemblies
 - 3. UL/ULC Listed
- D. Door and Hardware Institute (DHI):
 - 1. DHI Publication – Keying Systems and Nomenclature (1989)
 - 2. DHI Publication – Abbreviations and Symbols
 - 3. DHI Publication – Installation Guide for Doors and Hardware
 - 4. DHI Publication – Sequence and Format of Hardware Schedule (1996)
- E. National Fire Protection Agency (NFPA)
 - 1. NFPA 70 National Electrical Code (2005)
 - 2. NFPA 80 Standard for Fire Doors and Other Opening Protective’s (1999)
 - 3. NFPA 101 Life Safety Code (2003)

4. NFPA 105 Standard for the Installation of Smoke Door Assemblies (2003)

- F. Building Codes
 1. IBC International Building Code (2006)
 2. Local Building Code

1.03 SUBMITTALS

- A. Submit in accordance with Conditions of the Contract and Division 1 Administrative Requirements.
- B. Shop Drawings:
 1. Hardware schedule shall be organized in vertical format illustrated in DHI Publications Sequence and Formatting for the Hardware Schedule. Include abbreviations and symbols page according to DHI Publications Abbreviations and Symbols. Complete nomenclature of items required for each door opening as indicated.
 2. Coordinate the final Door Hardware Schedule with doors, frames, and related work to ensure proper size, thickness, hand, function, and finish of hardware.
 3. Architectural Hardware Consultant (AHC), as certified by DHI, who shall affix seal attesting to completeness and correctness, shall review hardware schedule prior to submittal.
- C. Submit manufacturer's catalog sheet on design, grade and function of items listed in hardware schedule. Identify specific hardware item per sheet, provide index, and cover sheet.
- D. Coordination:
 1. Distribute door hardware templates to related divisions within fourteen calendar days of approved hardware schedule.
- E. Closeout Submittals: Submit to Owner in a three ring binder or CD if requested.
 1. Warranties.
 2. Maintenance and operating manual.
 3. Maintenance service agreement.
 4. Record documents.
 5. Copy of approved hardware schedule.
 6. Copy of approved keying schedule with bitting list.
 7. Hardware supplier name, phone number and fax number.

1.04 QUALITY ASSURANCE

- A. Hardware supplier shall employ an Architectural Hardware Consultant (AHC) as certified by DHI and a member of the seal program who shall be available at reasonable times during course of work for Project hardware consultation.
- B. Door hardware shall conform to ICC/ANSI A117.1.
 1. Handles, Pulls, Latches, Locks and operating devices: Shape that is easy to grasp with one hand and does not require tight grasping, tight pinching, or twisting of the wrist.
- C. Fire Rated Door Assemblies: Where fire-rated door assemblies are indicated, provide door hardware rated for use in assemblies complying with NFPA 80 that are listed and labeled by a qualified testing agency, for fire-protection ratings indicated, based on testing at positive pressure according to UL 10C, unless otherwise indicated.

- D. Fire Door Inspection: Prior to receiving certificate of occupancy have fire rated doors inspected by an independent certified Fire and Egress Door Assembly Inspector (FDAI), as certified by Intertek (ITS), a written report shall be submitted to Owner and Contractor. Doors failing inspection shall be adjusted, replaced or modified to be within appropriate code requirements.
Use for buildings under IBC 2009
- E. Smoke and Draft Control Door Assemblies: Where smoke and draft control door assemblies are required, provide door hardware that meets requirements of assemblies tested according to UL 1784 and installed in compliance with NFPA 105.
- F. Door hardware shall be certified to ANSI/BHMA standards as noted, participate and be listed in BHMA Certified Products Directory.
- G. Substitution request: Refer to Division 1 Substitutions for procedures to submit products meeting the requirements in this Section.
- H. Pre-installation Meeting: Comply with requirements in Division 1 Section "Project Meetings."
1. Convene meeting seven days before installation. Participants required to attend: Contractor, installer, material supplier and manufacturer representatives
2. Include in conference decisions regarding proper installation methods and procedures for receiving and handling hardware.
3. Review and finalize construction schedule and verify availability of materials, installer's personnel, equipment and facilities needed to make progress and avoid delays.
- J. Within fourteen days of receipt of approved door hardware submittals contact Owner with representative from hardware supplier to establish a keying conference. Verify keyway, visual key identification, number of master keys and keys per lock. Provide keying system per Owners instructions.
- K. Installer Qualifications: Specialized in performing installation of this Section and shall have five years minimum documented experience.
- L. Hardware listed in 3.07- Hardware Schedule is intended to establish a type and grade.

1.05 DELIVERY, STORAGE AND HANDLING

- A. Provide a clean, dry and secure room for hardware delivered to Project but not yet installed.
- B. Furnish hardware with each unit marked and numbered in accordance with approved finish hardware schedule. Include door and item number for each type of hardware.
- C. Pack each item complete with necessary parts and fasteners in manufacturer's original packaging.
- D. Waste Management and Disposal
1. Separate waste materials for reuse or recycling in accordance with Division 1.

1.06 WARRANTY

- A. General Warranty: Owner may have under provisions of the Contract Documents and shall be an addition and run concurrent with other warranties made by Contractor under requirements of the Contract documents.
- B. Special Warranty: Warranties specified in this article shall not deprive Owner of other rights. Contractor, hardware supplier, and hardware installer shall be responsible for servicing hardware and keying related problems.
1. Ten years for manual door closers.

2. Five years for mortise, auxiliary and bored locks.
- C. Products judged defective during warranty period shall be replaced or repaired in accordance with manufacturer's warranty at no cost to Owner. There is no warranty against defects due to improper installation, abuse and failure to exercise normal maintenance.

PART 2 – PRODUCTS

2.01 HINGES

- A. Hinges shall be of one manufacturer as listed for continuity of design and consideration of warranty, and shall be domestically manufactured in the USA.
- B. Standards: Products to be certified and listed by the following:
 1. Butts and Hinges: ANSI/BHMA A156.1
 2. Template Hinge Dimensions: ANSI/BHMA A156.7
- C. Butt Hinges:
 1. Hinge weight and size unless otherwise indicated in hardware sets:
 - a. Doors up to 36" wide and up to 1-3/4" thick provide hinges with a minimum thickness of .134" and a minimum of 4-1/2" in height.
 - b. Doors from 36" wide up to 42" wide and up to 1-3/4" thick provide hinges with a minimum thickness of .145" and a minimum of 4-1/2" in height.
 - c. For doors from 42" wide up to 48" wide and up to 1-3/4" thick provide hinges with a minimum thickness of .180" and a minimum of 5" in height.
 - d. Doors greater than 1-3/4" thick provide hinges with a minimum thickness of .180" and a minimum of 5" in height.
 - e. Width of hinge is to be minimum required to clear surrounding trim.
 2. Base material unless otherwise indicated in hardware sets:
 - a. Exterior Doors: 304 Stainless Steel, Brass or Bronze material.
 - b. Interior Doors: Steel material.
 - c. Fire Rated Doors: Steel or 304 Stainless Steel materials.
 - d. Stainless Steel ball bearing hinges shall have stainless steel ball bearings. Steel ball bearings are unacceptable.
 3. Quantity of hinges per door unless otherwise stated in hardware sets:
 - a. Doors up to 60" in height provide 2 hinges.
 - b. Doors 60" up to 90" in height provide 3 hinges.
 - c. Doors 90" up to 120" in height provide 4 hinges.
 - d. Doors over 120" in height add 1 additional hinge per each additional 30" in height.
 - e. Dutch doors provide 4 hinges.
 4. Hinge design and options unless otherwise indicated in hardware sets:
 - a. Hinges are to be of a square corner five-knuckle design, flat button tips and have ball bearings unless otherwise indicated in hardware sets.
 - b. Out-swinging exterior and out-swinging access controlled doors shall have non-removable pins (NRP) to prevent removal of pin while door is in closed position.
 - c. When full width of opening is required, use hinges that are designed to swing door completely from opening when door is opened to 95 degrees.
 - d. Provide mortar boxes for frames that require any electrically modified hinges if not an integral part of frame.
 - e. When shims are necessary to correct frame or door irregularities, provide metal shims only.

5. Acceptable Manufactures:

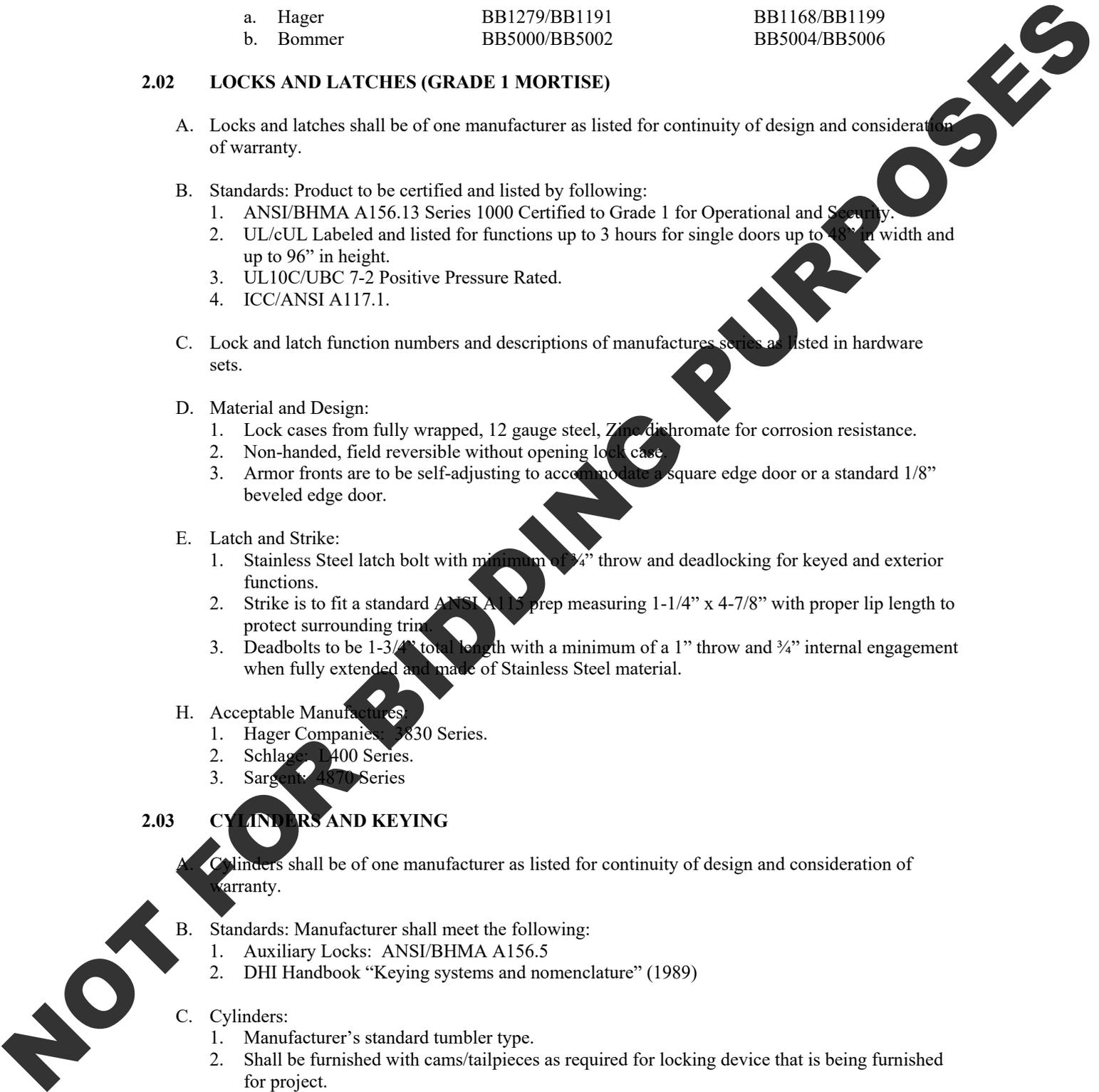
	Standard Weight	Heavy Weight
a. Hager	BB1279/BB1191	BB1168/BB1199
b. Bommer	BB5000/BB5002	BB5004/BB5006

2.02 LOCKS AND LATCHES (GRADE 1 MORTISE)

- A. Locks and latches shall be of one manufacturer as listed for continuity of design and consideration of warranty.
- B. Standards: Product to be certified and listed by following:
 - 1. ANSI/BHMA A156.13 Series 1000 Certified to Grade 1 for Operational and Security.
 - 2. UL/cUL Labeled and listed for functions up to 3 hours for single doors up to 48" in width and up to 96" in height.
 - 3. UL10C/UBC 7-2 Positive Pressure Rated.
 - 4. ICC/ANSI A117.1.
- C. Lock and latch function numbers and descriptions of manufactures series as listed in hardware sets.
- D. Material and Design:
 - 1. Lock cases from fully wrapped, 12 gauge steel, Zinc dichromate for corrosion resistance.
 - 2. Non-handed, field reversible without opening lock case.
 - 3. Armor fronts are to be self-adjusting to accommodate a square edge door or a standard 1/8" beveled edge door.
- E. Latch and Strike:
 - 1. Stainless Steel latch bolt with minimum of 3/4" throw and deadlocking for keyed and exterior functions.
 - 2. Strike is to fit a standard ANSI A115 prep measuring 1-1/4" x 4-7/8" with proper lip length to protect surrounding trim.
 - 3. Deadbolts to be 1-3/4" total length with a minimum of a 1" throw and 3/4" internal engagement when fully extended and made of Stainless Steel material.
- H. Acceptable Manufactures:
 - 1. Hager Companies: 3830 Series.
 - 2. Schlage: D400 Series.
 - 3. Sargent: 4870 Series

2.03 CYLINDERS AND KEYING

- A. Cylinders shall be of one manufacturer as listed for continuity of design and consideration of warranty.
- B. Standards: Manufacturer shall meet the following:
 - 1. Auxiliary Locks: ANSI/BHMA A156.5
 - 2. DHI Handbook "Keying systems and nomenclature" (1989)
- C. Cylinders:
 - 1. Manufacturer's standard tumbler type.
 - 2. Shall be furnished with cams/tailpieces as required for locking device that is being furnished for project.



D. Keying:

1. Contact Owner with representative from hardware supplier to establish a keying conference. Verify keyway, visual key identification, number of master keys and keys per lock. Provide keying system per Owners instructions.
2. Copy of Owners approved keying schedule shall be submitted to Owner and Architect with documentation of which keying conference was held and Owners sign-off.
3. Provide a bitting list to Owner of combinations as established, and expand to twenty five percent for future use or as directed by Owner.
4. Key to existing Corbin/Russwin keyway keying system.
5. Keys to be shipped to Owner's representative, individually tag per keying conference.

E. Acceptable manufactures:

1. Hager with Corbin Russwin Keyway
2. Corbin Russwin

2.04 PUSH/PULL PLATES

A. Push and pull plates shall be of one manufacturer as listed for continuity of design and consideration of warranty.

B. Standards: Manufacturer to be certified by the following:

1. Architectural Door Trim: ANSI/BHMA A156.6
2. Americans with Disabilities Act Accessibility Guidelines (ADAAG).

C. Push plates: .050" thick, square corner and beveled edges with counter sunk screw holes. Width and height as stated in hardware sets.

D. Acceptable Manufactures:

1. Hager Companies: 30S
2. Rockwood
3. Trimco

E. Pull plates: .050" thick, square corner and beveled edges. Width and height as stated in hardware sets, 3/4" diameter pull, with clearance of 2-1/2" from face of door.

F. Acceptable Manufactures:

1. Hager Companies: H33J
2. Rockwood
3. Trimco

2.05 CLOSERS (ALUMINUM BODY GRADE 1)

A. Shall be product of one manufacturer. Unless otherwise indicated on hardware schedule, comply with manufacturer's recommendations for size of closer, depending on width of door, frequency of use, atmospheric pressure, ADAAG requirements, and fire rating.

B. Standards: Manufacturer to be certified by the following:

1. BHMA Certified ANSI A156.4 Grade 1
2. ADA Complaint ANSI A117.1
3. UL/cUL Listed up to 3 hours
4. UL10C Positive Pressure Rated
5. UL10B Neutral Pressure Rate

- C. Material and Design:
1. Provide aluminum non-handed bodies with full plastic covers.
 2. Closer shall have separate staked adjustable valve screws for latch speed, sweep speed, and backcheck.
 3. Provide Tri-Pack arms and brackets for regular arm, top jamb, and parallel arm mounting.
 4. Double heat-treated steel, tempered springs.
 5. Precision machined, heat-treated steel piston.
 6. Triple heat-treated steel spindle.
 7. Full rack and pinion operation.
- D. Mounting:
1. Out swing doors shall have surface parallel arm mount closers except where noted on hardware schedule.
 2. In swing doors shall have surface regular arm mount closers except where noted on hardware schedule.
 3. Provide brackets and shoe supports for aluminum doors and frames to mount fifth screw.
 4. Furnish drop plates where top rail conditions on door do not allow for mounting of closer and where backside of closer is exposed through glass.
- E. Size closers in compliance with requirements for accessibility (ADAAG). Comply with following maximum opening force requirements.
1. Interior hinged openings: 5.0 lbs.
 2. Fire rated and exterior openings shall have minimum opening force allowable by authority having jurisdiction.
- F. Fasteners: Provide self-drilling and tapping wood screws, machine screws and sex nuts and bolts for each closer.
- G. Acceptable manufactures:
1. Hager Companies: 5200 Series.
 2. Norton: 8000 Series.
 3. Sargent: 1330 Series.

2.06 PROTECTIVE TRIM

- A. Size of protection plate: Single doors, size two inches less door width (LDW) on push side of door, and one inch less on pull side of door. For pairs of doors, size one inch less door width (LDW) on push side of door, and ½ inch on pull side of door.
1. Kickplates 10" high or sized to door bottom rail height
 2. Mop Plates 4" high.
 3. Armor Plates 36" high.
- B. Standards: Manufacturer shall meet requirements for:
1. Architectural Door Trim: ANSI/BHMA A156.6
 2. UL
- C. Material and Design:
1. 0.050" gage stainless steel
 2. Corners shall be square. Polishing lines or dominant direction of surface pattern shall run across the door width of plate.
 3. Bevel top, bottom and sides uniformly leaving no sharp edges. Edges shall be de-burred.
 4. Countersink holes for screws. Screws holes shall be spaced equidistant eight inches CTC, along a centerline not over ½ inch in from edge around plate. End screws shall be a maximum of 0.53 inch from corners.

- D. UL label stamp required on protection plates when top of plate is more than 16 inches above bottom of door on fire rated openings. Verify door manufactures UL listing for maximum height and width of protection plate to be used.
- E. Acceptable Manufactures:
 - 1. Hager Companies: 194S
 - 2. Rockwood
 - 3. Burns

2.07 STOPS AND HOLDERS

- A. Wall Stops: Provide door stops wherever necessary to prevent door or hardware from striking an adjacent partition or obstruction. Provide wall stops when possible. Door stops and holders mounted in concrete floor or masonry walls shall have stainless steel machine screws and lead expansion shields.
- B. Standards: Manufacturer shall meet requirements for:
 - 1. Auxiliary Hardware: ANSI/BHMA A156.16
- C. Acceptable Manufactures:

	Convex	Concave	Floor
1. Hager Companies	232W	236W	242F
2. Rockwood			
3. Burns			
- D. Overhead Stops and Holders: Provide overhead stop and holders for doors that open against equipment, casework sidelights and other objects that would make wall stops/holders and floor stops/holders inappropriate. Provide sex bolt attachments for mineral core wood door applications.
- E. Standards: Manufacturer shall be certified by the following:
 - 1. Overhead Stops and Holders: ANSI/BHMA A156.8 Grade 1
- F. Acceptable Manufactures:

	Heavy Duty Surface	Heavy Duty Concealed
1. Hager Companies	7000-S	7000-C
2. Rixson	9 Series	6 Series
3. Glyn Johnson	90 Series	100 Series

2.08 DOOR GASKETING AND WEATHERSTRIP

- A. Provide continuous weatherstrip gasketing on exterior doors and provide smoke, light, or sound gasketing where indicated on hardware schedule. Provide non-corrosive fasteners for exterior applications.
 - 1. Perimeter gasketing: Apply to head and jamb, forming seal between door and frame.
 - 2. Meeting stile gasketing: Fasten to meeting stiles, forming seal when doors are in closed position.
 - 3. Door bottoms: Apply to bottom of door, forming seal with threshold or floor when door is in closed position.
 - 4. Sound Gasketing: Cutting or notching for stop mounted hardware not permitted.
 - 5. Drip Guard: Apply to exterior face of frame header. Lip length to extend 4" beyond width of door.

NOT FOR BIDDING PURPOSES

- B. Standards: Manufacturer shall meet requirements for:
 - 1. Door Gasketing and Edge Seal Systems: ANSI/BHMA A156.22
- C. Smoke-Labeled Gasketing: Comply with NFPA 105 listed, labeled, and acceptable to authorities having jurisdiction, for smoke control indicated.
 - 1. Provide smoke labeled gasketing on 20 minute rated doors and on smoke rated doors.
- D. Fire-Rated Gasketing: Comply with NFPA 80 listed, labeled, and acceptable to Authorities Having Jurisdiction, for fire ratings indicated.

2.09 THRESHOLDS

- A. Set thresholds for exterior and acoustical openings in full bed of sealant with lead expansion shields and stainless steel machine screws complying with requirements specified in Division 7 Section "Joint Sealants". Notched in field to fit frame by hardware installer. Refer to Drawings for special details.
- B. Standards: Manufacturer to be certified by the following:
 - 1. Thresholds: ANSI/BHMA A156.21
 - 2. Americans with Disabilities Act Accessibility Guidelines (ADAAG).
- C. Acceptable Manufactures:
 - 1. Hager Companies: 412S
 - 2. Zero
 - 3. Reese

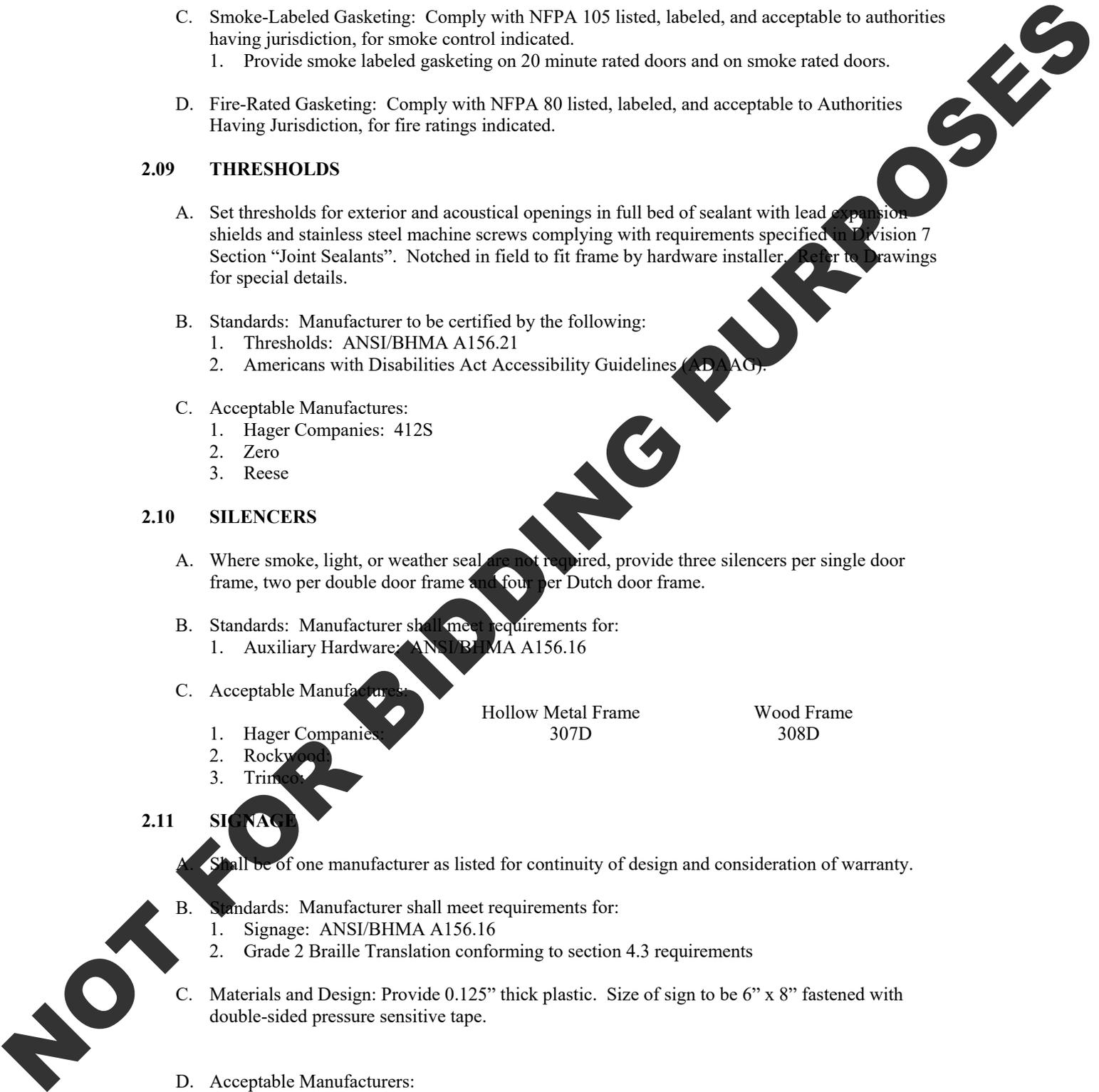
2.10 SILENCERS

- A. Where smoke, light, or weather seal are not required, provide three silencers per single door frame, two per double door frame and four per Dutch door frame.
- B. Standards: Manufacturer shall meet requirements for:
 - 1. Auxiliary Hardware: ANSI/BHMA A156.16
- C. Acceptable Manufactures:

	Hollow Metal Frame	Wood Frame
1. Hager Companies:	307D	308D
2. Rockwood		
3. Trimco		

2.11 SIGNAGE

- A. Shall be of one manufacturer as listed for continuity of design and consideration of warranty.
- B. Standards: Manufacturer shall meet requirements for:
 - 1. Signage: ANSI/BHMA A156.16
 - 2. Grade 2 Braille Translation conforming to section 4.3 requirements
- C. Materials and Design: Provide 0.125" thick plastic. Size of sign to be 6" x 8" fastened with double-sided pressure sensitive tape.
- D. Acceptable Manufacturers:
 - 1. Hager Companies: 368M/W, 368U
 - 2. Rockwood
 - 3. Trimco



2.12 FINISHES

- A. Appearance of Finished Work: Variations in appearance of abutting or adjacent pieces are acceptable if within range of approved Samples. Noticeable variations in the same piece are not acceptable. Variations in appearance of other components are acceptable if they are within range of approved Samples.
- B. Comply with base material and finish requirements indicated by ANSI/BHMA A156.18 designations in hardware schedule.

PART 3 – EXECUTION

3.01 EXAMINATION

- A. Examine doors and frames, with Installer present, for compliance with requirements for installation tolerances, labeled fire-rated door assembly construction, wall and floor construction, and other conditions affecting performance.
- B. Examine roughing-in for electrical power systems to verify actual locations of wiring connections before electrified door hardware installation.
- C. Proceed with installation only after unsatisfactory conditions have been corrected.

3.02 INSTALLATION

- A. Install hardware per manufacturer's instructions and in compliance with:
 - 1. NFPA 80.
 - 2. NFPA 105.
 - 3. ICC/ANSI A117.1.
 - 4. ANSI/BHMA A156.115 Hardware Preparation in Steel Doors and Steel Frames
 - 5. ANSI/BHMA A156.115W Hardware Preparation in Wood Doors with Wood or Steel Frames
 - 6. DHI Publication – Installation Guide for Doors and Hardware
 - 7. UL10C/UBC7-2
 - 8. Local building code.
 - 9. Approved shop drawings.
 - 10. Approved finish hardware schedule.
- B. Do not install surface mounted items until finishes have been completed on substrates involved. Set unit level, plumb and true to line location. Adjust and reinforce attachment substrate as necessary for proper installation and operation.

3.03 FIELD QUALITY CONTROL

- A. Material supplier to schedule final walk through to inspect hardware installation ten business days before final acceptance of Owner. Material supplier shall provide a written report detailing discrepancies of each opening to General Contractor within seven calendar days of walk through.

3.04 ADJUSTMENT, CLEANING AND DEMONSTRATING

- A. Adjustment: Adjust and check each opening to ensure proper operation of each item of finish hardware. Replace items that cannot be adjusted to operate freely and smoothly or as intended for application at no cost to Owner.

- B. Cleaning: Clean adjacent surfaces soiled by hardware installation. Clean finished hardware per manufacturer’s instructions after final adjustments has been made. Replace items that cannot be cleaned to manufacturer’s level of finish quality at no cost to Owner.
- C. Demonstration: Conduct a training class for building maintenance personnel demonstrating the adjustment, operation of mechanical and electrical hardware. Special tools for finished hardware to be turned over and explained usage at this meeting.

3.05 PROTECTION

- A. Leave manufacturer’s protective film intact and provide proper protection for all other finish hardware items that do not have protective material from the manufacture until Owner accepts Project as complete.

3.06 HARDWARE SETS

- A. Guide: Door hardware items have been placed in sets which are intended to be a guide of design, grade, quality, function, operation, performance, exposure, and like characteristics of door hardware, and may not be complete. Provide door hardware required to make each set complete and operational.
- B. Hardware schedule does not reflect handing, backset, method of fastening and like characteristics of door hardware and door operation.
- C. Review door hardware sets with door types, frames, sizes and details on drawings. Verify suitability and adaptability of items specified in relation to details and surrounding conditions.

3.07 HARDWARE SCHEDULE

Newark High School

Heading 1

Door # 101
Opening to receive

Qty	Type	Description	Finish
3 ea.	Hinges	BB1199 4.5” x 4.5”	US32D
1 ea.	Classroom Deadlock	3833S x Corbin Russwin Keyway	US26D
1 ea.	Push Plate	30S 4” x 16”	US32D
1 ea.	Pull Plate	H33J 4” x 16”	US32D
1 ea.	Closer	5200 HD	ALM
1 ea.	Kick Plate	194S x 2” LDW	US32D
3 ea.	Silencers	307D	Gray Rubber
1 ea.	Threshold	412S	MIL
1 ea.	Sign	368M/W	W3

NOT FOR BIDDING PURPOSES

END OF SECTION

NOT FOR BIDDING PURPOSES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes the following:

1. Light gage interior metal drywall studs for partitions and bulkhead framing.
2. Metal drywall ceiling framing, furring and accessories.
3. Metal drywall suspended ceiling grid system.
4. Gypsum board and anchorages, and control joints.
5. Architectural metal drywall profiles.
6. Acoustical insulation and sealants.
7. Taped and sanded joint treatment.
8. Installation of items supplied by other sections and trades.

- B. Products installed but furnished under other sections:

1. Metal wall/ceiling access panels furnished by other trades, as appropriate to project.
2. Lighting fixture frames and rings, etc., within gypsum board ceiling system.

- C. Related Sections include the following:

1. Division 05 Section "Cold-Formed Metal Framing": For exterior and interior load-bearing and exterior non-load bearing framing.
2. Division 06 Section "Miscellaneous Rough Carpentry": Fire retardant wood blocking and framing.
3. Division 08 Section "Hollow Metal Doors and Frames": Hollow metal door frames, sidelight frames, and individual interior borrowed light frames.
4. Division 08 Section "Access Doors": Manufactured metal access panel assemblies.
5. Division 09 Section "Painting": Priming and final field paint finish.

1.3 SUBMITTALS

- A. Shop Drawings, Product Data, and Samples: Submit in accordance with Division 01.
- B. Shop Drawings: Indicate special details associated with fireproofing, acoustical seals, and ceiling and bulkhead framing.

- C. Product Data: Provide manufacturer's descriptive literature on metal framing, gypsum board, joint tape, and installation instructions and procedures.
- D. Samples: Prior to delivery of materials, submit to jobsite for approval by Architects samples of the following:
 - 1. One 12-inch sample of floor and ceiling track, metal screw stud, and accessories.
 - 2. One 4-inch by 4-inch sample of each proposed type wallboard and accessories, properly labeled.

1.4 QUALITY ASSURANCE

- A. Perform Work in accordance with ASTM C754, ASTM C840, GA-214, and GA-216.
- B. Maintain copies of GA-214 and GA-216 documents on site.
- C. When fire resistive construction is detailed or noted on the Drawings, perform work in accordance with GA-600.

1.5 QUALIFICATIONS

- A. Erector Qualifications: Company specializing in the erection of metal stud framing and gypsum wallboard systems on at least three acceptable projects equal in scope to work specified.

1.6 PRODUCT DELIVERY, STORAGE AND HANDLING

- A. Delivery:
 - 1. Deliver all products and materials in manufacturer's original unopened packaging, containers, or bundles with labels intact and legible.
 - 2. Remove all items delivered in broken, damaged, rusted, or unlabeled condition from site immediately.
- B. Handling: Handle and protect all materials and metal accessories from damage, dampness or wetting.
- C. Storage:
 - 1. Store all materials inside under cover, providing protection from damage and exposure to the elements, stacked flat, and off floor.
 - 2. Stack wallboard so that lengths are not over short lengths, avoid overloading floor system.
 - 3. Store adhesives and ready-mixed joint compound in dry area, provide protection against freezing at all times.
 - 4. Damaged, frozen, and deteriorated materials shall be removed from job site.

1.7 JOB CONDITIONS

A. Environmental Conditions:

1. Temperature: During cold weather, in areas receiving wallboard installation and joint finishing, maintain temperature range between 55 degrees F and 70 degrees F for 24 hours before, during, and after gypsum wallboard and joint treatment applications.
2. Ventilation:
 - a. Provide adequate ventilation to carry off excess moisture during and following adhesive and joint compound treatment applications.
 - b. Use temporary air circulators in enclosed area lacking natural ventilation. Under slow drying conditions, allow additional drying time between coats of joint treatment.
 - c. Protect installed materials from drafts during hot, dry weather.

B. Protection: Protect adjacent surfaces against damage and stains.

PART 2 - PRODUCTS

2.1 METAL FRAMING MATERIALS

- A. Provide metal wall and bulkhead framing materials in accordance with GA 216.
- B. Metal Studs - Drywall Type: ASTM C645: non-load bearing, galvanized sheet steel, ASTM A525; Cee-shaped, size as indicated, conforming to the following:
 1. Rated/non-rated, non-bearing metal stud partitions with single/double layer drywall: 25 gage up to 11-feet 6-inches in height; 20 gage over 11-feet 6-inches in height.
 2. Rated/non-rated, load bearing metal stud partition with single/double layer drywall: 20 gage.
 3. Metal studs for ceiling and bulkhead framing: 25 gage.
 4. Metal stud partitions with gypsum board/cement backerboard and ceramic tile finish: 20 gage or heavier.
 5. Metal stud framing at hollow metal door and light openings: 20 gage.
 6. Metal studs for infill framing at renovation/alteration areas: 25 gage.
 7. Runners: Of same material and thickness as studs.
- C. Ceiling Runner: Provide with extended leg retainer.
- D. Furring, Bridging and Bracing: Of same material as studs; thickness to suit purpose.
- E. Sheet Metal Backing: 20 gage thickness, galvanized steel.
- F. Fasteners: GA-216.

- G. Touch-Up Primer for Galvanized Surfaces: SSPC SP 20, zinc rich.
- H. Anchorage to Substrate: Tie wire, screws, nails and other metal supports, of type and size to suit application; to rigidly secure materials in place.

2.2 SOFFIT AND BULKHEAD FRAMING

- A. Channels:
 - 1. Fabricated of 16 gage cold-rolled steel, factory applied black asphaltum rust-resistant paint.
 - 2. Minimum weight per 1,000 lineal feet:
 - a. Depth: 2 inches, 590 lbs.
 - b. Depth: 1-1/2-inches, 300 lbs.
- B. Furring Channels: Screw-type, hat-shaped, 25 gage.
- C. Optional Framing: Metal stud, ASTM C645 and GA 216, galvanized sheet steel, screw-type, Cee-shaped, minimum 25 gage.
- D. Ceiling Hangers: Minimum 8 gage, galvanized, annealed steel wire.
- E. Tie Wire: 16 gage, galvanized, annealed steel wire.
- F. Anchorage to Substrate: Tie wire, screws, nails and other metal supports, of type and size to suit application; to rigidly secure materials in place.

2.3 SUSPENDED GYPSUM BOARD CEILING GRID SYSTEM

- A. Grid Suspension System for Ceilings: ASTM C 645, direct-hung system composed of main beams and cross-furring members that interlock.
 - 1. Products: Subject to compliance with requirements, products that may be incorporated into the Work include, but are not limited to, the following:
 - a. Armstrong World Industries, Inc.; HD8906, Drywall Grid Systems.
 - b. Chicago Metallic Corporation; 650-C, Drywall Furring System.
 - c. USG Corporation; DGLW, Drywall Suspension System.

2.4 GYPSUM BOARD MATERIALS

- A. Size: Provide in maximum lengths and widths available that will minimize joints and correspond with support system indicated.

- B. Surface Burning Characteristics: When tested in accordance with ASTM E84 requirements.
1. Flame Spread Index: 25 maximum.
 2. Smoke Development: 0.
- C. General: Comply with ASTM C 1396, as applicable to type of gypsum board indicated.
1. Manufacturers: Subject to compliance with requirements, manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:
 - a. American Gypsum Co.
 - b. BPB America Inc.
 - c. G-P Gypsum.
 - d. Lafarge North America Inc.
 - e. National Gypsum Company.
 - f. USG Corporation.
 - g. Or equal as approved by Architect.
- D. Standard Gypsum Board: Gypsum core wall panel surfaced with paper on front, back, and long edges.
1. Thickness: 5/8-inch thickness unless otherwise indicated.
 2. Edges: Tapered long edges and square cut ends.
- E. Fire Rated Gypsum Board: Gypsum core wall panel with additives to enhance fire resistance of the core; surfaced with paper on front, back, and long edges.
1. Thickness: 5/8-inch thickness unless otherwise indicated.
 2. Edges: Tapered long edges and square cut ends.
- F. Moisture Resistant Gypsum Board: Coated glass mat-faced with treated gypsum core panel; physical properties conforming to the applicable sections of ASTM C 1177 and ASTM C 630, "DensArmor Plus Interior Panels" as manufactured by G-P Gypsum Corp., or equal as approved by Architect.
1. Thickness: 5/8-inch thickness unless otherwise indicated.
 2. Edges: Tapered long edges and square cut ends.
 3. Locations: For use at interior gypsum board ceilings at Locker Rooms, Showers, Toilet Rooms and wet or high moisture areas.
- G. Glass-Mat, Water-Resistant Backing Board: Mold-resistant tile backer board with glass mat facings and acrylic coating complying with ASTM C 1178; "DensShield Tile Backer" as manufactured by G-P Gypsum Corp., or equal as approved by Architect.
1. Thickness: 5/8-inch thickness unless otherwise indicated.
 2. Edges: Square.

- H. Exterior Gypsum Sheathing Board: Gypsum core wall panel with additives to enhance the water resistance of the core; surfaced with water repellent paper front, back, and along edges; complying with ASTM C79; fire-resistant.
 - 1. Thickness: 1/2-inch thick unless otherwise indicated.
 - 2. Edges: V-shaped tongue and grooved edges for horizontal application.
- I. Impact Resistant Fiber-Reinforced Gypsum Board: Non-paper faced, fiber-reinforced, gypsum wall panel; fire rated as required; complying with ASTM C1278 and ASTM C36; "Fiberock VHI Panels" as manufactured by USG.
 - 1. Thickness: 5/8-inch thickness unless otherwise indicated.
 - 2. Edges: Tapered long edges and square cut ends.

2.5 GYPSUM BOARD ACCESSORIES

- A. Provide gypsum wallboard accessories in accordance with GA 216.
- B. Fasteners: Screws ASTM C1002, self-drilling, self-tapping, Bugle Head, for use with power driven tool.
 - 1. Type "S": for wallboard application to sheet metal framing
 - 2. Type "W": for wallboard application to wood framing.
 - 3. Fire Rated Construction: Same type and size as used in fire rating test.
 - 4. Non-Fire Rated Construction: Type and size as recommended by gypsum board manufacturer.
- C. Metal Trim Accessories: Size required for thickness of wallboard used, fabricated from galvanized steel and roll-formed zinc, or other corrosion resistant treatment.
 - 1. Corner Beads: Formed galvanized steel angle, 1/8-inch round bead, 1-1/4-inch perforated metal flanges, ASTM C1047.
 - 2. Edge Trim: Formed galvanized steel casing bead, 0.014-inch thick base steel, face nailed, reveal bead and exposed metal flange surface finished with joint compound, ASTM C1047.
 - 3. Control Joints: Manufacturer's standard roll-formed zinc with 1/4-inch "V" shaped slot protected by plastic tape, for face application, exposed flange surfaces finished with joint compound, ASTM C1047.
- D. Joint Treatment Materials:
 - 1. Joint Tape: ASTM C475; paper reinforcing tape, perforated.
 - 2. Joint Compound: ASTM C475; drying type pre-mixed vinyl base compounds.
- E. Laminating Adhesive: Manufacturer's recommended laminating adhesive or liquid contact adhesive for double-layer systems.

F. Architectural Metal Drywall Profiles:

1. Provide, where indicated, extruded and roll-formed Architectural profiles as manufactured by Fry Reglet.
2. Designs: As indicated on drawings.
3. Material: Extrusions shall be of 6063 T5 aluminum alloy, and roll formed shapes shall be of 3003 H-14 aluminum alloy.
4. Construction: Profile shall incorporate continuous integral tapering fins for surface contact. Fins shall be punched with 1/4-inch holes staggered 1/2-inch o.c. to accept standard screw fastening.
5. Finish: Profiles shall receive a factory applied high porosity corrosion resistant primer compatible with materials commonly in use in conjunction with commercial interiors, i.e. joint compound, latex or enamel paints, and wall covering adhesives.

2.6 ACOUSTICAL ACCESSORIES

- A. Acoustical Insulation: Preformed mineral fiber, ASTM C665, Type 1; unfaced, friction fit type, thickness equal to stud depth or as indicated; "Thermafiber SAFB".
- B. Acoustical Sealant: Non-hardening, non-skimming, for use in conjunction with gypsum board; type as recommended by gypsum manufacturer.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Verify that site conditions are ready to receive work and opening dimensions are as indicated on Contract Drawings and approved shop drawings.

3.2 METAL STUD INSTALLATION - GENERAL

- A. Install metal stud framing in accordance with manufacturer's instructions, and ASTM C754, except as otherwise specified below.
- B. Install members true to lines and levels to provide surface flatness with maximum variation of 1/8-inch in 10 feet in any direction.

3.3 INSTALLATION - METAL STUDS

- A. Floor and Ceiling tracks:
 1. Align floor and ceiling tracks.

2. Attach metal runners at floor and ceiling to structural elements with appropriate power driven fasteners.
3. Attach tracks to structure with fasteners located 2 inches from each end and spaced at maximum 24 inches on centers.
4. Maintain clearance under structural building members to avoid deflection transfer to studs. Provide extended leg ceiling runners.

B. Metal Stud:

1. Plumb and align studs.
2. Space studs 16 inches on center, unless otherwise indicated.
3. Attach studs to floor and ceiling tracks by crimping flange of runner track, screwing, tack welding or method recommended by stud manufacturer.
4. If necessary, splice studs by nesting with minimum lap of 8 inches.
5. Refer to Drawings for indication of partitions extending to finished ceiling only and for partitions extending through the ceiling to the structure above.

C. Framing Around Door and Light Openings:

1. Install double studs at each jamb of door continuous for full height of partition.
2. Attach stud track horizontally on each side of opening, at frame head height.
 - a. Install jack studs at 16 inches on centers over head of door frame.
 - b. Attach jack studs to runner track and anchor top in same manner as provided for full studs.
3. Screw, bolt or weld stud to jamb anchors of frame, as recommended by stud manufacturer.
4. Anchor a second stud to stud at doorjamb, as recommended in manufacturer's printed instructions, nested to form a box.
5. Provide headers above and below framed wall openings having an area of 2 square feet or more.

D. Corners and Intersections:

1. Form corners and intersection of partitions with three studs as detailed in ASTM C754, Figures 2 and 3. Two-stud corner construction is not acceptable.
2. Place studs forming internal corners 2 inches from point of partition intersections.

E. Blocking: Bolt or screw steel channels to studs. Install blocking for support of plumbing fixtures, toilet partitions, wall cabinets, toilet accessories, hardware, and other similar items.

3.4 INSTALLATION - WALL FURRING

- A. Attach wall furring for direct attachment to concrete block and/or concrete walls.

- B. Erect furring channels horizontally or vertically; space maximum 16 inches on center, not more than 4 inches from floor and ceiling lines or abutting walls. Secure in place on alternate channel flanges at maximum 24 inches on center.
- C. Where furring channels are installed directly to exterior walls and a possibility of moisture penetration through walls exists, install asphalt felt paper protection strip between the channel and wall.

3.5 INSTALLATION - SUSPENDED GYPSUM BOARD CEILING GRID SYSTEM

- A. Install ceiling furring at height(s) indicated, independent of walls, columns, and above ceiling work.
- B. Ceiling Hangers: Coordinate location of hangers with other work.
 - 1. Attach hangers to steel members by use of acceptable clips, or by wrapping around, or through steel members and bolting, tying, or tack welding hanger to itself.
 - 2. Space hangers 48 inches on centers and within 6 inches of perimeter walls.
 - 3. Locate hanger within 6 inches of ends of main runner channels.
 - 4. Attach lower end of hanger to main runner channel by double wrap wire-typing (saddle tied) and given three twists around itself.
 - a. Prevent twisting and turning to the main runner channel.
 - b. Develop full strength of hanger.
- C. Main Runner Channels:
 - 1. Spacing: 36 inches on centers.
 - 2. Locate main runner channel within 6 inches of parallel walls.
 - 3. Splicing:
 - a. Overlap ends a minimum of 12 inches.
 - b. Interlock flanges.
 - c. Secure splice near end of each channel by tie wire double looped.
- D. Cross Furring:
 - 1. Spacing 16 inches on centers.
 - 2. Wire tie cross furring channels to main runners by saddle tying and twisting the end three times around itself.
 - 3. Splicing:
 - a. Overlap ends of cross furring a minimum of 8 inches.
 - b. Interlock channel flanges.
 - c. Wire-Tie near each end with two loops of wire.

4. Do not continue cross furring across control or expansion joints.
5. No suspension grillage to come in contact with abutting partitions of load bearing walls.
6. Frame around all ceiling penetrations and provide supplemental framing in plane of suspension if required.

E. Reinforcing:

1. Reinforce openings in ceiling suspension system, which interrupt main carrying channels or furring channels, with lateral channel bracing.
2. Extend bracing minimum 24 inches beyond each end of openings.
3. Laterally brace suspension system where required.

3.6 FURRING FOR FIRE RATINGS

- A. Install furring for fire resistance ratings in accordance with appropriate UL requirements and/or Design Numbers indicated.

3.7 INSPECTION BEFORE WALLBOARD INSTALLATION

- A. Check framing for adequate spacing and alignment.
- B. Verify that spacing of installed framing does not exceed maximum allowable spacing for thickness of wallboard to be used.
- C. Verify that frames are set for thickness of wallboard to be used.
- D. Do not proceed with installation of wallboard until deficiencies are corrected and surface to receive wallboard are acceptable.
- E. Protrusions of framing, twisted framing members, or unaligned members must be repaired before installation of wallboard is started.
- F. Commencing installation of wallboard means "acceptance" of existing conditions.

3.8 INSTALLATION - GENERAL

- A. Install gypsum board in accordance with recommendations GA-214, GA-216 and manufacturer's instructions.
- B. Use wallboard of maximum lengths to minimize ends joints. Stagger end joints when they occur, and locate end joints as far as possible from center of wall or ceiling.
- C. Abut wallboard without forcing. Neatly fit ends and edges of wallboard. Do not place butt ends against tapered edges.

- D. Support ends and edges of wallboard panels on framing or furring members, except for face layer of double layer construction.

3.9 INSTALLATION - WALLBOARD OVER FRAMING

A. Single Layer Construction:

1. Ceilings:

- a. Gypsum wallboard shall be applied first to ceiling with long dimension at right angles to framing using panels of maximum practical length.
- b. Position end joints over framing members and stagger in adjacent rows.
- c. Fit ends and edges closely, do not force together, fasten panels to furring with mechanical fasteners, spaced 12 inches o.c. in field of panels and along abutting ends and edges.

2. Walls:

- a. Apply wallboard horizontally for wall height of 8 feet or less and vertically for wall height greater than 8 feet. When installing wallboard horizontally, attach upper panel first.
- b. Apply single layer fire rated wallboard vertically, with edges occurring over firm bearing.
- c. Stagger end joints to occur on different framing members on opposite sides of partition.

3. Mechanical Fastening:

a. Screws:

- 1) Attach single layer of wallboard to metal framing with power driven screws.
- 2) Minimum edge clearance from mechanical fastener: 3/8-inch.
- 3) Stagger mechanical fasteners opposite each other on adjacent ends and edges.
- 4) Sand abutting ends or edges over support surface.
- 5) Space screws 16 inches o.c. when framing is spaced 16 inches o.c., or 12 inches o.c. when framing is spaced 24 inches o.c.
- 6) Drive screws with positive clutch electric screwgun.

B. Double Layer Construction:

1. Ceilings:

- a. Apply wallboard face layer perpendicular to edges of base layer.
- b. Position end joints of face layer to offset base layer joints by at least 10 inches.

- c. Gypsum wallboard shall be installed in such manner to provide two hour fire resistant rating shown, when indicated, and in accordance with requirements of UL.
2. Walls:
 - a. Apply wallboard base layer vertically.
 - b. Stagger vertical joints of base layer on opposite side of partition to occur on different framing members.
 - c. Apply face layer horizontally, minimum offset of joints between face layer and face layer shall be at least 10 inches.
 - d. Gypsum wallboard shall be installed in such manner to provide two hour fire resistant ratings indicated, and in accordance with requirements of UL.
3. Adhesive Lamination:
 - a. Apply adhesive with notched spreader or caulking gun, as recommended by wallboard manufacturer, for this particular application and job condition.
4. Permanent Attachment:
 - a. Permanently attach face layer with specified fasteners in accordance with UL requirements for systems selected.

3.10 CONTROL JOINTS

- A. Non-Rated Gypsum Construction: Gypsum panel surfaces shall be isolated with control joints or other means, as detailed and at locations indicated on the drawings, if not shown, where:
 1. Partition, furring or column fireproofing abuts a structural element (except floor) or dissimilar wall or ceiling;
 2. Ceiling or soffit abuts a structural element, dissimilar wall or partition or other vertical penetration;
 3. Construction changes within plane of partition or ceiling;
 4. Partition or furring run exceeds 30 feet.
 5. Ceiling dimensions exceed 50 feet in either direction with perimeter relief, 30 feet without relief;
 6. Exterior soffits exceed 30 feet in either direction;
 7. Wings of "L", "U" and "T" shaped ceiling areas are joined;
 8. Expansion or control joints occur in the exterior wall.
 9. Less-than-ceiling height door/light frames shall have control joints extending to the ceiling from latch side of door. Ceiling height doorframes may be used as control joints.

- B. Fire-Rated Gypsum Construction: Gypsum panel surfaces shall be isolated with control joints or other means, as detailed and at locations indicated on the drawings, if not shown, where:
1. A partition, wall, or ceiling traverses a construction joint (expansion, seismic, or building control element) in the base building structure.
 2. Where a wall or partition runs in an uninterrupted straight plane exceeding 30 feet.
 - a. Full height doorframes may be considered a control joint.
 3. Interior Ceilings with Perimeter Relief: Control joints shall be installed so that linear dimensions between control joints shall not exceed 50 feet and total areas between control joints shall not exceed 2500 sq.ft.
 4. Interior Ceilings without Perimeter Relief: Control joints shall be installed so that linear dimensions between control joints shall not exceed 30 feet and total area between control joints shall not exceed 900 sq.ft.
 5. Exterior Ceilings and Soffits: Control joints shall be installed so that linear dimensions between control joints shall not exceed 30 feet and total area between control joints shall not exceed 900 sq.ft.
 6. A control joint or intermediate blocking shall be installed where ceiling framing members change direction.
 7. A control joint is desired or incorporated as a design accent or Architectural feature.

3.11 INSTALLATION - ACOUSTICAL ACCESSORIES

- A. Place acoustical insulation in partitions tight within spaces, around cut openings, behind and around electrical and mechanical items within or behind partitions, and tight to items passing through partitions.
- B. Apply acoustical sealant within partitions in accordance with manufacturer's instructions and recommended procedures.

3.12 INSTALLATION - METAL ACCESSORIES AND ARCHITECTURAL PROFILES

- A. Install corner beads and edge trim as specified in ASTM C840.
- B. Install corner beads at external corners
- C. Install edge trim at perimeter of openings and at juncture with other materials except, where covered by casings or flanges.
- D. Install Architectural metal drywall profiles in accordance with manufacturer's instructions.

3.13 INSTALLATION OF ACCESS PANELS

- A. Install metal access panels and rigidly secure in place, as required by other sections and other trades.
- B. Install in accordance with manufacturer's printed instructions and requirements of regulatory agencies, when applicable.
- C. Coordinate the installation of rough bucks, anchors, blocking, mechanical and electrical work which is to be placed in or behind wall framing and ceiling furring. Allow such items to be installed after framing and furring is complete.

3.14 FINISHING GYPSUM BOARD

- A. General: Treat gypsum board joints, interior angles, edge trim, control joints, penetrations, fastener heads, surface defects, and elsewhere as required to prepare gypsum board surfaces for decoration. Promptly remove residual joint compound from adjacent surfaces.
- B. Prefill open joints, rounded or beveled edges, and damaged surface areas.
- C. Apply joint tape over gypsum board joints, except those with trim having flanges not intended for tape.
- D. Gypsum Board Finish Levels: Finish panels to levels indicated below and according to ASTM C 840:
 - 1. Level 1: Ceiling plenum areas, concealed areas, and where indicated.
 - 2. Level 2: Panels that are substrate for tile.
 - 3. Level 4: At panel surfaces that will be exposed to view, unless otherwise indicated.
- E. Glass-Mat Gypsum Sheathing Board: Finish according to manufacturer's written instructions for use as exposed soffit board.
- F. Glass-Mat Water-Resistant Backing Panels: Finish according to manufacturer's written instructions.

3.15 TOLERANCES

- A. Maximum Variation of Finished Gypsum Board Surface from True Flatness: 1/8-inch in 10 feet in any direction.

3.16 REPAIRS AND CLEANING

- A. Punctures:

1. When face paper is punctured, fasten approximately 1-1/2-inch from defective fastening and remove defective fastener.
2. Fill all damaged surface areas with compound.
3. Leave clear depression to receive tape.
4. Permit prefill joint compound to harden prior to application of tape

B. Ridging:

1. Do not repair ridging until condition has fully developed; approximately six months after installation of one heating season.
2. Sand ridges to receive reinforcing tape without cutting through tape.
3. Fill concave areas on both sides of ridge with topping compound.
4. After fill is dry, blend in topping compound over repaired area.

C. Cracks:

1. Fill all cracks with compound and finish smooth and flush.

END OF SECTION 092115

NOT FOR BIDDING PURPOSES

SECTION 093000 - TILING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section Includes:

1. Porcelain Tile
2. Ceramic tile.
3. Stone thresholds.
4. Waterproof membrane.
5. Tile backing panels.
6. Metal edge strips.

B. Related Sections:

1. Division 07 Section "Joint Sealants" for sealing of expansion, contraction, control, and isolation joints in tile surfaces.

1.3 DEFINITIONS

- A. General: Definitions in the ANSI A108 series of tile installation standards and in ANSI A137.1 apply to Work of this Section unless otherwise specified.

- B. ANSI A108 Series: ANSI A108.01, ANSI A108.02, ANSI A108.1A, ANSI A108.1B, ANSI A108.1C, ANSI A108.4, ANSI A108.5, ANSI A108.6, ANSI A108.8, ANSI A108.9, ANSI A108.10, ANSI A108.11, ANSI A108.12, ANSI A108.13, ANSI A108.14, ANSI A108.15, ANSI A108.16, and ANSI A108.17, which are contained in "American National Standard Specifications for Installation of Ceramic Tile."

- C. Module Size: Actual tile size plus joint width indicated.

- D. Face Size: Actual tile size, excluding spacer lugs.

1.4 SUBMITTALS

- A. Product Data: For each type of product indicated.

B. LEED Submittal:

1. Product Data for Credit EQ 4.1: For adhesives and sealants, including printed statement of VOC content.

- C. Shop Drawings: Show locations of each type of tile and tile pattern. Show widths, details, and locations of expansion, contraction, control, and isolation joints in tile substrates and finished tile surfaces.
- D. Samples for Verification:
 - 1. Full-size units of each type and composition of tile and for each color and finish required. For ceramic mosaic tile in color blend patterns, provide full sheets of each color blend.
 - 2. Full-size units of each type of trim and accessory for each color and finish required.
 - 3. Stone thresholds in 6-inch (150-mm) lengths.
 - 4. Metal edge strips in 6-inch (150-mm) lengths.
- E. Qualification Data: For qualified Installer.
- F. Master Grade Certificates: For each shipment, type, and composition of tile, signed by tile manufacturer and Installer.
- G. Product Certificates: For each type of product, signed by product manufacturer.
- H. Material Test Reports: For each tile-setting and -grouting product and special purpose tile.

1.5 QUALITY ASSURANCE

- A. Source Limitations for Tile: Obtain tile of each type and color or finish from one source or producer.
 - 1. Obtain tile of each type and color or finish from same production run and of consistent quality in appearance and physical properties for each contiguous area.
- B. Source Limitations for Setting and Grouting Materials: Obtain ingredients of a uniform quality for each mortar, adhesive, and grout component from one manufacturer and each aggregate from one source or producer.
- C. Source Limitations for Other Products: Obtain each of the following products specified in this Section from a single manufacturer for each product:
 - 1. Stone thresholds.
 - 2. Waterproof membrane.
 - 3. Crack isolation membrane.
 - 4. Joint sealants.
 - 5. Cementitious backer units.
 - 6. Metal edge strips.
- D. Mockups: Build mockups to verify selections made under sample submittals and to demonstrate aesthetic effects and set quality standards for materials and execution.
 - 1. Build mockup of **each type of** wall tile installation.
 - 2. Approved mockups may become part of the completed Work if undisturbed at time of Substantial Completion.

- E. Preinstallation Conference: Conduct conference at Project site.
 - 1. Review requirements in ANSI A108.01 for substrates and for preparation by other trades.

1.6 DELIVERY, STORAGE, AND HANDLING

- A. Deliver and store packaged materials in original containers with seals unbroken and labels intact until time of use. Comply with requirements in ANSI A137.1 for labeling tile packages.
- B. Store tile and cementitious materials on elevated platforms, under cover, and in a dry location.
- C. Store aggregates where grading and other required characteristics can be maintained and contamination can be avoided.
- D. Store liquid materials in unopened containers and protected from freezing.
- E. Handle tile that has temporary protective coating on exposed surfaces to prevent coated surfaces from contacting backs or edges of other units. If coating does contact bonding surfaces of tile, remove coating from bonding surfaces before setting tile.

1.7 PROJECT CONDITIONS

- A. Environmental Limitations: Do not install tile until construction in spaces is complete and ambient temperature and humidity conditions are maintained at the levels indicated in referenced standards and manufacturer's written instructions.

1.8 EXTRA MATERIALS

- A. Furnish extra materials that match and are from same production runs as products installed and that are packaged with protective covering for storage and identified with labels describing contents.
 - 1. Tile and Trim Units: Furnish quantity of full-size units equal to 2 percent of amount installed for each type, composition, color, pattern, and size indicated.
 - 2. Grout: Furnish quantity of grout equal to 2 percent of amount installed for each type, composition, and color indicated.

PART 2 - PRODUCTS

2.1 PRODUCTS, GENERAL

- A. ANSI Ceramic Tile Standard: Provide tile that complies with ANSI A137.1 for types, compositions, and other characteristics indicated.
 - 1. Provide tile complying with Standard grade requirements unless otherwise indicated.

- B. ANSI Standards for Tile Installation Materials: Provide materials complying with ANSI A108.02, ANSI standards referenced in other Part 2 articles, ANSI standards referenced by TCA installation methods specified in tile installation schedules, and other requirements specified.
- C. Factory Blending: For tile exhibiting color variations within ranges, blend tile in factory and package so tile units taken from one package show same range in colors as those taken from other packages and match approved Samples.
- D. Mounting: For factory-mounted tile, provide back- or edge-mounted tile assemblies as standard with manufacturer unless otherwise indicated.
- E. Factory-Applied Temporary Protective Coating: Where indicated under tile type, protect exposed surfaces of tile against adherence of mortar and grout by precoating with continuous film of petroleum paraffin wax, applied hot. Do not coat unexposed tile surfaces.

2.2 TILE PRODUCTS

- A. Tile Type **Color-1 and Color-3**: Unglazed Colorbody Porcelain tile.
 - 1. Basis-of-Design Product: Subject to compliance with requirements, provide product indicated on Drawings, **Daltile, Colorbody Porcelain, "Portfolio"** or comparable product by one of the following:
 - a. American Olean; Division of Dal-Tile International Inc.
 - b. Crossville, Inc.
 - c. Daltile; Division of Dal-Tile International Inc.
 - 2. Composition: Porcelain.
 - 3. Module Size: As indicated on drawings and 6"x24" Nominal
 - 4. Thickness: 3/8 inch (9.52 mm).
 - 5. Face: Pattern of design indicated, with cushion edges.
 - 6. Surface: Smooth without Slip-resistant abrasive admixture.
 - 7. Tile Color and Pattern: Match Architect's drawings and as selected by Architect from manufacturer's full range.
 - 8. Grout Color: As selected by Architect from manufacturer's full range.
 - 9. Trim Units: Coordinated with sizes and coursing of adjoining flat tile where applicable and matching characteristics of adjoining flat tile.
- B. Tile Type **Color-2**: Glass Tile & Mosaics.
 - 1. Basis-of-Design Product: Subject to compliance with requirements, provide product indicated on Drawings, **Daltile, Glass Tile and Mosaics, "Color Wave"** or comparable product by one of the following:
 - a. American Olean; Division of Dal-Tile International Inc.
 - b. Crossville, Inc.
 - c. Daltile; Division of Dal-Tile International Inc.
 - 2. Composition: Glass.

3. Module Size: As indicated on drawings and “2 x 1 Brick Joint Mosaic Blend”, 4” High Courses Nominal
4. Thickness: 5/16 inch .
5. Face: Pattern of design indicated, with cushion edges.
6. Surface: Smooth without Slip-resistant abrasive admixture.
7. Tile Color and Pattern: Match Architect's drawings and as selected by Architect from manufacturer's full range.
8. Grout Color: As selected by Architect from manufacturer's full range.
9. Trim Units: Coordinated with sizes and coursing of adjoining flat tile where applicable and matching characteristics of adjoining flat tile.

C. Tile Type **Color-4**: Glazed Ceramic tile.

1. Basis-of-Design Product: Subject to compliance with requirements, provide product indicated on Drawings, **Daltile, Eco-Body Glazed Ceramic, “Natural Hues”** or comparable product by one of the following:
 - a. American Olean; Division of Dal-Tile International Inc.
 - b. Crossville, Inc.
 - c. Daltile; Division of Dal-Tile International Inc.
2. Composition: Ceramic Tile.
3. Module Size: As indicated on drawings and 6”x6” Nominal.
4. Thickness: 5/16 inch .
5. Face: Pattern of design indicated, with cushion edges.
6. Surface: Smooth without Slip-resistant abrasive admixture.
7. Tile Color and Pattern: Match Architect's drawings and as selected by Architect from manufacturer's full range.
8. Grout Color: As selected by Architect from manufacturer's full range.
9. Trim Units: Coordinated with sizes and coursing of adjoining flat tile where applicable and matching characteristics of adjoining flat tile.

D. Tile Type **Color-5**: Glazed Ceramic Tile.

1. Basis-of-Design Product: Subject to compliance with requirements, provide product indicated on Drawings, **Daltile, Glazed Ceramic Tile, “Modern Dimensions”** or comparable product by one of the following:
 - a. American Olean; Division of Dal-Tile International Inc.
 - b. Crossville, Inc.
 - c. Daltile; Division of Dal-Tile International Inc.
2. Composition: Ceramic.
3. Module Size: As indicated on drawings and 4-1/4”x 12-3/4” Nominal
4. Thickness: 5/16 inch .
5. Face: Pattern of design indicated, with cushion edges.
6. Surface: Smooth without Slip-resistant abrasive admixture.
7. Tile Color and Pattern: Match Architect's drawings and as selected by Architect from manufacturer's full range.
8. Grout Color: As selected by Architect from manufacturer's full range.
9. Trim Units: Coordinated with sizes and coursing of adjoining flat tile where applicable and matching characteristics of adjoining flat tile.

2.3 THRESHOLDS

- A. General: Fabricate to sizes and profiles indicated or required to provide transition between adjacent floor finishes.
1. Bevel edges at 1:2 slope, with lower edge of bevel aligned with or up to **1/16 inch (1.5 mm)** above adjacent floor surface. Finish bevel to match top surface of threshold. Limit height of threshold to **1/2 inch (12.7 mm)** or less above adjacent floor surface.
- B. Granite Thresholds: ASTM C 615, with honed finish.
1. Description: Uniform, medium-grained, gray stone without veining.
- C. Marble Thresholds: ASTM C 503, with a minimum abrasion resistance of **10** per ASTM C 1353 or ASTM C 241 and with honed finish.
1. Description: Uniform, fine- to medium-grained white stone with gray veining.

2.4 TILE BACKING PANELS

- A. Fiber-Cement Underlayment: ASTM C 1288, in maximum lengths available to minimize end-to-end butt joints.
1. Products: Subject to compliance with requirements, provide the following:
 - a. James Hardie; Hardiebacker 500.
 2. Thickness: 1/2 inch (12.7 mm).
 3. Fasteners
 - a. Metal Framing: 1-1/2 inches (32 mm) No. 8 by 0.375 inch (9.5 mm) HD self-drilling, corrosion resistant ribbed wafer head screws.
 - b. Masonry: Per manufacturers specifications.

2.5 WATERPROOF MEMBRANE

- A. Fluid-Applied Membrane: Liquid-latex rubber or elastomeric polymer.
1. Products: Subject to compliance with requirements, provide one of the following:
 - a. Custom Building Products; Redgard Waterproofing and Crack Prevention Membrane.
 - b. Laticrete International, Inc.; Laticrete Watertight Floor N' Wall Waterproofing.

2.6 SETTING MATERIALS

- A. Latex-Portland Cement Mortar (Thin Set): ANSI A118.4.
1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:

- a. Bostik, Inc.
 - b. Custom Building Products.
 - c. MAPEI Corporation
 - d. Laticrete International, Inc.
2. Provide prepackaged, dry-mortar mix combined with acrylic resin or styrene-butadiene-rubber liquid-latex additive at Project site.
 3. For wall applications, provide mortar that complies with requirements for nonsagging mortar in addition to the other requirements in ANSI A118.4.

2.7 GROUT MATERIALS

- A. Water Based, Urethane and Quartz Aggregate Tile Grout with Antimicrobial Protection: ANSI A118.7 and A118.3.
 1. Basis-of-Design Product: Subject to compliance with requirements, provide product indicated "Bostik - TruColor Single Component Premixed Grout"

2.8 MISCELLANEOUS MATERIALS

- A. Trowelable Underlayments and Patching Compounds: Latex-modified, portland cement-based formulation provided or approved by manufacturer of tile-setting materials for installations indicated.
- B. Metal Edge Strips: Angle or L-shape, height to match tile and setting-bed thickness, metallic or combination of metal and PVC or neoprene base, designed specifically for wall tile applications; stainless-steel, ASTM A 666, 300 Series exposed-edge material. See drawings for locations or typically all exposed corners.
- C. Temporary Protective Coating: Either product indicated below that is formulated to protect exposed surfaces of tile against adherence of mortar and grout; compatible with tile, mortar, and grout products; and easily removable after grouting is completed without damaging grout or tile.
 1. Petroleum paraffin wax, fully refined and odorless, containing at least 0.5 percent oil with a melting point of 120 to 140 deg F (49 to 60 deg C) per ASTM D 87.
 2. Grout release in form of manufacturer's standard proprietary liquid coating that is specially formulated and recommended for use as temporary protective coating for tile.
- D. Tile Cleaner: A neutral cleaner capable of removing soil and residue without harming tile and grout surfaces, specifically approved for materials and installations indicated by tile and grout manufacturers.
- E. Grout Sealer: Manufacturer's standard silicone product for sealing grout joints and that does not change color or appearance of grout.
 1. Products: Subject to compliance with requirements, provide the following:
 - a. Bostik, Inc.; CeramaSeal Grout & Tile Sealer.
 - b. C-Cure; Penetrating Sealer 978.
 - c. Custom Building Products; Surfaceguard Grout and Tile Sealer.

2.9 MIXING MORTARS AND GROUT

- A. Mix mortars and grouts to comply with referenced standards and mortar and grout manufacturers' written instructions.
- B. Add materials, water, and additives in accurate proportions.
- C. Obtain and use type of mixing equipment, mixer speeds, mixing containers, mixing time, and other procedures to produce mortars and grouts of uniform quality with optimum performance characteristics for installations indicated.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine substrates, areas, and conditions where tile will be installed, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of installed tile.
 - 1. Verify that substrates for setting tile are firm, dry, clean, free of coatings that are incompatible with tile-setting materials including curing compounds and other substances that contain soap, wax, oil, or silicone; and comply with flatness tolerances required by ANSI A108.01 for installations indicated.
 - 2. Verify that concrete substrates for tile floors installed with adhesives, bonded mortar bed or thin-set mortar comply with surface finish requirements in ANSI A108.01 for installations indicated.
 - a. Verify that surfaces that received a steel trowel finish have been mechanically scarified.
 - b. Verify that protrusions, bumps, and ridges have been removed by sanding or grinding.
 - 3. Verify that installation of grounds, anchors, recessed frames, electrical and mechanical units of work, and similar items located in or behind tile has been completed.
 - 4. Verify that joints and cracks in tile substrates are coordinated with tile joint locations; if not coordinated, adjust joint locations in consultation with Architect.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 PREPARATION

- A. Fill cracks, holes, and depressions in concrete substrates for tile floors installed with thin-set mortar with trowelable leveling and patching compound specifically recommended by tile-setting material manufacturer.
- B. Where indicated, prepare substrates to receive waterproofing by applying a reinforced mortar bed that complies with ANSI A108.1A and is sloped **1/4 inch per foot (1:50)** toward drains.

- C. Blending: For tile exhibiting color variations, verify that tile has been factory blended and packaged so tile units taken from one package show same range of colors as those taken from other packages and match approved Samples. If not factory blended, either return to manufacturer or blend tiles at Project site before installing.
- D. Field-Applied Temporary Protective Coating: If indicated under tile type or needed to prevent grout from staining or adhering to exposed tile surfaces, precoat them with continuous film of temporary protective coating, taking care not to coat unexposed tile surfaces.

3.3 TILE INSTALLATION

- A. Comply with TCA's "Handbook for Ceramic Tile Installation" for TCA installation methods specified in tile installation schedules. Comply with parts of the ANSI A108 Series "Specifications for Installation of Ceramic Tile" that are referenced in TCA installation methods, specified in tile installation schedules, and apply to types of setting and grouting materials used.
 - 1. For the following installations, follow procedures in the ANSI A108 Series of tile installation standards for providing 95 percent mortar coverage:
 - a. Interior tile walls.
 - b. Tile walls in wet areas.
- B. Extend tile work into recesses and under or behind equipment and fixtures to form complete covering without interruptions unless otherwise indicated. Terminate work neatly at obstructions, edges, and corners without disrupting pattern or joint alignments.
- C. Accurately form intersections and returns. Perform cutting and drilling of tile without marring visible surfaces. Carefully grind cut edges of tile abutting trim, finish, or built-in items for straight aligned joints. Fit tile closely to electrical outlets, piping, fixtures, and other penetrations so plates, collars, or covers overlap tile.
- D. Jointing Pattern: Lay tile in grid pattern unless otherwise indicated. Lay out tile work and center tile fields in both directions in each space or on each wall area. Lay out tile work to minimize the use of pieces that are less than half of a tile. Provide uniform joint widths unless otherwise indicated.
 - 1. For tile mounted in sheets, make joints between tile sheets same width as joints within tile sheets so joints between sheets are not apparent in finished work.
 - 2. Where adjoining tiles on floor, base, walls, or trim are specified or indicated to be same size, align joints.
 - 3. Where tiles are specified or indicated to be whole integer multiples of adjoining tiles on floor, base, walls, or trim, align joints unless otherwise indicated.
- E. Joint Widths: Unless otherwise indicated, install tile with the following joint widths:
 - 1. Ceramic Tile: 1/8 inch (3.2 mm).
 - 2. Glazed Porcelain Wall Tile: 1/8 inch (3.2 mm).
 - 3. Colorbody Porcelain Wall Tile: 1/8 inch (3.2 mm).

- F. Lay out tile wainscots to dimensions indicated or to next full tile beyond dimensions indicated.
- G. Expansion Joints: Provide expansion joints and other sealant-filled joints, including control, contraction, and isolation joints, where indicated. Form joints during installation of setting materials, mortar beds, and tile. Do not saw-cut joints after installing tiles.
 - 1. Where joints occur in concrete substrates, locate joints in tile surfaces directly above them.
 - 2. Prepare joints and apply sealants to comply with requirements in Division 07 Section "Joint Sealants."
- H. Stone Thresholds: Install stone thresholds in same type of setting bed as adjacent floor unless otherwise indicated.
 - 1. At locations where mortar bed (thickset) would otherwise be exposed above adjacent floor finishes, set thresholds in latex-portland cement mortar (thin set).
- I. Metal Edge Strips: Install at locations indicated.
- J. Grout Sealer: Apply grout sealer to grout joints on tile walls according to grout-sealer manufacturer's written instructions. As soon as grout sealer has penetrated grout joints, remove excess sealer and sealer from tile faces by wiping with soft cloth.

3.4 TILE BACKING PANEL INSTALLATION

- A. Install fiber-cement underlayment and treat joints according to ANSI A108.11 and manufacturer's written instructions for type of application indicated.

3.5 WATERPROOFING INSTALLATION

- A. Install waterproofing to comply with ANSI A108.13 and manufacturer's written instructions to produce waterproof membrane of uniform thickness and bonded securely to substrate.
- B. Do not install tile or setting materials over waterproofing until waterproofing has cured and been tested to determine that it is watertight.

3.6 CRACK ISOLATION MEMBRANE INSTALLATION

- A. Install crack isolation membrane to comply with ANSI A108.17 and manufacturer's written instructions to produce membrane of uniform thickness and bonded securely to substrate.
- B. Do not install tile or setting materials over crack isolation membrane until membrane has cured.

3.7 CLEANING AND PROTECTING

- A. Cleaning: On completion of placement and grouting, clean all ceramic tile surfaces so they are free of foreign matter.

1. Remove grout residue from tile as soon as possible.
 2. Clean grout smears and haze from tile according to tile and grout manufacturer's written instructions but no sooner than 10 days after installation. Use only cleaners recommended by tile and grout manufacturers and only after determining that cleaners are safe to use by testing on samples of tile and other surfaces to be cleaned. Protect metal surfaces and plumbing fixtures from effects of cleaning. Flush surfaces with clean water before and after cleaning.
 3. Remove temporary protective coating by method recommended by coating manufacturer and that is acceptable to tile and grout manufacturer. Trap and remove coating to prevent drain clogging.
- B. Protect installed tile work with kraft paper or other heavy covering during construction period to prevent staining, damage, and wear. If recommended by tile manufacturer, apply coat of neutral protective cleaner to completed tile walls and floors.
- C. Prohibit foot and wheel traffic from tiled floors for at least seven days after grouting is completed.
- D. Before final inspection, remove protective coverings and rinse neutral protective cleaner from tile surfaces.

3.8 INTERIOR TILE INSTALLATION SCHEDULE

- A. Interior Wall Installations : *Colors provided below MUST BE Confirmed during shop drawing process prior to installation. Provided for Bidding Purposes only.*
1. Newark High School:
 - a. Cafeteria Serving Line Walls
 - 1) Color 1 - Field wall tile (base) "Charcoal PF09"
 - 2) Color 2 - Accent Band , Glass Tile Mosaic, "Evening Mixer CW28"
 - 3) Color 3 - Field wall tile "Iron Grey PF06"
 - 4) Color 4 - Accent Tile "Natural Hues Daisy QH97"
 - 5) Color 5- Field tile small band "Modern Dimensions Matte BlackRock K711"

END OF SECTION 093000

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes surface preparation and field application of painting systems to items and surfaces scheduled for interior non-secure, non-inmate areas.
- B. This Section includes the following:
 - 1. Preparation of surfaces to receive finish.
 - 2. Finished Areas: Painting and finishing of all surfaces throughout the interior and exterior of the project, except those items of equipment specified to be painted by other trades, shall receive finishing under this Section by the General Construction Contract, including:
 - a. General: Ferrous metals, wood, plaster, drywall, concrete and masonry surfaces where scheduled or noted.
 - b. Mechanical: Items such as access panels, exposed piping, throughout project.
 - c. Electrical: Items such as access panels, exposed conduits, non-finished or prime painted metals and other equipment throughout Project.
 - 3. Mechanical and Electrical Equipment Rooms: Painting and finishing of all heating, ventilating, air conditioning, plumbing and electrical equipment and lines, except those items of equipment specified under "Finished Areas" above, shall receive finishing under this Section by the Mechanical and Electrical Construction Contracts, including:
 - a. Equipment and supports on the roof, roof drain strainers, exterior exposed gas piping.
 - 4. It shall be understood that all exposed surfaces, piping, conduits, ductwork, equipment and similar items, left unfinished in "Finished Areas" throughout the project by the requirements of other specifications and/or trades shall be painted or finished under the General Construction Contract.
 - 5. Finish surfaces in accordance with "Exterior and Interior Painting and Finishing Schedules" at end of this Section.

C. Work Not Included:

1. Items Not Requiring a Paint Finish: Field painting, in general, will not be required on the following:
 - a. Interior face brick, ceramic tile, acoustical tile ceilings, structural glazed tile, lead, copper, brass, bronze, aluminum, chromium plate, nickel, stainless steel, and monel metal, unless specifically noted or specified otherwise.
2. Items Factory Painted: Field painting will not be required on these items and equipment that are completely finished at the factory unless noted and/or specified otherwise.

D. Related Sections include the following:

1. Division 04 Section "Unit Masonry" for final field application of block filler and paint finish.
2. Division 05 Section "Structural Steel" for shop priming structural steel.
3. Division 05 Section "Steel Deck" for final field application of paint finish on exposed metal decking.
4. Division 05 Section "Metal Fabrications" for shop priming ferrous metal.
5. Division 05 Section "Pipe and Tube Railings" for final field application of paint finish.
6. Division 09 Section "High-Performance Coatings" for exterior and inmate painting systems.
7. Division 23 for identification devices for piping, valves, and equipment.

1.3 REFERENCE STANDARDS

- A. American National Standards Institute (ANSI):
 1. ANSI REV.1 - Identification of Piping Systems.
- B. Occupational Safety and Health Act (OSHA):
 1. OSHA 1910.144 - Safety Color Code for Marking Physical Hazards.

1.4 SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Samples for Initial Selection: For each type of topcoat product indicated.
- C. Samples for Verification: For each type of paint system and each color and gloss of topcoat indicated.

1. Submit Samples on rigid backing.
 2. Step coats on Samples to show each coat required for system.
 - a. Prepare sample color panels in duplicate for Architect's approval before any painting or materials are ordered; size 4 inches x 12 inches.
 - b. Show all of the colors and the various surface finishes (eggshell, satin or gloss) specified with each paint application.
 - c. Priming coat shall cover 3/4 of the face of panels, body coat shall cover 5/8 of face, first finish coat shall cover 1/2 of face and the top finish coat shall cover 1/4 of face, thus leaving portions of priming and body coats exposed.
 - d. Stains shall be applied to cover not more than 3/4 of face, succeeding varnish coats shall be applied to cover approximately 1/8 less of panel face.
 3. Label each coat of each Sample.
 4. Label each Sample for location and application area.
 5. Installing mechanical, plumbing and electrical contractors are not required to furnish samples for their Work within pipe spaces and equipment rooms.
- D. Product List: For each product indicated, include the following:
1. Cross-reference to paint system and locations of application areas. Use same designations indicated on Drawings and in schedules.
 2. Manufacturer's Information: Current Manufacturer's product data sheets with complete information on surface preparation, application, handling and storage requirements and VOC data showing compliance with current OTC requirements.
- E. Closeout Submittals:
1. Operation and Maintenance Data: Submit data on cleaning, touch-up, and repair of painted and coated surfaces.
- 1.5 MOCK-UP
- A. General Construction: Before proceeding with any painting application, prepare and finish a "Sample Room", complete or in part, as directed by Architect.
 - B. Mechanical Construction: Before proceeding with any painting and identification application, prepare and finish a 4-foot section of pipe and conduit, complete with appropriate line identification, color coding, and flow indication, in the Mechanical/Electrical Equipment Room.
 - C. Finish all areas and items in accordance with specifications and in colors selected as indicated on Architect's "Color Schedule".
 - D. Do not apply additional coats until each completed coat has been inspected and approved.

- E. When entire room or area is approved, "Sample Room" will serve as a minimum standard for workmanship, appearance, and materials for work throughout project.
- F. When 4 foot section of pipe and conduit is approved, mock-up will serve as a minimum standard for workmanship, appearance, and materials for work throughout Equipment Room(s).

1.6 MAINTENANCE MATERIAL

- A. Leave on premises, where directed by Architect not less than one gallon of each color used.
- B. Containers to be tightly sealed and clearly labeled for identification.

1.7 PRODUCT DELIVERY, STORAGE AND HANDLING

- A. Delivery:
 - 1. Deliver paint materials in sealed original labeled containers, bearing manufacturer's name, type of paint, brand name, color designation, and instructions for mixing and/or reducing.
 - 2. In no case will factory labels be permitted to be installed on containers at job site.
- B. Storage and Handling:
 - 1. Provide adequate storage facilities. Store paint materials at minimum ambient temperature of 45 degrees F in well ventilated area.
 - 2. Take precautionary measures to prevent fire hazards and spontaneous combustion.

1.8 ENVIRONMENTAL CONDITIONS

- A. Measure moisture content of surfaces using an electronic moisture meter. Do not apply finishes unless moisture content of surfaces are below following maximums:
 - 1. Plaster and gypsum wallboard: 12 percent.
 - 2. Masonry, concrete and concrete block: 12 percent.
 - 3. Interior located wood: 15 percent.
- B. Ensure surface temperatures or the surrounding air temperature is minimum 40 degrees F before applying finishes. Minimum application temperature for latex paints for interior work is 45 degrees F and 50 degrees F for exterior work. Minimum application temperature for varnish is 65 degrees F.

- C. Provide adequate continuous ventilation and sufficient heating facilities to maintain temperatures above 45 degrees F for 24 hours before, during and 48 hours after application of finishes.
- D. Provide minimum 20 - 25 foot candles of lighting on surfaces to be finished.
- E. Do not apply finishes in areas where dust is being generated.

1.9 PROTECTION

- A. Adequately protect other surfaces from paint and damage. Repair damage as a result of inadequate or unsuitable protection.
- B. Furnish sufficient drop cloths, shields, and protective equipment to prevent spray droppings from fouling surfaces not being painted and in particular, surfaces within storage and preparation area.
- C. Place cotton waste, cloths, and material that may constitute a fire hazard in closed metal containers and remove daily from site.
- D. Remove electrical plates, surface hardware, fittings and fastenings, prior to painting operations. These items are to be carefully stored, cleaned, and replaced on completion of work in each area. Do not use solvent to clean hardware that may remove permanent lacquer finish.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Basis-of-Design: The paint materials specified in this Specification Section are based on Sherwin-Williams Co., Cleveland, OH from the low odor, health care product line. Subject to compliance with requirements, provide the named product or a comparable product by one of the following:
 - 1. PPG Architectural Finishes, Inc., Pittsburgh, PA.
 - 2. ICI, Cleveland, OH.
 - 3. Benjamin Moore & Co., Montvale, NJ.
- B. Other paint manufacturer's products will be considered according to requirements of Division 01, and the following requirements:
 - 1. Submit a complete list of proposed material, including manufacturer's name, trade name, data for each product and color charts, and specifically designate by name the "Sherwin-Williams" product that the proposed product will substitute.
 - 2. Submit a paint schedule listing all surfaces and list proposed substitute product.

2.2 MATERIAL

- A. Paint, Varnish, Stain, Enamel, Lacquer and Fillers: Type and brand specified in "Painting and Finishing Schedules" at end of Section.
- B. Paint Accessory Materials: Linseed oil, shellac, turpentine and other materials not specifically indicated herein but required to achieve the finishes specified of high quality and approved manufacturer.
- C. Paints: Ready-mixed except field catalyzed coatings. Pigments fully ground maintaining a soft paste consistency, capable of readily and uniformly dispersing to a complete homogeneous mixture.
- D. Paints to have good flowing and brushing properties and be capable of drying or curing free of streaks or sags.

PART 3 - EXECUTION

3.1 INSPECTION

- A. Thoroughly examine surfaces scheduled to be painted prior to commencement of work.
- B. Report in writing to the appropriate Prime Contractor with copy to Architect, any surface condition that may adversely affect execution, permanence or quality of work, and which cannot be put into an acceptable condition through the preparatory work as included in Article 3.2 - Preparation of Surfaces, specified below.
- C. Do not commence painting until such defects and conditions have been corrected and made suitable to properly receive application of finish. Application of paint or finish to surfaces constitutes acceptance of the surfaces.
- D. Ensure areas to be painted are clean and free of dust and remain in that condition through the entire painting process.

3.2 PREPARATION OF SURFACES

- A. General:
 - 1. Surfaces to be painted shall be clean, including floors and adjacent surfaces.
 - 2. Mildew, efflorescence and all foreign material shall be removed from surface by appropriate methods as recommended by manufacturer.
- B. Wood:
 - 1. Sand to smooth and even surface, except where rough texture surface is specified, then vacuum or dust off.

2. Wipe off dust and dirt from all miscellaneous wood items and millwork prior to priming.
3. Spot coat all knots, pitch streaks and runs, and sappy sections with knot sealer.
4. Properly fill nail holes, and minor cracks, open joints and other small defects with putty or wood filler after primer coat has dried, on wood to be painted, then sand between coats.
5. Fill nail holes and porous open grain with putty, paste filler and/or colored putty sticks, on wood to be stained and varnished, then sand between coats.
6. Back prime interior and exterior woodwork.

C. Plaster and Gypsum Wallboard:

1. Plaster:
 - a. Fill narrow hairline cracks, small holes and surface imperfections with patching plaster.
 - b. Sand smooth, match and adjacent surfaces.
2. Gypsum Wallboard:
 - a. Remove contamination from surface and prime to show any defects.
 - b. Fill cracks, small holes, and imperfections with drywall joint cement with thin layers.
 - c. Sand smooth, do not raise nap of paper.

D. Concrete and Masonry Surfaces:

1. Remove dirt, loose mortar, scale powder and other foreign matter from concrete and concrete block surfaces which are to be painted or to receive a clear sealer.
2. Remove oil and grease with a solution of tri-sodium phosphate, rinse well and allow to thoroughly dry.
3. Remove stains caused by weathering of corroding metals with a solution of sodium metasilicate after being thoroughly wetted with water; allow to thoroughly dry.

E. Steel and Iron:

1. Remove grease, rust, scale, dirt and dust from steel and on surfaces.
2. Where heavy coatings of scale are evident, remove by wire brushing, sandblasting or other necessary method to ensure a satisfactory surface for painting.
3. Unprimed Steel:
 - a. Clean by washing with solvent.
 - b. Apply a treatment of phosphoric acid solution, ensuring weld joints, bolts and nuts are similarly treated.
 - c. Prime surfaces to indicate any defects; repair defects, then paint.

4. Shop Primed Steel:

- a. Sand and scrape surfaces to remove loose primer and rust.
- b. Feather out edges to make touch-up patches inconspicuous.
- c. Clean surfaces with solvent.
- d. Prime bare steel surfaces.

F. Galvanized Metal:

1. Remove surface contamination and oils from galvanized surfaces and wash with solvent.
2. Apply coat of etching type primer.

G. Copper:

1. Painted Finish:

- a. Remove contamination from copper surfaces scheduled to receive paint finish by buffing or polishing to a bright color, or solvent washing.
- b. Apply vinyl etch primer or mild phosphoric acid cleaner.
- c. Apply paint finish while surface is bright and clean.

2. Oxidized Finish:

- a. Remove contamination from copper surfaces scheduled to be oxidized.
- b. Apply oxidizing solution of copper acetate and ammonium chloride in acetic acid.
- c. Rub on repeatedly for correct effect.
- d. Once attained, rinse surfaces thoroughly with clear water and allow to dry.

3.3 APPLICATION

- A. Do not apply any initial coating until the moisture content of surfaces is within limitations recommended by the paint manufacturer.
- B. Apply all paints and varnish with appropriate type brushes and rollers.
- C. Rate of application consistency shall be in accordance with recommendations of manufacturer for the type of surface being painted.
- D. Keep brushes and rollers clean, free from contaminants, and suitable for the finish required.
- E. Comply with manufacturer's recommendations for drying time required between succeeding coats.
- F. Each coat shall be slightly darker than preceding coat unless otherwise directed.

- G. Sand and dust between coats to achieve required finish. Finish coat shall be smooth, free of brush marks, streaks, laps, pile up of paint, and skipped or missed areas.
- H. Cut-in edges of paint adjoining other materials or colors, clean and sharp with no overlapping.
- I. Where clear finishes are required ensure tint fillers match wood. Work fillers well into grain before set. Wipe excess from surface.
- J. Backprime exterior woodwork, which is to receive paint finish, with exterior primer paint.
- K. Backprime interior woodwork, which is to receive paint or enamel finish, with enamel undercoater paint.
- L. Backprime interior and exterior woodwork, which is to receive stain and/or varnish finish, with gloss varnish reduced 25 percent with mineral spirits.
- M. Prime top and bottom edges of wood and metal doors with enamel undercoat when scheduled to be painted.
- N. Prime top and bottom edges of all wood doors with gloss varnish when they are scheduled to receive stain or clear finish.
- O. Before painting, remove switch, and coverplates, accessories, and minor hardware, lighting fixtures, and similar minor items or provide ample protection of such items. Upon completion of such space, reinstall removed items.
- P. Remove grilles, covers and access panels for mechanical and electrical systems from location and paint separately.
- Q. Finish prime painted equipment to color selected.
- R. All nameplates and data plates that indicate manufacturer, model, size, capacity, codes, or identifying data printed on equipment, shall not be painted; carefully cut-in.
- S. Prime and paint insulated and bare pipes, conduits, boxes, insulated and bare ducts, hangers, brackets, collars and supports, except where items are plated or covered with a pre-finished coating at exposed areas.
- T. Replace identification markings on mechanical or electrical equipment when painted over or spattered with same identification devices furnished by the mechanical and electrical sections, at the expense of the painting contractor.
- U. Paint exposed conduit and electrical equipment occurring in finished areas. Color and texture to match adjacent surfaces.

- V. Paint both sides and edges of plywood backboards for electrical equipment before installing backboards and mounting equipment on them.

3.4 CLEAN-UP

- A. Remove all spilled, splashed, or spattered paint promptly from other surfaces and be careful not to mar surface finish of item being cleaned.
- B. Touch-up and restore damaged finish and leave project in first class condition.
- C. During progress of work, keep premises free from any unnecessary accumulation of tools, equipment, surplus materials and debris.
- D. Upon completion of work remove all ladders, scaffolding and staging, and leave premises neat and clean, to the satisfaction of Architect.

3.5 PAINTING AND FINISHING SCHEDULE - EXTERIOR

- A. The paragraphs below identify specific construction materials and the appropriate specified painting system to be used on that particular surface; actual material surfaces for this Project shall be as indicated in the "Finish Schedule" or noted on the drawings.
- B. Exterior Precast Concrete Stain System: (Indicated as red color band on drawings)
 - 1. Solid Color Waterborne Finish for accent banding on precast concrete.
 - 2. First Coat: S-W Loxon Vertical Concrete Stain, A31 Series
 - 3. Second Coat: S-W Loxon Vertical Concrete Stain, A31 Series (50-250 sq/ft gal)

3.6 PAINTING AND FINISHING SCHEDULE - INTERIOR

- A. The paragraphs below identify specific construction materials and the appropriate specified painting system to be used on that particular surface, actual material surfaces for this Project shall be as indicated in the "Finish Schedule" or noted on the drawings.
- B. New and existing materials are to be painted, as listed herein. Omit primer on existing materials.
- C. Miscellaneous Metals: (Acrylic - Semi-Gloss Luster)
 - 1. Hollow metal doors and frames, existing ceiling grid, steel lintels, exposed steel beams and columns, piping, pipe hangers, radiators, convectors, exposed conduits, panelboard fronts, and non-finished or prime painted metals and other equipment.

- a. First Coat: Touch-up shop applied primer with Sherwin-Williams Pro-Cryl Universal Metal Primer, DFT/Coat 3.0 - 4.0 mils. VOC content: 110 g/l 0.92 lb/gal. Meets Greenseal GC-03 "Anti-Corrosive".
 - b. Second Coat: Sherwin-Williams ProClassic Waterborne Acrylic Semi-Gloss Enamel, DFT/Coat 1.3 mils. VOC content: 141 g/l 1.18 lb/gal. Meets Greenseal GS-11 Non-Flat category.
 - c. Third Coat: Sherwin-Williams ProClassic Waterborne Acrylic Semi-Gloss Enamel, DFT/Coat 1.3 mils. VOC content: 141 g/l 1.18 lb/gal. Meets Greenseal GS-11 Non-Flat category.
 - d. Total Dry Film Thickness: 5.6 - 6.6 mils
- D. Interior Woodwork Natural/Stain Finish: Stains and clear finishes are not restricted by Greenseal GS-11.
1. Wood doors, wood trim, wood shelving, and other similar items scheduled or noted to receive stain and/or natural finish.
 - a. First Coat: Sherwin-Williams Sher-Wood Natural Filler D70T1 (omit on close grain woods or if open pore effect is noted)
 - b. Second Coat: Sherwin-Williams Wood Classic Interior Oil Stain, A49-200 Series (omit if clear natural finish is scheduled). VOC content: 549 g/l 4.58 lb/gal.
 - c. Third Coat: Sherwin-Williams Wood Classic Waterborne Polyurethane Varnish A68V91 Gloss Finish. VOC content: 312 g/l 2.60 lb/gal.
 - d. Fourth Coat: Sherwin-Williams Wood Classic Waterborne Polyurethane Varnish, A68F90 Finish (for satin finish) or Sherwin-Williams A68V91 Finish (for gloss finish). VOC content: 312 g/l 2.60 lb/gal.
- E. Drywall and Plaster: (Acrylic Latex - Eg-Shel Luster) Plaster must be fully cured and hard prior to coating.
1. Walls, ceilings and bulkheads.
 - a. First Coat: Sherwin-Williams Harmony Low Odor Interior Latex Primer, B11W900, DFT/Coat 1.3. VOC content: 0 g/l 0.0 lb/gal.
 - b. Second Coat: Sherwin-Williams Harmony Low Odor Latex Eg-Shel B9, DFT/Coat 1.6 mils. VOC content: 0g/l 0.0lb/gal.
 - c. Third Coat: Sherwin-Williams Harmony Low Odor Latex Eg-Shel B9, DFT/Coat 1.6 mils. VOC content: 0 g/l 0.0 lb/gal.
 - d. Total Dry Film Thickness: 4.5 mils
- F. Concrete: (Acrylic Latex - Semi-Gloss Luster)
1. Concrete Surface Preparation:
 - a. Remove oils, grease or contaminants by solvent cleaning. Brush blast with fine sand abrasive to remove laitance, polymeric form coatings, to open

voids and bugholes, and to give mechanical adhesive surface for coating. Concrete shall be tested using a moisture meter prior to applying any primer.

- b. Patch and smooth surfaces with repair mortar prior to painting. Refer to Drawings for notes.
2. Walls and ceilings.
 - a. 1st Coat: S-W PrepRite Masonry Primer, B28W300 (7 mils wet, 3 mils dry).
 - b. 2nd Coat: S-W ProClassic Waterborne Acrylic Semi-Gloss, B31 Series.
 - c. 3rd Coat: S-W ProClassic Waterborne Acrylic Semi-Gloss, B31 Series (4 mils wet, 1.4 mils dry per coat).

G. Concrete Block: (Acrylic Latex - Semi-Gloss Luster)

1. Walls.
 - a. First Coat: Sherwin-Williams PrepRite Block Filler, B25W25, DFT/Coat 8.0 mils. VOC content: 42g/l 0.35 lb/gal. Meets GS-11 Flat Category.
 - b. Second Coat: Sherwin-Williams Harmony Low Odor Latex Semi-Gloss Enamel B10, DFT/Coat 1.6 mils. VOC content: 0g/l 0.0lb/gal. Meets GS-11 Non-Flat Category.
 - c. Third Coat: Sherwin-Williams Harmony Low Odor Latex Semi-Gloss Enamel B10, DFT/Coat 1.6 mils. VOC content: 0 g/l 0.0 lb/gal. Meets GS-11 Non-Flat Category.
 - d. Total Dry Film Thickness: 11.2 mils.

H. Exposed Cementitious Fireproofing in Exposed and Open Grid Suspended Ceiling Areas, and where indicated.

1. Minimum two coats Sherwin-Williams Waterborne Acrylic Dryfall Flat Black, B42BW3
2. Apply at 3.0 - 4.5 mils DFT per coat.
3. Note: A test-patch (prior to full installation) is highly recommended to assure compatibility and adhesion to the fireproofing, as well as determine coverage rates due to porosity of the fireproofing. An additional coat of dryfall may be needed for hiding and uniformity over the fireproofing.

I. Pipe Insulation:

1. First Coat: Sherwin-Williams Harmony Latex Primer, B11W900, DFT/Coat 1.3 mils. VOC content: 0g/l 0.0 gal. Meets GS-11 Flat Category.
2. Second Coat: Finish same as adjoining walls.
3. Third Coat: Finish same as adjoining walls.

J. Exposed Structure:

1. When steel joist, metal decking, mechanical piping, electrical conduit, etc., are scheduled to receive painted finish.
 - a. Galvanized Metals: (Acrylic – Eg-Shel Luster)
 - 1) First Coat: Sherwin-Williams Waterborne Acrylic Eg-Shel Dryfall, B42W2, DFT/Coat 3.0 - 5.0 mils. Voc content 58 g/l 0.48 lb/gal. Meets GS-11 Non-Flat Category.
 - 2) Total Dry Film Thickness: 3.0 - 5.0 mils
 - b. Ferrous Metals:
 - 1) First Coat: Sherwin-Williams DTM Acrylic Primer/Finish, B66W1, DFT/Coat 2.5 - 5.0 mils. VOC content: 138 g/l 1.15 lb/gal. Meets Greenseal Standard GC-03 “Anti-Corrosive” Category.
 - 2) Second Coat: Sherwin-Williams Waterborne Acrylic Eg-Shel Dryfall, B42W2, DFT/Coat 3.0 - 5.0 mils (.076 - .127 mm). VOC content: 58 g/l 0.48 lb/gal. Meets GS-11 Non-Flat Category.
 - 3) Total Dry Film Thickness: 5.5 - 10.0 mils
- K. Exposed Galvanized Ductwork: (Acrylic – Semi-Gloss Luster)
 1. First Coat: Sherwin-Williams Metalatex Acrylic Semi-Gloss Coating, B42, DFT/Coat 1.5 – 4.0 mils. VOC content: 125 g/l 1.04 lb/gal. Meets GS-11 Non-Flat Category.
 2. Second Coat: Sherwin-Williams Metalatex Acrylic Semi-Gloss Coating, B42, DFT/Coat 1.5 – 4.0 mils VOC content: 125 g/l 1.04 lb/gal. Meets GS-11 Non-Flat Category.
 3. Total Dry Film Thickness: 3.0 - 8.0 mils
 4. Note: Prior to priming, special emphasis must be placed on thoroughly removing fabrication oils, grease, and surface contaminants with "Duosol". Do not use hydrocarbon solvents for cleaning.

END OF SECTION 099100

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes the following:

- 1. Thin-set epoxy terrazzo at locations noted on drawings.

- B. Related Sections include the following:

- 1. Division 7 Section "Joint Sealants" for sealants installed with terrazzo.
- 2. Division 3 Section "Concrete"

1.3 SUBMITTALS

- A. Product Data: For each type of terrazzo and accessory indicated.

- B. Shop Drawings: Include terrazzo fabrication and installation requirements. Include plans, elevations, sections, component details, and attachments to other Work. Show layout of the following:

- 1. Divider and control- and expansion-joint strips.
- 2. Base and border strips.
- 3. Abrasive strips.
- 4. Stair treads, risers, and landings.
- 5. Precast terrazzo jointing and edge configurations.
- 6. Terrazzo patterns.

- C. Samples for Verification: For each type, material, color, and pattern of terrazzo and accessory required showing the full range of color, texture, and pattern variations expected. Label each terrazzo sample to identify manufacturer's matrix color and aggregate types, sizes, and proportions. Prepare samples of same thickness and from same material to be used for the Work in size indicated below:

- 1. Epoxy Terrazzo: 6-inch- (150-mm-) square samples.
- 2. Precast Epoxy Terrazzo: 6-inch- (150-mm-) square samples.
- 3. Accessories: 6-inch- (150-mm-) long samples of each exposed strip item required.

- D. Installer Certificates: Signed by manufacturers certifying that installers comply with requirements.

- E. Qualification Data: For Installer.

- F. Material Test Reports: For epoxy terrazzo.

- G. Material Certificates: For epoxy terrazzo, in lieu of material test reports, when permitted by Architect, signed by manufacturers.
- H. Maintenance Data: For epoxy terrazzo to include in maintenance manuals.

1.4 QUALITY ASSURANCE

- A. Installer Qualifications: A qualified installer (applicator) who is acceptable to epoxy terrazzo manufacturer to install manufacturer's products.
 - 1. Engage an installer who is certified in writing by terrazzo manufacturer as qualified to install manufacturer's products.
 - 2. Engage an installer who is a contractor member of NTMA.
- B. Source Limitations: Obtain primary terrazzo materials through one source from a single manufacturer. Provide secondary materials including patching and fill material, joint sealant, and repair materials of type and from source recommended by manufacturer of primary materials.
- C. Source Limitations for Aggregates: Obtain each color, grade, type, and variety of aggregate from one source with resources to provide materials of consistent quality in appearance and physical properties.
- D. NTMA Standard: Comply with NTMA Guide Specification and written recommendations for terrazzo type indicated unless more stringent requirements are specified.
- E. Mockups: Install mockups to verify selections made under sample Submittals and to demonstrate aesthetic effects and qualities of materials and execution.
 - 1. For epoxy terrazzo, install mockups of at least 100 sq. ft. (9 sq. m) of typical flooring and base condition for each color and pattern in locations directed by Architect.
 - 2. Approved mockups may become part of the completed Work if undisturbed at time of Substantial Completion.
- F. Preinstallation Conference: Conduct conference at Project site to comply with requirements in Division 1 Section "Project Management and Coordination." Review methods and procedures related to terrazzo including, but not limited to, the following:
 - 1. Inspect and discuss condition of substrate and other preparatory work performed by other trades.
 - 2. Review and finalize construction schedule and verify availability of materials, Installer's personnel, equipment, and facilities needed to make progress and avoid delays.
 - 3. Review special terrazzo designs and patterns.
 - 4. Review dust-control procedures.

1.5 PROJECT CONDITIONS

- A. Environmental Limitations: Comply with manufacturer's written instructions for substrate temperature, ambient temperature, moisture, ventilation, and other conditions affecting terrazzo installation.

- B. Provide permanent lighting or, if permanent lighting is not in place, simulate permanent lighting conditions during terrazzo installation.
- C. Close spaces to traffic during epoxy terrazzo application and for not less than 24 hours after application unless manufacturer recommends a longer period.
- D. Control and collect dust produced by grinding operations. Protect adjacent construction from detrimental effects of grinding operations.
 - 1. Provide dustproof partitions and temporary enclosures to limit dust migration and to isolate areas from noise.

PART 2 - PRODUCTS

2.1 EPOXY TERRAZZO

- A. Products: Subject to compliance with requirements, provide one of the following:
 - 1. ChemRex, Inc./SKW-MBT; Novalite.
 - 2. Crossfield Products Corp., Dex-O-Tex Division; Cheminert Terrazzo.
 - 3. General Polymers Corporation; Terrazzo 1100.
 - 4. Key Resin Company; Key Epoxy Terrazzo.
 - 5. Master Terrazzo Technologies, LLC; Morricite.
 - 6. Polymerica Incorporated; MasterPiece ETS.
 - 7. Quadrant Chemical Corporation; Quadset Epoxy Terrazzo.
- B. Thickness: 1/4 inch (6.4 mm).
- C. Color & Pattern: Provide the following colors and pattern:
 - 1. Pattern to match existing.
 - 2. Refer to finish drawings and finish schedule for the extent of pattern.
- D. Materials:
 - 1. Flexible Reinforcing Membrane: Manufacturer's resinous membrane for substrate crack preparation and reflective crack reduction.
 - a. Reinforcement: Fiberglass scrim.
 - 2. Primer: Product of manufacturer recommended for substrate and use indicated. Primer shall be of 100% solids; No solvent containing primers are allowed.
 - a. Provide moisture mitigation primer as recommended by epoxy manufacture.
 - 3. Epoxy Resin: Manufacturer's standard recommended for use indicated and in color required for mix indicated.
 - a. Physical Properties without Aggregates:
 - 1) Hardness: 65 to 85 per ASTM D 2240, Shore D.
 - 2) Minimum Tensile Strength: 3000 psi (20.68 MPa) per ASTM D 638 for a 2-inch (50.8-mm) specimen made using a "C" die per ASTM D 412.

- 3) Minimum Compressive Strength: 10,000 psi (68.95 MPa) per ASTM D 695, Specimen B cylinder.
 - 4) Chemical Resistance: No deleterious effects by contaminants listed below after 7-day immersion at room temperature per ASTM D 1308.
 - a) Distilled water.
 - b) Mineral water.
 - c) Isopropanol.
 - d) Ethanol.
 - e) 0.025 percent detergent solution.
 - f) 1.0 percent soap solution.
 - g) 10 percent sodium hydroxide.
 - h) 10 percent hydrochloric acid.
 - i) 30 percent sulfuric acid.
 - j) 5 percent acetic acid.
 - b. Physical Properties with Aggregates: For resin blended with Georgia White marble, ground, grouted, and cured per requirements in NTMA's "Guide Specification for Epoxy Terrazzo," comply with the following:
 - 1) Bond strength: ACI 403 – 528 psi. Complete failure in concrete.
 - 2) Impact resistance: MIL-D-3134 Para. 3.15 – No cracking or loosening, indentation .005 in.
 - 3) Indentation resistance: MIL-D-3134 Para. 3.16 – No indentation.
 - 4) Critical radiant flux: NFPA 253/FTMS 372/ ASTM E-648 – Greater than 1.07 Watts/Cm³, class I interior finish.
 - 5) Flammability: ASTM D-635 – Self extinguishing, extent of burning 0.25 inches.
 - 6) Co-efficient of linear expansion: ASTM D-696 – 14x10-6 in./in./°F.
 - 7) Resistance to elevated temperature: MIL-D-3134 Para 3.6 – No flow, no slip.
 - 8) Abrasion resistance: ASTM D-4060 – 0.70 gm. Loss.
 4. Marble Chips: Complying with NTMA gradation standards for mix indicated and containing no deleterious or foreign matter.
 - a. Hardness: Ha-10 minimum per ASTM C 241.
 - b. 24-Hour Absorption Rate: Less than 0.75 percent.
 - c. Dust Content: Less than 1.0 percent by weight.
 5. Divider-Strip Adhesive: Epoxy-resin adhesive recommended by adhesive manufacturer for this use and acceptable to terrazzo manufacturer.
 6. Finishing Grout: Resin based; 100% solids. No solvent containing cement or latex grouts is allowed.
 7. Seal Coat: Slip resistant, thin-coat terrazzo sealer of or approved by terrazzo manufacturer.
- E. Mix: Comply with NTMA's "Guide Specification for Epoxy Terrazzo" and manufacturer's written instructions for component proportions and mixing.
1. Color and Pattern: Match Architect's samples

2.2 DIVIDER AND ACCESSORY STRIPS

- A. Thin-Set Divider Strips: Angle or T type, 1/4-inch (6.4 mm) deep.
 - 1. Material: 16 gauge White zinc alloy.
 - 2. Top Width: 1/4 inch (6.4 mm).
- B. Control-Joint Strips: Separate, double L-type angles, positioned back to back, that match material, thickness, and color of divider strips and in depth required for topping thickness indicated.
- C. Accessory Strips: Match divider-strip width, material, and color unless otherwise indicated. Use the following types of accessory strips as required to provide a complete installation:
 - 1. Edge beads for exposed edges of terrazzo.

2.3 MISCELLANEOUS ACCESSORIES

- A. Patching and Fill Material: Resinous product of or approved by terrazzo manufacturer and recommended by manufacturer for application indicated.
- B. Abrasive Strips: Silicon carbide or aluminum oxide in epoxy-resin binder set in channel, 1/2 inch (12.7 mm) wide by depth required by terrazzo thickness and matching divider-strip material.
- C. Joint Sealants: Recommended by terrazzo and sealant manufacturers and complying with requirements in Division 7 Section "Joint Sealants."
- D. Cleaner: Chemically neutral cleaner with pH factor between 7 and 10 that is biodegradable, phosphate free, and recommended by cleaner manufacturer for use on terrazzo type indicated.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine substrates and areas, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance. Proceed with installation only after unsatisfactory conditions, including levelness tolerances, have been corrected.

3.2 PREPARATION

- A. Clean substrates of substances that might impair epoxy terrazzo bond, including oil, grease, and curing compounds.
- B. Provide clean, dry, and neutral substrate for terrazzo application. Determine dryness characteristics by performing moisture tests recommended by terrazzo manufacturer.
 - 1. Concrete: Provide sound concrete surfaces free of laitance, glaze, efflorescence, curing compounds, form-release agents, dust, dirt, grease, oil, and other contaminants incompatible with epoxy terrazzo.

- a. Shot-blast surfaces with an apparatus that abrades the concrete surface, contains the dispensed shot within the apparatus, and recirculates the shot by vacuum pickup.
 - b. Repair damaged and deteriorated concrete according to terrazzo manufacturer's written recommendations.
2. Concrete Masonry Units: Fill voids and chipped areas with mortar mix to produce smooth, plumb surface.
- C. Protect other work from dust generated by grinding operations. Control dust to prevent air pollution and comply with environmental protection regulations.
1. Erect and maintain temporary enclosures and other suitable methods to limit dust migration and to ensure adequate ambient temperatures and ventilation conditions during installation.

3.3 EPOXY TERRAZZO INSTALLATION

A. General:

1. Comply with NTMA's written recommendations for terrazzo and accessory installation.
2. Place, rough grind, grout, cure grout, fine grind, and finish terrazzo according to manufacturer's written instructions and NTMA's "Guide Specification for Epoxy Terrazzo."
3. Ensure that matrix components and fluids from grinding operations do not stain terrazzo by reacting with divider and control-joint strips.
4. Delay fine grinding until heavy trade work is complete and construction traffic through area is restricted.

B. Flexible Reinforcing Membrane:

1. Prepare and prefill substrate cracks with membrane material.
2. Install membrane to produce full substrate coverage in areas to receive terrazzo.
3. Reinforce membrane with fiberglass scrim.
4. Prepare membrane according to manufacturer's written instructions before applying substrate primer.

C. Primer: Apply to terrazzo substrates according to manufacturer's written instructions.

1. All new epoxy terrazzo over existing or new on grade concrete slabs shall receive moisture mitigation primer.

D. Divider and Accessory Strips: Install in locations indicated in adhesive setting bed without voids below strips.

1. Control-Joint Strips: Install back to back directly above substrate control joints.
 - a. Install with 1/4-inch (6.4-mm) gap between strips and install sealant in gap.

E. Abrasive Strips: Install with surface of abrasive strip positioned 1/32 inch (0.8 mm) higher than terrazzo surface.

- F. Fine Grinding: Grind with 120 or finer grit stones until all grout is removed from surface. Repeat rough grinding, grout coat, and fine grinding if large voids exist after initial fine grinding. Produce surface with a minimum of 70 percent aggregate exposure.
- G. Remove and replace terrazzo areas that evidence lack of bond with substrate. Cut out terrazzo areas in panels defined by strips and replace to match adjacent terrazzo, or repair panels according to NTMA's written recommendations, as approved by Architect.
- H. Construction Tolerances: Limit variation in terrazzo surface from level to 1/4 inch in 10 feet (6.4 mm in 3 m).

3.4 CLEANING AND PROTECTING

- A. Remove grinding dust from installation and adjacent areas.
- B. Wash surfaces with cleaner according to NTMA's written recommendations and manufacturer's written instructions; rinse surfaces with water and allow to dry thoroughly.
- C. Seal surfaces according to NTMA's written recommendations. Apply sealer as recommended by terrazzo manufacturer and according to sealer manufacturer's written instructions.
- D. Provide final protection and maintain conditions, in a manner acceptable to Installer, that ensure terrazzo is without damage or deterioration at time of Substantial Completion.

END OF SECTION 09402

NOT FOR BIDDING PURPOSES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section Includes: modification and repair of existing Cementitious Terrazzo.
 - 1. Section Includes: modification and repair of existing Cementitious Terrazzo.
 - 2. Coordinate interface with epoxy terrazzo.
 - 3. Grind, Grout polish, and seal existing terrazzo floors.
- B. Related Sections include the following:
 - 1. Division 3 Section "Concrete"
 - 2. Division 9 Section "Epoxy Terrazzo Flooring"
- C. Refer to Section 01230 – ALTERNATES for listing of Bid alternates that may affect the work described herein

1.3 SUBMITTALS

- A. Product Data: Submit manufacturer's technical information and installation instructions for accessory items and materials.
- B. Shop Drawings: Show layout of divider strips, control joint strips and base and border strips.
 - 1. Show large scale details of precast terrazzo jointing and edge conditions, and showing elevation and plan layouts. Include anchorage and other special features.
- C. Samples:
 - 1. Submit 6" square samples of each pattern and color of precast terrazzo.
 - 2. Submit minimum 6" long samples of each type accessory item.

1.4 QUALITY ASSURANCE

- A. NTMA Standards: Comply with specified provisions and recommendations of National Terrazzo and Mosaic Association, Inc. (NTMA) for the type of installation required except where specified otherwise.
- B. Installer: Experienced in the type of Work required for a minimum of five (5) years.
- C. Appearance Criteria: Match existing

- D. Preinstallation Conference: Conduct conference at Project site.
1. Review methods and procedures related to terrazzo including, but not limited to, the following:
 2. Inspect and discuss condition of substrate and other preparatory work performed by other trades.
 - a. Review and finalize construction schedule and verify availability of materials, Installer's personnel, equipment, and facilities needed to make progress and avoid delays.
 - b. Review special terrazzo designs and patterns.
 - c. Review dust-control procedures.

1.5 PROJECT CONDITIONS

- A. Environmental Limitations: Maintain temperature above 50 deg F (10 deg C) for 48 hours before and during terrazzo installation.
- B. Weather Limitations: Proceed with rustic terrazzo installation only when forecasted weather conditions permit work to be performed according to NTMA's written recommendations and temperatures remain above 45 deg F (7.2 deg C).
- C. Field Measurements: Verify actual dimensions of construction contiguous with precast terrazzo by field measurements before fabrication.
- D. Control and collect dust produced by grinding operations. Protect adjacent construction from detrimental effects of grinding operations.
1. Provide dustproof partitions and temporary enclosures to limit dust migration and to isolate areas from noise.

2 PRODUCTS

2.1 TERRAZZO MATERIALS

- A. Portland Cement: ASTM C 150, Type I, except as modified to comply with NTMA requirements for compressive strength. Obtain cement from a single source for each required color.
1. Provide non-staining white cement for terrazzo matrix, tinted as required.
 2. Provide standard gray cement for underbed.
- B. Sand: ASTM C 33.
- C. Water: Clean, free of oil, soluble salts or other deleterious substances.
- D. Aggregate: Natural, sound, crushed marble chips without excessive flats or flakes, complying with NTMA requirements.

- E. Matrix Pigments: Pure mineral or synthetic pigments, resistant to alkalies and non-fading. Mix pigments with matrix to provide required colors.
- F. Underbed Reinforcement: Galvanized welded wire fabric, 2" x 2" -WO.3 x WO.3 (16 ASW gage or 0.0625" diam.); comply with ASTM A 185 and ASTM A 82 except for minimum wire size.
- G. Isolation Membrane: Polyethylene film, complying with ASTM D 2103, not less than 4.0 mils thick.

2.2 TERRAZZO ACCESSORIES

- A. Divider Strips: Depth and style required for terrazzo type and thickness.
 - 1. Angle or "T" - type for adhesive bonding to substrate except where set into underbed.
 - 2. Unless otherwise indicated, use divider strips with 1/4" wide top, white zinc alloy.
- B. Accessory Strips: Match width, material and color of divider strips, unless otherwise indicated. Provide following types of accessory strips as required for complete installation. Base bead and cove base dividers.
- C. Control Strips: Double or split units, 1/8" wide, of same material and color as divider strips with 1/8" wide full-depth elastomeric sealant fillet, laminated between strips.
- D. Divider Strip Adhesive: Trowelable mixture of fine sand and bonding agent, specially compounded by manufacturer for this use.
- E. Curing Compound: Liquid membrane-forming compound, complying with ASTM C 309, Type I.
- F. Cleaner: Liquid, neutral chemical cleaner, with Ph factor between 7 and 10, of formulation recommended by sealer manufacturer for type of terrazzo used, and complying with NTMA requirements.
- G. Interior Floor Sealer: Not required for Caesar Rodney School District.

2.3 TERRAZZO PROPORTIONS

- A. Underbed: 1 part Portland cement to 4 ½ parts sand and sufficient water to provide workability at as low a slump as possible.
- B. Topping: one 94-pound bag of Portland cement to 200 pounds marble chips and approximately 5 gallons of water. Color pigment to be added as necessary to Match existing terrazzo not to exceed 2 pounds per bag of cement. Add sufficient water to provide workability at as low a slump as possible.

3 EXECUTION

3.1 INSPECTION

- A. Installer must examine the areas and conditions under which the terrazzo work is done to be installed, including checking slab for cracks, and notify the Contractor in writing of conditions

detrimental to the proper and timely completion of the Work. Start of Work will evidence acceptance.

3.2 PREPARATION

- A. Clean and prepare substrate to comply with NTMA Specifications for type of terrazzo application indicated. Clean substrate of loose chips and foreign matter. Grind concrete substrate to provide surfaces within tolerances required by NTMA for type of terrazzo application.

3.3 REMOVAL

- A. Strip existing sealers from all contiguous areas
- B. Remove existing damaged terrazzo and as required to accommodate new work. Carefully remove to nearest divider strip so as to minimize damage to existing work to remain. Prepare substrate for new terrazzo installation.

3.4 BASIC INSTALLATION

- A. For cementitious terrazzo, comply with NTMA recommendations for proportioning mixes, installation of strips, and for placing, curing, grinding, grouting and finishing.
- B. Match existing terrazzo bedding as required
- C. Install divider and accessory strips in adhesive setting bed, in accordance with manufacturer's instructions, without voids below strips. Provide mechanical anchorage as required for adequate attachment of strips to substrate.
- D. Provide control joints where indicated by installing angle-typed divider strips back-to-back with filler between strips, flush with finish floor.

3.5 CEMENTITIOUS TERRAZZO

- A. Sand Cushion Terrazzo: Comply with NTMA "Guide Specification" for Sand Cushion Terrazzo"
- B. Bonded Terrazzo: Comply with NTMA "Guide Specification for Bonded Terrazzo". Prepare sub-slab surfaces to insure positive bonding with underbed. Thoroughly clean areas of foreign matter immediately before placing bond coat. Place underbed while bond coat is still plastic.
- C. Surfacing: Grout cured terrazzo topping in accordance with NTMA Specifications. Delay grinding and finishing until heavy trade work is completed and construction traffic through the area is restricted. Finish by fine grinding with abrasive grit of size specified by NTMA, or as otherwise required matching Architect's sample.

3.6 FINISHING

- A. Rough Grinding: After curing the terrazzo should be ground with 24 grit stones or comparable diamond pates. After initial grinding follow with 80 grit stone.

- B. Grouting: After rough grinding the floor shall be cleaned and thoroughly rinsed. Remove excess rinse water and grout floor and all voids completely using Portland cement color and pigments identical to those used in topping.
- C. CURING: After grout has attained initial; set cure for minimum 72 hours.
- D. Fine Grinding: Grind with 120 or finer grit stones until all grout is removed from surface Repeat rough grinding, grout coat, and fine grinding if large voids exist after initial fine grinding. Produce surface with a minimum of 70 percent aggregate exposure or match existing adjacent surfaces.
- E. Existing terrazzo shall be ground, re-grouted & polished same as new terrazzo.

3.7 CLEANING, SEALING, AND PROTECTION

- A. Remove grinding dust from installation and adjacent areas.
- B. Wash surfaces with cleaner according to NTMA's written recommendations and manufacturer's written instructions; rinse surfaces with water and allow to dry thoroughly.
- C. Seal surfaces according to NTMA's written recommendations. Apply sealer as recommended by terrazzo manufacturer and according to sealer manufacturer's written instructions.
- D. Provide final protection and maintain conditions, in a manner acceptable to Installer, that ensure terrazzo is without damage or deterioration at time of Substantial Completion

END OF SECTION 09405