



STATE OF UTAH - DEPARTMENT OF ADMINISTRATIVE SERVICES

Division of Facilities Construction and Management

DFCM

**STANDARD LOW BID PROJECT – INVITATIONAL
Project Budgets \$50,000 - \$100,000**

November 5, 2008

CENTRUM ARENA DOOR REPLACEMENT

SOUTHERN UTAH UNIVERSITY

CEDAR CITY, UTAH

DFCM Project Number 08117730

Sargent Design Group
36 North 300 West, Suite B
Cedar City, Utah 84720

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Current copies of the following documents are hereby made part of these contract documents by reference. These documents are available on the DFCM web site at <http://dfcm.utah.gov> or are available upon request from DFCM.

DFCM Supplemental General Conditions dated July 15, 2008
DFCM General Conditions dated May 25, 2005.
DFCM Application and Certification for Payment dated May 25, 2005.

Technical Specifications: Attached and dated
Drawings: Attached and dated

The Agreement and General Conditions dated May 25, 2005 have been updated from versions that were formally adopted and in use prior to this date. The changes made to the General Conditions are identified in a document entitled Revisions to General Conditions that is available on DFCM's web site at <http://dfcm.utah.gov>

INVITATION TO BID

Only firms that have been invited to submit bids on this project are allowed to bid on this project.

Sealed bids will be received by the Division of Facilities Construction and Management (DFCM) for:

SOUTHERN UTAH UNIVERSITY
CENTRUM ARENA DOOR REPLACEMENT
DFCM PROJECT NO: 08117730

<u>Company</u>	<u>Contact</u>	<u>Fax</u>
Beacon Metals	Jared Butler	435-688-1329
ABS	Roger Ruff	801-484-6817
Imperial Window and Door	Tyler or Mike	435-586-3585
Carter Enterprise, Inc.	Curtis Carter	435-586-0083

Bids will be in accordance with the Contract Documents that will be available on **Wednesday, November 5, 2008**, and distributed in electronic format only on CDs from DFCM, 4110 State Office Building, Salt Lake City, Utah and on the DFCM web page at <http://dfcm.utah.gov>. For questions regarding this project, please contact Jeff Reddoor, DFCM, at 801-971-9830. No others are to be contacted regarding this bidding process. The construction estimate for this project is \$ 100,000.00.

A **mandatory** pre-bid meeting will be held at **10:00 AM on Wednesday, November 12, 2008** at Southern Utah University-Facilities Management Building 351 W. University Blvd. Cedar City, Utah. All bidders wishing to bid on this project are required to attend this meeting.

Bids will be received until the hour of **2:00 PM on Tuesday, November 25, 2008** at DFCM, 4110 State Office Building, Salt Lake City, Utah 84114. Bids will be opened and read aloud in the DFCM Conference Room, 4110 State Office Building, Salt Lake City, Utah. NOTE: Bids must be received at 4110 State Office Building by the specified time.

A bid bond in the amount of five percent (5%) of the bid amount, made payable to the Division of Facilities Construction and Management on DFCM's bid bond form, shall accompany the bid.

The Division of Facilities Construction and Management reserves the right to reject any or all bids or to waive any formality or technicality in any bid in the interest of DFCM.

DIVISION OF FACILITIES CONSTRUCTION AND MANAGEMENT
Joanna Reese, Contract Coordinator
4110 State Office Building, Salt Lake City, Utah 84114

PROJECT DESCRIPTION

Remove and replace 18 sets of 3070 fire rated wood doors and hardware, in SUU Centrum Arena, Cedar City, Utah.

**PROJECT SCHEDULE**

PROJECT NAME: CENTRUM ARENA DOOR REPLACEMENT
SOUTHERN UTAH UNIVERSITY – CEDAR CITY, UTAH
DFCM PROJECT NO. 08117730

Event	Day	Date	Time	Place
Bidding Documents Available	Wednesday	November 5, 2008	12:00 NOON	DFCM 4110 State Office Bldg SLC, UT and the DFCM web site *
Mandatory Pre-bid Site Meeting	Wednesday	November 12, 2008	10:00 AM	SUU- Facilities Bldg. Cedar City, Utah
Last Day to Submit Questions	Tuesday	November 18, 2008	2:00 PM	Jeff Reddoor– DFCM E-mail jreddoor@utah.gov Fax 801-538-3267
Addendum Deadline (exception for bid delays)	Wednesday	November 19, 2008	2:00 PM	DFCM web site *
Prime Contractors Turn In Bid and Bid Bond	Tuesday	November 25, 2008	2:00 PM	DFCM 4110 State Office Bldg SLC, UT
Sub-contractor List Due	Wednesday	November 26, 2008	2:00 PM	DFCM 4110 State Office Bldg SLC, UT Fax 801-538-3677
Substantial Completion Date	Wednesday	April 15, 2009	5:00 PM	

* **NOTE:** DFCM's web site address is <http://dfcm.utah.gov>



BID FORM

NAME OF BIDDER _____ DATE _____

To the Division of Facilities Construction and Management
4110 State Office Building
Salt Lake City, Utah 84114

The undersigned, responsive to the "Notice to Contractors" and in accordance with the "Instructions to Bidders", in compliance with your invitation for bids for the **Centrum Arena Door Replacement – Southern Utah University – Cedar City, Utah –DFCM Project No. 08117730** and having examined the Contract Documents and the site of the proposed Work and being familiar with all of the conditions surrounding the construction of the proposed Project, including the availability of labor, hereby proposes to furnish all labor, materials and supplies as required for the Work in accordance with the Contract Documents as specified and within the time set forth and at the price stated below. This price is to cover all expenses incurred in performing the Work required under the Contract Documents of which this bid is a part:

I/We acknowledge receipt of the following Addenda: _____

For all work shown on the Drawings and described in the Specifications and Contract Documents, I/we agree to perform for the sum of:

_____ DOLLARS (\$_____)

(In case of discrepancy, written amount shall govern)

I/We guarantee that the Work will be Substantially Complete by April 15, 2009, should I/we be the successful bidder, and agree to pay liquidated damages in the amount of **\$200.00** per day for each day after expiration of the Contract Time as stated in Article 3 of the Contractor's Agreement.

This bid shall be good for 45 days after bid opening.

Enclosed is a 5% bid bond, as required, in the sum of _____

The undersigned Contractor's License Number for Utah is _____.

Upon receipt of notice of award of this bid, the undersigned agrees to execute the contract within ten (10) days, unless a shorter time is specified in the Contract Documents, and deliver acceptable Performance and Payment bonds in the prescribed form in the amount of 100% of the Contract Sum for faithful performance of the contract.

The Bid Bond attached, in the amount not less than five percent (5%) of the above bid sum, shall become the property of the Division of Facilities Construction and Management as liquidated damages for delay and additional expense caused thereby in the event that the contract is not executed and/or acceptable 100% Performance and Payment bonds are not delivered within the time set forth.

Type of Organization:

(Corporation, Partnership, Individual, etc.)

Any request and information related to Utah Preference Laws:

Respectfully submitted,

Name of Bidder

ADDRESS:

Authorized Signature

INSTRUCTIONS TO BIDDERS

1. Drawings and Specifications, Other Contract Documents

Drawings and Specifications, as well as other available Contract Documents, may be obtained as stated in the Invitation to Bid.

2. Bids

Before submitting a bid, each contractor shall carefully examine the Contract Documents, shall visit the site of the Work; shall fully inform themselves as to all existing conditions and limitations; and shall include in the bid the cost of all items required by the Contract Documents. If the bidder observes that portions of the Contract Documents are at variance with applicable laws, building codes, rules, regulations or contain obvious erroneous or uncoordinated information, the bidder shall promptly notify the DFCM Representative and the necessary changes shall be accomplished by Addendum.

The bid, bearing original signatures, must be typed or handwritten in ink on the Bid Form provided in the procurement documents and submitted in a sealed envelope at the location specified by the Invitation to Bid prior to the deadline for submission of bids.

Bid bond security, in the amount of five percent (5%) of the bid, made payable to the Division of Facilities Construction and Management, shall accompany bid. **THE BID BOND MUST BE ON THE BID BOND FORM PROVIDED IN THE PROCUREMENT DOCUMENTS IN ORDER TO BE CONSIDERED AN ACCEPTABLE BID.**

If the bid bond security is submitted on a bid bond form other than DFCM's required bid bond form, and the bid security meets all other legal requirements, the bidder will be allowed to provide an acceptable bid bond by the close of business on the next business day following notification by DFCM of submission of a defective bid bond security. **NOTE: A cashier's check cannot be used as a substitute for a bid bond.**

3. Contract and Bond

The Contractor's Agreement will be in the form found in the specifications. The Contract Time will be as indicated in the bid. The successful bidder, simultaneously with the execution of the Contract Agreement, will be required to furnish a performance bond and a payment bond, both bearing original signatures, upon the forms provided in the procurement documents. The performance and payment bonds shall be for an amount equal to one hundred percent (100%) of the contract sum and secured from a company that meets the requirements specified in the requisite forms. Any bonding requirements for subcontractors will be specified in the Supplementary General Conditions.

4. Listing of Subcontractors

Listing of Subcontractors shall be as summarized in the “Instructions and Subcontractor’s List Form”, which are included as part of these Contract Documents. The Subcontractors List shall be delivered to DFCM or faxed to DFCM at (801)538-3677 within 24 hours of the bid opening. Requirements for listing additional subcontractors will be listed in the Contract Documents.

DFCM retains the right to audit or take other steps necessary to confirm compliance with requirements for the listing and changing of subcontractors. Any contractor who is found to not be in compliance with these requirements is subject to a debarment hearing and may be debarred from consideration for award of contracts for a period of up to three years.

5. Interpretation of Drawings and Specifications

If any person or entity contemplating submitting a bid is in doubt as to the meaning of any part of the drawings, specifications or other Contract Documents, such person shall submit to the DFCM Project Manager a request for an interpretation thereof. The person or entity submitting the request will be responsible for its prompt delivery. Any interpretation of the proposed documents will be made only by addenda posted on DFCM’s web site at <http://dfcm.utah.gov>. Neither the DFCM nor A/E will be responsible for any other explanations or interpretations of the proposed documents. A/E shall be deemed to refer to the architect or engineer hired by DFCM as the A/E or Consultant for the Project.

6. Addenda

Addenda will be posted on DFCM’s web site at <http://dfcm.utah.gov>. Contractors are responsible for obtaining information contained in each addendum from the web site. Addenda issued prior to the submittal deadline shall become part of the bidding process and must be acknowledged on the bid form. Failure to acknowledge addenda may result in disqualification from bidding.

7. Award of Contract

The Contract will be awarded as soon as possible to the lowest, responsive and responsible bidder, based on the lowest combination of base bid and acceptable prioritized alternates, provided the bid is reasonable, is in the interests of the State of Utah to accept and after applying the Utah Preference Laws in U.C.A. Title 63, Chapter 56. DFCM reserves the right to waive any technicalities or formalities in any bid or in the bidding. Alternates will be accepted on a prioritized basis with Alternate 1 being highest priority, Alternate 2 having second priority, etc.

8. DFCM Contractor Performance Rating

As a contractor completes each DFCM project, DFCM, the architect/engineer and the using agency will evaluate project performance based on the enclosed “DFCM Contractor Performance Rating” form. The ratings issued on this project will not affect this project but may affect the award on future projects.

9. Licensure

The Contractor shall comply with and require all of its subcontractors to comply with the license laws as required by the State of Utah.

10. Permits

In concurrence with the requirements for permitting in the General Conditions, it is the responsibility of the Contractor to obtain the fugitive dust plan requirements from the Utah Division of Air Quality and the SWPPP requirements from the Utah Department of Environmental Quality and submit the completed forms and pay any permit fee that may be required for this specific project. Failure to obtain the required permit may result in work stoppage and/or fines from the regulating authority that will be the sole responsibility of the Contractor. Any delay to the project as a result of any such failure to obtain the permit or noncompliance with the permit shall not be eligible for any extension in the Contract Time.

11. Right to Reject Bids

DFCM reserves the right to reject any or all Bids.

12. Time is of the Essence

Time is of the essence in regard to all the requirements of the Contract Documents.

13. Withdrawal of Bids

Bids may be withdrawn on written request received from bidder prior to the time fixed for opening. Negligence on the part of the bidder in preparing the bid confers no right for the withdrawal of the bid after it has been opened.

14. Product Approvals

Where reference is made to one or more proprietary products in the Contract Documents, but restrictive descriptive materials of one or more manufacturer(s) is referred to in the Contract Documents, the products of other manufacturers will be accepted, provided they equal or exceed the standards set forth in the drawings and specifications and are compatible with the intent and purpose of

the design, subject to the written approval of the A/E. Such written approval must occur prior to the deadline established for the last scheduled addenda to be issued. The A/E's written approval will be in an issued addendum. If the descriptive material is not restrictive, the products of other manufacturers specified will be accepted without prior approval provided they are compatible with the intent and purpose of the design as determined by the A/E.

15. Financial Responsibility of Contractors, Subcontractors and Sub-subcontractors

Contractors shall respond promptly to any inquiry in writing by DFCM to any concern of financial responsibility of the contractor, subcontractor or sub-subcontractor.

16. Debarment

By submitting a bid, the Contractor certifies that neither it nor its principals, including project and site managers, have been, or are under consideration for, debarment or suspension, or any action that would exclude such from participation in a construction contract by any governmental department or agency. If the Contractor cannot certify this statement, attach to the bid a detailed written explanation which must be reviewed and approved by DFCM as part of the requirements for award of the Project.

BID BOND

(Title 63, Chapter 56, U. C. A. 1953, as Amended)

KNOW ALL PERSONS BY THESE PRESENTS:

That _____ hereinafter referred to as the "Principal," and _____, a corporation organized and existing under the laws of the State of _____, with its principal office in the City of _____ and authorized to transact business in this State and U. S. Department of the Treasury Listed, (Circular 570, Companies Holding Certificates of Authority as Acceptable Securities on Federal Bonds and as Acceptable Reinsuring Companies); hereinafter referred to as the "Surety," are held and firmly bound unto the STATE OF UTAH, hereinafter referred to as the "Obligee," in the amount of \$ _____ (5% of the accompanying bid), being the sum of this Bond to which payment the Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that whereas the Principal has submitted to Obligee the accompanying bid incorporated by reference herein, dated as shown, to enter into a contract in writing for the _____ Project.

NOW, THEREFORE, THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, that if the said principal does not execute a contract and give bond to be approved by the Obligee for the faithful performance thereof within ten (10) days after being notified in writing of such contract to the principal, then the sum of the amount stated above will be forfeited to the State of Utah as liquidated damages and not as a penalty; if the said principal shall execute a contract and give bond to be approved by the Obligee for the faithful performance thereof within ten (10) days after being notified in writing of such contract to the Principal, then this obligation shall be null and void. It is expressly understood and agreed that the liability of the Surety for any and all defaults of the Principal hereunder shall be the full penal sum of this Bond. The Surety, for value received, hereby stipulates and agrees that obligations of the Surety under this Bond shall be for a term of sixty (60) days from actual date of the bid opening.

PROVIDED, HOWEVER, that this Bond is executed pursuant to provisions of Title 63, Chapter 56, Utah Code Annotated, 1953, as amended, and all liabilities on this Bond shall be determined in accordance with said provisions to same extent as if it were copied at length herein.

IN WITNESS WHEREOF, the above bounden parties have executed this instrument under their several seals on the date indicated below, the name and corporate seal of each corporate party being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

DATED this _____ day of _____, 20_____.

Principal's name and address (if other than a corporation):

By: _____

Title: _____

Principal's name and address (if a corporation):

By: _____

Title: _____

(Affix Corporate Seal)

Surety's name and address:

By: _____

Attorney-in-Fact (Affix Corporate Seal)

STATE OF _____)
) ss.
COUNTY OF _____)

On this ___ day of _____, 20____, personally appeared before me _____, whose identity is personally known to me or proved to me on the basis of satisfactory evidence, and who, being by me duly sworn, did say that he/she is the Attorney-in-fact of the above-named Surety Company, and that he/she is duly authorized to execute the same and has complied in all respects with the laws of Utah in reference to becoming sole surety upon bonds, undertakings and obligations, and that he/she acknowledged to me that as Attorney-in-fact executed the same.

Subscribed and sworn to before me this _____ day of _____, 20_____.

My Commission Expires: _____

Resides at: _____

NOTARY PUBLIC

Agency: _____
Agent: _____
Address: _____
Phone: _____

Approved As To Form: May 25, 2005
By Alan S. Bachman, Asst Attorney General



Division of Facilities Construction and

INSTRUCTIONS AND SUBCONTRACTORS LIST FORM

The three low bidders, as well as all other bidders that desire to be considered, are required by law to submit to DFCM within 24 hours of bid opening a list of **ALL** first-tier subcontractors, including the subcontractor's name, bid amount and other information required by Building Board Rule and as stated in these Contract Documents, based on the following:

DOLLAR AMOUNTS FOR LISTING

PROJECTS UNDER \$500,000: ALL FIRST-TIER SUBS \$20,000 OR OVER MUST BE LISTED
PROJECTS \$500,000 OR MORE: ALL FIRST-TIER SUBS \$35,000 OR OVER MUST BE LISTED

- Any additional subcontractors identified in the bid documents shall also be listed.
- The DFCM Director may not consider any bid submitted by a bidder if the bidder fails to submit a subcontractor list meeting the requirements of State law.
- List subcontractors for base bid as well as the impact on the list that the selection of any alternate may have.
- Bidder may not list more than one subcontractor to perform the same work.
- If there are no subcontractors for the job that are required to be reported by State law (either because there are no subcontractors that will be used on the project or because there are no first-tier subcontractors over the dollar amounts referred to above), then you do not need to submit a sublist. If you do not submit a sublist, it will be deemed to be a representation by you that there are no subcontractors on the job that are required to be reported under State law. At any time, DFCM reserves the right to inquire, for security purposes, as to the identification of the subcontractors at any tier that will be on the worksite.

LICENSURE:

The subcontractor's name, the type of work, the subcontractor's bid amount, and the subcontractor's license number as issued by DOPL, if such license is required under Utah Law, shall be listed. Bidder shall certify that all subcontractors, required to be licensed, are licensed as required by State law. A subcontractor includes a trade contractor or specialty contractor and does not include suppliers who provide only materials, equipment, or supplies to a contractor or subcontractor.

'SPECIAL EXCEPTION':

A bidder may list 'Special Exception' in place of a subcontractor when the bidder intends to obtain a subcontractor to perform the work at a later date because the bidder was unable to obtain a qualified or reasonable bid under the provisions of U.C.A. Section 63A-5-208(4). The bidder shall insert the term 'Special Exception' for that category of work, and shall provide documentation with the subcontractor list describing the bidder's efforts to obtain a bid of a qualified subcontractor at a reasonable cost and why the bidder was unable to obtain a qualified subcontractor bid. The Director must find that the bidder complied in good faith with State law requirements for any 'Special Exception' designation, in order for the bid to be considered. If awarded the contract, the Director shall supervise the bidder's efforts to obtain a qualified subcontractor bid. The amount of the awarded contract may not be adjusted to reflect the actual amount of the subcontractor's bid. Any listing of 'Special Exception' on the sublist form shall also include amount allocated for that work.

GROUNDS FOR DISQUALIFICATION:

The Director may not consider any bid submitted by a bidder if the bidder fails to submit a subcontractor list meeting the requirements of State law. Director may withhold awarding the contract to a particular bidder if one or more of the proposed subcontractors are considered by the Director to be unqualified to do the Work or for

INSTRUCTIONS AND SUBCONTRACTORS LIST FORM
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such other reason in the best interest of the State of Utah. Notwithstanding any other provision in these instructions, if there is a good faith error on the sublist form, at the sole discretion of the Director, the Director may provide notice to the contractor and the contractor shall have 24 hours to submit the correction to the Director. If such correction is submitted timely, then the sublist requirements shall be considered met.

CHANGES OF SUBCONTRACTORS SPECIFICALLY IDENTIFIED ON SUBLIST FORM:

Subsequent to twenty-four hours after the bid opening, the contractor may change its listed subcontractors only after receiving written permission from the Director based on complying with all of the following criteria.

- (1) The contractor has established in writing that the change is in the best interest of the State and that the contractor establishes an appropriate reason for the change, which may include, but not is not limited to, the following reasons: the original subcontractor has failed to perform, or is not qualified or capable of performing, and/or the subcontractor has requested in writing to be released.
- (2) The circumstances related to the request for the change do not indicate any bad faith in the original listing of the subcontractors.
- (3) Any requirement set forth by the Director to ensure that the process used to select a new subcontractor does not give rise to bid shopping.
- (4) Any increase in the cost of the subject subcontractor work is borne by the contractor.
- (5) Any decrease in the cost of the subject subcontractor work shall result in a deductive change order being issued for the contract for such decreased amount.
- (6) The Director will give substantial weight to whether the subcontractor has consented in writing to being removed unless the Contractor establishes that the subcontractor is not qualified for the work.

EXAMPLE:

Example of a list where there are only four subcontractors:

TYPE OF WORK	SUBCONTRACTOR, "SELF" OR "SPECIAL EXCEPTION"	SUBCONTRACTOR BID AMOUNT	CONTRACTOR LICENSE #
ELECTRICAL	ABCD Electric Inc.	\$350,000.00	123456789000
LANDSCAPING	"Self" *	\$300,000.00	123456789000
CONCRETE (ALTERNATE #1)	XYZ Concrete Inc	\$298,000.00	987654321000
MECHANICAL	"Special Exception" (attach documentation)	Fixed at: \$350,000.00	(TO BE PROVIDED AFTER OBTAINING SUBCONTRACTOR)

* Bidders may list "self", but it is not required.

PURSUANT TO STATE LAW - SUBCONTRACTOR BID AMOUNTS CONTAINED IN THIS SUBCONTRACTOR LIST SHALL NOT BE DISCLOSED UNTIL THE CONTRACT HAS BEEN AWARDED.



SUBCONTRACTORS LIST
FAX TO 801-538-3677

PROJECT TITLE: _____

Caution: You must read and comply fully with instructions.

Table with 4 columns: TYPE OF WORK, SUBCONTRACTOR, 'SELF' OR 'SPECIAL EXCEPTION', SUBCONTRACTOR BID AMOUNT, CONT. LICENSE #

We certify that:

- 1. This list includes all subcontractors as required by the instructions, including those related to the base bid as well as any alternates.
2. We have listed 'Self' or 'Special Exception' in accordance with the instructions.
3. All subcontractors are appropriately licensed as required by State law.

FIRM: _____

DATE: _____

SIGNED BY: _____

NOTICE: FAILURE TO SUBMIT THIS FORM, PROPERLY COMPLETED AND SIGNED, AS REQUIRED IN THESE CONTRACT DOCUMENTS, SHALL BE GROUNDS FOR OWNER'S REFUSAL TO ENTER INTO A WRITTEN CONTRACT WITH BIDDER. ACTION MAY BE TAKEN AGAINST BIDDERS BID BOND AS DEEMED APPROPRIATE BY OWNER. ATTACH A SECOND PAGE IF NECESSARY.

CONTRACTOR'S AGREEMENT

FOR:

THIS CONTRACTOR'S AGREEMENT, made and entered into this ____ day of _____, 20__, by and between the DIVISION OF FACILITIES CONSTRUCTION AND MANAGEMENT, hereinafter referred to as "DFCM", and _____, incorporated in the State of _____ and authorized to do business in the State of Utah, hereinafter referred to as "Contractor", whose address is _____.

WITNESSETH: WHEREAS, DFCM intends to have Work performed at _____.

WHEREAS, Contractor agrees to perform the Work for the sum stated herein.

NOW, THEREFORE, DFCM and Contractor for the consideration provided in this Contractor's Agreement, agree as follows:

ARTICLE 1. SCOPE OF WORK. The Work to be performed shall be in accordance with the Contract Documents prepared by _____ and entitled "_____."

The DFCM General Conditions ("General Conditions") dated May 25, 2005 and Supplemental General Conditions dated July 15, 2008 ("also referred to as General Conditions") on file at the office of DFCM and available on the DFCM website, are hereby incorporated by reference as part of this Agreement and are included in the specifications for this Project. All terms used in this Contractor's Agreement shall be as defined in the Contract Documents, and in particular, the General Conditions.

The Contractor Agrees to furnish labor, materials and equipment to complete the Work as required in the Contract Documents which are hereby incorporated by reference. It is understood and agreed by the parties hereto that all Work shall be performed as required in the Contract Documents and shall be subject to inspection and approval of DFCM or its authorized representative. The relationship of the Contractor to the DFCM hereunder is that of an independent Contractor.

ARTICLE 2. CONTRACT SUM. The DFCM agrees to pay and the Contractor agrees to accept in full performance of this Contractor's Agreement, the sum of _____ DOLLARS AND NO CENTS (\$_____.00), which is the base bid, and which sum also includes the cost of a 100% Performance Bond and a 100%

CONTRACTOR'S AGREEMENT
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Payment Bond as well as all insurance requirements of the Contractor. Said bonds have already been posted by the Contractor pursuant to State law. The required proof of insurance certificates have been delivered to DFCM in accordance with the General Conditions before the execution of this Contractor's Agreement.

ARTICLE 3. TIME OF COMPLETION AND DELAY REMEDY. The Work shall be Substantially Complete by _____. Contractor agrees to pay liquidated damages in the amount of \$_____ per day for each day after expiration of the Contract Time until the Contractor achieves Substantial Completion in accordance with the Contract Documents, if Contractor's delay makes the damages applicable. The provision for liquidated damages is: (a) to compensate the DFCM for delay only; (b) is provided for herein because actual damages can not be readily ascertained at the time of execution of this Contractor's Agreement; (c) is not a penalty; and (d) shall not prevent the DFCM from maintaining Claims for other non-delay damages, such as costs to complete or remedy defective Work.

No action shall be maintained by the Contractor, including its or Subcontractor or suppliers at any tier, against the DFCM or State of Utah for damages or other claims due to losses attributable to hindrances or delays from any cause whatsoever, including acts and omissions of the DFCM or its officers, employees or agents, except as expressly provided in the General Conditions. The Contractor may receive a written extension of time, signed by the DFCM, in which to complete the Work under this Contractor's Agreement in accordance with the General Conditions.

ARTICLE 4. CONTRACT DOCUMENTS. The Contract Documents consist of this Contractor's Agreement, the Conditions of the Contract (DFCM General Conditions, Supplementary and other Conditions), the Drawings, Specifications, Addenda and Modifications. The Contract Documents shall also include the bidding documents, including the Invitation to Bid, Instructions to Bidders/ Proposers and the Bid/Proposal, to the extent not in conflict therewith and other documents and oral presentations that are documented as an attachment to the contract.

All such documents are hereby incorporated by reference herein. Any reference in this Contractor's Agreement to certain provisions of the Contract Documents shall in no way be construed as to lessen the importance or applicability of any other provisions of the Contract Documents.

ARTICLE 5. PAYMENT. The DFCM agrees to pay the Contractor from time to time as the Work progresses, but not more than once each month after the date of Notice to Proceed, and only upon Certificate of the A/E for Work performed during the preceding calendar month, ninety-five percent (95%) of the value of the labor performed and ninety-five percent (95%) of the value of materials furnished in place or on the site. The Contractor agrees to furnish to the DFCM invoices for materials purchased and on the site but not installed, for which the Contractor requests payment and agrees to

safeguard and protect such equipment or materials and is responsible for safekeeping thereof and if such be stolen, lost or destroyed, to replace same.

Such evidence of labor performed and materials furnished as the DFCM may reasonably require shall be supplied by the Contractor at the time of request for Certificate of Payment on account. Materials for which payment has been made cannot be removed from the job site without DFCM's written approval. Five percent (5%) of the earned amount shall be retained from each monthly payment. The retainage, including any additional retainage imposed and the release of any retainage, shall be in accordance with UCA 13-8-5 as amended. Contractor shall also comply with the requirements of UCA 13-8-5, including restrictions of retainage regarding subcontractors and the distribution of interest earned on the retention proceeds. The DFCM shall not be responsible for enforcing the Contractor's obligations under State law in fulfilling the retention law requirements with subcontractors at any tier.

ARTICLE 6. INDEBTEDNESS. Before final payment is made, the Contractor must submit evidence satisfactory to the DFCM that all payrolls, materials bills, subcontracts at any tier and outstanding indebtedness in connection with the Work have been properly paid. Final Payment will be made after receipt of said evidence, final acceptance of the Work by the DFCM as well as compliance with the applicable provisions of the General Conditions.

Contractor shall respond immediately to any inquiry in writing by DFCM as to any concern of financial responsibility and DFCM reserves the right to request any waivers, releases or bonds from Contractor in regard to any rights of Subcontractors (including suppliers) at any tier or any third parties prior to any payment by DFCM to Contractor.

ARTICLE 7. ADDITIONAL WORK. It is understood and agreed by the parties hereto that no money will be paid to the Contractor for additional labor or materials furnished unless a new contract in writing or a Modification hereof in accordance with the General Conditions and the Contract Documents for such additional labor or materials has been executed. The DFCM specifically reserves the right to modify or amend this Contractor's Agreement and the total sum due hereunder either by enlarging or restricting the scope of the Work.

ARTICLE 8. INSPECTIONS. The Work shall be inspected for acceptance in accordance with the General Conditions.

ARTICLE 9. DISPUTES. Any dispute, PRE or Claim between the parties shall be subject to the provisions of Article 7 of the General Conditions. DFCM reserves all rights to pursue its rights and remedies as provided in the General Conditions.

ARTICLE 10. TERMINATION, SUSPENSION OR ABANDONMENT. This Contractor's Agreement may be terminated, suspended or abandoned in accordance with the General Conditions.

ARTICLE 11. DFCM'S RIGHT TO WITHHOLD CERTAIN AMOUNT AND MAKE USE THEREOF. The DFCM may withhold from payment to the Contractor such amount as, in DFCM's judgment, may be necessary to pay just claims against the Contractor or Subcontractor at any tier for labor and services rendered and materials furnished in and about the Work. The DFCM may apply such withheld amounts for the payment of such claims in DFCM's discretion. In so doing, the DFCM shall be deemed the agent of Contractor and payment so made by the DFCM shall be considered as payment made under this Contractor's Agreement by the DFCM to the Contractor. DFCM shall not be liable to the Contractor for any such payment made in good faith. Such withholdings and payments may be made without prior approval of the Contractor and may be also be prior to any determination as a result of any dispute, PRE, Claim or litigation.

ARTICLE 12. INDEMNIFICATION. The Contractor shall comply with the indemnification provisions of the General Conditions.

ARTICLE 13. SUCCESSORS AND ASSIGNMENT OF CONTRACT. The DFCM and Contractor, respectively bind themselves, their partners, successors, assigns and legal representatives to the other party to this Agreement, and to partners, successors, assigns and legal representatives of such other party with respect to all covenants, provisions, rights and responsibilities of this Contractor's Agreement. The Contractor shall not assign this Contractor's Agreement without the prior written consent of the DFCM, nor shall the Contractor assign any moneys due or to become due as well as any rights under this Contractor's Agreement, without prior written consent of the DFCM.

ARTICLE 14. RELATIONSHIP OF THE PARTIES. The Contractor accepts the relationship of trust and confidence established by this Contractor's Agreement and covenants with the DFCM to cooperate with the DFCM and A/E and use the Contractor's best skill, efforts and judgment in furthering the interest of the DFCM; to furnish efficient business administration and supervision; to make best efforts to furnish at all times an adequate supply of workers and materials; and to perform the Work in the best and most expeditious and economic manner consistent with the interests of the DFCM.

ARTICLE 15. AUTHORITY TO EXECUTE AND PERFORM AGREEMENT. Contractor and DFCM each represent that the execution of this Contractor's Agreement and the performance thereunder is within their respective duly authorized powers.

ARTICLE 16. ATTORNEY FEES AND COSTS. Except as otherwise provided in the dispute resolution provisions of the General Conditions, the prevailing party shall be entitled to reasonable attorney fees and costs incurred in any action in the District Court and/or appellate body to enforce this Contractor's Agreement or recover damages or any other action as a result of a breach thereof.

PERFORMANCE BOND

(Title 63, Chapter 56, U. C. A. 1953, as Amended)

That _____ hereinafter referred to as the "Principal" and _____, a corporation organized and existing under the laws of the State of _____, with its principal office in the City of _____ and authorized to transact business in this State and U. S. Department of the Treasury Listed (Circular 570, Companies Holding Certificates of Authority as Acceptable Securities on Federal Bonds and as Acceptable Reinsuring Companies); hereinafter referred to as the "Surety," are held and firmly bound unto the State of Utah, hereinafter referred to as the "Obligee," in the amount of _____ DOLLARS (\$ _____) for the payment whereof, the said Principal and Surety bind themselves and their heirs, administrators, executors, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has entered into a certain written Contract with the Obligee, dated the _____ day of _____, 20____, to construct _____ in the County of _____, State of Utah, Project No. _____, for the approximate sum of _____ Dollars (\$ _____), which Contract is hereby incorporated by reference herein.

NOW, THEREFORE, the condition of this obligation is such that if the said Principal shall faithfully perform the Contract in accordance with the Contract Documents including, but not limited to, the Plans, Specifications and conditions thereof, the one year performance warranty, and the terms of the Contract as said Contract may be subject to Modifications or changes, then this obligation shall be void; otherwise it shall remain in full force and effect.

No right of action shall accrue on this bond to or for the use of any person or corporation other than the state named herein or the heirs, executors, administrators or successors of the Owner.

The parties agree that the dispute provisions provided in the Contract Documents apply and shall constitute the sole dispute procedures of the parties.

PROVIDED, HOWEVER, that this Bond is executed pursuant to the Provisions of Title 63, Chapter 56, Utah Code Annotated, 1953, as amended, and all liabilities on this Bond shall be determined in accordance with said provisions to the same extent as if it were copied at length herein.

IN WITNESS WHEREOF, the said Principal and Surety have signed and sealed this instrument this _____ day of _____, 20____.

WITNESS OR ATTESTATION:

PRINCIPAL:

By: _____ (Seal)

Title: _____

WITNESS OR ATTESTATION:

SURETY:

By: _____ (Seal)

Attorney-in-Fact

STATE OF _____)
) ss.
COUNTY OF _____)

On this _____ day of _____, 20____, personally appeared before me _____, whose identity is personally known to me or proved to me on the basis of satisfactory evidence, and who, being by me duly sworn, did say that he/she is the Attorney in-fact of the above-named Surety Company and that he/she is duly authorized to execute the same and has complied in all respects with the laws of Utah in reference to becoming sole surety upon bonds, undertakings and obligations, and that he/she acknowledged to me that as Attorney-in-fact executed the same.

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

My commission expires: _____

Resides at: _____

NOTARY PUBLIC

Agency: _____
Agent: _____
Address: _____
Phone: _____

Approved As To Form: May 25, 2005
By Alan S. Bachman, Asst Attorney General

PAYMENT BOND

(Title 63, Chapter 56, U. C. A. 1953, as Amended)

KNOW ALL PERSONS BY THESE PRESENTS:

That _____ hereinafter referred to as the "Principal," and _____, a corporation organized and existing under the laws of the State of _____ authorized to do business in this State and U. S. Department of the Treasury Listed (Circular 570, Companies Holding Certificates of Authority as Acceptable Securities on Federal Bonds and as Acceptable Reinsuring Companies); with its principal office in the City of _____, hereinafter referred to as the "Surety," are held and firmly bound unto the State of Utah hereinafter referred to as the "Obligee," in the amount of _____ Dollars (\$ _____) for the payment whereof, the said Principal and Surety bind themselves and their heirs, administrators, executors, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has entered into a certain written Contract with the Obligee, dated the _____ day of _____, 20____, to construct _____ in the County of _____, State of Utah, Project No. _____ for the approximate sum of _____ Dollars (\$ _____), which contract is hereby incorporated by reference herein.

NOW, THEREFORE, the condition of this obligation is such that if the said Principal shall pay all claimants supplying labor or materials to Principal or Principal's Subcontractors in compliance with the provisions of Title 63, Chapter 56, of Utah Code Annotated, 1953, as amended, and in the prosecution of the Work provided for in said Contract, then, this obligation shall be void; otherwise it shall remain in full force and effect.

That said Surety to this Bond, for value received, hereby stipulates and agrees that no changes, extensions of time, alterations or additions to the terms of the Contract or to the Work to be performed thereunder, or the specifications or drawings accompanying same shall in any way affect its obligation on this Bond, and does hereby waive notice of any such changes, extensions of time, alterations or additions to the terms of the Contract or to the Work or to the specifications or drawings and agrees that they shall become part of the Contract Documents.

PROVIDED, HOWEVER, that this Bond is executed pursuant to the provisions of Title 63, Chapter 56, Utah Code Annotated, 1953, as amended, and all liabilities on this Bond shall be determined in accordance with said provisions to the same extent as if it were copied at length herein.

IN WITNESS WHEREOF, the said Principal and Surety have signed and sealed this instrument this _____ day of _____, 20____.

WITNESS OR ATTESTATION:

PRINCIPAL:

By: _____ (Seal)

Title: _____

WITNESS OR ATTESTATION:

SURETY:

By: _____ Attorney-in-Fact (Seal)

STATE OF _____)
) ss.
COUNTY OF _____)

On this _____ day of _____, 20____, personally appeared before me _____, whose identity is personally known to me or proved to me on the basis of satisfactory evidence, and who, being by me duly sworn, did say that he/she is the Attorney-in-fact of the above-named Surety Company, and that he/she is duly authorized to execute the same and has complied in all respects with the laws of Utah in reference to becoming sole surety upon bonds, undertakings and obligations, and that he/she acknowledged to me that as Attorney-in-fact executed the same.

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

My commission expires: _____
Resides at: _____

NOTARY PUBLIC

Agency: _____
Agent: _____
Address: _____
Phone: _____

Approved As To Form: May 25, 2005
By Alan S. Bachman, Asst Attorney General



CERTIFICATE OF SUBSTANTIAL COMPLETION

PROJECT _____ PROJECT NO: _____

AGENCY/INSTITUTION _____

AREA ACCEPTED _____

The Work performed under the subject Contract has been reviewed on this date and found to be Substantially Completed as defined in the General Conditions; including that the construction is sufficiently completed in accordance with the Contract Documents, as modified by any change orders agreed to by the parties, so that the State of Utah can occupy the Project or specified area of the Project for the use for which it is intended.

The DFCM - (Owner) accepts the Project or specified area of the Project as Substantially Complete and will assume full possession of the Project or specified area of the Project at _____ (time) on _____ (date).

The DFCM accepts the Project for occupancy and agrees to assume full responsibility for maintenance and operation, including utilities and insurance, of the Project subject to the itemized responsibilities and/or exceptions noted below:

The Owner acknowledges receipt of the following closeout and transition materials:

- As-built Drawings O & M Manuals Warranty Documents Completion of Training Requirements

A list of items to be completed or corrected (Punch List) is attached hereto. The failure to include an item on it does not alter the responsibility of the Contractor to complete all the Work in accordance with the Contract Documents, including authorized changes thereof. The amount of _____(Twice the value of the punch list work) shall be retained to assure the completion of the punch list work.

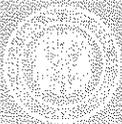
The Contractor shall complete or correct the Work on the list of (Punch List) items appended hereto within _____ calendar days from the above date of issuance of this Certificate. The amount withheld pending completion of the list of items noted and agreed to shall be: \$_____. If the list of items is not completed within the time allotted the Owner has the right to be compensated for the delays and/or complete the work with the help of independent contractor at the expense of the retained project funds. If the retained project funds are insufficient to cover the delay/completion damages, the Owner shall be promptly reimbursed for the balance of the funds needed to compensate the Owner.

CONTRACTOR (include name of firm) by: _____ (Signature) DATE

A/E (include name of firm) by: _____ (Signature) DATE

USING INSTITUTION OR AGENCY by: _____ (Signature) DATE

DFCM (Owner) by: _____ (Signature) DATE

**General Contractor Performance Rating Form**

Project Name:		DFCM Project#	
Contractor: <small>(ABC Construction, John Doe, 111-111-1111)</small>	A/E: <small>(ABC Architects, Jane Doe, 222-222-2222)</small>	Original Contract Amount:	Final Contract Amount:
DFCM Project Manager:		Contract Date:	
Completion Date:		Date of Rating:	

Rating Guideline	QUALITY OF PRODUCT OR SERVICES	COST CONTROL	TIMELINESS OF PERFORMANCE	BUSINESS RELATIONS
5-Exceptional	Contractor has demonstrated an exceptional performance level in any of the above four categories that justifies adding a point to the score. Contractor performance clearly exceeds the performance levels described as "Very Good"			
4-Very Good	Contractor is in compliance with contract requirements and/or delivers quality product/service.	Contractor is effective in managing costs and submits current, accurate, and complete billings	Contractor is effective in meeting milestones and delivery schedule	Response to inquiries, technical/service/administrative issues is effective
3-Satisfactory	Minor inefficiencies/errors have been identified	Contractor is usually effective in managing cost	Contractor is usually effective in meeting milestones and delivery schedules	Response to inquires technical/service/administrative issues is somewhat effective
2-Marginal	Major problems have been encountered	Contractor is having major difficulty managing cost effectively	Contractor is having major difficulty meeting milestones and delivery schedule	Response to inquiries, technical/service/administrative issues is marginally effective
1-Unsatisfactory	Contractor is not in compliance and is jeopardizing achievement of contract objectives	Contractor is unable to manage costs effectively	Contractor delays are jeopardizing performance of contract objectives	Response to inquiries, technical/service/administrative issues is not effective

1. Rate Contractors quality of workmanship, management of sub contractor performance, project cleanliness, organization and safety requirement.	Score
<u>Agency Comments:</u>	
<u>A & E Comments:</u>	
<u>DFCM Project Manager Comments:</u>	

2. Rate Contractor administration of project costs, change orders and financial management of the project budget.	Score
<u>Agency Comments:</u>	
<u>A & E Comments:</u>	
<u>DFCM Project Manager Comments:</u>	

3. Rate Contractor's performance and adherence to Project Schedule, delay procedures and requirements of substantial completion, inspection and punch-list performance.	Score
<u>Agency Comments:</u>	
<u>A & E Comments:</u>	
<u>DFCM Project Manager Comments:</u>	

4. Evaluate performance of contractor management team including project manager, engineer and superintendent also include in the rating team's ability to work well with owner, user agency and consultants.	Score
<u>Agency Comments:</u>	
<u>A & E Comments:</u>	
<u>DFCM Project Manager Comments:</u>	

5. Rate success of Contractor's management plan, completion of the plans mitigation of project risks and performance of value engineering concepts.	Score
<u>Agency Comments:</u>	
<u>A & E Comments:</u>	
<u>DFCM Project Manager Comments:</u>	

Signed by:	Date:	Mean Score
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Additional Comments:

SECTION 08 1429

PRE-FINISHED FLUSH STEEL DOORS GENERAL

1.1 SUMMARY

- A. Products Supplied But Not Installed Under This Section:
 - 1. Factory-finished flush wood doors.
- B. Contractor Requirements:
 - 1. Contractor to visit the site and verify existing conditions. Including, but not limited to: existing door size and hardware.
- C. Related Sections:
 - 1. Section 06 2024: Installation.

1.2 REFERENCES

- A. Architectural Woodwork Institute:
 - 1. AWI Standards, 'Architectural Woodwork Quality Standards, 7th Edition.'
- B. Composite Panel Association / American National Standards Institute:
 - 1. CPA / ANSI A208.1-1999, 'Particleboard, Mat-Formed Wood.'
- C. Hardwood Plywood & Veneer Association / American National Standards Institute:
 - 1. HPVA / ANSI HP-1-2004, 'Hardwood and Decorative Plywood.'
- D. National Fire Protection Association / American National Standards Institute:
 - 1. NFPA / ANSI 80-1998, 'Fire Doors and Fire Windows.'

1.3 SUBMITTALS

- A. Product Data:
 - 1. Manufacturer's product literature on doors and factory finish.
 - 2. Maintenance and repair instructions.
- B. Shop Drawings:
 - 1. Schedule showing type of door at each location. Included shall be size, veneer, core type, fire rating, hardware prep, openings, blocking, etc.
 - 2. Indicate factory finish color and type.

1.4 DELIVERY, STORAGE, AND HANDLING

- A. Deliver in clean truck and, in wet weather, under cover.
 - 1. Deliver to building site only after plaster, cement, and taping compound are completed and dry and after interior painting operations have been completed.
 - 2. Individually wrap in polyethylene bags for shipment and storage. Leave shipping bag on door after installation until immediately before substantial completion inspection.
- B. Store doors in a space having controlled temperature and humidity range between 25 and 55 percent. Store flat on level surface in dry, well ventilated space. Cover to keep clean but allow air circulation. Do not subject doors to direct sunlight, abnormal heat, dryness, or humidity.
- C. Handle with clean gloves and do not drag doors across one another or across other surfaces.

1.5 WARRANTY

- A. Manufacturer's standard full door warranty for lifetime of original installation.
 - 1. Warranty shall include finishing, hanging, and installing hardware if manufacturing defect was discovered after door was finished and installed.
 - 2. Warranty to include defects in materials including following:
 - a. Delaminating in any degree.
 - b. Warp or twist of 1/4 inch or more in door panel at time of one-year warranty inspection.
 - c. Telegraphing of core assembly: Variation of 1/100 inch or more in 3 inch span.

PART 2 - PRODUCTS

2.1 MANUFACTURED UNITS

- A. Steel Doors: Quality Standard
 - 1. Type: Steelcraft, L-Series GrainTech Doors
 - 2. Laminated full flush design.
 - 3. 16 gage.
 - 4. Extra-heavy duty.
 - 5. Finish: Ash
 - 6. Fire Rating: 90 Minute.
 - 7. 14 gage top and bottom channels.
 - 8. Honeycomb core.

2.2 MANUFACTURERS

- A. Approved Manufacturer.
 - 1. Steel Craft
 - 2. Equal as approved by Architect before bidding.

2.3 FABRICATION

- A. Doors shall be factory-machined.

2.4 SOURCE QUALITY CONTROL

- A. Verification of Performance:
 - 1. Doors shall have following information permanently affixed on top of door:
 - a. Manufacturer:
 - b. Door designation or model.
 - c. Veneer species.
 - d. Factory finish.

PART 3 - EXECUTION

NOT USED

END OF SECTION

SECTION 06 2024

DOOR, AND FINISH HARDWARE INSTALLATION

PART 1 - GENERAL

1.1 SUMMARY

- A. Includes But Not Limited To:
 - 1. Furnish and install sealants for calking doorframes as described in Contract Documents.
- B. Products Installed But Not Supplied Under This Section:
 - 1. Flush wood doors.
 - 2. Finish hardware.
- C. Related Sections:
 - 1. Sections under 08 1429: Pre-Finished Flush Wood Doors General.
 - 2. Sections under 08 7101: Common Door Hardware Requirements.

1.2 SUBMITTALS

- A. Quality Assurance / Control:
 - 1. Inspection report verifying correct operation and adjustment of installed hardware.
 - 2. Copy of 'Installation Guide for Doors & Hardware' by Door & Hardware Institute. Guide may be obtained from Door and Hardware Institute (DHI).

1.3 QUALITY ASSURANCE

- A. Regulatory Requirements: Fire door installations shall meet code requirements.
- B. Pre-Installation Conference:
 - 1. Schedule conference after hardware has been delivered to site and organized into hardware groups by door, but prior to installation of hardware.
 - 2. Check for appropriate blocking and for correct hardware models and fasteners for substrates.
 - 3. Review set of Manufacturer's installation, adjustment, and maintenance instructions submitted under Section 08 7101.

1.4 DELIVERY, STORAGE, AND HANDLING

- A. Wood Doors:
 - 1. Do not have doors delivered to building site until after preparations have been made for storage of doors.
 - 2. Store flat on a level surface in a dry, well ventilated building. Cover to keep clean but allow air circulation.
 - 3. Handle with clean gloves and do not drag doors across one another or across other surfaces.
 - 4. Do not subject doors to abnormal heat, dryness, or humidity or sudden changes therein. Condition doors to average prevailing humidity of locality before hanging.
- B. Keys: Immediately before Final Acceptance Meeting, turn change keys over to Owner properly organized, tagged, and placed in new key cabinet.

1.5 OWNER'S INSTRUCTIONS

- A. All keying to be coordinated with Owner's existing keying system.

PART 2 - PRODUCTS: Not Used

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Doors:
 - 1. When Project is completed, doors shall not bind, stick, or be mounted so as to cause future hardware difficulties.
 - 2. Do not impair utility or structural strength of door in fitting of door, applying hardware, or cutting and altering panels or other special details.
- B. Hardware:
 - 1. General:
 - a. Install using set of Manufacturer's installation, adjustment, and maintenance instructions submitted with hardware under Section 08 7101. Follow as closely as possible.
 - b. Mount closers as directed by the Owner's representative to insure compliance with Owner's standard practices.
 - 2. Hardware for Wood Doors:
 - a. If doors are not factory-machined, use hardware templates furnished by Hardware Manufacturer when mounting hardware.
 - b. Set hinges flush with edge surface. Be sure that hinges are set in a straight line to prevent distortion.
 - c. Mount door latches high in strike plate opening so when door later settles, latch will not bind.

3.2 FIELD QUALITY CONTROL

- A. Tests: Arrange to have keys brought to Project site and, in meeting attended by local representatives and Architect, test every new key and locking mechanism.

END OF SECTION

SECTION 08 7101

HARDWARE

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Finish hardware for doors as specified and required by actual conditions.
 - 1. Include screws, special screws, bolts, special bolts, expansion shields, and other devices for proper application of hardware.
- B. Related Sections:
 - 1. Section 06101 (06 10 10): Carpentry
 - 2. Section 08 1429 – Pre-Finished Flush Wood Doors

1.02 GENERAL REQUIREMENTS

- A. Provide items, articles, materials, operations and methods listed, mentioned or scheduled herein or on drawings, in quantities as required to complete project. Provide hardware that functions properly. Prior to furnishing hardware, advise Architect of items that will not operate properly, are improper for conditions, or will not remain permanently anchored.

1.03 SUBMITTALS

- A. Hardware Schedule: Submit 5 copies of hardware schedule in vertical format as illustrated by the Sequence of Format for the Hardware Schedule as published by the Door and Hardware Institute. Schedules which do not comply will be returned for correction before checking.
- B. Hardware schedule shall clearly indicate architect's hardware group and manufacturer of each item proposed.
- C. The schedule shall be reviewed prior to submission by a certified Architectural Hardware Consultant (AHC), who shall attest to the completeness and correctness of the schedule.
 - 1. Provide 2 copies of illustrations from manufacturer's catalogs and data in brochure form.
 - 2. Check specified hardware for suitability and adaptability to details and surrounding conditions. Indicate unsuitable or incompatible items and proposed substitutions in hardware schedule.
 - 3. Provide listing of manufacturer's template numbers for each item of hardware in hardware schedule.
 - 4. Furnish other Contractors and Subcontractors concerned with copies of final approved hardware schedule. Submit necessary templates and schedules as soon as possible to hollow metal, wood door, and aluminum door fabricators in accordance with schedule they require for fabrication.
 - 5. Samples: Lever design or finish sample: Provide 3 samples if requested by architect.
- D. Installation Instructions: Provide manufacturer's written installation and adjustment instructions for finish hardware. Send installation instructions to site with hardware.
- E. Templates: Submit templates and "reviewed Hardware Schedule" to door and frame supplier and others as applicable to enable proper and accurate sizing and locations of cutouts and reinforcing.
- F. Contract Closeout Submittals:
 - 1. Operating and maintenance manuals: Submit 3 sets containing the following:
 - 2. Complete information in care, maintenance, and adjustment, and data on repair and replacement parts, and information on preservation of finishes.
 - 3. Catalog pages for each product.
 - 4. Name, address, and phone number of local representative for each manufacturer.
 - 5. Parts list for each product.
 - 6. Copy of final approved hardware schedule, edited to reflect "As installed".
 - 7. Copy of final keying schedule.

8. As installed "Wiring Diagrams" for each opening connected to power, both low voltage and 110 volts.
 9. One complete set of special tools required for maintenance and adjustment of hardware, including changing of cylinders.
- G. On additions and renovations to existing facilities, contractor shall meet with owner to determine specific owner requirements regarding keying, special applications, brands, etc. and advise Architect if any revisions to the specification are required. Any changes to the specification must be in writing. Verbal authorization is not considered as valid.

1.04 QUALITY ASSURANCE

- A. Manufacturer: Obtain each type of hardware (ie. latch and locksets, hinges, closers) from single manufacturer, although several may be indicated as offering products complying with requirements.
- B. Supplier: Recognized architectural finish hardware supplier, with warehousing facilities, who has been providing hardware for period of not less than 3 years. The supplier shall be, or employ, a certified Architectural Hardware Consultant (AHC), who is registered in the continuing education program as administered by the Door and Hardware Institute. The hardware schedule shall be prepared and signed by a certified AHC.
- C. Installer: Firm with 3 years experience in installation of similar hardware to that required for this project, including specific requirements indicated.
- D. Regulatory Label Requirements: Provide nationally recognized testing agency label or stamp on hardware for labeled openings. Where UL requirements conflict with drawings or specifications, hardware conforming to UL requirements shall be provided. Conflicts and proposed substitutions shall be clearly indicated in hardware schedule.
- E. Pre-Installation Conference: Prior to the installation of hardware, manufacturer's representatives for locksets, closers, and exit devices shall arrange and hold a jobsite meeting to instruct the installing contractor's personnel on the proper installation of their respective products. A letter of compliance, indicating when this meeting is held and who is in attendance, shall be sent to the Architect and Owner.

1.05 DELIVERY, STORAGE AND HANDLING

- A. Deliver hardware to jobsite in manufacturer's original packaging, marked to correspond with approved hardware schedule. Do not deliver hardware until suitable locked storage space is available. Check hardware against reviewed hardware schedule. Store hardware to protect against loss, theft or damage.
- B. Deliver hardware required to be installed during fabrication of wood doors prepaid to manufacturer.

1.06 WARRANTY

- A. Guarantee workmanship and material provided against defective manufacture. Repair or replace defective workmanship and material appearing within period of one year after Substantial Completion.
- B. Provide ten year factory warranty on door closer body against defects in material and workmanship from date of occupancy of Project.
- C. Replace shortages and incorrect items with correct material at no additional cost to Owner.
- D. At completion of project, qualified factory representative shall inspect closer installations. After this inspection, letter shall be sent to Architect reporting on conditions, verifying that closers have been properly installed and adjusted.

PART 2 PRODUCTS

2.1 CONTINUOUS GEARED HINGES

- A. Acceptable manufacturers:

1. Hager Roton Continuous Geared Hinges, 780-224 HD
2. Equal as approved by Architect before bidding.

B. Provide one hinge per leaf of each opening.

2.2 LOCKSETS – MORTISE

A. Acceptable Manufacturer and Series:

1. Schlage, L-Series Mortise Lock
2. Equal as approved by Architect before bidding.

B. Provide lock functions specified with following provisions:

1. Locksets shall meet SUU Standards.
2. Locksets shall meet the requirements of ANSI/BHMA A156.13-1994, Operational Grade 1, and Security Grade 1.
3. Backsets: 2-3/4 inches.
4. Strikes: Provide wrought boxes and strikes with proper lip length to protect trim but not to project more than 1/8 inch beyond trim, frame or inactive leaf. Where required, provide open back strike and protected to allow practical and secure operation.
5. All locksets and latches are to be BHMA Certified.

2.3 EXIT DEVICES

A. Acceptable Manufacturers:

1. Von Duprin.
2. Equal as approved by Architect before bidding.

B. Provide exit device series and functions as specified.

1. 94 Series – Smooth Pushpad
2. Lever LP373L

C. All exit devices shall be UL listed for panic. Exit devices for labeled doors shall be UL listed as “Fire Exit Hardware”.

D. Where lever trim is specified, provide lever design to match lockset levers.

E. Provide cylinders for exit devices with locking trim, key removable mullions and cylinder dogging.

F. All exit devices are to be BHMA Certified.

2.4 KEYING

A. Acceptable Manufacturers and Types:

1. Match owners existing keying system.

B. Master key or Grand master key cylinders and key in groups, unless otherwise specified. Factory masterkey with manufacturer retaining permanent keying records.

C. Provide 6 masterkeys for each masterkey set. Provide 3 change keys for each lock. Provide 2 control keys for core removal. Stamp keys “DO NOT DUPLICATE.”

D. Submit proposed keying schedule to Architect. If requested, meet with Owner and Architect to review schedule.

E. Provide high security removable core cylinders, with patented key control, for each lock with construction masterkeying. Permanent cores shall be installed upon completion of the project.

2.5 DOOR TRIM

A. Acceptable Manufacturers and Types:

1. Hager
 2. Equal as approved by Architect before bidding.
- B. Kick Plates:
1. Product Number: 190S
 2. Finish: Aluminum
 3. Minimum of 0.050 inch thick, beveled 4 edges.
 4. Height of 12 inches, unless otherwise indicated.

2.6 DOOR CLOSERS

- A. Acceptable Manufacturers and Types of Exposed Closers:
1. LCN Closers, 4040 Series, Hinge Side
 2. Equal as approved by Architect before bidding.
- B. Provide non-sized closers, adjustable to meet maximum opening force requirements of ADA.
- C. Provide drop plates, brackets, or adapters for arms as required to suit details.
- D. Mount closers on room side of corridor doors, inside of exterior doors, and stair side of stairway doors.
- E. Provide back-check for closers.
- F. Provide hold-open arms where indicated.
- G. Provide closers for all doors.
- H. Provide closers meeting the requirements of UBC 7-2, 1997 and UL 10C positive pressure tests.
- I. All door closers shall be BHMA Certified.

2.7 WALL STOPS AND HOLDERS

- A. Acceptable Manufacturers and Types:
1. McKinney
 2. Equal as approved by Architect before bidding.
- B. Provide wall stop as applicable, for each door leaf. If a wall stop cannot be used, use a floor stop. If neither a wall stop nor a floor stop can be used, provide an overhead stop.

2.8 FASTENERS

- A. Including, but not limited to, wood or machine screws, bolts, nuts, anchors, etc. of proper type, material, and finish required for installation of hardware.
- B. Use only manufacturer supplied fasteners to anchor, attach or otherwise install all pieces of hardware.
- C. Install all door closers and exit devices with machine screws, whether or not self-tapping (self-drilling) fasteners are offered by the manufacturer. Provide sex bolts (SNB) or through bolts (TB) at all fire rated wood doors unless proper blocking is provided by the door manufacturer.
- D. Use phillips head for exposed screws. Do not use aluminum screws to attach hardware.
- E. Provide self-tapping (TEC) screws for attachment of sweeps and stop-applied weatherstripping only.
- F. Replace all fasteners that have damaged heads due to improper installation methods.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Examine doors, frames, and related items for conditions that would prevent the proper application of finish hardware. Do not proceed until defects are corrected.

3.2 INSTALLATION

- A. Prior to commencement of installation of the hardware, there shall be a pre-installation meeting of all installers with the factory representative or other appointed agent of hinges, door closers and exit devices to confirm that all installers are familiar with factory requirements for proper installation of the hardware. If the installers are factory trained and possess a current certification card, the pre-installation meeting is not required.
- B. Install finish hardware in accordance with reviewed hardware schedule and manufacturer's printed instructions. Prefit hardware before finish is applied, remove and reinstall after finish is completed. Install hardware so that parts operate smoothly, close tightly and do not rattle.
- C. Installation of hardware shall comply with NFPA 80 and NFPA 101 requirements.
- D. Set units level, plumb and true to line and location. Adjust and reinforce attachment to substrate as necessary for proper installation and operation.
- E. Drill and countersink units which are not factory-prepared for anchorage fasteners. Space fasteners and anchors in accordance with industry standards.
- F. Set thresholds for exterior doors in full bed of butyl-rubber or polyisobutylene mastic sealant, forming tight seal between threshold and surface to which set. Securely and permanently anchor thresholds, using countersunk non-ferrous screws to match color of thresholds (stainless steel screws at aluminum thresholds).

3.3 FIELD QUALITY CONTROL

- A. After installation has been completed, provide services of qualified hardware consultant to check Project to determine proper application of finish hardware according to schedule. Also check operation and adjustment of hardware items.
- B. Adjust door control devices to compensate for final operation of heating and ventilating equipment.

3.4 ADJUSTING AND CLEANING

- A. At final completion, hardware shall be left clean and free from disfigurement. Make final adjustment to door closers and other items of hardware. Where hardware is found defective repair or replace or otherwise correct as directed.
- B. Adjust door closers to meet opening force requirements of Uniform Federal Accessibility Standards.
- C. Final Adjustment: Wherever hardware installation is made more than one month prior to acceptance or occupancy of space or area, return to work during week prior to acceptance or occupancy, and make final check and adjustment of hardware items in such space or area. Clean operating items as necessary to restore proper function and finish of hardware and doors.
- D. Instruct Owner's personnel in proper adjustment and maintenance of door hardware and hardware finishes.
- E. Clean adjacent surfaces soiled by hardware installation.

3.5 PROTECTION

- A. Provide for proper protection of items of hardware until Owner accepts Project as complete.

END OF SECTION