



STATE OF UTAH - DEPARTMENT OF ADMINISTRATIVE SERVICES

Division of Facilities Construction and Management

DFCM

STANDARD LOW BID PROJECT

February 1, 2010

N-4 LIGHTNING PROTECTION SYSTEM CENTRAL UTAH CORRECTIONAL FACILITY (CUCF)

DEPARTMENT OF CORRECTIONS GUNNISON, UTAH

DFCM Project Number 09120110

Archiplex Group
255 Crossroad Square
Salt Lake City, Utah 84115

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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/StdDocs/index.html> "Reference Documents 1 - 6. Supplemental General Conditions" or are available upon request from DFCM:

DFCM Supplemental General Conditions dated July 1, 2009 *

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.

*** NOTE: THE NEW SUPPLEMENTAL GENERAL CONDITIONS EFFECTIVE JULY 1, 2009 DEALING WITH HEALTH INSURANCE AND IMMIGRATION ARE REFERENCED AT THE LINK ABOVE.**

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>

NOTICE TO CONTRACTORS

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

N-4 LIGHTNING PROTECTION SYSTEM
CENTRAL UTAH CORRECTIONAL FACILITY (CUCF)
DEPARTMENT OF CORRECTIONS - GUNNISON, UTAH
DFCM PROJECT NO: 09120110

Bids will be in accordance with the Contract Documents that will be available at 3:00 PM on Monday, February 1, 2010, 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 Craig Wessman, DFCM, at 801-538-3246. No others are to be contacted regarding this bidding process. The construction estimate for this project is \$130,000.

A **mandatory** pre-bid meeting will be held at 1:30 PM on Wednesday, February 10, 2010 at the CUCF Administration Building, 255 East 300 North, Gunnison, Utah. All bidders wishing to bid on this project are required to attend this meeting. See Project Description and Project Schedule for mandatory security clearance requirements.

Bids will be received until the hour of 3:00 PM on Monday, February 22, 2010 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
Marla Workman, Contract Coordinator
4110 State Office Building, Salt Lake City, Utah 84114

PROJECT DESCRIPTION

The project is to install an inground lightning control ring interconnecting the existing lightning ground rods as indicated on the drawings and in the specification on the existing N-4 Facility (includes the N-1, N-2, and N-3 Buildings). This includes conductors, splices, cad weld connections, cable fasteners, rod clamps, ground rods, and any other incidental work required for a complete system. Excavation of the area will need to be carefully coordinated with existing utilities, landscaping, and facility program schedule. Restoration of landscaping, asphalt, and concrete disturbed during the construction will be required at the completion of the work.

A security clearance (background verification by the Department of Corrections) is required for all persons planning on attending the mandatory pre-bid. Full name, birthdate, Driver License Number, and Social Security Number must be faxed to Dennis Sorensen, Facilities Coordinator for the Department of Corrections at 435-528-6049 by the date and time indicated on the project schedule in order to receive security clearance. For questions regarding this process, contact Dennis Sorensen at 435-528-3050.



PROJECT SCHEDULE

PROJECT NAME: N-4 LIGHTNING PROTECTION SYSTEM CENTRAL UTAH CORRECTIONAL FACILITY (CUCF) DEPARTMENT OF CORRECTIONS - GUNNISON, UTAH				
DFCM PROJECT NO. 09120110				
Event	Day	Date	Time	Place
Bidding Documents Available	Monday	February 1, 2010	3:00 PM	DFCM 4110 State Office Bldg SLC, UT and the DFCM web site *
Last Day to submit background check information for security clearance	Monday	February 8, 2010	4:00 PM	Fax to 435-528-6049 Attn: Dennis Sorensen Department of Corrections
Mandatory Pre-bid Site Meeting	Wednesday	February 10, 2010	1:30 PM	Administration Bldg Central Utah Correctional Facility 255 East 300 North Gunnison, UT
Last Day to Submit Questions	Tuesday	February 16, 2010	4:00 PM	Craig Wessman – DFCM E-mail: cwessman@utah.gov Fax 801-538-3267
Addendum Deadline (exception for bid delays)	Thursday	February 18, 2010	2:00 PM	DFCM web site *
Prime Contractors Turn In Bid and Bid Bond	Monday	February 22, 2010	3:00 PM	DFCM 4110 State Office Bldg SLC, UT
Sub-contractor List Due	Tuesday	February 23, 2010	3:00 PM	DFCM 4110 State Office Bldg SLC, UT Fax 801-538-3677
Substantial Completion Date	Friday	May 28, 2010		

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



STATE OF UTAH - DEPARTMENT OF ADMINISTRATIVE SERVICES

Division of Facilities Construction and Management

DFCM

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 **N-4 LIGHTNING PROTECTION SYSTEM - CENTRAL UTAH CORRECTIONAL FACILITY - DEPARTMENT OF CORRECTIONS – GUNNISON, UTAH DFCM PROJECT NO. 09120110** 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 **May 28, 2010**, should I/we be the successful bidder, and agree to pay liquidated damages in the amount of **\$110.00** 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.

A bid bond properly signed by a qualified surety, as indicated on the DFCM Bid Bond form provided along with this Instruction to Bidders, in the amount of 5% of the bid, shall accompany the bid submission to DFCM. **THIS BID BOND MUST BE ON THE DFCM BID BOND FORM PROVIDED WITH THIS INSTRUCTION TO BIDDERS IN ORDER TO BE CONSIDERED AN ACCEPTABLE BID** unless only one bid is received by DFCM, or the failure to comply with the bid bond requirements is determined by the Director of DFCM to be nonsubstantial based on the following:

- (a) the bid bond is submitted on a form other than DFCM's required Bid Bond form and the bid bond meets all other requirements including being issued by a surety firm authorized to do business in the State of Utah and be listed in the U.S. Department of the Treasury Circular 570, Companies Holding Certificates of Authority as Acceptable Securities on Federal Bonds and as Acceptable Reinsuring Companies for an amount not less than the amount of the bond to be issued. A co-surety may be utilized to satisfy this requirement; and
- (b) the contractor provides a bid bond properly signed by a qualified surety and on the required DFCM Bid Bond form by the close of business of the next succeeding business day after the DFCM notifies the bidder of the defective 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 and July 1, 2009 ("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: _____

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

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: (ABC Construction, John Doe, 111-111-1111)	A/E: (ABC Architects, Jane Doe, 222-222-2222)	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
---	-------

Agency Comments:

A & E Comments:

DFCM Project Manager Comments:

Signed by:	Date:	Mean Score
-------------------	--------------	-------------------

**Additional
Comments:**

[Large shaded area for additional comments]

**DEPARTMENT OF CORRECTIONS
CENTRAL UTAH CORRECTIONAL FACILITY
N-4 LIGHTNING PROTECTION SYSTEM**

GUNNISON, UTAH

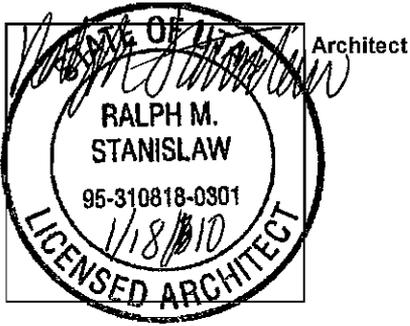
DFCM PROJECT No. 09120110

PROJECT MANUAL

January, 2010

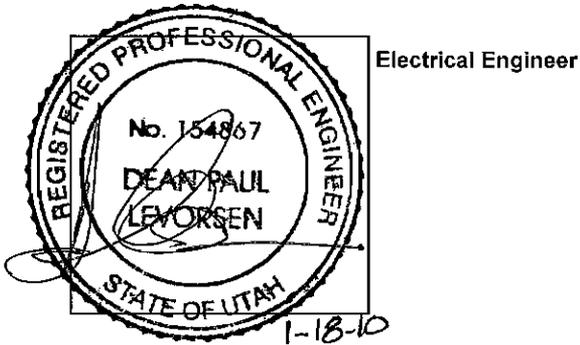
Prepared By

Archiplex Group / PVE Engineering



Architect

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GROUP
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Electrical Engineer

PVE Engineering
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Salt Lake City, UT 84116
(801) 359-3158
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LIST OF WARRANTIES

NOTE: The following is a listing and brief description of warranties and certifications required by the specification sections. It does not supersede the requirements of the sections nor is it necessarily complete. All sections listed below may not pertain to this Project. Refer to each section for actual requirements. Warranties are to be completed in behalf of the End User and submitted to the Project Manager / General Contractor as part of Project Close-out.

<u>Section Title</u>	<u>Section – Article</u>	<u>Description</u>
Cast In place Concrete	03300 – 1.5	Two-Year defective concrete guarantee.
Metal - Fabrications	05500 – 1.3	Welder certificates signed by Contractor.
	05500 – 1.4	Certify that each welder has satisfactorily passed AWS qualifications.
Joint Sealants	07901 – 1.4	Certificate attesting compliance with specification requirements and suitable for the use indicated.
Electrical General Provisions	16001 – 1.9	Certificate of approval from inspection authority at completion of the work.

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SECTION 01010 - SUMMARY OF WORK

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 PROJECT DESCRIPTION

- A. The project consists of a new in-ground lightning control ring interconnecting the existing lightning ground rods on the N1, N2, N3 and N4 buildings at the Central Utah Correctional Facility in Gunnison Utah, as described in the Contract Documents prepared by Archiplex Group and PVE Engineering, dated January 2010.

- 1. The following description is an outline of the work to be accomplished and not meant to be a definitive scope of work; scope of work is defined by the complete set of contract documents.

- B. The Work consists of the installation of a new in-ground lightning control ring interconnecting the existing lightning ground rods on the N1, N2, N3 and N4 buildings at the Central Utah Correctional Facility in Gunnison Utah as indicated in the Contract Documents prepared by Archiplex Group and PVE Engineering. Electrical utility connections, asphalt cutting and patching, excavation and grading and placement of in-ground and overhead improvements are required as part of the work.

- 1. The Work includes site preparation, excavation, asphalt, concrete (in lieu of asphalt at Contractor's option), and electrical systems.

1.3 USE OF PREMISES

- A. General: Contractor shall have limited use of premises for construction operations as indicated on Drawings by the Contract limits.

- B. Use of Site: Limit use of premises to work in areas indicated. Do not disturb portions of Project site beyond areas in which the Work is indicated.

- 1. Coordinate with user the physical extent of the areas where work is being done.
 - 2. Owner Occupancy: Allow for Owner occupancy of Project site.
 - 3. Driveways and Entrances: Keep driveways, loading areas, and entrances serving premises clear and available to Owner, Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or storage of materials.
 - a. Schedule deliveries to minimize use of driveways and entrances.
 - b. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.
 - c. Schedule deliveries as required to allow time for all required background verification of delivery personnel.

- C. Use of Existing Building: Maintain existing building in a weather tight condition throughout construction period. Repair damage caused by construction operations. Protect building and its occupants during construction period.

1.4 OWNER'S OCCUPANCY REQUIREMENTS

- A. Full Owner Occupancy: Owner will occupy and have use of site and existing structures during entire construction period. Cooperate with Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with Owner's day-to-day operations. Maintain existing exits, unless otherwise indicated.
- B. Maintain access to existing roads, and other adjacent occupied or used facilities. Do not close or obstruct roads, or other occupied or used facilities without written permission from Owner and authorities having jurisdiction.
- C. Provide not less than 72 hours' notice to Owner of activities that will affect Owner's operations, and three (3) working additional working days notice if background checks are required.

1.5 WORK RESTRICTIONS

- A. On-Site Work Hours: Work shall be generally performed during normal business working hours, Monday through Friday, except otherwise indicated.
- B. Existing Utility Interruptions: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under the following conditions and then only after arranging to provide temporary utility services according to requirements indicated:
- C. Notify Owner not less than three (3) days in advance of proposed utility interruptions.
- D. Do not proceed with utility interruptions without Owner's written permission.

1.6 MISCELLANEOUS PROVISIONS

- A. Contract Staff Access Rules & Regulations: All persons needing access to the site shall agree to comply with CUCF's "Contract Staff Access Rules & Regulations" attached at end of this section.
- B. Security Background Verification: Prior to Owner granting access to site, all persons employed by or working for the Contractor who require access to the site must apply for access (**through the Contractor**) not less than three (3) working days in advance of that individual's need to access the site. This information will be used to perform background verification that the person meets Owner requirements for access to a Utah State Prison. The required information shall be provided on CUCF's Access Application which can be obtained by contacting Dennis Sorensen, Facilities Coordinator for Department of Corrections (435) 528-3050.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION (Not Applicable)

END OF SECTION 01010

SECTION 01027 - APPLICATIONS FOR PAYMENT

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. This Section specifies administrative and procedural requirements governing Applications for Payment submitted to Project Manager/General Contractor.
 - 1. Coordinate the Schedule of Values and Applications for Payment with the Construction Schedule and Submittal Schedule.
- B. The Construction Schedule and Submittal Schedule are included in Section "Submittals".

1.3 SCHEDULE OF VALUES

- A. Coordinate preparation of the Schedule of Values with preparation of the Contractors' Construction Schedule.
 - 1. Correlate line items in the Schedule of Values with other required administrative schedules and forms, including:
 - a. Contractor's construction schedule.
 - b. Application for Payment form.
 - c. List of products.
 - d. List of principal suppliers and fabricators.
 - e. Schedule of submittals.
 - 2. Submit the Schedule of Values to the Project Manager/General Contractor at the earliest feasible date, but in no case later than 7 days before the date scheduled for submittal of the initial Application for Payment.
 - 3. Sub-Schedules: Where the Work is separated into phases that require separately phased payments, provide sub-schedules showing values correlated with each phase of payment.
- B. Format and Content: Use the Project Manual Table of Contents as a guide to establish the format for the Schedule of Values.
 - 1. Identification: Include the following Project identification on the Schedule of Values:
 - a. Project name and location.
 - b. Project Manager/ General Contractor's name and address.
 - c. Date of submittal.
 - 2. Arrange the Schedule of Values in a tabular form with separate columns to indicate the following for each item listed:
 - a. Generic name.
 - b. Related Specification Section.
 - c. Name of manufacturer or fabricator.
 - d. Name of supplier.

- e. Change Orders (numbers) that have affected value.
- f. Dollar value.
3. Round amounts off to the nearest whole dollar; the total shall equal the subcontractor's Contract Sum.
4. For each part of the Work where an Application for Payment may include materials or equipment, purchased or fabricated and stored, but not yet installed, provide separate line items on the Schedule of Values for initial cost of the materials, for each subsequent stage of completion, and for total installed value of that part of the Work.
5. Schedule Updating: Update and resubmit the Schedule of Values 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.
- B. Payment Application Times: The date to submit initial application for payment is at the subcontractor's discretion, and subsequent applications for payment as set forth by the Project Manager/General Contractor but no later than 30 days thereafter.
- C. Payment Application Format: Use format consistent with Schedule of Values.
 1. Entries shall match data on the Schedule of Values and Contractor's Construction Schedule. Use updated schedules if revisions have been made.
 2. Include amounts of Change Orders issued prior to the last day of the construction period covered by the application.
- D. Transmittal: Submit 3 executed copies of each Application for Payment to the Project Manager/General Contractor by means ensuring receipt within 24 hours; one copy shall be complete, including waivers of lien and similar attachments, when required.
 1. Transmit each copy with a transmittal form listing attachments, and recording appropriate information related to the application in a manner acceptable to the Project Manager/General Contractor.
- E. Waivers of Mechanics Lien: With each Application for Payment submit waivers of mechanics liens from subcontractors or sub-subcontractors and suppliers for the construction period covered by the previous application.
 1. Submit partial waivers on each item for the amount requested, prior to deduction for retainage, on each item.
 2. When an application shows completion of an item, submit final or full waivers.
 3. The Owner reserves the right to designate which entities involved in the Work must submit waivers.
 4. Waiver Delays: Submit each Application for Payment with the Contractor's waiver of mechanics lien for the period of construction covered by the application.
 - a. Submit final Application for Payment with or preceded by final waivers from every entity involved with performance of Work covered by the application who could lawfully be entitled to a lien.
 5. Waiver Forms: Submit waivers of lien on forms, and executed in a manner, acceptable to Owner.

- F. Initial Application for Payment: Administrative actions and submittals that must precede or coincide with submittal of the first Application for Payment include the following:
1. List of principal suppliers and fabricators.
 2. Schedule of Values.
 3. Schedule of principal products.
 4. Submittal Schedule (preliminary if not final).
 5. List of staff assignments.
 6. Certificates of insurance and insurance policies as applicable.
- G. Final Payment Application: Administrative actions and submittals which must precede or coincide with submittal of the final payment Application for Payment include the following:
1. Completion of Project closeout requirements.
 2. Completion of items specified for completion after Substantial Completion.
 3. Assurance that unsettled claims will be settled.
 4. Assurance that Work not complete and accepted will be completed without undue delay.
 5. Transmittal of required Project construction records to Owner.
 6. Proof that taxes, fees and similar obligations have been paid.
 7. Removal of temporary facilities and services.
 8. Removal of surplus materials, rubbish and similar elements.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION (Not Applicable)

END OF SECTION 01027

SECTION 01035 - MODIFICATION PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. This section specifies administrative and procedural requirements for subcontractors for handling and processing Contract modifications to be submitted to Project Manager/General Contractor.
- B. Related Sections: The following sections contain requirements that relate to this section:
 - 1. Division 1 Section "Application for Payment" for administrative procedures governing applications for payment.
 - 2. Division 1 Section "Product Substitutions" for administrative procedures for handling requests for substitutions made after award of the Contract.

1.3 CHANGE ORDER PROPOSAL REQUESTS

- B. Owner-Initiated Proposal Requests: Proposed changes in the Work that will require adjustment to the Contract Sum or Contract Time will be issued by the Project Manager/General Contractor, with a detailed description of the proposed change and supplemental or revised Drawings and Specifications, if necessary.
 - 1. Proposal requests issued by the Project Manager/General Contractor are for information only. Do not consider them an instruction either to stop work in progress, or to execute the proposed change.
 - 2. Unless otherwise indicated in the proposal request, within 15 days of receipt of the proposal request, submit to the Project Manager/General Contractor for review an estimate of cost necessary to execute the proposed change.
 - a. Include a list of quantities of products to be purchased and unit costs, along with the total amount of purchases to be made. Where requested, furnish survey data to substantiate quantities.
 - b. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
 - c. Include a statement indicating the effect the proposed change in the Work will have on the Contract Time.
- C. Subcontractor-Initiated Change Order Proposal Requests: When latent or other unforeseen conditions require modifications to the Contract, the subcontractor may propose changes by submitting a request for a change to the Project Manager/General Contractor.
 - 1. Include a statement outlining the reasons for the change and the effect of the change on the Work. Provide a complete description of the proposed change. Indicate the effect of the proposed change on the Contract Sum and Contract Time.
 - 2. Include a list of quantities of products to be purchased and unit costs along with the total amount of purchases to be made. Where requested, furnish survey data to substantiate quantities.
 - 3. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.

4. Comply with requirements in Section "Product Substitutions" if the proposed change in the Work requires the substitution of one product or system for a product or system specified.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION (Not Applicable)

END OF SECTION 01035

SECTION 01040 - PROJECT COORDINATION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. This Section specifies administrative and supervisory requirements necessary for Project coordination including, but not necessarily limited to:
 - 1. Coordination.
 - 2. General installation provisions.
 - 3. Cleaning and protection.
- B. Field engineering is included in Section "Field Engineering".
- C. Coordination meetings and pre-installation conferences are included in Section "Project Meetings".

1.3 COORDINATION

- A. Coordination: Coordinate construction activities included under various Sections of these Specifications to assure efficient and orderly installation of each part of the Work. Coordinate construction operations included under different Sections of the Specifications that are dependent upon each other for proper installation, connection, and operation.
 - 1. Where installation of one part of the Work is dependent on installation of other components, either before or after its own installation, schedule construction activities in the sequence required to obtain the best results.
 - 2. Where availability of space is limited, coordinate installation of different components to assure maximum accessibility for required maintenance, service and repair.
 - 3. Make adequate provisions to accommodate items scheduled for later installation.
- B. Where necessary, prepare memoranda for distribution to each party involved to be submitted to Project Manager/General Contractor, outlining special procedures required for coordination.
- C. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities to avoid conflicts and ensure orderly progress of the Work. Such administrative activities include, but are not limited to, the following:
 - 1. Installation and removal of temporary facilities.
 - 2. Delivery and processing of submittals.
 - 3. Project Close-out activities.
- D. Conservation: Coordinate construction activities to ensure that operations are carried out with consideration given to conservation of energy, water, and materials.

1.4 SUBMITTALS

- A. Coordination Drawings: Prepare and submit coordination Drawings where close and careful coordination is required for installation of products and materials fabricated off-site by separate entities, and where limited space availability necessitates maximum utilization of space for efficient installation of different components.

1. Show the interrelationship of components shown on separate Shop Drawings.
 2. Indicate required installation sequences.
 3. Comply with requirements contained in Section "Submittals."
 4. Refer to Division-15 Section "Basic Mechanical Requirements," and Division-16 Section "Basic Electrical Requirements" for specific coordination Drawing requirements for mechanical and electrical installations.
- B. Staff Names: Within 15 days of Notice to Proceed, submit a list of principal staff assignments, including the trade Foreman and other personnel in attendance at the site; identify individuals, their duties and responsibilities; list their addresses and telephone numbers.

PART 2 - PRODUCTS (Not Applicable).

PART 3 - EXECUTION

3.1 GENERAL INSTALLATION PROVISIONS

- A. Inspection of Conditions: Require the Installer of each major component to inspect both the substrate and conditions under which Work is to be performed. Do not proceed until unsatisfactory conditions have been corrected in an acceptable manner.
- B. Manufacturer's Instructions: Comply with manufacturer's installation instructions and recommendations, to the extent that those instructions and recommendations are more explicit or stringent than requirements contained in Contract Documents.
- C. Inspect materials or equipment immediately upon delivery and again prior to installation. Reject damaged and defective items.
- D. Provide attachment and connection devices and methods necessary for securing Work. Secure Work true to line and level. Allow for expansion and building movement.
- E. Visual Effects: Provide uniform joint widths in exposed Work. Arrange joints in exposed Work to obtain the best visual effect. Refer questionable choices to the Architect for final decision.
- F. Recheck measurements and dimensions, before starting each installation.
- G. Install each component during weather conditions and Project status that will ensure the best possible results. Isolate each part of the completed construction from incompatible material as necessary to prevent deterioration.
- H. Coordinate temporary enclosures with required inspections and tests, to minimize the necessity of uncovering completed construction for that purpose.
- I. Mounting Heights: Where mounting heights are not indicated, install individual components at standard mounting heights recognized within the industry for the particular application indicated. Refer questionable mounting height decisions to the Architect for final decision.

3.2 CLEANING AND PROTECTION

- A. During handling and installation, clean and protect construction in progress and adjoining materials in place. Apply protective covering where required to ensure protection from damage or deterioration at Substantial Completion.
- B. Clean and maintain completed construction as frequently as necessary through the remainder

of the construction period. Adjust and lubricate operable components to ensure operability without damaging effects.

- C. Limiting Exposures: Supervise construction activities to ensure that no part of the construction, completed or in progress, is subject to harmful, dangerous, damaging, or otherwise deleterious exposure during the construction period. Where applicable, such exposures include, but are not limited to, the following:
1. Excessive static or dynamic loading.
 2. Excessive internal or external pressures.
 3. Excessively high or low temperatures.
 4. Thermal shock.
 5. Air contamination or pollution.
 6. Water.
 7. Solvents.
 8. Chemicals.
 9. Light.
 10. Puncture.
 11. Abrasion.
 12. Heavy traffic.
 13. Soiling, staining and corrosion.
 14. Bacteria.
 15. Rodent and insect infestation.
 16. Combustion.
 17. Electrical current.
 18. High speed operation,
 19. Improper lubrication,
 20. Unusual wear or other misuse.
 21. Contact between incompatible materials.
 22. Destructive testing.
 23. Misalignment.
 24. Excessive weathering.
 25. Unprotected storage.
 26. Improper shipping or handling.
 27. Theft.
 28. Vandalism.

END OF SECTION 01040

SECTION 01045 - CUTTING AND PATCHING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. This Section specifies administrative and procedural requirements for cutting and patching.
- B. Refer to other Sections for specific requirements and limitations applicable to cutting and patching individual parts of the Work.
 - 1. Requirements of this Section apply to mechanical and electrical installations. Refer to Division-15 and Division-16 Sections for other requirements and limitations applicable to cutting and patching mechanical and electrical installations.

1.3 SUBMITTALS

- A. Cutting and Patching Proposal: Where approval of procedures for cutting and patching is required before proceeding, submit a proposal describing procedures well in advance of the time cutting and patching will be performed and request approval to proceed. Include the following information, as applicable, in the proposal:
 - 1. Describe the extent of cutting and patching required and how it is to be performed; indicate why it cannot be avoided.
 - 2. Describe anticipated results in terms of changes to existing construction; include changes to structural elements and operating components as well as changes in the building's appearance and other significant visual elements.
 - 3. List products to be used and firms or entities that will perform Work.
 - 4. Indicate dates when cutting and patching is to be performed.
 - 5. List utilities that will be disturbed or affected, including those that will be relocated and those that will be temporarily out-of-service. Indicate how long service will be disrupted.
 - 6. Where cutting and patching involves addition of reinforcement to structural elements, submit details and engineering calculations to show how reinforcement is integrated with the original structure.
 - 7. Approval by the Architect to proceed with cutting and patching does not waive the Architect's right to later require complete removal and replacement of a part of the Work found to be unsatisfactory.

1.4 QUALITY ASSURANCE

- A. Requirements for Structural Work: Do not cut and patch structural elements in a manner that would reduce their load-carrying capacity or load-deflection ratio.
- B. Operational and Safety Limitations: Do not cut and patch operating elements or safety related components in a manner that would result in reducing their capacity to perform as intended, or result in increased maintenance, or decreased operational life or safety.

- C. Visual Requirements: Do not cut and patch construction exposed on the exterior or in occupied spaces, in a manner that would, in the Architect's opinion, reduce the building's aesthetic qualities, or result in visual evidence of cutting and patching. Remove and replace Work cut and patched in a visually unsatisfactory manner.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. Use materials that are identical to existing materials. If identical materials are not available or cannot be used where exposed surfaces are involved, use materials that match existing adjacent surfaces to the fullest extent possible with regard to visual effect. Use materials whose installed performance will equal or surpass that of existing materials.

PART 3 - EXECUTION

3.1 INSPECTION

- A. Before cutting existing surfaces, examine surfaces to be cut and patched and conditions under which cutting and patching is to be performed. Take corrective action before proceeding, if unsafe or unsatisfactory conditions are encountered.

3.2 PREPARATION

- A. Temporary Support: Provide temporary support of Work to be cut.
- B. Protection: Protect existing construction during cutting and patching to prevent damage. Provide protection from adverse weather conditions for portions of the Project that might be exposed during cutting and patching operations.
- C. Avoid interference with use of adjoining areas or interruption of free passage to adjoining areas.
- D. Take all precautions necessary to avoid cutting existing pipe, conduit or ductwork serving the building, but scheduled to be removed or relocated until provisions have been made to bypass them.

3.3 PERFORMANCE

- A. General: Employ skilled workmen to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time and complete without delay.
 - 1. Cut existing construction to provide for installation of other components or performance of other construction activities and the subsequent fitting and patching required to restore surfaces to their original condition.
- B. Cutting: Cut existing construction using methods least likely to damage elements to be retained or adjoining construction. Where possible review proposed procedures with the original installer; comply with the original installer's recommendations.
 - 1. In general, where cutting is required use hand or small power tools designed for sawing or grinding, not hammering and chopping. Cut holes and slots neatly to size required with minimum disturbance of adjacent surfaces. Temporarily cover openings

when not in use.

2. To avoid marring existing finished surfaces, cut or drill from the exposed or finished side into concealed surfaces.
 3. Cut through concrete and masonry using a cutting machine such as a carborundum saw or diamond core drill.
 4. Comply with requirements of applicable Sections of Division-2 where cutting and patching requires excavating and backfilling.
- C. Patching: Patch with durable seams that are as invisible as possible. Comply with specified tolerances.
1. Where feasible, inspect and test patched areas to demonstrate integrity of the installation.
 2. 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.
 3. Where removal of walls or partitions extends one finished area into another, patch and repair floor and wall surfaces in the new space to provide an even surface of uniform color and appearance. Remove existing floor and wall coverings and replace with new materials, if necessary to achieve uniform color and appearance.
 - a. Where patching occurs in a smooth painted surface, extend final paint coat over entire unbroken containing the patch, after the patched area has received primer and second coat.
 4. Patch, repair or rehang existing ceilings as necessary to provide an even plane surface of uniform appearance.

3.4 CLEANING

- A. Thoroughly clean areas and spaces where cutting and patching is performed or used as access. Remove completely paint, mortar, oils, putty and items of similar nature. Thoroughly clean piping, conduit and similar features before painting or other finishing is applied. Restore damaged pipe covering to its original condition.

END OF SECTION 01045

SECTION 01050 - FIELD ENGINEERING

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. General: This Section specifies administrative and procedural requirements for field engineering services, including, but not necessarily limited to, the following:
 - 1. Land survey Work.
 - 2. Civil engineering services.
 - 3. Structural engineering services.

1.3 SUBMITTALS

- A. Certificates: Submit a certificate signed by the Land Surveyor or Professional Engineer certifying that the location and elevation of improvements comply with the Contract Documents.
- B. Final Property Survey: Submit 6 copies of the final property survey, one reproducible copy, and the CAD files on CD. Software format as required by Owner.
- C. Project Record Documents: Submit a record of Work performed and record survey data as required under provisions of Sections "Submittals" and "Project Closeout".

1.4 QUALITY ASSURANCE

- A. Surveyor: Engage a Registered Land Surveyor registered in the State where the project is located, to perform land surveying services required.
- B. Engineer: Engage a Professional Engineer of the discipline required, registered in the state in which the Project is located, to perform required engineering services.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Existing control points are noted on Contract Documents.
- B. Verify layout information shown on the Drawings, in relation to the property survey and existing benchmarks before proceeding to layout the Work. Locate and protect existing benchmarks and control points. Preserve permanent reference points during construction.
 - 1. Do not change or relocate benchmarks or control points without prior written approval. Promptly report lost or destroyed reference points, or requirements to relocate reference points because of necessary changes in grades or locations.
 - 2. Promptly replace lost or destroyed project control points. Base replacements on the

original survey control points.

- C. Establish and maintain a minimum of two permanent benchmarks on the site, referenced to data established by survey control points.
 - 1. Record benchmark locations, with horizontal and vertical data, on Project Record Documents.
- D. Existing utilities and equipment: 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.
 - 1. Prior to construction, verify the location and invert elevation at points of connection of sanitary sewer, storm sewer and water service piping.

3.2 PERFORMANCE

- A. Working from lines and levels established by the property survey, establish benchmarks and markers to set lines and levels at each story of construction and elsewhere as needed to properly locate each element of the Project. Calculate and measure required dimensions within indicated or recognized tolerances. Do not scale Drawings to determine dimensions.
 - 1. Advise entities engaged in construction activities, of marked lines and levels provided for their use.
 - 2. As construction proceeds, check every major element for line, level and plumb.
- B. Surveyor's Log: Maintain a surveyor's log of control and other survey Work. Make this log available for reference.
 - 1. Record deviations from required lines and levels, and advise the Architect when deviations that exceed indicated or recognized tolerances are detected. On Project Record Drawings, record deviations that are accepted and not corrected.
 - 2. On completion of foundation walls, major site improvements, and other Work requiring field engineering services, prepare a certified survey showing dimensions, locations, angles and elevations of construction and sitework.
- C. Site Improvements: Locate and lay out site improvements, including pavements, stakes for grading, fill and topsoil placement, utility slopes and invert elevations by instrumentation and similar appropriate means.
- D. Building Lines and Levels: Locate and lay out batter boards for structures, building foundations, column grids and locations, floor levels and control lines and levels required for mechanical and electrical Work.
- E. Existing Utilities: Furnish information necessary to adjust, move or relocate existing lines, services or other appurtenances located in, or affected by construction. Coordinate with local authorities having jurisdiction.
- F. Final Property Survey: Before Substantial Completion, prepare a final property survey showing significant features (real property) for the Project. Include on the survey a certification, signed by the Surveyor, to the effect that principal metes, bounds, lines and levels of the Project are accurately positioned as shown on the survey.

END OF SECTION 01050

SECTION 01095 - REFERENCE STANDARDS AND DEFINITIONS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and all other Division 1 Specification Sections, apply to this Section.
- B. References to standards are incorporated into Project Manual by reference and each reference is the latest edition at date shown on Contract Documents, including amendments and supplements.

1.2 DEFINITIONS

- A. General: Basic Contract definitions are included in the Conditions of the Contract.
- B. Indicated: The term indicated refers to graphic representations, notes, or schedules on the Drawings, or other Paragraphs or Schedules in the Specifications, and similar requirements in the Contract Documents. Terms such as "shown", "noted", "scheduled", and "specified" are used to help the reader locate the reference. There is no limitation on location.
- C. Approved: When used in conjunction with the A/E's action on the Contractor's submittals, applications and requests "approval" is limited to the Architect's duties and responsibilities as stated in the General Conditions.
- C. Regulations: The term regulations includes laws, ordinances, statutes, and lawful orders issued by authorities having jurisdiction, as well as rules, conventions, and agreements within the construction industry that control performance of the Work.
- D. Furnish: The term furnish means supply and deliver to the Project site, ready for unloading, unpacking, assembly, installation, and similar operations but not installation.
- E. Install: The term install describes operations at the Project site including the actual unpacking, assembly, erection, placing, anchoring, applying, working to dimension, finishing, curing, protecting, cleaning, and similar operations.
- F. Provide: The term provide means to furnish and install, complete and ready for the intended use.
- G. Installer: An Installer is the Contractor or another entity engaged by the Contractor, either as an employee, subcontractor, or contractor of lower tier, to perform a particular construction activity, including installation, erection, application, and similar operations. Installers are required to be experienced in the operations they are engaged to perform.
 - 1. Trades: Using terms such as carpentry is not intended to 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 trades persons of the corresponding generic name.
 - 2. Experienced: When used with the term Installer, requires minimum of five previous projects similar in size and scope to this project, being familiar with the special requirements indicated and having complied with requirements of the authority having jurisdiction.

- H. Project site: is the space available to the Contractor for performing construction activities either exclusively or in conjunction with others performing other work as part of the Project. The extent of the Project site is shown on the Drawings and may or may not be identical with the description of the land on which the Project is to be built.
- I. Testing Agencies: A testing agency is an independent entity engaged to perform specific inspections or tests, either at the Project site or elsewhere, and to report on and, if required, to interpret results of those inspections or tests.
- K. Exposed: An item or surface, interior or exterior which is visible outside or inside building usable space, during building normal activity.
- L. Including and such as: To be used in the most inclusive sense; example, "including, but not necessarily limited to", and "such as, but not necessarily limited to".
- M. Not-in Contact (NIC): Work not included in this contract.
- N. Product: Material, equipment or system.
- O. Reinstall: Operation involving existing materials and equipment, including handling, assembly, setting, placing, anchoring, protecting, cleaning and similar operations as applicable in each instance.
- P. Remove: Disassemble, dismantle or demolish and transport away from Project site or Owners property.
- Q. Salvage: Contractor shall dismantle existing materials or assemblies carefully, provide protection suitable for maintaining existing conditions of materials and store salvaged materials for re-installation or other use as directed by Owner.
- R. Shown and indicated: Used as a cross reference to information on Drawings or Specifications elsewhere in project manual. No limitation of location is intended except as may be specifically noted.
- S. Suitable Reasonable – Proper – Correct – Necessary: As stated for purpose intended by Contract Documents, subject to interpretation of Architect.

1.3 SPECIFICATION FORMAT AND CONTENT EXPLANATION

- A. Specification Format: These Specifications are organized into Divisions and Sections based on the Construction Specifications Institute's 16-Division format and MASTERFORMAT numbering system.
- B. Specification Content: This Specification uses certain conventions regarding the style of language and the intended meaning of certain terms, words, and phrases when used in particular situations or circumstances. These conventions are explained as follows:
 - 1. Abbreviated Language: Language used in Specifications and other Contract Documents is abbreviated. Words and meanings shall be interpreted as appropriate. Words that are implied, but not stated, shall be interpolated as the sense requires. Singular words will be interpreted as plural and plural words interpreted as singular where applicable as the context of the Contract Documents indicates.
 - 2. Imperative and streamlined language is used generally in the Specifications. Requirements expressed in the imperative mood are to be performed by the Contractor. At certain locations in the Text, subjective language is used for clarity to

describe responsibilities that must be fulfilled indirectly by the Contractor, or by others when so noted.

- a. The words "shall be" are implied wherever a colon (:) is used within a sentence or phrase.

1.4 INDUSTRY STANDARDS

- A. **Applicability of Standards:** Except where the Contract Documents include more stringent requirements, applicable construction industry standards have the same force and effect as if bound or copied directly into the Contract Documents to the extent referenced. Such standards are made a part of the Contract Documents by reference.
- B. **Publication Dates:** Comply with the standards in effect as of the date of the Contract Documents.
- C. **Conflicting Requirements:** Where compliance with two or more standards is specified and where the standards may establish different or conflicting requirements for minimum quantities or quality levels, refer requirements that are different but apparently equal and other uncertainties to the Architect for a decision before proceeding.
General: In case of an inconsistency between Drawings and Specifications or within either Document not clarified specifically by the Architect; more specific provision will take precedence over less specific; more stringent will take precedence over less stringent. Better quality or greater quantity of Work shall be provided in compliance with Architect's interpretation.
 1. **Minimum Quantity or Quality Levels:** The quantity or quality level shown or specified shall be the minimum provided or performed. The actual installation may comply exactly with the minimum quantity or quality specified, or it may exceed the minimum within reasonable limits. To comply with these requirements, indicated numeric values are minimum or maximum, as appropriate, for the context of the requirements. Refer uncertainties to the Architect for a decision before proceeding.
- D. **Copies of Standards:** Each entity engaged in construction on the Project is required to be familiar with industry standards applicable to its construction activity. Copies of applicable standards are not bound with the Contract Documents.
 1. Where copies of standards are needed to perform a required construction activity, the Contractor shall obtain copies directly from the publication source.
- E. **Abbreviations and Names:** Trade association names and titles of general standards are frequently abbreviated. The following acronyms or abbreviations, as referenced in Contract Documents, are defined to mean the associated names. Names and addresses are subject to change and are believed, but not ensured, to be accurate and up to date as of the date of Contract Documents. The following is a partial list consisting of names most frequently used. For those not listed, refer to the "Encyclopedia of Associations," published by Gale Research Co., available in most libraries.

AA Aluminum Association
900 19th St., NW, Suite 300
Washington, DC 20006 (202) 862-5100

AABC Associated Air Balance Council
1518 K St., NW
Washington, DC 20005 (202) 737-0202

AAMA	American Architectural Manufacturers Assoc. 1540 E. Dundee Road, Suite 310 Palatine, IL 60067 (708) 202-1350
AASHTO	American Association of State Highway and Transportation Officials 444 North Capitol St., Suite 225 Washington, DC 20001 (202) 624-5800
ACI	American Concrete Institute P.O. Box 19150 Detroit, MI 48219 (313) 532-2600
ACPA	American Concrete Pipe Assoc. 8300 Boone Blvd., Suite 400 Vienna, VA 22182 (703) 821-1990
ADC	Air Diffusion Council One Illinois Center, Suite 200 111 East Wacker Drive Chicago, IL 60601-4298 (312) 616-0800
AI	Asphalt Institute Research Park Drive P.O. Box 14052 Lexington, KY 40512-4052 (606) 288-4960
AIA	American Institute of Architects 1735 New York Ave., NW Washington, DC 20006 (202) 626-7300
AISC	American Institute of Steel Construction One East Wacker Drive, Suite 3100 Chicago, IL 60601-2001 (312) 670-2400
AISI	American Iron and Steel Institute 1101 17th Street, NW, Suite 1300 Washington, DC 20036-4700 (202) 463-6573
ALSC	American Lumber Standards Committee P.O. Box 210 Germantown, MD 20875(301) 972-1700
AMCA	Air Movement and Control Assoc. 30 W. University Drive Arlington Heights, IL 60004-1893(708) 394-0150
ANSI	American National Standards Institute 11 West 42nd Street, 13th Floor New York, NY 10036 (212) 642-4900
APA	American Plywood Assoc. P.O. Box 11700 Tacoma, WA 98411 (206) 565-6600

ARI	Air Conditioning and Refrigeration Institute 1501 Wilson Blvd., 6th Floor Arlington, VA 22209 (703) 524-8800
ASA	Acoustical Society of America 500 Sunnyside Blvd. Woodbury, NY 11797 (516) 349-7800
ASC	Adhesive and Sealant Council 1627 K Street, NW, Suite 1000 Washington, DC 20006-1707 (202) 452-1500
ASHRAE	American Society of Heating, Refrigerating and Air-Conditioning Engineers 1791 Tullie Circle, NE Atlanta, GA 30329 (404) 636-8400
ASME	American Society of Mechanical Engineers 345 East 47th St. New York, NY 10017 (212) 705-7722
ASPE	American Society of Plumbing Engineers 3617 Thousand Oaks Blvd., Suite 210 Westlake, CA 91362 (805) 495-7120
ASSE	American Society of Sanitary Engineering P.O. Box 40362 Bay Village, OH 44140 (216) 835-3040
ASTM	American Society for Testing and Materials 1916 Race St. Philadelphia, PA 19103-1187 (215) 977-9679
AWI	Architectural Woodwork Institute P.O. Box 1550 13924 Braddock Rd., Suite 100 Centreville, VA 22020 (703) 222-1100
AWPA	American Wood-Preservers' Assoc. 4128-1/2 California Ave. SW, No. 171 Seattle, WA 98116 (206) 937-5338
AWPB	American Wood Preservers Bureau 4 E. Washington St. Newnan, GA 30263 (404) 254-9877
AWS	American Welding Society 550 LeJeune Road, NW P.O. Box 351040 Miami, FL 33135 (305) 443-9353
AWWA	American Water Works Assoc. 6666 W. Quincy Ave. Denver, CO 80235 (303) 794-7711

BHMA	Builders' Hardware Manufacturers Assoc. 355 Lexington Ave., 17th Floor New York, NY 10017 (212) 661-4261
CISPI	Cast Iron Soil Pipe Institute 5959 Shallowford Road, Suite 419 Chattanooga, TN 37421 (615) 892-0137
CRSI	Concrete Reinforcing Steel Institute 933 Plum Grove Rd. Schaumburg, IL 60173 (708) 517-1200
CTI	Ceramic Tile Institute of America 700 N. Virgil Ave. Los Angeles, CA 90029 (213) 660-1911
DHI	Door and Hardware Institute 14170 New Brook Drive Chantilly, VA 22022 (703) 222-2010
DLPA	Decorative Laminate Products Assoc. 600 S. Federal St., Suite 400 Chicago, IL 60605 (312) 922-6222
EIA	Electronic Industries Assoc. 2001 Pennsylvania Ave., NW Washington, DC 20006-1813 (202) 457-4900
EJMA	Expansion Joint Manufacturers Assoc. 25 N. Broadway Tarrytown, NY 10591 (914) 332-0040
FGMA	Flat Glass Marketing Assoc. White Lakes Professional Bldg. 3310 S.W. Harrison Topeka, KS 66611-2279(913) 266-7013
FM	Factory Mutual Research Organization 1151 Boston-Providence Turnpike P.O. Box 9102 Norwood, MA 02062 (617) 762-4300
GA	Gypsum Association 810 First Street, NE, Suite 510 Washington, DC 20002 (202) 289-5440
HMA	Hardwood Manufacturers Assoc. 400 Penn Center Blvd. Pittsburgh, PA 15235 (412) 829-0770
HPMA	Hardwood Plywood Manufacturers Assoc. 1825 Michael Farraday Drive P.O. Box 2789 Reston, VA 22090-2789 (703) 435-2900

ICEA	Insulated Cable Engineers Association, Inc. P.O. Box 440 South Yarmouth, MA 02664 (508) 394-4424
IEC	International Electrotechnical Commission (Available from ANSI) 1430 Broadway New York, NY 10018 (212) 354-3300
IEEE	Institute of Electrical and Electronic Engineers 345 E. 47th St. New York, NY 10017 (212) 705-7900
IESNA	Illuminating Engineering Society of North America 345 E. 47th St. New York, NY 10017 (212) 705-7926
IGCC	Insulating Glass Certification Council c/o ETL Testing Laboratories, Inc. P.O. Box 2040 Route 11, Industrial Park Cortland, NY 13045 (607) 753-6711
ISA	Instrument Society of America P.O. Box 12277 67 Alexander Drive Research Triangle Park, NC 27709 (919) 549-8411
LPI	Lightning Protection Institute 3365 North Arlington Heights Rd., Suite J Arlington Heights, IL 60004 (708) 255-3003
MBMA	Metal Building Manufacturer's Assoc. c/o Charles M. Stockinger Thomas Associates, Inc. 1300 Sumner Ave. Cleveland, OH 44115-2851 (216) 241-7333
NAAMM	National Association of Architectural Metal Manufacturers 600 S. Federal St., Suite 400 Chicago, IL 60605 (312) 922-6222
NAIMA	North American Insulation Manufacturers Assoc. 44 Canal Center Plaza, Suite 310 Alexandria, VA 22314 (703) 684-0084
NAPA	National Asphalt Pavement Assoc. NAPA Building 5100 Forbes Blvd. Lanham, MD 20706-4413 (301) 731-4748

NCMA	National Concrete Masonry Assoc. P.O. Box 781 Herndon, VA 22070-0781 (703) 435-4900
NEC	National Electrical Code (from NFPA)
NECA	National Electrical Contractors Assoc. 7315 Wisconsin Ave. Bethesda, MD 20814 (301) 657-3110
NEMA	National Electrical Manufacturers Assoc. 2101 L St., NW, Suite 300 Washington, DC 20037 (202) 457-8400
NETA	International Electrical Testing Assoc. P.O. Box 687 Morrison, CO 80465 (303) 467-0526
NFPA	National Fire Protection Assoc. One Batterymarch Park P.O. Box 9101 Quincy, MA 02269-9101 (617) 770-3000 (800) 344-3555
N.F.P.A.	National Forest Products Assoc. 1250 Connecticut Ave., NW, Suite 200 Washington, DC 20036 (202) 463-2700
NLGA	National Lumber Grades Authority 1055 W. Hastings St., Suite 260 Vancouver, British Columbia Canada V6E 2E9 (604) 687-2171
NPA	National Particleboard Assoc. 18928 Premiere Court Gaithersburg, MD 20879(301) 670-0604
NRCA	National Roofing Contractors Assoc. 10255 W. Higgins Rd., Suite 600 Rosemont, IL 60018-5607 (708) 299-9070
NSF	National Sanitation Foundation 3475 Plymouth Rd. P.O. Box 1468 Ann Arbor, MI 48106 (313) 769-8010
PCA	Portland Cement Assoc. 5420 Old Orchard Road Skokie, IL 60077 (708) 966-6200
RFCI	Resilient Floor Covering Institute 966 Hungerford Drive, Suite 12-B Rockville, MD 20805 (301) 340-8580

RMA	Rubber Manufacturers Assoc. 1400 K St., NW Washington DC 20005 (202) 682-4800
SDI	Steel Deck Institute P.O. Box 9506 Canton, OH 44711 (216) 493-7886
S.D.I.	Steel Door Institute 30200 Detroit Road Cleveland, OH 44145 (216) 889-0010
SGCC	Safety Glazing Certification Council c/o ETL Testing Laboratories Route 11, Industrial Park Cortland, NY 13045 (607) 753-6711
SIGMA	Sealed Insulating Glass Manufacturers Assoc. 401 N. Michigan Chicago, IL 60611 (312) 644-6610
SJI	Steel Joist Institute 1205 48th Avenue North, Suite A Myrtle Beach, SC 29577 (803) 449-0487
SMACNA	Sheet Metal and Air Conditioning Contractors National Association 4201 Lafayette Center Dr. Chantilly, VA 22021 (703) 803-2980
SSPC	Steel Structures Painting Council 4400 Fifth Ave. Pittsburgh, PA 15213-2683 (412) 268-3327
TCA	Tile Council of America P.O. Box 326 Princeton, NJ 08542 (609) 921-7050
TIMA	Thermal Insulation Manufacturers Assoc. 29 Bank Street Stamford, CT 06901 (203) 324-7533 (Standards now issued by NAIMA)
UL	Underwriters Laboratories, Inc. 333 Pfingsten Rd. Northbrook, IL 60062 (708) 272-8800
WCLIB	West Coast Lumber Inspection Bureau P.O. Box 23145 Portland, OR 97223 (503) 639-0651
WRI	Wire Reinforcement Institute 1101 Connecticut Ave. NW, Suite 700 Washington, DC 20036-4303 (202) 429-5125

WSC Water Systems Council
600 S. Federal St., Suite 400
Chicago, IL 60605 (312) 922-6222

WWPA Western Wood Products Assoc.
Yeon Building
522 SW 5th Avenue
Portland, OR 97204-2122 (503) 224-3930

W.W.P.A. Woven Wire Products Assoc.
2515 N. Nordica Ave.
Chicago, IL 60635 (312) 637-1359

- F. Federal Government Agencies: Names and titles of federal government standard- or Specification-producing agencies are often abbreviated. The following acronyms or abbreviations referenced in the Contract Documents indicate names of standard- or Specification-producing agencies of the federal government. Names and addresses are subject to change but are believed to be, but are not assured to be, accurate and up to date as of the date of the Contract Documents.

CFR Code of Federal Regulations
(Available from the Government Printing Office)
N. Capitol St. between G and H St. NW
Washington, DC 20402 (202) 783-3238
(Material is usually first published in the "Federal Register")

CPSC Consumer Product Safety Commission
5401 Westbard Ave.
Bethesda, MD 20207 (301) 492-6580
(800) 638-2772

DOC U.S. Department of Commerce
14th St. and Constitution Ave., NW
Washington, DC 20230 (202) 482-2000

DOT Department of Transportation
400 Seventh St., SW
Washington, DC 20590 (202) 366-4000

EPA Environmental Protection Agency
401 M St., SW
Washington, DC 20460 (202) 382-2090

FCC Federal Communications Commission
1919 M St., NW
Washington, DC 20554 (202) 632-7000

FS Federal Specification (from GSA)
Specifications Unit (WFSIS)
7th and D St., SW
Washington, DC 20407 (202) 708-9205

GSA	General Services Administration F St. and 18th St., NW Washington, DC 20405 (202) 708-5082
NIST	National Institute of Standards and Technology (U.S. Department of Commerce) Gaithersburg, MD 20899(301) 975-2000
OSHA	Occupational Safety and Health Administration (U.S. Department of Labor) N3647 200 Constitution Ave., NW Washington, DC 20210 (202) 219-8148
USDA	U.S. Department of Agriculture 14th St. and Independence Ave., SW Washington, DC 20250 (202) 447-2791

1.5 SUBMITTALS

- A. Permits, Licenses, and Certificates: For the Owner's and End User's records, submit copies of permits, licenses, certifications, inspection reports, releases, jurisdictional settlements, notices, receipts for fee payments, judgments, and similar documents, correspondence, and records established in conjunction with compliance with standards and regulations bearing upon performance of the Work.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION (Not Applicable)

END OF SECTION 01095

SECTION 01096 - MATERIAL KEYNOTE LEGEND

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 EXAMPLES

- A. Examples used herein are for illustrative purposes only, the keynote, notes and descriptions do not necessarily correspond to those used on the drawings.

1.3 KEYNOTE EXPLANATION AND FORMAT

- A. Keynote Explanation: The Drawings utilize a keynoting system which references the keynote to the 5-digit specification section in which the item is specified. Such reference is for keynote clarity and organization; and does not restrict or control the Contractor in dividing the Work among subcontractors or in establishing the extent of Work to be performed by any trade.

- B. Keynote Format: The keynote system uses a format which includes a prefix and suffix. The prefix is the 5-digit specification section that specifies the material or product. The suffix is an alphanumeric designation connected only to the material or product through the Keynote Legends on the drawings. The suffix has no symbolic connection to the specifications.

- 1. Example: 06100.D is the keynote placed on the drawings (plan, elevation, section, detail). The Material Keynote Legend identifies the material as 2 x 4 STUD. Section 06100, Rough Carpentry, is the section in which studs are specified. D is the suffix used to distinguish 2 x 4 STUD from other materials specified in Section 06100 and does not reference any specific paragraph within the specification section.

- C. Keynote Qualifiers: Many keynotes are qualified by information placed in parentheses following the keynote. The type of information is indicated on the Material Keynote Legend and includes, but is not limited to, the following: SIZE, SPACING, THICKNESS, GAGE, WEIGHT, FINISH. Information is presented in this format to reduce the complexity of the keynoting system.

- 1. Example: 09255.A1 (5/8") is a keynote placed on the drawings. The Material Keynote Legend identifies the material as GYPSUM BOARD (THICKNESS). Alphanumeric characters, such as A1 in this example, are used to group similar materials, products, and systems. The qualifier, (THICKNESS), in the keynote description indicates information which further clarifies the material or product, and is found on the drawing following the keynote. In this example, the keynote requires 5/8" Gypsum Board.

- 2. Keynote descriptions which indicate a qualifier do not always have the qualifying information placed adjacent the keynote on the drawing, but remain valid keynotes. Where the qualifier is not included, the information is to be found elsewhere on the drawings or in the specifications.

1.4 GENERAL NOTES AND NOTES

- A. Project General Notes: Notes on the drawings related to the entire project are organized by discipline: Civil, Architectural, Structural, Mechanical, Electrical, etc. and are placed at or near the front of each section of the drawings under the heading PROJECT GENERAL NOTES.
- | | | | |
|----|----------|----|---|
| 1. | Example: | 1. | Unless noted otherwise, dimensioning on plans is to face of studs (F.O.S.). |
| | | 2. | Contractor to verify all dimensioning and conditions at site. |
- B. General Notes: Notes that are specific to individual sheets within the set of drawings are referred to as GENERAL NOTES and listed in the title block below the Material Keynote Legend. These notes are often used to reference and facilitate the process of finding the information.
- | | | | |
|----|----------|----|-------------------------------|
| 1. | Example: | 1. | Re: A901 for Partition Types. |
| | | 2. | Re: A1001 for Door Schedule. |
- C. Notes: Notes that are specific to a drawing (plan, elevation, section, detail, etc.) are referred to as NOTES and are located in the title block under the Material Keynote Legend and/or the General Notes. This type of note is used to further clarify a specific drawing on the sheet and is indicated on the actual drawing as NOTE followed by a number with a leader drawn to the applicable location.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION (Not Applicable)

END OF SECTION 01096

SECTION 01200 - PROJECT MEETINGS

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 specifies administrative and procedural requirements for project meetings including but not limited to:
 - 1. Pre-Construction Conference.
 - 2. Coordination Meetings.
- B. Construction schedules are specified in another Division-1 Section.

1.3 PRE-CONSTRUCTION CONFERENCE

- A. Attend a pre-construction conference and organizational meeting, scheduled by Owner, at the project site or other convenient location no later than 5 days after execution of the Agreement and prior to commencement of construction activities. Conduct the meeting to review responsibilities and personnel assignments.
- B. Attendees: The Owner, Project Manager/General Contractor, Architect and their consultants, (at owner's request) major subcontractors, manufacturers, suppliers and other concerned parties shall each be represented at the conference by persons familiar with and authorized to conclude matters relating to the Work.
- C. Proposed Agenda: Parties attending the Pre-Construction Meeting shall be familiar with the project to discuss items of significance that could affect progress including such topics as:
 - 1. Tentative construction schedule.
 - 2. Critical Work sequencing.
 - 3. Designation of responsible personnel.
 - 4. Procedures for processing field decisions and Change Orders.
 - 5. Procedures for processing Applications for Payment.
 - 6. Distribution of Contract Documents.
 - 7. Submittal of Shop Drawings, Product Data and Samples.
 - 8. Preparation of record documents.
 - 9. Use of the premises.
 - 10. Office, Work and storage areas.
 - 11. Equipment deliveries and priorities.
 - 12. Safety procedures.
 - 13. First aid.
 - 14. Security.
 - 15. Housekeeping.
 - 16. Working hours.

1.4 SUBCONTRACTOR COORDINATION MEETINGS

- A. Participation in project coordination meetings is required. Meeting shall be held at regularly scheduled times convenient for all parties involved. Project coordination meetings are in addition to specific meetings held for other purposes, such as regular progress meetings and special pre-installation meetings.
- B. Project Manager/General Contractor will notify applicable subcontractor for representation at coordination meetings.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION (Not Applicable)

END OF SECTION 01200

SECTION 01300 - SUBMITTALS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. This Section specifies administrative and procedural requirements for submittals required for performance of the Work, including;
 - 1. Submittal schedule.
 - 2. Shop Drawings.
 - 3. Product Data.
 - 4. Samples.
- B. Administrative Submittals: Refer to other Division-1 Sections and other Contract Documents for requirements for administrative submittals. Such submittals include, but are not limited to:
 - 1. Permits.
 - 2. Applications for payment.
 - 3. Insurance certificates.
- C. The Schedule of Values submittal is included in Section "Applications for Payment."
- D. Inspection and test reports are included in Section "Quality Control Services."

1.3 SUBMITTAL PROCEDURES

- A. Coordination: Coordinate preparation and processing of submittals with performance of construction activities. Transmit each submittal sufficiently in advance of performance of related construction activities to avoid delay.
 - 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 elements of the Work so processing will not be delayed by the need to review submittals concurrently for coordination.
 - a. The Owner reserves the right to withhold action on a submittal requiring coordination with other submittals until related submittals are received.
 - 3. Processing: Allow sufficient review time so that installation will not be delayed as a result of the time required to process submittals, including time for re-submittals.
 - a. Allow ten working days for initial review. Allow additional time if processing must be delayed to permit coordination with subsequent submittals. The Owner will promptly advise the Contractor when a submittal being processed must be delayed for coordination.
 - b. If an intermediate submittal is necessary, process the same as the initial submittal.

- c. Allow ten Working days for reprocessing each submittal.
 - d. No extension of Contract Time will be authorized because of failure to transmit submittals to the Architect sufficiently in advance of the Work to permit processing.
 - B. Submittal Preparation: Place a permanent label or title block on each submittal for identification. Indicate the name of the entity that prepared each submittal on the label or title block.
 - 1. Provide a space approximately 4" x 5" on the label or beside the title block on Shop Drawings to record the Contractor's review and approval markings and the action taken.
 - 2. Include the following information on the label for processing and recording action taken.
 - a. Project name.
 - b. Date.
 - c. Name and address of Architect.
 - d. Name and address of Contractor.
 - e. Name and address of subcontractor.
 - f. Name and address of supplier.
 - g. Name of manufacturer.
 - h. Number and title of appropriate Specification Section.
 - i. Drawing number and detail references, as appropriate.
 - C. Submittal Transmittal: Package each submittal appropriately for transmittal and handling. Transmit each submittal from Contractor to Owner using a transmittal form. Submittals received from sources other than the Contractor will be returned without action.
 - 1. Identify each submittal with a submittal number consisting of a chronological submittal number followed by the Specification Section number and an alphabetical submission designation letter. Designate initial submission with an "A". Example: 2-03300-A indicates second submittal for the project, item submitted is in section 03300, and it is the first submittal for the item.
 - 2. On the transmittal record relevant information and requests for data. On the form, or separate sheet, record deviations from Contract Document requirements, including minor variations and limitations. Include Contractor's certification that information complies with Contract Document requirements.
 - 3. Indicate required return date on transmittal form. For submittals needed prior to allotted review period specified above, mark clearly on transmittal form: "URGENT" and indicate return date.
 - 4. Transmittal Form: Use the sample form at the end of this Section for transmittal of submittals.
 - D. Re-submittals: Indicate original submittal number with letter designation in alphabetical order for each re-submittal. "B" for first re-submittal, "C" for second re-submittal and so forth.
- 1.4 SHOP DRAWINGS
 - D. Submit newly prepared information, drawn to accurate scale. Highlight, encircle, or otherwise indicate deviations from the Contract Documents. Do not reproduce Contract Documents or copy standard information as the basis of Shop Drawings. Standard information prepared

without specific reference to the Project is not considered Shop Drawings.

- E. Shop Drawings include fabrication and installation drawings, setting diagrams, schedules, patterns, templates and similar drawings. Include the following information:
1. Dimensions.
 2. Identification of products and materials included.
 3. Compliance with specified standards.
 4. Notation of coordination requirements.
 5. Notation of dimensions established by field measurement.
 6. Sheet Size: Except for templates, patterns and similar full-size Drawings, submit Shop Drawings on 8-1/2" x 11", 11" X 17", or 24" x 36" sheets.
 7. Initial Submittal: Submit one correctable translucent reproducible print and two blue- or black-line prints for the Architect's review; the reproducible print will be returned.
 8. Final Submittal: Submit 3 blue- or black-line prints; submit 5 prints where required for maintenance manuals. 2 prints will be retained; the remainder will be returned.
 - a. One of the prints returned shall be marked-up and maintained as a "Record Document".
 9. Do not use Shop Drawings without an appropriate final stamp indicating action taken in connection with construction.
- F. Coordination drawings are a special type of Shop Drawing that show the relationship and integration of different construction elements that require careful coordination during fabrication or installation to fit in the space provided or function as intended.
1. Preparation of coordination Drawings is specified in section "Project Coordination" and may include components previously shown in detail on Shop Drawings or Product Data.
 2. Submit coordination Drawings for integration of different construction elements. Show sequences and relationships of separate components to avoid conflicts in use of space.

1.5 PRODUCT DATA

- A. Collect Product Data into a single submittal for each element of construction or system. Product Data includes printed information such as manufacturer's installation instructions, catalog cuts, standard color charts, roughing-in diagrams and templates, standard wiring diagrams and performance curves. Where Product Data must be specially prepared because standard printed data is not suitable for use, submit as "Shop Drawings."
1. Mark each copy to show applicable choices and options. Where printed Product Data includes information on several products, some of which are not required, mark copies to indicate the applicable information. Include the following information:
 - a. Manufacturer's printed recommendations.
 - b. Compliance with recognized trade association standards.
 - c. Compliance with recognized testing agency standards.
 - d. Application of testing agency labels and seals.
 - e. Notation of dimensions verified by field measurement.
 - f. Notation of coordination requirements.
 2. Do not submit Product Data until compliance with requirements of the Contract Documents has been confirmed.

3. Submittals: Submit 5 copies of each required submittal; The Owner will retain 1, and will return the other copies marked with action taken and corrections or modifications required.
 - a. Unless noncompliance with Contract Document provisions is observed, the submittal may serve as the final submittal.
4. Distribution: Furnish copies of final submittal to installers, subcontractors, suppliers, manufacturers, fabricators, and others required for performance of construction activities. Show distribution on transmittal forms.
 - a. Do not proceed with installation until an applicable copy of Product Data applicable is in the installer's possession.
 - b. Do not permit use of unmarked copies of Product Data in connection with construction.

1.6 OWNER'S ACTION

- A. Except for submittals for record, information or similar purposes, where action and return is required or requested, the Owner will review each submittal, mark to indicate action taken, and return promptly.
 1. Compliance with specified characteristics is the Contractor's responsibility.
- B. Action Stamp: The Owner will stamp each submittal with a uniform, self-explanatory action stamp. The stamp will be appropriately marked, as follows, to indicate the action taken:
 1. Final Unrestricted Release: Where submittals are marked "Reviewed, no exceptions noted," that part of the Work covered by the submittal may proceed provided it complies with requirements of the Contract Documents; final acceptance will depend upon that compliance.
 2. Final-But-Restricted Release: When submittals are marked "Reviewed, exceptions noted," that part of the Work covered by the submittal may proceed provided it complies with notations or corrections on the submittal and requirements of the Contract Documents; final acceptance will depend on that compliance.
 - a. When marked "Resubmittal required," resubmission is for record, clarification, or for purposes of confirming the information contained in the submittal. The submittal shall be considered as not acceptable until such time as the written response is accepted by the Owner.
 - b. When marked "Re-submittal not required," no further submittal action is required.
 3. Returned for Re-submittal: When submittal is marked "Rejected, re-submittal required," do not proceed with that part of the Work covered by the submittal, including purchasing, fabrication, delivery, or other activity. Revise or prepare a new submittal in accordance with the notations; resubmit without delay. Repeat if necessary to obtain a different action mark.
 - a. Do not permit submittals marked "Rejected, re-submittal required" to be used at the Project site, or elsewhere where Work is in progress.
 4. Other Action: Where a submittal is primarily for information or record purposes, special processing or other activity, the submittal will be returned, marked "Re-submittal Not required."

PART 2 - PRODUCTS (Not Applicable).

PART 3 - EXECUTION (Not Applicable).

END OF SECTION 01300

CONTRACTOR SUBMITTAL FORM

CONTRACTOR:
ADDRESS:

PROJECT: N-4 Lightning Protection System
Vernal, Utah

SUBMITTAL NO: _____

TO: Archiplex Group
255 Crossroad Square
Salt Lake City, UT 84115

DATE: _____

Archiplex Group Project No. 1002.01

ATTN: Ralph Stanislaw

No. of Copies	Description	Source (Mfg., Supplier, Subcontractor)	Spec. Section or Drawing Reference

Remarks:

Signature of the General Contractor certifies that the material or equipment contained in this submittal has been checked for compliance with the Contract Documents, and that dimensions have been checked.

Signature

SECTION 01400 - QUALITY CONTROL SERVICES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. This Section specifies administrative and procedural requirements for quality control services.
- B. Quality control services include inspections and tests and related actions including reports, performed by independent agencies, governing authorities, and the Contractor. They do not include Contract enforcement activities performed by the Architect.
- C. Inspection and testing services are required to verify compliance with requirements specified or indicated. These services do not relieve the Contractor of responsibility for compliance with Contract Document requirements.
- D. Requirements of this Section relate to customized fabrication and installation procedures, not production of standard products.
 - 1. Specific quality control requirements for individual construction activities are specified in the Sections that specify those activities. Those requirements, including inspections and tests, cover production of standard products as well as customized fabrication and installation procedures.
 - 2. Inspections, test and related actions specified are not intended to limit the Contractor's quality control procedures that facilitate compliance with Contract Document requirements.
 - 3. Requirements for the Contractor to provide quality control services required by the Architect, Owner, or authorities having jurisdiction are not limited by provisions of this Section.

1.3 RESPONSIBILITIES

- A. Owner Responsibilities: The Owner will provide inspections, tests and similar quality control services, specified in individual Specification Sections and required by governing authorities, except where they are specifically indicated to be the Contractor's responsibility.
 - 1. The Owner will engage and pay for the services of an independent agency to perform inspections and tests specified as the Owner's responsibility.
 - a. Where the Owner has engaged a testing agency or other entity for testing and inspection of a part of the Work, and the Contractor is also required to engage an entity for the same or related element, the Contractor shall not employ the entity engaged by the Owner, unless otherwise agreed in writing with the Owner.

2. Retesting: The Contractor is responsible for retesting where results of required inspections, tests or similar services prove unsatisfactory and do not indicate compliance with Contract Document requirements, regardless of whether the original test was the Contractor's responsibility.
 - a. Cost of retesting construction revised or replaced by the Contractor is the Contractor's responsibility, where required tests were performed on original construction.
 3. Associated Services: The Contractor shall cooperate with agencies performing required inspections, tests and similar services and provide reasonable auxiliary services as requested. Notify the agency sufficiently in advance of operations to permit assignment of personnel. Auxiliary services required include but are not limited to:
 - a. Providing access to the Work and furnishing incidental labor and facilities necessary to facilitate inspections and tests.
 - b. Taking adequate quantities of representative samples of materials that require testing or assisting the agency in taking samples.
 - c. Providing facilities for storage and curing of test samples, and delivery of samples to testing laboratories.
 - d. Providing the agency with a preliminary design mix proposed for use for materials mixes that require control by the testing agency.
 - e. Security and protection of samples and test equipment at the Project site.
- B. Owner Responsibilities: The Owner will provide inspections, tests and similar quality control services specified to be performed by independent agencies and not by the Contractor, except where they are specifically indicated as the Contractor's responsibility or are provided by another identified entity. Testing by Owner include, but are not limited to, tests noted in the following Sections:
- Section 02200-1.5.B
 - Section 02200-3.18.A
 - Section 03300-1.4.B
 - Section 03300-3.17.A
 - Section 04200-1.5.C
 - Section 04200-3.11.A
 - Section 05120-1.4.C
 - Section 05120-3.2.A
2. The Owner will employ and pay for the services of an independent agency, testing laboratory or other qualified firm to perform services which are the Owner's responsibility.
- C. Duties of the Testing Agency: The independent testing agency engaged to perform inspections, sampling and testing of materials and construction specified in individual Specification Sections shall cooperate with the Architect and Contractor in performance of its duties, and shall provide qualified personnel to perform required inspections and tests.
1. The agency shall notify the Architect and Contractor promptly of irregularities or deficiencies observed in the Work during performance of its services.
 2. The agency is not authorized to release, revoke, alter or enlarge requirements of the Contract Documents, or approve or accept any portion of the Work.
 3. The agency shall not perform any duties of the Contractor.

- D. Coordination: The Contractor and each agency engaged to perform inspections, tests and similar services shall coordinate the sequence of activities to accommodate required services with a minimum of delay. In addition the Contractor and each agency shall coordinate activities to avoid the necessity of removing and replacing construction to accommodate inspections and tests.
 - 1. The Contractor is responsible for scheduling times for inspections, tests, taking samples and similar activities.

1.4 SUBMITTALS

- A. The independent testing agency shall submit a Owner certified written report of each inspection, test or similar service, to the Owner & Architect, in duplicate, unless the Contractor is responsible for the service. If the Contractor is responsible for the service, submit a certified written report of each inspection, test or similar service through the Contractor, in duplicate.
 - 1. Submit additional copies of each written report directly to the governing authority, when the authority so directs.
 - 2. Report Data: Written reports of each inspection, test or similar service shall include, but not be limited to:
 - a. Date of issue.
 - b. Project title and number.
 - c. Name, address and telephone number of testing agency.
 - d. Dates and locations of samples and tests or inspections.
 - e. Names of individuals making the inspection or test.
 - f. Designation of the Work and test method.
 - g. Identification of product and Specification Section.
 - h. Complete inspection or test data.
 - i. Test results and an interpretations of test results.
 - j. Ambient conditions at the time of sample-taking and testing.
 - k. Comments or professional opinion as to whether inspected or tested Work complies with Contract Document requirements.
 - l. Name and signature of laboratory inspector.
 - m. Recommendations on retesting.

1.5 QUALITY ASSURANCE

- A. Qualification for Service Agencies: For testing which is not the specific responsibility of the Owner, engage inspection and testing service agencies, including independent testing laboratories, which are pre-qualified as complying with "Recommended Requirements for Independent Laboratory Qualification" by the American Council of Independent Laboratories, and which specialize in the types of inspections and tests to be performed.
 - 1. Each independent inspection and testing agency engaged on the Project shall be authorized by authorities having jurisdiction to operate in the State of Utah.

PART 2 - PRODUCTS (Not Applicable).

PART 3 - EXECUTION

3.1 REPAIR AND PROTECTION

- A. General: Upon completion of inspection, testing, sample-taking and similar services, repair damaged construction and restore substrates and finishes to eliminate deficiencies, including deficiencies in visual qualities of exposed finishes. Comply with Contract Document requirements for "Cutting and Patching."
- B. Protect construction exposed by or for quality control service activities, and protect repaired construction.
- C. Repair and protection is the Contractor's responsibility, regardless of the assignment of responsibility for inspection, testing or similar services.

END OF SECTION 01400

SECTION 01500 - TEMPORARY FACILITIES

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 specifies requirements for temporary services and facilities, including utilities, construction and support facilities, security and protection.
- B. Temporary utilities required include but are not limited to:
 - 1. Water service and distribution.
 - 2. Temporary electric power and light.
 - 3. Telephone service and fax.
- C. Temporary construction and support facilities required include but are not limited to:
 - 1. Field office and storage sheets.
 - 2. Sanitary facilities, including drinking water.
 - 3. Dewatering facilities and drains.
 - 4. Temporary project identification signs and bulletin boards.
 - 5. Waste disposal services.
 - 6. Construction aids and miscellaneous services and facilities.
- D. Security and protection facilities required include but are not limited to:
 - 1. Barricades, warning signs, lights.
 - 2. Enclosure fence around buildings.
 - 3. Environmental protection.

1.3 QUALITY ASSURANCE

- A. Regulations: Comply with industry standards and applicable laws and regulations if authorities having jurisdiction, including but not limited to:
 - 1. Building Code requirements.
 - 2. Health and safety regulations.
 - 3. Utility company regulations.
 - 4. Police, Fire Department and Rescue Squad rules.
 - 5. Environmental protection regulations.
- B. Standards: Comply with NFPA Code 241, "Building Construction and Demolition Operations", ANSI-A10 Series standards for "Safety Requirements for Construction and Demolition", and NECA Electrical Design Library "Temporary Electrical Facilities."

1. Refer to "Guidelines for Bid Conditions for Temporary Job Utilities and Services", prepared jointly by AGC and ASC, for industry recommendations.
 2. Electrical Service: Comply with NEMA, NECA and UL standards and regulations for temporary electric service. Install service in compliance with National Electric Code (NFPA 70).
- C. Inspections: Arrange for authorities having jurisdiction to inspect and test each temporary utility before use. Obtain required certifications and permits.

1.4 PROJECT CONDITIONS

- A. Temporary Utilities: Prepare a schedule indicating dates for implementation and termination of each temporary utility. At the earliest feasible time, when acceptable to the Owner, change over from use of temporary service to use of the permanent service.
- B. Conditions of Use: Keep temporary services and facilities clean and neat in appearance. Operate in a safe and efficient manner. Take necessary fire prevention measures. Do not overload facilities, or permit them to interfere with progress. Do not allow hazardous dangerous or unsanitary conditions, or public nuisances to develop or persist on the site.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. General: Provide new materials; if acceptable to the Architect, undamaged previously used materials in serviceable condition may be used. Provide materials suitable for the use intended.
- B. Lumber and Plywood: Comply with requirements in Division-6 Section "Rough Carpentry."
1. For job-built temporary sheds within the construction area, provide UL labeled, fire treated lumber and plywood for framing, sheathing and siding.
 2. For signs and directory boards, provide exterior type, Grade B-B High Density Concrete Form Overlay Plywood conforming to PS-1, of sizes and thickness indicated.
 3. For safety barriers and similar uses, provide minimum 5/8" thick exterior plywood.
- C. Roofing Materials: Provide UL Class "A" standard weight asphalt shingles complying with ASTM D3018, or UL Class "C" mineral surfaced roll roofing complying with ASTM D 249 on roofs of job-built temporary offices, shops and sheds.
- D. Paint: Comply with requirements of Division 9 Section "Finish Painting."
1. For sign panels and applying graphics, provide exterior grade alkyd gloss enamel over exterior primer.
- E. Tarpaulins: Provide waterproof, fire-resistant, UL labeled tarpaulins with flame-spread rating of 15 or less. For temporary enclosures provide translucent nylon reinforced laminated polyethylene or polyvinyl chloride fire retardant tarpaulins.
- F. Water: Provide potable water approved by local health authorities.

2.2 EQUIPMENT

- A. General: Provide new equipment; if acceptable to the Architect, undamaged, previously used equipment in serviceable condition may be used. Provide equipment suitable for use

intended.

- B. Water Hoses: Provide 3/4" heavy-duty, abrasion-resistant, flexible rubber hoses 100 ft. long, with pressure rating greater than the maximum pressure of the water distribution system; provide adjustable shut-off nozzles at hose discharge.
- C. Electrical Outlets: Provide properly configured NEMA polarized outlets to prevent insertion of 110-120 volt plugs into higher voltage outlets. Provide receptacle outlets equipped with ground-fault circuit interrupters, reset button and pilot light, for connection of power tools and equipment.
- D. Electrical Power Cords: Provide grounded extension cords; use "hard-service" cords where exposed to abrasion and traffic. Provide waterproof connectors to connect separate lengths of electric cords, if single lengths will not reach areas where construction activities are in progress.
- E. Lamps and Light Fixtures: Provide general service incandescent lamps of wattage required for adequate illumination. Provide guard cages or tempered glass enclosures, where exposed to breakage. Provide exterior fixtures where exposed to moisture.
- F. Temporary Offices: Provide mobile unit (trailer) with lockable entrances, operable windows, and serviceable finishes. Provide heated and air-conditioned units on foundations adequate for normal loading.
- G. Temporary Toilet Units: Provide self-contained single-occupant toilet units of the chemical, aerated recirculation, or combustion type, properly vented and fully enclosed with a glass fiber reinforced polyester shell or similar nonabsorbent material.
- H. First Aid Supplies: Comply with governing regulations.
- I. Fire Extinguishers: Provide hand-carried, portable UL-rated, class "A" fire extinguishers for temporary offices and similar spaces. In other locations provide hand-carried, portable, UL-rated, class "ABC" dry chemical extinguishers, or a combination of extinguishers of NFPA recommended classes for the exposures.
 - 1. Comply with NFPA 10 and 241 for classification, extinguishing agent and size required by location and class of fire exposure.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Use qualified personnel for installation of temporary facilities. Locate facilities where they will serve the Project adequately and result in minimum interference with performance of the Work. Relocate and modify facilities as required.
- B. Provide each facility ready for use when needed to avoid delay. Maintain and modify as required. 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: Engage the appropriate local utility company to install temporary service or connect to existing service. Where the company provides only part of the service, provide the remainder with matching, compatible materials and equipment; comply with the company's

recommendations.

1. Arrange with the company and existing users for a time when service can be interrupted, where necessary, to make connections for temporary services.
 2. Provide adequate capacity at each stage of construction. Prior to temporary utility availability, provide trucked-in services.
 3. Obtain easements to bring temporary utilities to the site, where the Owner's easements cannot be used for that purpose.
 4. Use Charges: Cost or use charges for temporary facilities are not chargeable to the Owner or Architect, and will not be accepted as a basis of claims for a Change Order.
- B. Water Service: Install water service and distribution piping of sizes and pressures adequate for construction using permanent water service on-site.
1. Sterilization: Sterilize temporary water piping prior to use.
- C. Temporary Electric Power Service: Provide weatherproof, grounded electric power service and distribution system of sufficient size, capacity, and power characteristics during construction period or earlier if existing service is available. Include meters, transformers, overload protected disconnects, automatic ground-fault interrupters and main distribution switch gear.
1. Except where overhead service must be used, install electric power service underground.
 2. Power Distribution System: Install wiring overhead, and rise vertically where least exposed to damage. Where permitted, wiring circuits not exceeding 125 Volts, AC 20 ampere rating, and lighting circuits may be nonmetallic sheathed cable where overhead and exposed for surveillance.
- D. Temporary Lighting: Whenever overhead floor or roof deck has been installed, provide temporary lighting with local switching.
1. Install and operate temporary lighting that will fulfill security and protection requirements, without operating the entire system, and will provide adequate illumination for construction operations and traffic conditions.
- E. Temporary Telephones: Provide temporary telephone service for all personnel engaged in construction activities, throughout the construction period. Install telephone on a separate line for each temporary office and first aid station. Where an office has more than two occupants, install a telephone for each additional occupant or pair of occupants.
1. At each telephone, post a list of important telephone numbers.

3.3 TEMPORARY CONSTRUCTION AND SUPPORT FACILITIES INSTALLATION

- A. Locate field offices, storage sheds, sanitary facilities and other temporary construction and support facilities for easy access.
1. Maintain temporary construction and support facilities until near Substantial Completion. Remove prior to Substantial Completion. Personnel remaining after Substantial Completion will be permitted to use permanent facilities, under conditions acceptable to the Owner.
- B. Provide incombustible construction for offices, shops and sheds located within the construction area, or within 30 feet of building lines. Comply with requirements of NFPA 241.
- C. Field Offices: Provide insulated, weathertight temporary offices of sufficient size to accommodate required office personnel at the Project site. Keep the office clean and orderly for use for small progress meetings. Furnish and equip offices as follows:

1. Furnish with a desk and chairs (for 8-10 persons), plan table and plan rack.
- D. Storage and Fabrication Sheds: Install storage and fabrication sheds, sized, furnished and equipped to accommodate materials and equipment involved, including temporary utility service. Sheds may be open shelters or fully enclosed spaces within the building or elsewhere on the site.
- E. Sanitary facilities include temporary toilets, wash facilities and drinking water fixtures. Comply with regulations and health codes for the type, number, location, operation and maintenance of fixtures and facilities. Install where facilities will best serve the Project's needs.
 1. Provide toilet tissue, paper towels, paper cups and similar disposable materials for each facility. Provide covered waste containers for used material.
- F. Toilets: Install self-contained toilet units. Shield toilets to ensure privacy. Use of pit-type privies will not be permitted.
- G. Drinking Water Facilities: Provide containerized tap-dispenser bottled-water type drinking water units, including paper supply.
 1. Where power is accessible, provide electric water coolers to maintain dispensed water temperature at 45 to 55 deg F (7 to 13 deg C).
- H. Dewatering Facilities and Drains: For temporary drainage and dewatering facilities and operations not directly associated with construction activities included under individual Sections, provide dewatering procedures, temporary trenches and field drains as needed to maintain the site, excavations and construction free of water.
- I. Temporary Enclosures: Provide temporary enclosure for protection of construction in progress and completed, from exposure, foul weather, other construction operations and similar activities.
 1. Where heat is needed and the permanent building enclosure is not complete, provide temporary enclosures where there is no provision for containment of heat. Coordinate enclosure with ventilating and material drying or curing requirements to avoid dangerous conditions and effects.
 2. Install tarpaulins securely, with incombustible wood framing and other materials. Close openings of 25 square feet or less with plywood or similar materials.
 3. Close openings through floor or roof decks and horizontal surfaces with load-bearing wood-framed construction.
- J. Temporary Exterior Lighting: Install exterior yard and sign lights so that signs are visible when Work is being performed.
- K. Collection and Disposal of Waste: Collect waste from construction areas and elsewhere daily. Comply with requirements of NFPA 241 for removal of combustible waste material and debris. Enforce requirements strictly. Do not hold materials more than 7 days during normal weather or 3 days when the temperature is expected to rise above 80 deg F (27 deg C). Handle hazardous, dangerous, or unsanitary waste materials separately from other waste by containerizing properly. Dispose of material in a lawful manner.

3.4 SECURITY AND PROTECTION FACILITIES INSTALLATION

- A. Except for use of permanent fire protection as soon as available, do not change over from use of temporary security and protection facilities to permanent facilities until Substantial Completion, or longer as requested by the Architect.

- B. Temporary Fire Protection: Until fire protection needs are supplied by permanent facilities, install and maintain temporary fire protection facilities of the types needed to protect against reasonably predictable and controllable fire losses. Comply with NFPA 10 "Standard for Portable Fire Extinguishers," and NFPA 241 "Standard for Safeguarding Construction, Alterations and Demolition Operations."
 - 1. Locate fire extinguishers where convenient and effective for their intended purpose, but not less than one extinguisher on each floor at or near each usable stairwell.
 - 2. Store combustible materials in containers in fire-safe locations.
 - 3. Maintain unobstructed access to fire extinguishers, fire hydrants, temporary fire protection facilities, stairways and other access routes for fighting fires. Prohibit smoking in hazardous fire exposure areas.
 - 4. Provide supervision of welding operations, combustion type temporary heating units, and similar sources of fire ignition.
- C. Barricades, Warning Signs and Lights: Comply with standards and code requirements for erection of structurally adequate barricades. Paint with appropriate colors, graphics and warning signs to inform personnel and the public of the hazard being protected against. Where appropriate and needed provide lighting, including flashing red or amber lights.
- D. Environmental Protection: Provide protection, operate temporary facilities and conduct construction in ways and by methods that comply with environmental regulations, and minimize the possibility that air, waterways and subsoil might be contaminated or polluted, or that other undesirable effects might result. Avoid use of tools and equipment which produce harmful noise. Restrict use of noise making tools and equipment to hours that will minimize complaints from persons or firms near the site.

3.5 OPERATION, TERMINATION AND REMOVAL

- A. Supervision: Enforce strict discipline in use of temporary facilities. Limit availability of temporary facilities to essential and intended uses to minimize waste and abuse.
- B. Maintenance: Maintain facilities in good operating condition until removal. Protect from damage by freezing temperatures and similar elements.
 - 1. Maintain operation of temporary enclosures, heating, cooling, humidity control, ventilation and similar facilities on a 24-hour day basis where required to achieve indicated results and to avoid possibility of damage.
 - 2. Protection: Prevent water filled piping from freezing. Maintain markers for underground lines. Protect from damage during excavation operations.
- C. Termination and Removal: Unless the Architect requests that it be maintained longer, remove each temporary facility when the need has ended, or when 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 the 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 the Contractor. The Owner reserves the right to take possession of Project identification

signs.

2. At Substantial Completion, clean and renovate permanent facilities that have been used during the construction period, including but not limited to:
 - a. Replace air filters and clean inside of ductwork and housings.
 - b. Replace significantly worn parts and parts that have been subject to unusual operating conditions.
 - c. Replace lamps that are burned out or noticeably dimmed by substantial hours of use.

END OF SECTION 01500

SECTION 01600 - MATERIALS AND EQUIPMENT

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. This Section specifies administrative and procedural requirements governing the Contractor's selection of products for use in the Project.
- B. The Contractor's Construction Schedule and the Schedule of Submittals are included under Section "Submittals."
- C. Standards: Refer to Section "Definitions and Standards" for applicability of industry standards to products specified.
- D. Administrative procedures for handling requests for substitutions made after award of the Contract are included under Section "Product Substitutions."

1.3 DEFINITIONS

- A. Definitions used in this Article are not intended to change the meaning of other terms used in the Contract Documents, such as "specialties," "systems," "structure," "finishes," "accessories," and similar terms. Such terms such are self-explanatory and have well recognized meanings in the construction industry.
 - 1. "Products" are items purchased for incorporation in the Work, whether purchased for the Project or taken from previously purchased stock. The term "product" includes the terms "material," "equipment," "system," and terms of similar intent.
 - a. "Named Products" are items identified by manufacturer's product name, including make or model designation, indicated in the manufacturer's published product literature, that is current as of the date of the Contract Documents.
 - 2. "Materials" are products that are substantially shaped, cut, worked, mixed, finished, refined or otherwise fabricated, processed, or installed to form a part of the Work.
 - 3. "Equipment" is a product with operational parts, whether motorized or manually operated, that requires service connections such as wiring or piping.

1.4 QUALITY ASSURANCE

- A. Source Limitations: To the fullest extent possible, provide products of the same kind, from a single source.
 - 1. When specified products are available only from sources that do not or cannot produce a quantity adequate to complete project requirements in a timely manner, consult with the Architect for a determination of the most important product qualities before proceeding. Qualities may include attributes relating to visual appearance, strength, durability, or compatibility. When a determination has been made, select products from sources that produce products that possess these qualities, to the

fullest extent possible.

- B. Compatibility of Options: When the Contractor is given the option of selecting between two or more products for use on the Project, the product selected shall be compatible with products previously selected, even if previously selected products were also options.
- C. Nameplates: Except for required labels and operating data, do not attach or imprint manufacturer's or producer's nameplates or trademarks on exposed surfaces of products which will be exposed to view in occupied spaces or on the exterior.
 - 1. Labels: Locate required product labels and stamps on a concealed surface or, where required for observation after installation, on an accessible surface that is not conspicuous.
 - 2. Equipment Nameplates: Provide a permanent nameplate on each item of service-connected or power-operated equipment. Locate on an easily accessible surface which is inconspicuous in occupied spaces. The nameplate shall contain the following information and other essential operating data:
 - a. Name of product and manufacturer.
 - b. Model and serial number.
 - c. Capacity.
 - d. Speed.
 - e. Ratings.

1.5 PRODUCT DELIVERY, STORAGE, AND HANDLING

- A. Deliver, store and handle products in accordance with the manufacturer's recommendations, using means and methods that will prevent damage, deterioration and loss, including theft.
 - 1. Schedule delivery to minimize long-term storage at the 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 the site in the manufacturer's original sealed container or other packaging system, complete with labels and instructions for handling, storing, unpacking, protecting and installing.
 - 4. Inspect products upon delivery to ensure compliance with the Contract Documents, and to ensure that products are undamaged and properly protected.
 - 5. Store products at the site in a manner that will facilitate inspection and measurement of quantity or counting of units.
 - 6. Store heavy materials away from the Project structure in a manner that will not endanger the supporting construction.
 - 7. Store products subject to damage by the elements above ground, under cover in a weathertight enclosure, with ventilation adequate to prevent condensation. Maintain temperature and humidity within range required by manufacturer's instructions.

PART 2 - PRODUCTS

2.1 PRODUCT SELECTION

- A. General Product Requirements: Provide products that comply with the Contract Documents, that are undamaged and, unless otherwise indicated, unused at the time of installation.
 - 1. Provide products complete with all accessories, trim, finish, safety guards and other devices and details needed for a complete installation and for the intended use and

effect.

2. Standard Products: Where available, provide standard products of types that have been produced and used successfully in similar situations on other projects.
- B. Product Selection Procedures: Product selection is governed by the Contract Documents and governing regulations, not by previous Project experience. Procedures governing product selection include the following:
1. Semiproprietary Specification Requirements: Where two or more products or manufacturers are named, provide one of the products indicated. No substitutions will be permitted.
 - a. Where products or manufacturers are specified by name, accompanied by the term "or equal," or "or approved equal" comply with the Contract Document provisions concerning "substitutions" to obtain approval for use of an unnamed product.
 2. Non-Proprietary Specifications: When the Specifications list products or manufacturers that are available and may be incorporated in the Work, but do not restrict the Contractor to use of these products only, the Contractor may propose any available product that complies with Contract requirements. Comply with Contract Document provisions concerning "substitutions" to obtain approval for use of an unnamed product.
 3. Descriptive Specification Requirements: Where Specifications describe a product or assembly, listing exact characteristics required, with or without use of a brand or trade name, provide a product or assembly that provides the characteristics and otherwise complies with Contract requirements.
 4. Performance Specification Requirements: Where Specifications require compliance with performance requirements, provide products that comply with these requirements, and are recommended by the manufacturer for the application indicated. General overall performance of a product is implied where the product is specified for a specific application.
 - a. Manufacturer's recommendations may be contained in published product literature, or by the manufacturer's certification of performance.
 5. Compliance with Standards, Codes and Regulations: Where the Specifications only require compliance with an imposed code, standard or regulation, select a product that complies with the standards, codes or regulations specified.
 6. Visual Matching: Where Specifications require matching an established Sample, the Architect's decision will be final on whether a proposed product matches satisfactorily.
 - a. Where no product available within the specified category matches satisfactorily and also complies with other specified requirements, comply with provisions of the Contract Documents concerning "substitutions" for selection of a matching product in another product category, or for noncompliance with specified requirements.

PART 3 - EXECUTION

3.1 INSTALLATION OF PRODUCTS:

- A. Comply with manufacturer's instructions and recommendations for installation of products in the applications indicated. Anchor each product securely in place, accurately located and

aligned with other Work.

1. Clean exposed surfaces and protect as necessary to ensure freedom from damage and deterioration at time of Substantial Completion.

END OF SECTION 01600

SECTION 01631 - PRODUCT SUBSTITUTIONS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. This Section specifies administrative and procedural requirements for handling requests for substitutions made after award of the Contract.
- B. The Contractor's Construction Schedule and the Schedule of Submittals are included under Section "Submittals."
- C. Standards: Refer to Section "Definitions and Standards" for applicability of industry standards to products specified.
- D. Procedural requirements governing the Contractor's selection of products and product options are included under Section "Materials and Equipment."

1.3 DEFINITIONS

- A. Definitions used in this Article are not intended to change or modify the meaning of other terms used in the Contract Documents.
- B. Substitutions: Requests for changes in products, materials, equipment, and methods of construction required by Contract Documents proposed by the Contractor after award of the Contract are considered requests for "substitutions." The following are not considered substitutions:
 - 1. Substitutions requested by Bidders during the bidding period, and accepted prior to award of Contract, are considered as included in the Contract Documents and are not subject to requirements specified in this Section for substitutions.
 - 2. Revisions to Contract Documents requested by the Owner or Architect.
 - 3. Specified options of products and construction methods included in Contract Documents.
 - 4. The Contractor's determination of and compliance with governing regulations and orders issued by governing authorities.

1.4 SUBMITTALS

- A. Substitution Request Submittal: Requests for substitution will be considered if received within 10 days after commencement of the Work. Requests received more than 10 days after commencement of the Work may be considered or rejected at the discretion of the Architect.
 - 1. Submit 3 copies of each request for substitution for consideration. Submit requests in the form and in accordance with procedures required for Change Order proposals.
 - 2. Identify the product, or the fabrication or installation method to be replaced in each request. Include related Specification Section and Drawing numbers. Provide complete documentation showing compliance with the requirements for substitutions, and the following information, as appropriate:

- a. Product Data, including Drawings and descriptions of products, fabrication and installation procedures.
 - b. Samples, where applicable or requested.
 - c. A detailed comparison of significant qualities of the proposed substitution with those of the Work specified. Significant qualities may include elements such as size, weight, durability, performance and visual effect.
 - d. Coordination information, including a list of changes or modifications needed to other parts of the Work and to construction performed by the Owner and separate Contractors, that will become necessary to accommodate the proposed substitution.
 - e. A statement indicating the substitution's effect on the Contractor's Construction Schedule compared to the schedule without approval of the substitution. Indicate the effect of the proposed substitution on overall Contract Time.
 - f. Cost information, including a proposal of the net change, if any in the Contract Sum.
 - g. Certification by the Contractor that the substitution proposed is equal-to or better in every significant respect to that required by the Contract Documents, and that it will perform adequately in the application indicated. Include the Contractor's waiver of rights to additional payment or time, that may subsequently become necessary because of the failure of the substitution to perform adequately.
3. Architect's Action: Within one week of receipt of the request for substitution, the Architect will request additional information or documentation necessary for evaluation of the request. Within one weeks of receipt of the request, or one week of receipt of the additional information or documentation, which ever is later, the Architect will notify the Contractor of acceptance or rejection of the proposed substitution. If a decision on use of a proposed substitute cannot be made or obtained within the time allocated, use the product specified by name. Acceptance will be in the form of a Change Order.

PART 2 - PRODUCTS

2.1 SUBSTITUTIONS

- A. Conditions: The Contractor's substitution request will be received and considered by the Architect when one or more of the following conditions are satisfied, as determined by the Architect; otherwise requests will be returned without action except to record noncompliance with these requirements.
1. Extensive revisions to Contract Documents are not required.
 2. Proposed changes are in keeping with the general intent of Contract Documents.
 3. The request is timely, fully documented and properly submitted.
 4. The request is directly related to an "or equal" clause or similar language in the Contract Documents.
 5. The specified product or method of construction cannot be provided within the Contract Time. The request will not be considered if the product or method cannot be provided as a result of failure to pursue the Work promptly or coordinate activities properly.
 6. The specified product or method of construction cannot receive necessary approval by a governing authority, and the requested substitution can be approved.
 7. A substantial advantage is offered the Owner, in terms of cost, time, energy conservation or other considerations of merit, after deducting offsetting responsibilities the Owner may be required to bear. Additional responsibilities for the Owner may include additional compensation to the Architect for redesign and evaluation services, increased cost of other construction by the Owner or separate Contractors, and

- similar considerations.
8. The specified product or method of construction cannot be provided in a manner that is compatible with other materials, and where the Contractor certifies that the substitution will overcome the incompatibility.
 9. The specified product or method of construction cannot be coordinated with other materials, and where the Contractor certifies that the proposed substitution can be coordinated.
 10. The specified product or method of construction cannot provide a warranty required by the Contract Documents and where the Contractor certifies that the proposed substitution provide the required warranty.
- B. The Contractor's submittal and Architect's acceptance of Shop Drawings, Product Data or Samples that relate to construction activities not complying with the Contract Documents does not constitute an acceptable or valid request for substitution, nor does it constitute approval.

PART 3 - EXECUTION (Not Applicable)

END OF SECTION 01631

SECTION 01700 - PROJECT CLOSEOUT

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. This Section specifies administrative and procedural requirements for project closeout, including but not limited to:
 - 1. Inspection procedures.
 - 2. Project record document submittal.
 - 3. Operating and maintenance manual submittal.
 - 4. Submittal of warranties.
 - 5. Final cleaning.
- B. Closeout requirements for specific construction activities are included in the appropriate Sections in Divisions-2 through -16.

1.3 SUBSTANTIAL COMPLETION

- A. Preliminary Procedures: Before requesting inspection for certification of Substantial Completion, complete the following. List exceptions in the request.
 - 1. In the Application for Payment that coincides with, or first follows, the date Substantial Completion is claimed, show 100 percent completion for the portion of the Work claimed as substantially complete. Include supporting documentation for completion as indicated in these Contract Documents and a statement showing an accounting of changes to the Contract Sum.
 - a. If 100 percent completion cannot be shown, include a list of incomplete items, the value of incomplete construction, and reasons the Work is not complete.
 - 2. Advise Owner of pending insurance change-over requirements.
 - 3. Submit specific warranties, workmanship bonds, maintenance agreements, final certifications and similar documents.
 - 4. Obtain and submit releases enabling the Owner unrestricted use of the Work and access to services and utilities; include occupancy permits, operating certificates and similar releases.
 - 5. Submit record drawings, maintenance manuals, final project photographs, damage or settlement survey, property survey, and similar final record information.
 - 6. Deliver tools, spare parts, extra stock, and similar items.
 - 7. Make final change-over of permanent locks and transmit keys to the Owner. Advise the Owner's personnel of change-over in security provisions.
 - 8. Complete start-up testing of systems, and instruction of the Owner's operating and

maintenance personnel. Discontinue or change over and remove temporary facilities from the site, along with construction tools, mock-ups, and similar elements.

9. Complete final clean up requirements, including touch-up painting. Touch-up and otherwise repair and restore marred exposed finishes.

B. Inspection Procedures: On receipt of a request for inspection, the Architect will either proceed with inspection or advise the Contractor of unfilled requirements. The Architect will prepare the Certificate of Substantial Completion following inspection, or advise the Contractor of construction that must be completed or corrected before the certificate will be issued.

1. The Architect will repeat inspection when requested and assured that the Work has been substantially completed.
2. Results of the completed inspection will form the basis of requirements for final acceptance.

1.4 FINAL ACCEPTANCE

A. Preliminary Procedures: Before requesting final inspection for certification of final acceptance and final payment, complete the following. List exceptions in the request.

1. Submit the final payment request with releases and supporting documentation not previously submitted and accepted. Include certificates of insurance for products and completed operations where required.
2. Submit an updated final statement, accounting for final additional changes to the Contract Sum.
3. Submit a certified copy of the Architect's final inspection list of items to be completed or corrected, stating that each item has been completed or otherwise resolved for acceptance, and the list has been endorsed and dated by the Architect.
4. Submit final meter readings for utilities and similar data as of the date of Substantial Completion, or when the Owner took possession of and responsibility for corresponding elements of the Work.
5. Submit consent of surety to final payment.
6. Submit a final liquidated damages settlement statement.
7. Submit evidence of final, continuing insurance coverage complying with insurance requirements.

B. Reinspection Procedure: The Architect will reinspect the Work upon receipt of notice that the Work, including inspection list items from earlier inspections, has been completed, except items whose completion has been delayed because of circumstances acceptable to the Architect.

1. Upon completion of reinspection, the Architect will prepare a certificate of final acceptance, or advise the Contractor of Work that is incomplete or of obligations that have not been fulfilled but are required for final acceptance.
2. If necessary, reinspection will be repeated.

1.5 RECORD DOCUMENT SUBMITTALS

- A. General: Do not use record documents for construction purposes; protect from deterioration and loss in a secure, fire-resistive location; provide access to record documents for the Architect's reference during normal working hours.
- B. Record Drawings: Maintain a clean, undamaged set of blue or black line white-prints of Contract Drawings and Shop Drawings. Mark the set to show the actual installation where the installation varies substantially from the Work as originally shown. Mark whichever drawing is most capable of showing conditions fully and accurately; where Shop Drawings are used, record a cross-reference at the corresponding location on the Contract Drawings. Give particular attention to concealed elements that would be difficult to measure and record at a later date.
 - 1. Mark record sets with red erasable pencil; use other colors to distinguish between variations in separate categories of the Work.
 - 2. Mark new information that is important to the Owner, but was not shown on Contract Drawings or Shop Drawings.
 - 3. Note related Change Order numbers where applicable.
 - 4. Organize record drawing sheets into manageable sets, bind with durable paper cover sheets, and print suitable titles, dates and other identification on the cover of each set.
- C. Record Specifications: Maintain one complete copy of the Project Manual, including addenda, and one copy of other written construction documents such as Change Orders and modifications issued in printed form during construction. Mark these documents to show substantial variations in actual Work performed in comparison with the text of the Specifications and modifications. Give particular attention to substitutions, selection of options and similar information on elements that are concealed or cannot otherwise be readily discerned later by direct observation. Note related record drawing information and Product Data.
 - 1. Upon completion of the Work, submit record Specifications to the Architect for the Owner's records.
- D. Record Product Data: Maintain one copy of each Product Data submittal. Mark these documents to show significant variations in actual Work performed in comparison with information submitted. Include variations in products delivered to the site, and from the manufacturer's installation instructions and recommendations. Give particular attention to concealed products and portions of the Work which cannot otherwise be readily discerned later by direct observation. Note related Change Orders and mark-up of record drawings and Specifications.
 - 1. Upon completion of mark-up, submit complete set of record Product Data to the Architect for the Owner's records.
- E. Record Sample Submitted: Immediately prior to the date or dates of Substantial Completion, the Contractor will meet at the site with the Architect and the Owner's personnel to determine which of the submitted Samples that have been maintained during progress of the Work are to be transmitted to the Owner for record purposes. Comply with delivery to the Owner's Sample storage area.

- F. Miscellaneous Record Submittals: Refer to other Specification Sections for requirements of miscellaneous record-keeping and submittals in connection with actual performance of the Work. Immediately prior to the date or dates of Substantial Completion, complete miscellaneous records and place in good order, properly identified and bound or filed, ready for continued use and reference. Submit to the Architect for the Owner's records.
- G. Maintenance Manuals: Organize operating and maintenance data into suitable sets of manageable size. Bind properly indexed data in individual heavy-duty 2-inch, 3-ring vinyl-covered binders, with pocket folders for folded sheet information. Mark appropriate identification on front and spine of each binder. Submit 5 copies. Include the following types of information:
 - 1. Emergency instructions.
 - 2. Spare parts list.
 - 3. Copies of warranties.
 - 4. Wiring diagrams.
 - 5. Recommended "turn around" cycles.
 - 6. Inspection procedures.
 - 7. Shop Drawings and Product Data.
 - 8. Fixture lamping schedule.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION

3.1 CLOSEOUT PROCEDURES

- A. Operating and Maintenance Instructions: Arrange for each installer of equipment that requires regular maintenance to meet with the Owner's personnel to provide instruction in proper operation and maintenance. If installers are not experienced in procedures, provide instruction by manufacturer's representatives. Include a detailed review of the following items:
 - 1. Maintenance manuals.
 - 2. Record documents.
 - 3. Spare parts and materials.
 - 4. Tools.
 - 5. Lubricants.
 - 6. Identification systems.
 - 7. Control sequences.
 - 8. Hazards.
 - 9. Cleaning.
 - 10. Warranties and bonds.
 - 11. Maintenance agreements and similar continuing commitments.
- B. As part of instruction for operating equipment, demonstrate the following procedures:
 - 1. Start-up.
 - 2. Shutdown.
 - 3. Emergency operations.
 - 4. Noise and vibration adjustments.
 - 5. Safety procedures.
 - 6. Economy and efficiency adjustments.
 - 7. Effective energy utilization.

3.2 FINAL CLEANING

- A. General: General cleaning during construction is required by the General Conditions and included in Section "Temporary Facilities".
- B. Cleaning: Employ experienced workers or professional cleaners for final cleaning. Clean each surface or unit to the condition expected in a normal, commercial building cleaning and maintenance program. Comply with manufacturer's instructions.
 - 1. Complete the following cleaning operations before requesting inspection for Certification of Substantial Completion.
 - a. Remove labels that are not permanent labels.
 - b. Clean transparent materials, including mirrors and glass in doors and windows. Remove glazing compound and other substances that are noticeable vision-obscuring materials. Replace chipped or broken glass and other damaged transparent materials.
 - c. Clean exposed exterior and interior hard-surfaced finishes to a dust-free condition, free of stains, films and similar foreign substances. Restore reflective surfaces to their original reflective condition. Leave concrete floors broom clean. Vacuum carpeted surfaces.
 - d. Wipe surfaces of mechanical and electrical equipment. Remove excess lubrication and other substances. Clean plumbing fixtures to a sanitary condition. Clean light fixtures and lamps.
 - e. Clean the site, including landscape development areas, of rubbish, litter and other foreign substances. Sweep paved areas broom clean; remove stains, spills and other foreign deposits. Rake grounds that are neither paved nor planted, to a smooth even-textured surface.
- C. Removal of Protection: Remove temporary protection and facilities installed for protection of the Work during construction.
- D. Compliance: Comply with regulations of authorities having jurisdiction and safety standards for cleaning. Do not burn waste materials. Do not bury debris or excess materials on the Owner's property. Do not discharge volatile, harmful or dangerous materials into drainage systems. Remove waste materials from the site and dispose of in a lawful manner.
 - 1. Where extra materials of value remaining after completion of associated Work have become the Owner's property, arrange for disposition of these materials as directed.

END OF SECTION 01700

SECTION 01740 - WARRANTIES AND BONDS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. This Section specifies general administrative and procedural requirements for warranties and bonds required by the Contract Documents, including manufacturers standard warranties on products and special warranties.
 - 1. Refer to the General Conditions for terms of the Contractor's special warranty of workmanship and materials.
 - 2. General closeout requirements are included in Section "Project Closeout".
 - 3. Specific requirements for warranties for the Work and products and installations that are specified to be warranted, are included in the individual Sections of Divisions-2 through -16.
 - 4. Certifications and other commitments and agreements for continuing services to Owner are specified elsewhere in the Contract Documents.
- B. Disclaimers and Limitations: Manufacturer's disclaimers and limitations on product warranties do not relieve the Contractor of the warranty on the Work that incorporates the products, nor does it relieve suppliers, manufacturers, and subcontractors required to countersign special warranties with the Contractor.

1.3 DEFINITIONS

- A. Standard Product Warranties are preprinted written warranties published by individual manufacturers for particular products and are specifically endorsed by the manufacturer to the Owner.
- B. Special Warranties are written warranties required by or incorporated in the Contract Documents, either to extend time limits provided by standard warranties or to provide greater rights for the Owner.

1.4 WARRANTY REQUIREMENTS

- A. Related Damages and Losses: When correcting warranted Work that has failed, remove and replace other Work that has been damaged as a result of such failure or that must be removed and replaced to provide access for correction of warranted Work.
- B. Reinstatement of Warranty: When Work covered by a warranty has failed and been corrected by replacement or rebuilding, reinstate the warranty by written endorsement. The reinstated warranty shall be equal to the original warranty with an equitable adjustment for depreciation.
- C. Replacement Cost: Upon determination that Work covered by a warranty has failed, replace or rebuild the Work to an acceptable condition complying with requirements of Contract Documents. The Contractor is responsible for the cost of replacing or rebuilding defective Work regardless of whether the Owner has benefited from use of the Work through a portion of its anticipated useful service life.

- D. Owner's Recourse: Written warranties made to the Owner are in addition to implied warranties, and shall not limit the duties, obligations, rights and remedies otherwise available under the law, nor shall warranty periods be interpreted as limitations on time in which the Owner can enforce such other duties, obligations, rights, or remedies.
 - 1. Rejection of Warranties: The Owner reserves the right to reject warranties and to limit selections to products with warranties not in conflict with requirements of the Contract Documents.
- E. The Owner reserves the right to refuse to accept Work for the Project where a special warranty, certification, or similar commitment is required on such Work or part of the Work, until evidence is presented that entities required to countersign such commitments are willing to do so.

1.5 SUBMITTALS

- A. Submit written warranties to the Architect prior to the date certified for Substantial Completion. If the Architect's Certificate of Substantial Completion designates a commencement date for warranties other than the date of Substantial Completion for the Work, or a designated portion of the Work, submit written warranties upon request of the Architect.
 - 1. When a designated portion of the Work is completed and occupied or used by the Owner, by separate agreement with the Contractor during the construction period, submit properly executed warranties to the Architect within fifteen days of completion of that designated portion of the Work.
- B. When a special warranty is required to be executed by the Contractor, or the Contractor and a subcontractor, supplier or manufacturer, prepare a written document that contains appropriate terms and identification, ready for execution by the required parties. Submit a draft to the Owner through the Architect for approval prior to final execution.
 - 1. Refer to individual Sections of Divisions-2 through -16 for specific content requirements, and particular requirements for submittal of special warranties.
- C. Form of Submittal: At Final Completion compile three copies of each required warranty and bond properly executed by the Contractor, or by the Contractor, subcontractor, supplier, or manufacturer. Organize the warranty documents into an orderly sequence based on the table of contents of the Project Manual.
- D. Bind warranties and bonds in heavy-duty, commercial quality, durable 3-ring vinyl covered loose-leaf binders, thickness as necessary to accommodate contents, and sized to receive 8-1/2" by 11" paper.
 - 1. Provide heavy paper dividers with celluloid covered tabs for each separate warranty. Mark the tab to identify the product or installation. Provide a typed description of the product or installation, including the name of the product, and the name, address and telephone number of the installer.
 - 2. Identify each binder on the front and the spine with the typed or printed title "WARRANTIES AND BONDS, the Project title or name, and the name of the Contractor.
 - 3. When operating and maintenance manuals are required for warranted construction, provide additional copies of each required warranty, as necessary, for inclusion in each required manual.

PART 2 - PRODUCTS (Not Applicable).

PART 3 - EXECUTION (Not Applicable).

END OF SECTION 01740

SECTION 02050 – DEMOLITION

PART 1 - GENERAL

1.1 SUMMARY:

- A. Section includes requirement for demolition work.
 - 1. Verify existing utilities to be removed as well as site features to be demolished with owner and engineer.
- B. Demolition includes, but is not limited to, the removal of the following items within the demolition limit lines:
 - 1. Sidewalks
 - 2. Curb and Gutter
 - 3. Paving
 - 4. Concrete Slabs
 - 5. Sod, Lawn and all irrigated wet soils
 - 6. Underground Structures including Septic Tanks, vaults, Basements, footings & foundation walls.
 - 7. Above ground buildings.
 - 8. Fencing
- C. Related Sections
 - 1. Refer to Section 02200 for earthwork requirements.
- D. Drawings and general provisions of contract, including general and supplementary Conditions and site clearing specifications apply to work in this section.

1.2 SUBMITTALS:

- A. Schedule: Submit proposed methods and operations of demolition to review prior to start of work. Include in schedule coordination for shut-off, capping, and continuation of utility services as required.
- B. Explosives: The use of explosives is not permitted.
- C. Traffic: Conduct demolition operations and removal of debris to ensure minimum interference with roads, streets, walks, and other adjacent occupied or used facilities.
 - 1. Do not close or obstruct streets, walks or other occupied or used facilities without permission from authorities having jurisdiction. Provide alternate routes around closed or obstructed traffic ways if required by governing regulation.
- D. Protections: Ensure safe passage of persons around area of demolition. Conduct operations to prevent injury to adjacent buildings, structures, other facilities, and persons.
 - 1. Erect temporary covered passageways as required by authorities having jurisdiction.
 - 2. Provide interior and exterior shoring, bracing, or support to prevent movement, settlement or collapse of structures to be demolished and adjacent facilities to remain.
- E. Damage: Promptly repair damage caused to adjacent facilities by demolition operations.
 - 1. Do not interrupt existing utilities serving occupied or used facilities, except when authorized in writing by authorities having jurisdiction. Provide temporary services during interruptions to existing utilities, as acceptable to governing authorities.

- F. Hazardous Materials Removal:
 - 1. When hazardous materials are encountered, notify the Owner immediately. Comply with requirements of Division 1.
 - 2. Asbestos removal is not part of this project. If asbestos is found, contact owner and comply with directions in Division 1.

PART 2 - PRODUCTS

Not used.

PART 3 - EXECUTION

- A. Demolition:
 - 1. Pollution Controls: Use water sprinkling, temporary enclosures, and other suitable methods to limit dust and dirt rising and scattering in air to lowest practical level. Comply with governing regulations pertaining to environmental protection.
 - a. Do not use water when it may create hazardous or objectionable conditions such as ice, flooding, and pollution.
 - b. Clean adjacent structures and improvements of dust, dirt, and debris caused by demolition operations, as directed by Architect or governing authorities. Return adjacent areas to condition existing prior to start of work.
- B. Cutting Asphalt, Concrete and Concrete Block: Saw cut asphalt paving, concrete slabs and concrete block walls with approved saws at lines and levels indicated on drawings. Saw cut concrete walks and curbs only if they cannot be removed to an existing control joint.
- C. Capping and Abandonment: Cap all abandoned lines and conduits and drains in accordance with requirements of Utility Companies having jurisdiction. Remove abandoned lines, unless otherwise noted.

3.1 DISPOSAL OF DEMOLISHED MATERIALS:

- A. General: remove from site debris, rubbish, and other materials resulting from demolition operations and dispose in a legal manner.

3.2 BACKFILL

- A. Excavated areas associated with the removal of all substructures should be backfilled with a well-graded granular material having a maximum size of 2 inches and not more than 15 percent passing a #200 sieve. All earth materials placed in excavated areas should be placed in maximum eight inch loose lifts and densified to an in-place unit weight equal to 95% of the Maximum Laboratory Density as determined by ASTM D 1557-78.
 - 1. Refer to soils report for all backfilling and material placement operations. If discrepancies or differences arise, soils report shall take precedence in all cases
 - 2. Refer to section 02200 for placement and compaction requirements.

END OF SECTION 02050

SECTION 02051 – GENERAL SITE CONSTRUCTION REQUIREMENTS

PART 1 GENERAL

1.1 SUMMARY

- A. Includes But Not Limited to
 - 1. General procedures and requirements for Site Work.

PART 2 PRODUCTS - Not Used

PART 3 EXECUTION

3.1 PREPARATION

- A. Site Verification of Conditions -
 - 1. 48 hours minimum prior to performing any work on site, contact CUCF administration to arrange for security escort and any information regarding utility locations.

3.2 PREPARATION

- A. Protection
 - 1. Spillage -
 - a. Avoid spillage by covering and securing loads when hauling on or adjacent to public streets or highways.
 - b. Remove spillage and sweep, wash, or otherwise clean project, streets, and highways.
 - 2. Dust Control -
 - a. Take precautions necessary to prevent dust nuisance, both on-site and adjacent to public and private properties.
 - b. Correct or repair damage caused by dust.
 - 3. Erosion Control -
 - a. Take precautions necessary to prevent erosion and transportation of soil downstream, to adjacent properties, and into on-site or off-site drainage systems.
 - b. Install, and maintain an erosion control plan as required by local and state law.
 - c. Repair and correct damage caused by erosion.
 - 4. Protect site from fire caused by welding, cutting, smoking, or other sources of ignition.
- B. If specified precautions are not taken or corrections and repairs made promptly, Owner may take such steps as may be deemed necessary and deduct costs of such from monies due to Contractor. Such action or lack of action on Owner's part does not relieve Contractor from responsibility for proper protection of the Work.

3.3 REPAIR / RESTORATION

- A. Adjust existing covers, boxes, and vaults to grade.
- B. Replace broken or damaged covers, boxes, and vaults.
- C. Independently confirm size, location, and number of covers, boxes, and vaults which require adjustment.

3.4 FIELD QUALITY CONTROL

- A. Notify Architect 48 hours prior to performing excavation or fill work.
- B. If work has been interrupted by weather, scheduling, or other reason, notify Architect 24 hours minimum prior to intended resumption of grading or compacting.
- C. Owner reserves right to require additional testing to re-affirm suitability of completed work including compacted soils which have been exposed to adverse weather conditions.

END OF SECTION 02051

SECTION 02110 – SITE CLEARING

PART 1 - GENERAL

1.1 DESCRIPTION OF WORK:

- A. Extent of site clearing is for the purpose of installing all of the in-ground work as shown on drawings.
- B. Site clearing includes, but is not limited to:
 - 1. Removal of trees and other vegetation.
 - 2. Topsoil stripping.
 - 3. Clearing and grubbing.
- C. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division - 1 Specification sections, and the Geotechnical Information in Section 02200.

1.2 JOB CONDITIONS:

- A. Traffic: Conduct site clearing operations to ensure minimum interference with roads, streets, walks, and other adjacent occupied or used facilities. Do not close or obstruct streets, walks or other occupied or used facilities without permission from authorities having jurisdiction, Owner, and architect.
- B. Protection of Existing Improvements: Provide protections necessary to prevent damage to existing improvements indicated to remain in place.
 - 1. Protect improvements on adjoining properties and on Owner's property.
- C. Improvements on Adjoining Property: Authority for performing removal and alteration work on property adjoining Owner's property will be obtained by Owner prior to award of contract.
 - 1. Extent of work on adjacent property is indicated on Drawings.

PART 2 - PRODUCTS

Not used.

PART 3 - EXECUTION

3.1 SITE CLEARING:

- A. Remove trees, shrubs, grass and other vegetation, improvements, or obstructions interfering with installation of new construction. Remove such items elsewhere on site or premises as specifically indicated. Removal includes digging out stumps and roots.
- B. Topsoil: Topsoil is defined as silt and clay surface soil found in a depth of not less than 4". Satisfactory topsoil is reasonably free of subsoil, clay lumps, stones, and other objects over 2" in diameter, and without weeds, roots, and other objectionable material.
 - 1. Strip topsoil to whatever depths in which organic materials are encountered in a manner to prevent intermingling with underlying subsoil or other objectionable material.

2. Remove heavy growths of grass from areas before stripping.
 3. Dispose of unsuitable or excess topsoil same as waste material, herein specified.
- C. Clearing and Grubbing: Clear site of trees, shrubs and other vegetation, except for those indicated to be left standing.
1. Completely remove stumps, roots, and other debris protruding through ground surface.
 2. Fill depressions caused by clearing and grubbing operations with satisfactory soil material, unless further excavation or earthwork is indicated.
 3. Place fill material in horizontal layers not exceeding 6" loose depth, and thoroughly compact to a density equal to adjacent original ground.

3.2 DISPOSAL OF WASTE MATERIALS:

- A. Burning is not permitted.
- B. Remove and legally dispose waste materials and unsuitable and excess soil.

END OF SECTION 02110

SECTION 02200 - EARTHWORK

PART 1 - GENERAL

1.1 SUMMARY

- A. Sections includes earthwork.
 - 1. Preparation of subgrade for building slabs, walks, docks, and pavements.
 - 2. Backfilling of trenches within the contract limit lines, including but not limited to docks, planters, and walks adjacent to building.
- B. Related Sections: Excavation for Electrical Work: Coordinate with Divisions 16 sections for excavation and backfill required in conjunction with underground electrical utilities, and buried electrical appurtenances.
- C. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division-1 Specification sections, and the Uniform Standard Specifications and applicable details for Public Works Construction from authority having jurisdiction, apply to work of this section.

1.2 QUALITY ASSURANCE:

- A. Codes and Standards: Perform excavation work in compliance with requirements of authorities having jurisdiction.
- B. Testing and Inspection Service:
 - 1. The owner shall engage a testing laboratory to perform soil testing, inspection and observation services for quality control testing during earthwork operations sufficient to enable Geotechnical engineer to prepare a written report that, in his opinion, the engineered fill has been constructed in accordance with the project specifications.
 - a. Coordinate scheduling of Geotechnical engineer with Owner's Representative to avoid delays in construction.

1.3 SUBMITTALS:

- A. Test Reports: Submit following reports directly to Owner's Representative, Contractor and Architect from the testing agency, with copy to Contractor:
 - 1. Test reports on borrow material.
 - 2. Verification of each footing subgrade.
 - 3. Field density test reports.
 - 4. One optimum moisture-maximum density curve for each type of soil encountered.
 - 5. Report of actual unconfined compressive strength and results of bearing tests of each strata tested for cohesive soils. Report results of shear angle test of remolded sample compacted to same density of on site material for non-cohesive soils.

1.4 JOB CONDITIONS:

- A. Site Information: Data on indicated subsurface conditions are not intended as representations or warranties of accuracy or continuity between soil borings. It is expressly understood that Owner will not be responsible for interpretations or conclusions drawn by Contractor. Data are made available for convenience of Contractor.
 - 1. Additional test borings and other exploratory operations may be made by Contractor at no cost to Owner.

- B. Existing Utilities: Locate existing underground utilities in areas of work. If utilities are to remain in place, provide adequate means of support and protection during earthwork operations.
1. Should uncharted, or incorrectly charted, piping or other utilities be encountered during excavation, consult utility owner immediately for directions. Cooperate with owner and utility companies in keeping respective services and facilities in operation. Repair damaged utilities to satisfaction of utility owner.
 2. Do not interrupt existing utilities serving facilities occupied and used by Owner or others, during occupied hours, except when permitted in writing by Project Engineer and then only after acceptable temporary utility services have been provided.
 3. Provide minimum of 48-hour notice to Owner's Representative, and receive written notice to proceed before interrupting any utility.
 4. Demolish and completely remove from site existing underground utilities indicated to be removed. Coordinate with utility companies for shut-off of services if lines are active.
- C. Use of Explosives:
1. The use of explosives is not permitted.
- D. Protection of Persons and Property: Barricade open excavations occurring as part of this work and post with warning lights.
1. Operate warning lights as recommended by authorities having jurisdiction.
 2. Protect structures, utilities, sidewalks, pavements, and other facilities from damage caused by settlement, lateral movement, undermining, washout and other hazards created by earthwork operations.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. Definitions:
1. Subbase Material: Naturally or artificially graded mixture of natural or crushed gravel, crushed stone, crushed slag, natural or crushed sand to be placed under aggregate base course.
 2. Drainage Fill: Washed, evenly graded mixture of crushed stone, or crushed or uncrushed gravel, with 100% passing a 1" sieve and not more than 5% passing a No. 4 sieve.
 3. Backfill and Fill Materials: Satisfactory soil materials, native or imported materials, free of clay, rock or gravel larger than 2" in any dimension, debris, waste, frozen materials, vegetable and other deleterious matter. Refer to soils report which takes precedence in material specifications in all instances.
 - a. Structural fill: Well graded non-expansive granular material having a maximum size of 2" and not more than 15%, passing a #200 sieve, and a minimum dry density of at least 100 pounds per cubic foot (pcf).
 - b. Natural soils meeting the requirements for structural fill may be used as structural fill.
 - c. Pipe zone materials shall not be larger than 2" in any dimension for reinforced concrete pipe and ductile iron pipe. For PVC or other soft pipes the maximum dimension for pipe zone backfill shall be ¾".
 - d. Drain rock: Gap graded non-expansive washed gravel having a maximum size of 1" with as little as practical quantity passing a #200 sieve, and a minimum dry density if at least 100 pounds per cubic foot (pcf).
 4. Filter Fabric: Mirafi 140N or engineer approved equal.

5. Geofabric: Mirafi 600X or engineer approved equal

PART 3 - EXECUTION

3.1 EXCAVATION:

- A. **Unclassified Excavation:** Excavation to subgrade elevations regardless of the character of surface and subsurface conditions encountered, including rock, soil materials, and obstructions.
- B. **Unauthorized excavation** consists of removal of materials beyond indicated subgrade elevations or dimensions without specific direction of Architect. Unauthorized excavation, as well as remedial work directed by Architect, shall be at Contractor's expense.
 1. Under footings, foundation bases, or retaining walls, fill unauthorized excavation by extending indicated bottom elevation of footing or base to excavation bottom, without altering required too elevation. Lean concrete fill may be used to bring elevations to proper position, when acceptable to Engineer.
 2. Elsewhere, backfill and compact unauthorized excavations as specified for authorized excavations of same classification, unless otherwise directed by Engineer.
- C. **Additional Excavation:** When excavation has reached required subgrade elevations, notify Owner's Representative who will make an inspection of conditions.
 1. If unsuitable bearing materials are encountered at required subgrade elevations, carry excavations deeper and replace excavated material as directed.
 2. Removal of unsuitable material and its replacement as directed will be paid on basis of contract conditions relative to changes in work.
- D. **Stability of Excavations:** Slope sides of excavations to comply with local codes and ordinances having jurisdiction. Shore and brace where sloping is not possible because of space restrictions or stability of material excavated.
 1. Maintain sides and slopes of excavations in safe condition until completion of backfilling.
- E. **Shoring and Bracing:** Provide materials for shoring and bracing, such as sheet piling, uprights, stringers and cross-braces, in good serviceable condition.
 1. Establish requirements for trench shoring and bracing to comply with local codes and authorities having jurisdiction.
 2. Maintain shoring and bracing in excavations regardless of time period excavations will be open. Carry down shoring and bracing as excavation progresses.
- F. **Dewatering:** Prevent surface water and subsurface or groundwater from flowing into excavations and from flooding project site and surrounding area.
 1. Do not allow water to accumulate in excavations. Remove water to prevent softening of foundation bottoms, undercutting footings, and soil changes detrimental to stability of subgrades and foundations. Provide and maintain pumps, well points, sumps, suction and discharge lines, and other dewatering system components necessary to convey water away from excavations.
 2. Establish and maintain temporary drainage ditches and other diversions outside excavation limits to convey rain water and water removed from excavations to collecting or run-off areas. Do not use trench excavations as temporary drainage ditches.
- G. **Material Storage:** Stockpile satisfactory excavated materials where directed, until required for backfill or fill. Place, grade and shape stockpiles for proper drainage.

1. Locate and retain soil materials away from edge of excavations. Do not store within drip line of trees indicated to remain.
 2. Dispose of excess soil material and waste materials as herein specified.
 3. Sand shall be dry and protected as required.
- H. Excavation for Structures: Conform to elevations and dimensions shown within a tolerance of plus or minus 0.10', and extending a sufficient distance from footings and foundations to permit placing and removal of concrete formwork, installation of services, other construction, and for inspection.
1. Do not disturb bottom of excavation. Excavate by hand to final grade just before concrete reinforcement is placed. Trim bottoms to required lines and grades to leave solid base to receive other work.
- I. Excavation for Pavements: Cut surface under pavements to comply with cross-sections, elevations grades as shown.
- J. Excavation for Trenches: Dig trenches to the uniform width required for particular item to be installed. Provide 6" to 9" minimum clearance on both sides of pipe or conduit.
1. Excavate trenches to depth indicated or required. Carry depth of trenches for piping to establish indicated flow lines and invert elevations. Beyond building perimeter, keep bottoms of trenches sufficiently below finish grade to avoid freeze-ups.
 2. Where rock is encountered, carry excavation 6" below required elevation and backfill with a 6" layer of crushed stone or gravel prior to installation of pipe.
 3. For pipes or conduit 5" or less in nominal size and for flat-bottomed multiple-duct conduit units, do not excavate beyond indicated depths. Hand excavate bottom cut to accurate elevations and support pipe or conduit on undisturbed soil.
 4. For pipes or conduit 6" or larger in nominal size, tanks and other mechanical/electrical work indicated to receive subbase, excavate to subbase depth or, if not otherwise indicated, to 6" below bottom of work to be supported.
 5. Except as otherwise indicated, excavate for exterior water-bearing piping (water, steam, condensate, drainage) so top of piping is not less than 4' below finished grade or to local standards whichever is deeper.
 6. Grade bottoms of trenches as indicated, notching under pipe bells to provide solid bearing for entire body of pipe.
 7. Backfill trenches with concrete where trench excavations pass within 18" of column or wall footings and which are carried below bottom of such footings, or which pass under wall footings. Place concrete to level of bottom of adjacent footing.
 - a. Refer to Section 03300 for concrete requirements.
 8. Do not backfill trenches until tests and inspections have been made and backfilling authorized by Owner's Representative. Use care in backfilling to avoid damage or displacement of pipe systems.
 9. For piping or conduit less than 18" below surface of roadways, provide 4" thick concrete base slab support. After installation and testing of piping or conduit, provide minimum 4" thick encasement (sides and top) of concrete prior to backfilling or placement of roadway subbase.
- K. Cold Weather Protection: Protect excavation bottoms against freezing when atmospheric temperature is less than 35 degrees F.

3.2 COMPACTION:

- A. Control soil compaction during construction providing minimum percentage of density specified for each area classification indicated below.

- B. Percentage of Maximum Density Requirements: Compact soil to not less than the following percentages of maximum dry density for soils which exhibit a well-defined moisture density relationship (cohesive soils) determined in accordance with ASTM D 1557; and not less than the following percentages of relative density, determined in accordance with ASTM D 2049, for soils which will not exhibit a well-defined moisture-density relationship (cohesionless soils). In all cases the specific soils report for the project takes precedence.
 - 1. Structures, Building Slabs and Steps, Pavements: Compact top 12" of subgrade and each layer of backfill or fill material at 95% maximum dry density for cohesive material or 95% relative dry density for cohesionless material. Scarify and moisture condition to within 3% of optimum moisture and recompact subgrade.
 - 2. Lawn or Unpaved Areas: Compact top 6" of subgrade and each layer of backfill or fill material at 85% maximum dry density for cohesive materials and 90% relative dry density for cohesionless soils.
 - 3. Walkways: Compact top 6" of subgrade and each layer of backfill or fill material at 90% maximum dry density for cohesive material or 95% relative dry density for cohesionless material.

- C. Moisture Control: Uniformly apply water to soil material in manner to prevent free water appearing on surface during or subsequent to compaction operations.
 - 1. Remove and replace, or scarify and air dry, soil material that is too wet to permit compaction to specified density.
 - 2. Soil material that has been removed because it is too wet to permit compaction may be stockpiled or spread and allowed to dry. Assist drying by discing, ripping, harrowing or pulverizing until moisture content is reduced to a satisfactory value.

3.3 BACKFILL AND FILL:

- A. General: Place acceptable soil material in layers to required subgrade elevations, for each area classification listed below.
 - 1. In excavations, use satisfactory excavated or borrow material.
 - 2. Under grassed areas, use satisfactory excavated or borrow material.
 - 3. Under walks and pavements, use subbase material or satisfactory excavated or borrow material, or combination of both.
 - 4. Under steps, use subbase material.
 - 5. Under building slabs, use drainage fill material or free draining gravel, (less than 10% passing No. 4 sieve and less than 2% passing No. 200 sieve).
 - 6. Under piping and conduit, use subbase material where subbase is indicated under piping or conduit, shape to fit bottom of pipe.

- B. Backfill excavations as promptly as work permits, but not until completion of the following:
 - 1. Acceptance of construction below finish grade including, where applicable, damp proofing, waterproofing, and perimeter insulation.
 - 2. Inspection, testing, approval, and recording locations of underground utilities. Removal of concrete formwork.
 - 3. Removal of shoring and bracing, and backfilling of voids with satisfactory materials. Cut off temporary sheet piling driven below bottom of structures and remove in manner to prevent settlement of the structure or utilities, or leave in place if required.

4. Removal of trash and debris.
 5. Permanent or temporary horizontal bracing is in place on horizontally supported walls.
 6. Ground Surface Preparation: Remove vegetation, debris, unsatisfactory soil materials, obstructions, and deleterious materials from ground surface prior to placement of fills. Plow, strip, or break-up sloped surfaces steeper than 1 vertical to 4 horizontal so that fill material will bond with existing surface.
 7. When existing ground surface has a density less than that specified under "Compaction" for particular area classification, break up ground surface, pulverize, moisture-condition to optimum moisture content, and compact to required depth and percentage of maximum density.
- C. Placement and Compaction: Place backfill and fill materials in layers not more than 8" in loose depth for material compacted by heavy compaction equipment, and not more than 4" in loose depth for material compacted by hand-operated tampers.
1. Before compaction, moisten or aerate each layer as necessary to provide optimum moisture content. Compact each layer to required percentage of maximum dry density or relative dry density for each area classification. Do not place backfill or fill material on surfaces that are muddy, frozen, or contain frost or ice.
 2. Place backfill and fill materials evenly adjacent to structures, piping or conduit to required elevations. Take care to prevent wedging action of backfill against structures or displacement of piping or conduit by carrying material uniformly around structure, piping or conduit to approximately same elevation in each lift.
- D. Vapor retarder installation: Place vapor retarder sheeting in position with longest dimension parallel with direction of pour.
1. Lap joints 6 inches and seal with manufacturer's recommended mastic or pressure-sensitive tape.

3.4 GRADING:

- A. Uniformly grade areas within contract limits under this section, including adjacent transition areas. Smooth finished surface within specified tolerances, compact with uniform levels or slopes between points where elevations are indicated, or between such points and existing grades.
- B. Grading Outside Building Lines: Grade areas adjacent to building lines to drain away from structures and to prevent ponding.
- C. Finish surfaces free from irregular surface changes, and as follows:
1. Lawn or Unpaved Areas: Finish areas to receive topsoil to within not more than 1/2" above or below required subgrade elevations.
 2. Walks: Shape surface of areas under walks to line, grade and cross-section, with finish surface not more than 1/2" above or below required subgrade elevation.
 3. Pavements: Shape surface of areas under pavement to line, grade and cross-section, with finish surface not more than 1/2" above or below required subgrade elevation.
 4. Grading Surface of Fill Under Building Slabs: Grade smooth and even, free of voids, compacted as specified, and to required elevation. Provide final grades within a tolerance of 1/2" when tested with a 10' straightedge.
 5. Compaction: After grading, compact subgrade surfaces to the depth and indicated percentage of maximum or relative density for each area classification.

3.5 PAVEMENT SUBBASE COURSE:

- A. Subbase course consists of placing subbase material, in layers of specified thickness, over subgrade surface to support a pavement base course. Subbase thickness shall not be less than 6-inches. Recycled asphalt can be used crushed to match gradation requirements.
- B. Grade Control: During construction, maintain lines and grades including crown and cross-slope of subbase course.
- C. Shoulders: Place shoulders along edges of subbase course to prevent lateral movement. Construct shoulders of acceptable soil materials, placed in such quantity to compact to thickness of each subbase course layer. Compact and roll at least a 12" width of shoulder simultaneously with compacting and rolling of each layer of subbase course.
- D. Placing: Place subbase course material on prepared subgrade in layers of uniform thickness, conforming to indicated cross-section and thickness. Maintain optimum moisture content for compacting subbase material during placement operations.
 - 1. When a compacted subbase course is to be 6" thick or less, place material in a single layer. When more than 6" thick, place material in equal layers, except no single layer more than 6" or less than 3" in thickness when compacted.

3.6 FIELD QUALITY CONTROL

- A. Quality Control Testing During Construction: All natural grades to be retained, all areas of cut and all areas of controlled fill or backfill shall be field tested by the testing laboratory for moisture content and density for compliance with specified values. Allow testing service to inspect subgrade and fill layers before further construction work is performed.
 - 1. Perform optimum moisture-maximum density determinations for each different type of soil encountered in accordance with ASTM 1557.
 - 2. Perform field density tests in accordance with ASTM D 1556 (sand cone method) or ASTM D 2167 (rubber balloon method), ASTM D 2922 (nuclear method) or AASHTO T- 99, as applicable.
- B. Testing: The number of tests performed shall be at the discretion of the testing laboratory except the number of field tests performed shall not be less than the minimum described below:
 - 1. Within the building area, perform one test for every 1,000 square feet of fill per lift.
 - 2. Paved Areas:
Minimum of one compaction test for every 10,000 square feet of fill (per lift), natural grade or cut.
 - 3. Trenches: (Footings, etc.):
Minimum of 1 compaction test for each lift each 100 linear feet.
 - 4. Perform test to verify minimum bearing capacity requirements at each column or spot footing.
 - 5. Continuous Foundation:
Minimum of 1 compaction test per lift per each 100 linear feet
 - 6. Curbs, Gutters and Ramps:
Minimum of 1 test per lift per each 250 linear feet
 - 7. Exterior Slabs:
Minimum of 1 compaction test per each 2,000 square feet.

3.7 MAINTENANCE:

- A. Protect newly graded areas from traffic and erosion. Keep free of trash and debris.
 - 1. Repair and re-establish grades in settled, eroded, and rutted areas too specified

tolerances.

- B. Reconditioning Compacted Areas: Where completed compacted areas are disturbed by subsequent construction operations or adverse weather, scarify surface, re-shape, and compact to required density prior to further construction.
- C. Settling: Where settling is measurable or observable at excavated areas during general project warranty period, remove surface (pavement, lawn or other finish), add backfill material, compact, and replace surface treatment. Restore appearance, quality, and condition of surface or finish to match adjacent work, and eliminate evidence of restoration to greatest extent possible.

3.8 DISPOSAL OF EXCESS AND WASTE MATERIALS:

- A. Removal to Designated Areas on Owner's Property: Transport acceptable excess excavated material to designated soil storage areas on Owner's property. Stockpile soil or spread as directed by Architect.
- B. Removal from Owner's Property: Remove waste materials, including unacceptable excavated material, trash and debris, and dispose of it off Owner's property.

END OF SECTION 02200

SECTION 02513 – ASPHALT CONCRETE PAVING

PART 1 - GENERAL

1.1 SUMMARY:

- A. Section includes asphalt concrete paving work.
- B. Related Sections: Prepared aggregate subbase is specified in earthwork section.

1.2 SUBMITTALS:

- A. Material Certificates: Provide copies of materials certificates signed by material producer and Contractor, certifying that each material item complies with, or exceeds, specified requirements.

1.3 QUALITY ASSURANCE:

- A. Codes and Standards: Comply with State highway or transportation department standard specifications, latest edition, and with local governing regulations if more stringent than herein specified.

1.4 SITE CONDITIONS:

- A. Weather Limitations: Apply prime and tack coats when ambient temperature is above 50 deg.F (10 deg.C), and when temperature has not been below 35 deg.F (1 deg.C) for 12 hours immediately prior to application. Do not apply when base is wet or contains an excess of moisture.
 - 1. Construct asphalt concrete surface course when atmospheric temperature is above 50 deg.F (4 deg.C), and when base is dry. Base course may be placed when air temperature is above 30 deg. F (-1 deg.C) and rising.
- B. Grade Control: Establish and maintain required lines and elevations.

PART 2 - PRODUCTS

2.1 MATERIALS:

- A. Use locally available materials and gradations, which exhibit a satisfactory record of previous installations.
- B. Base Course Aggregate: Sound, non-expansive angular crushed stone, crushed gravel, or crushed slag, sand, stone or slag screenings, 3/4" Gradation minimum, 1-1/2" Gradation maximum (see chart below). Recycled asphalt can also be used for road base if crushed to meet the gradation table in 2.1.C.
 - 1. Uncrushed gravel may be used in base course mixture if required to suit local material availability.

- C. Gradation Table – The following table from the 2007 APWA presents the gradation options. The gradation shall be labeled to meet precisely one of the specifications.

US Sieve Size	Grading Band Limits			Target Tolerance Percent
	Grade 1-1/2	Grade 1	Grade 3/4	
1-1/2"	100	-	-	-
1"	90 - 100	100	-	-
3/4"	70 - 85	-	100*	+/- 9
1/2"	65 - 80	79 - 91	-	+/- 9
3/8"	55 - 75	-	78 - 92	+/- 9
No. 4	40 - 65	49 - 61	55 - 67	+/- 7
No. 16	25 - 40	27 - 35	28 - 38	+/- 5
No. 200	7 - 11	7 - 11	7 - 11	+/- 3

*Tolerance not applicable on 3/4" sieve for 3/4" gradation.

- D. Base Course Thickness: to be not less than 6-inches and as shown on detail sheet.
- E. Surface Course Aggregate: Crushed stone, crushed gravel, crushed slag, and sharp-edged natural sand.
- F. Sand prepared from stone, blast-furnace slag, or gravel, or combinations thereof may be used if required to suit local material availability.
- G. Mineral Filler: Rock or slag dust, hydraulic cement, or other inert material complying with AASHTO M 17 (ASTM D 242).
- H. Asphalt Cement: AASHTO M 226 (ASTM D 3381) for viscosity-graded material and AASHTO M 20 (ASTM D 946) for penetration-graded material.
- I. Prime Coat: Cut-back asphalt type; AASHTO M 82 (ASTM D 2027) MC-30, MC-70 or MC-250.
- J. Tack Coat: Emulsified asphalt, AASHTO M 140 (ASTM D 997) or M 208 (D 2397); SS-1 SS-1h, CSS-1 or CSS-1h, diluted with one part water to one part emulsified asphalt.

2.2 ASPHALT-AGGREGATE MIXTURE:

- A. Provide plant-mix, hot-laid asphalt-aggregate mixture complying with ASTM D 3515 and as recommended by local paving authorities to suit project conditions.
- B. Provide minimum compacted asphalt thickness of 5-inches and as shown on detail sheet. Place asphalt in two lifts with a minimum thickness of not less than 1.5". Do not exceed a compacted thickness of 3-inches per lift.
- C. The percentage of bituminous material by weight added to aggregate will be between 4% and 7% of the weight of the bituminous mixture. Aggregate gradation shall be as follows:

<u>Ideal Gradation</u>	<u>(Percent Passing)</u>	<u>Tolerance</u>
3/4"	100	
1/2"	91	+/- 5
3/8"	83	+/- 8
No. 4	54	+/- 8
No. 16	28	+/- 6
No. 50	17	+/- 6
No. 200	5	+/- 2

PART 3 - EXECUTION

3.1 SURFACE PREPARATION:

- A. Remove loose material from compacted base coarse surface immediately before applying herbicide treatment or prime coat.
 - 1. Proof roll prepared base coarse surface to check for unstable areas and areas requiring additional compaction.
 - 2. Notify Engineer of unsatisfactory conditions. Do not begin paving work until deficient base coarse areas have been corrected and are ready to receive paving.
- B. Herbicide Treatment: Not used.
- C. Prime Coat: Not used.
- D. Tack Coat: Apply to contact surfaces of previously constructed asphalt or Portland Cement Concrete and surfaces abutting or projecting into asphalt concrete pavement. Distribute at rate of 0.05 to 0.15 gal. per sq. yd. of surface.
 - 1. Allow drying until at proper condition to receive paving.
 - 2. Exercise care in applying bituminous materials to avoid smearing on adjoining concrete surfaces. Remove or clean damaged surfaces at discretion of architect.

3.2 PLACING MIX:

- A. General: Place asphalt concrete mixture on prepared surface, spread and strike-off. Spread mixture at minimum temperature of 225 deg.F (107 deg.C). Place inaccessible and small areas by hand. Place each course to required grade, cross-section, and compacted thickness.
- B. Paver Placing: Place in strips not less than 10' wide, unless otherwise acceptable to Engineer. After first strip has been placed and rolled, place succeeding strips and extend rolling to overlap previous strips. Complete base course for a section before placing surface course.
- C. Joints: Make joints between old and new pavements or between successive days' work, to ensure continuous bond between adjoining work. Construct joints to have same texture, density and smoothness as other sections of asphalt concrete course. Clean contact surfaces and apply tack coat.

- D. Asphalt adjacent to concrete curb and gutter, concrete waterways, catch basins or other drainage structures shall be compacted to an elevation of 1/4 inch above adjacent drainage structure (edge of concrete) except open face curb and gutter. Place asphalt even with the lip on open face curb and gutter.

3.3 COMPACTION:

- A. Percentage of Maximum Density Requirements: Compact asphalt to not less than 95% of maximum laboratory density determined in accordance with ASTM D-2726-83 or ASTM D-1188-83.

3.4 ROLLING:

- A. General: Begin rolling when mixture will bear roller weight without excessive displacement.
 - 1. Compact mixture with hot hand tampers or vibrating plate compactors in areas inaccessible to rollers.
- B. Breakdown Rolling: Accomplish breakdown or initial rolling immediately following rolling of joints and outside edge. Check surface after breakdown rolling, and repair displaced areas by loosening and filling, if required, with hot material.
- C. Second Rolling: Follow breakdown rolling as soon as possible, while mixture is hot. Continue second rolling until mixture has been thoroughly compacted.
- D. Finish Rolling: Perform finish rolling while mixture is still warm enough for removal of roller marks. Continue rolling until roller marks are eliminated and course has attained maximum density.
- E. Patching: Remove and replace paving areas mixed with foreign materials and defective areas. Cut-out such areas and fill with fresh, hot asphalt concrete. Compact by rolling to maximum surface density and smoothness.
- F. Protection: After final rolling, do not permit vehicular traffic on pavement until it has cooled and hardened, or 24 hours, whichever is longer.
- G. Erect barricades to protect paving from traffic until mixture has cooled enough not to become marked.

3.5 FIELD QUALITY CONTROL:

- A. Test in-place asphalt concrete courses for compliance with requirements for thickness and surface smoothness. Repair or remove and replace unacceptable paving as directed by Engineer.
- B. Thickness: In-place compacted thickness will not be acceptable if exceeding following allowable variation from required thickness:
 - 1. Base Course: 1/2-inch, plus or minus.
 - 2. Surface Course: 1/4-inch, plus or minus.
- C. Base Course Testing: Owner shall employ testing laboratory to perform at least one density test on aggregate base course for each 200 c.y. (1200 s.y. at 6-inch) of material placed.

- D. Asphalt Testing: Owner shall employ testing laboratory to perform at least one (1) coring sample of asphalt taken for every 100 C.Y. (1200 S.Y. at 3-inches) of asphalt installed to verify asphalt density, temperature and thicknesses are in conformance with specifications. The testing agency shall locate coring sites for owner. The asphalt contractor is responsible for repair of core holes. Owner shall employ testing laboratory to provide laboratory testing for materials check on bituminous materials, including but not limited to: gradation, extraction, compaction, marshall density, stability, flow and % AC.
- E. Surface Smoothness: Test finished surface of each asphalt concrete courses for smoothness, using 10-foot straightedge applied parallel with, and at right angles to centerline of paved area. Surfaces will not be acceptable if exceeding the following tolerances for smoothness.
1. Base Course Surface: 1/4-inch.
 2. Wearing Course Surface: 3/16-inch.
 3. Check surface areas at intervals as directed by Engineer.

END OF SECTION 02513

SECTION 02514 – PORTLAND CEMENT CONCRETE PAVING

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes Portland cement concrete paving (if used at the Contractor's option)
 - 1. Concrete Pavement
 - 2. Concrete Pads
- B. Related Sections:
 - 1. Prepared subbase is specified in "Earthwork" section.
 - 2. Joint fillers and sealers are specified in Division 7.

1.2 QUALITY ASSURANCE:

- A. Codes and Standards: Comply with local governing regulations if more stringent than herein specified.

1.3 SUBMITTALS:

- A. Furnish samples, manufacturer's product data, test reports, and materials certifications as required in referenced sections for concrete and joint fillers and sealers.

1.4 JOB CONDITIONS:

- A. Traffic Control: Maintain access for vehicular and pedestrian traffic as required for other construction activities.
 - 1. Use flaggers, barricades, warning signs and warning lights as required.

PART 2 - PRODUCTS

2.1 MANUFACTURER:

- A. Acceptable Manufacturers: Subject to compliance with requirements, provide products of one of the following:
 - 1. Curing Compound:
 - a. "A-H 3 Way Sealer"; Anti-Hydro Waterproofing Co.
 - b. "Ecocure"; Euclid Chemical Co.
 - c. "Sure Cure"; Kaufman Products Inc.
 - d. "Kure-N-Seal"; Sonneborn-Contech.
 - e. "L&M Cure"; L & M Construction Chemicals.
 - 2. Bonding Compound:
 - a. "J-40 Bonding Agent"; Dayton Superior Corp.
 - b. "Everbond"; L & M Construction Co.
 - c. "Sonocrete"; Sonneborn-Contech.
 - d. "Acrylic Bondcrete"; The Burke Co.

3. Bonding Adhesive:
 - a. "Epoxite"; A.C. Horn.
 - b. "Edoco 2118 Epoxy Adhesive"; Edoco Technical Prod.
 - c. "Silkadur Hi-Mod"; Sika Chemical Corp.
 - d. "Euco Epoxy 463 or 615"; Euclid Chemical Co.
 - e. "Patch and Bond Epoxy"; The Burke Co.
 - f. "Sure-Poxy"; Kaufman Products Inc.

2.2 MATERIALS

- A. Forms: Steel, wood, or other suitable material of size and strength to resist movement during concrete placement and to retain horizontal and vertical alignment until removal.
 1. Forms shall be straight free of distortion and defects.
 2. Use flexible spring steel forms or laminated boards to form radius bends as required.
 3. Coat forms with a non-staining form release agent that will not discolor or deface surface of concrete.
- B. Joint Dowel Bars: Plain steel bars, ASTM A 615, Grade 60. Cut bars true to length with ends square and free of burrs.
 1. Metal Expansion Caps: Furnish on one end of each dowel bar in expansion joints. Design caps with one end closed and a minimum length of 3" to allow bar movement of not less than 1", unless otherwise indicated.
- C. Concrete Materials: Comply with requirements of applicable Division 3 sections for concrete materials, admixtures, bonding materials, curing materials, and others as required.
- D. Expansion Joint Materials: Comply with requirements of applicable Division 7 sections for preformed expansion joint fillers and sealers.
- E. Anti-Spalling Compound: 50% (by volume) boiled linseed oil and 50% (by volume) mineral spirits, complying with AASHTO M-233.
- F. Liquid-Membrane Forming Curing Compound: Complying with ASTM C 309, Type I, Class A unless other type acceptable to Architect. Moisture loss not more than 0.055 gr./sq. cm. when applied at 200 sq. ft./gal.
- G. Bonding Compound: Polyvinyl acetate or acrylic base, rewettable type.
- H. Epoxy Adhesive: ASTM C 881, two component material suitable for use on dry or damp surfaces. Provide material "Type", "Grade", and "Class" to suit project requirements.

2.3 CONCRETE MIX, DESIGN AND TESTING:

- A. Comply with requirements of applicable Division 3 sections for concrete mix design, sampling and testing, and quality control, and as herein specified.
- B. Design mix to produce standard-weight concrete consisting of portland cement, aggregate, water-reducing or high-range water-reducing admixture (super-plasticizer), air-entraining admixture and water to produce the following properties:
 1. Compressive Strength: 4000 psi, minimum at 28 days.
 2. Slump Range: 8" for concrete containing HRWR admixture (super-plasticizer); 3" for other concrete.

3. Air Content: 5% to 8%.

PART 3 - EXECUTION

3.1 SURFACE PREPARATION:

- A. Remove loose material from compacted subbase surface immediately before placing concrete.
- B. Proof-roll prepared subbase surface to check for unstable areas and re-compact as required. Do not begin paving work until such conditions have been corrected and are ready to receive paving.

3.2 FORM CONSTRUCTION:

- A. Set forms to required grades and lines, rigidly braced and secured. Install sufficient quantity of forms to allow continuous progress of work and so that forms can remain in place at least 24 hours after concrete placement.
- B. Check completed formwork for grade and alignment to following tolerances:
 1. Top of forms not more than 1/8" in 10'.
 2. Vertical face on longitudinal axis, not more than 1/4" in 10'.
 3. Clean forms after each use, and coat with form release agent as often as required to ensure separation from concrete without damage.

3.3 CONCRETE PLACEMENT:

- A. Comply with requirements of Division 3 sections for mixing and placing concrete, and as herein specified.
- B. Do not place concrete until subbase and forms have been checked for line and grade. Moisten subbase if necessary to provide a uniform dampened condition at time concrete is placed.
- C. Place concrete using methods which prevent segregation of mix. Consolidate concrete along face of forms and adjacent to transverse joints with internal vibrator. Keep vibrator away from joint assemblies, reinforcement, or side forms. Use only square-faced shovels for hand-spreading and consolidation. Consolidate with care to prevent dislocation of reinforcing, dowels, and joint devices.
 1. Use bonding agent at locations where fresh concrete is placed against hardened or partially hardened concrete surface.
 2. Deposit and spread concrete in a continuous operation between transverse joints, as far as possible. If interrupted for more than 1/2-hour, place a construction joint.
 3. When adjacent pavement lanes are placed in separate pours, do not operate equipment on concrete until pavement has attained sufficient strength to carry loads without injury.

3.4 JOINTS:

- A. Construct expansion, weakened-plane (contraction), and construction joints true-to-line with face perpendicular to surface of concrete. Construct transverse joints at right angles to the centerline, unless otherwise indicated.

1. When joining existing structures, place transverse joints to align with previously placed joints, unless otherwise indicated.
- B. Weakened-Plane (Contraction) Joints: Provide weakened-plane (contraction) joints, sectioning concrete into areas 12 ft. wide by 12 ft. long unless shown on drawings. Construct weakened-plane joints for a depth equal to at least 1/4 concrete thickness, as follows:
- C. Tooled Joints: Form weakened-plane joints in fresh concrete by grooving top portion with a recommended cutting tool and finishing edges with a jointer.
- D. Sawed Joints: Form weakened-plane joints using powered saws equipped with shatterproof abrasive or diamond-rimmed blades. Cut joints into hardened concrete as soon as surface will not be torn, abraded, or otherwise damaged by cutting action.
- E. Inserts: Use embedded strips of metal or sealed wood to form weakened-plane joints. Set strips into plastic concrete and carefully remove strips after concrete has hardened.
- F. Construction Joints: Place construction joints at end of placements and at locations where placement operations are stopped for a period of more than 1/2-hour, except where such pours terminate at expansion joints. Construct joints as shown or, if not shown, use standard metal keyway-section forms.
- G. Expansion Joints: Provide premolded joint filler for expansion joints abutting concrete curbs, catch basins, manholes, inlets, structures, walks and other fixed objects, unless otherwise indicated.
 1. Locate expansion joints at 50' o.c. for each pavement lane, unless otherwise indicated.
 2. Extend joint fillers full-width and depth of joint, and not less than 1/2" or more than 1" below finished surface where joint sealer is indicated.
 3. Furnish joint fillers in one-piece lengths for full width being placed, wherever possible. Where more than one length is required, lace or clip joint filler sections together.
 4. Protect top edge of joint filler during concrete placement with a metal cap or other temporary material. Remove protection after concrete has been placed on both sides of joint.
- H. Fillers and Sealants: Comply with the requirements of applicable Division 7 sections for preparation of joints, materials, installation, and performance.

3.5 CONCRETE FINISHING:

- A. After striking-off and consolidating walkway concrete, smooth surface by screeding and floating. At parking and driveway concrete, smooth surface by bull-float only. Use hand methods only where mechanical floating is not possible. Adjust floating to compact surface and produce uniform texture.
- B. After floating, test surface for trueness with a 10' straightedge. Distribute concrete as required to remove surface irregularities, and refloat repaired areas to provide a continuous smooth finish.
- C. Work edges of slabs, gutters, back top edge of curb, and formed joints with an edging tool, and round to 1/2" radius, unless otherwise indicated. Eliminate tool marks on concrete surface.

- D. After completion of floating and troweling when excess moisture or surface sheen has disappeared, complete surface finishing, as follows:
 - 1. Broom finish, by drawing a fine-hair broom across concrete surface, perpendicular to line of traffic. Repeat operation if required to provide a fine line texture acceptable to Architect.
 - 2. On inclined slab surfaces, provide a coarse, non-slip finish by scoring surface with a stiff-bristled broom, perpendicular to line of traffic.
 - 3. Do not remove forms for 24 hours after concrete has been placed. After form removal, clean ends of joints and point-up any minor honeycombed areas. Remove and replace areas or sections with major defects, as directed by Architect.

3.6 CURING:

- A. Protect and cure finished concrete paving, complying with applicable requirements of Division 3 sections. Use membrane- forming curing and sealing compound or approved moist-curing methods.
- B. Anti-Spalling Treatment: A second coat of curing and sealing compound may be used or an anti-spalling compound applied over concrete cured by continuous moist curing methods. Apply compounds to concrete surfaces no sooner than 28 days after placement, to clean, dry concrete free of oil, dirt, and other foreign material. Apply curing and sealing compound at a maximum coverage rate of 300 sq. ft./gallon. Apply anti-spalling compound in two sprayed applications. First application at rate of 40 sq. yds. per gal; second application, 60 sq. yds. per gallon. Allow complete drying between applications.

3.7 REPAIRS AND PROTECTIONS:

- A. Repair or replace broken or defective concrete, as directed by Architect.
- B. Drill test cores where directed by Architect, when necessary to determine magnitude of cracks or defective areas. Fill drilled core holes in satisfactory pavement areas with portland cement concrete bonded to pavement with epoxy adhesive.
- C. Protect concrete from damage until acceptance of work. Exclude traffic from pavement for at least 14 days after placement. When construction traffic is permitted, maintain pavement as clean as possible by removing surface stains and spillage of materials as they occur.
 - 1. Sweep concrete pavement and wash free of stains, discolorations, dirt and other foreign material just prior to final inspection.

3.8 FIELD QUALITY CONTROL

- A. The Owner will employ a testing laboratory to perform sampling and testing of concrete only in accordance with Section 03310 with the following exception:
 - 1. Compressive strength tests shall be obtained at a rated of one set of four (4) per 150 yards of concrete placement or a minimum of one set of four (4) for each day's concrete placement.

END OF SECTION 02514

SECTION 07901 - JOINT SEALANTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. This Section includes joint sealants for the following locations:
 - 1. Exterior joints in horizontal traffic surfaces as indicated below:
 - a. Control, expansion, and isolation joints in cast-in-place concrete slabs (if utilized as Contractor's option).
 - b. Other joints as indicated.
- B. Related Sections: The following Sections contain requirements that relate to this Section:
 - 1. Division 2 "Portland Cement Concrete Paving".

1.3 SYSTEM PERFORMANCE REQUIREMENTS

- A. Provide elastomeric joint sealants that have been produced and installed to establish and to maintain watertight and airtight continuous seals without causing staining or deterioration of joint substrates.

1.4 SUBMITTALS

- A. General: Submit the following in accordance with Conditions of Contract and Division 1 Specification Sections.
- B. Product data from manufacturers for each joint sealant product required.
- C. Samples for initial selection purposes in form of manufacturer's standard bead samples, consisting of strips of actual products showing full range of colors available, for each product exposed to view.
- D. Certificates from manufacturers of joint sealants attesting that their products comply with specification requirements and are suitable for the use indicated.
- E. Qualification data complying with requirements specified in "Quality Assurance" article. Include list of completed projects with project names addresses, names of Architects and Owners, plus other information specified.
- F. Compatibility and adhesion test reports from elastomeric sealant manufacturer indicating that materials forming joint substrates and joint sealant backings have been tested for compatibility and adhesion with joint sealants. Include sealant manufacturer's interpretation of test results relative to sealant performance and recommendations for primers and substrate preparation needed to obtain adhesion.
- G. Product test reports for each type of joint sealants indicated, evidencing compliance with requirements specified.

- H. Preconstruction field test reports indicating which products and joint preparation methods demonstrate acceptable adhesion to joint substrates.

1.5 QUALITY ASSURANCE

- A. Installer Qualifications: Engage an experienced Installer who has completed joint sealant applications similar in material, design, and extent to that indicated for Project that have resulted in construction with a record of successful in-service performance.
- B. Single Source Responsibility for Joint Sealant Materials: Obtain joint sealant materials from a single manufacturer for each different product required.

1.6 DELIVERY, STORAGE, AND HANDLING

- A. Deliver materials to Project site in original unopened containers or bundles with labels indicating manufacturer, product name and designation, color, expiration period for use, pot life, curing time, and mixing instructions for multi-component materials.
- B. Store and handle materials in compliance with manufacturer's recommendations to prevent their deterioration or damage due to moisture, high or low temperatures, contaminants, or other causes.

1.7 PROJECT CONDITIONS

- A. Environmental Conditions: Do not proceed with installation of joint sealants under the following conditions:
 - 1. When ambient and substrate temperature conditions are outside the limits permitted by joint sealant manufacturer.
 - 2. When joint substrates are wet.
- B. Joint Width Conditions: Do not proceed with installation of joint sealants where joint widths are less than allowed by joint sealant manufacturer for application indicated.
- C. Joint Substrate Conditions: Do not proceed with installation of joint sealants until contaminants capable of interfering with their adhesion are removed from joint substrates.

1.8 SEQUENCING AND SCHEDULING

- A. Sequence installation of joint sealants to occur not less than 21 or more than 30 days after completion of waterproofing, unless otherwise indicated.

PART 2 - PRODUCTS

2.1 MATERIALS, GENERAL

- A. Compatibility: Provide joint sealants, joint fillers, 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: Provide color of exposed joint sealants to comply with the following:
 - 1. Provide selections made by Architect from manufacturer's full range of standard colors for products of type indicated.

2.2 ELASTOMERIC JOINT SEALANTS

- A. Elastomeric Sealant Standard: Provide manufacturer's standard chemically curing elastomeric sealants that comply with ASTM C 920 and other requirements indicated on each Elastomeric Joint Sealant Data Sheet at end of this Section, including those requirements referencing ASTM C 920 classifications for Type, Grade, Class, and Uses.
 - 1. Additional Movement Capability: Where additional movement capability is specified in Elastomeric Joint Sealant Data Sheet, provide products with the capability, when tested for adhesion and cohesion under maximum cyclic movement per ASTM C 719, to withstand the specified percentage change in the joint width existing at time of installation and remain in compliance with other requirements of ASTM C 920 for Uses indicated.
- B. Available Products: Subject to compliance with requirements, elastomeric sealants that may be incorporated in the Work include, but are not limited to, the products specified in each Elastomeric Sealant Data Sheet.

2.3 LATEX JOINT SEALANTS

- A. General: Provide manufacturer's standard one-part, nonsag, mildew-resistant, paintable latex sealant of formulation indicated that is recommended for exposed applications on interior and protected exterior locations and that accommodates indicated percentage change in joint width existing at time of installation without failing either adhesively or cohesively.
- B. Acrylic-Emulsion Sealant: Provide product complying with ASTM C 834 that accommodates joint movement of not more than 5 percent in both extension and compression for a total of 10 percent.
- C. Available Products: Subject to compliance with requirements, latex joint sealants that may be incorporated in the Work include, but are not limited to, the following:
 - 1. Acrylic-Emulsion Sealant:
 - a. "AC-20," Pecora Corp.
 - b. "Sonolac," Sonneborn Building Products Div., ChemRex, Inc.
 - c. "Tremco Acrylic Latex 834," Tremco, Inc.

2.4 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. Plastic Foam Joint Fillers: Preformed, compressible, resilient, nonstaining, nonwaxing, nonextruding strips of flexible plastic foam of material indicated below and of size, shape, and density to control sealant depth and otherwise contribute to producing optimum sealant performance:
 - 1. Open-cell polyurethane foam.

2.5 JOINT FILLERS FOR CONCRETE PAVING

- A. General: Provide joint fillers of thickness and widths indicated.
- B. Bituminous Fiber Joint Filler: Performed strips of composition below, complying with ASTM D

1751:

1. Asphalt saturated fiberboard.

2.6 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 in any way joint substrates and adjacent nonporous surfaces, and formulated to promote optimum adhesion of sealants with joint substrates.
- C. Masking Tape: Non-staining, 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. Do not proceed with installation of joint sealants until unsatisfactory conditions have been corrected.

3.2 PREPARATION

- A. Surface Cleaning of Joints: Clean out joints immediately before installing joint sealants to comply with recommendations of joint sealant manufacturer 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 concrete, masonry, unglazed surfaces of ceramic tile, and similar 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 from above cleaning operations by vacuuming or blowing out joints with oil-free compressed air.
 3. Remove laitance and form release agents from concrete.
 4. Clean metal, glass, porcelain enamel, glazed surfaces of ceramic tile, and other 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.
- B. Joint Priming: Prime joint substrates where indicated or where recommended by joint sealant manufacturer based on preconstruction joint sealant-substrate tests or prior experience. Apply primer to comply with joint sealant manufacturer's recommendations. 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 printed installation instructions applicable to products and applications indicated, except where more stringent requirements apply.
- B. Sealant Installation Standard: Comply with recommendations of ASTM C 1193 for use of joint sealants as applicable to materials, applications, and conditions indicated.
- C. Installation of Sealant Backings: Install sealant backings to comply with the following requirements:
 - 1. Install joint fillers of type indicated to provide support of sealants during application and at position required to produce the cross-sectional shapes and depths of installed sealants relative to joint widths that allow optimum sealant movement capability.
 - a. Do not leave gaps between ends of joint fillers.
 - b. Do not stretch, twist, puncture, or tear joint fillers.
 - c. Remove absorbent joint fillers that have become wet prior to sealant application and replace with dry material.
- D. Installation of Sealants: Install sealants by proven techniques that result in sealants directly contacting and fully wetting joint substrates, completely filling recesses provided for each joint configuration, and providing uniform, cross-sectional shapes and depths relative to joint widths that allow optimum sealant movement capability. Install sealants at the same time sealant backings are installed.
- E. Tooling of Nonsag Sealants: Immediately after sealant application and prior to time skinning or curing begins, tool sealants to form smooth, uniform beads of configuration indicated, to eliminate air pockets, and to ensure contact and adhesion of sealant with sides of joint. Remove excess sealants from surfaces adjacent to joint. Do not use tooling agents that discolor sealants or adjacent surfaces or are not approved by sealant manufacturer.
 - 1. Provide concave joint configuration per Figure 5A in ASTM C 1193, unless otherwise indicated.

3.4 CLEANING

- A. Clean off excess sealants or sealant smears adjacent to joints as work progresses by methods and with cleaning materials approved by manufacturers of joint sealants and of products in which joints occur.

3.5 PROTECTION

- A. Protect joint sealants during and after curing period from contact with contaminating substances or from damage resulting from construction operations or other causes so that they 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 that and installations with repaired areas are indistinguishable from original work.

ELASTOMERIC JOINT SEALANT DATA SHEET

Elastomeric Joint Sealant Designation: ES-1

Base Polymer: Urethane.

Type: S (single component).

Grade: P (pourable).

Class: 25.

Use Related to Exposure: T (traffic).

Uses Related to Joint Substrates: M, A, and, as applicable to joint substrates indicated.

Use O Joint Substrates: Galvanized steel, brick, concrete, ceramic tile, and wood.

Available Products: "NR-201 Urexpam," Pecora Corp.; "Vulkem 45," Mameco; "Sonolastic SL 1," Sonneborn Building Products Division.

ELASTOMERIC JOINT SEALANT DATA SHEET

Elastomeric Joint Sealant Designation: ES-2

Base Polymer: Urethane silicone.

Type: M (multi component).

Grade: NS (nonsag).

Class: 25.

Additional Movement Capability: 50 percent movement in extension and 50 percent in compression for a total of 100 percent movement.

Use Related to Exposure: NT (nontraffic).

Uses Related to Joint Substrates: M, G, A, and, as applicable to joint substrates indicated, O.

Use O Joint Substrates: Coated glass, color anodized aluminum, aluminum coated with a high-performance coating, galvanized steel, brick, ceramic tile, and wood.

Available Products: "Dynatrol II," Pecora Corp.; "Vulkem 922," Mameco; Sonolastic NP2," Sonneborn Building Products Division.

ELASTOMERIC JOINT SEALANT DATA SHEET

Elastomeric Joint Sealant Designation: ES-3

Base Polymer: Acid-curing silicone.

Type: S (single component).

Grade: NS (nonsag).

Class: 25.

Use Related to Exposure: NT (nontraffic).

Uses Related to Joint Substrates: G, A, and, as applicable to joint substrates indicated, O.

Use O Joint Substrates: Coated glass, color anodized aluminum, aluminum coated with a high-performance coating, galvanized steel, brick, and ceramic tile.

Available Products: "786 Mildew Resistant," Dow Corning; "Sanitary 1700," GE Silicones.

JOINT SEALANT SCHEDULE		
SEALANT DESIGNATIONS	JOINT SEALERS	DESCRIPTION OF JOINT CONSTRUCTION AND LOCATION WHERE SEALANT IS TYPICALLY APPLIED*.
ES1	One-Part Pourable Urethane Sealant	Exterior and interior joints in horizontal surfaces of concrete; between metal and concrete, mortar and masonry.
ES2	Multi-Part Nonsag Urethane Sealant	Exterior and interior joints in vertical surfaces of concrete and masonry; between metal and concrete or mortar; interior and exterior perimeter joints of metal frames in exterior walls; exterior overhead joints.
ES3	One-Part Mildew-Resistant Silicone Sealant	Interior joints in vertical surfaces of ceramic tile in toilet rooms, and perimeter of plumbing fixture/ceramic tile joints.
LS	Acrylic-Emulsion Sealant	Interior joints in field-painted vertical and overhead surfaces at perimeter of hollow metal door frames; in gypsum drywall, plaster, concrete, and concrete masonry; and all other interior joints not indicated otherwise.
* Install sealant indicated in joints fitting descriptions listed.		

END OF SECTION 07901

SECTION 16601 - LIGHTNING PROTECTION SYSTEMS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS:

- A. Drawings including General and Supplementary Conditions and Division-1 Specification sections, apply to work of this section.
- B. Division-16 Basic Materials and Methods sections apply to work specified in this section.

1.2 DESCRIPTION OF WORK:

- A. Extent of lightning protection system work is indicated by drawings and schedules. This lightning protection system is intended to complete inter connection of the existing building lightning protection systems via a underground grounding loop to all the buildings and lighting fixtures shown. Work includes materials and installation for complete lightning protection system including:

- Conductors Rod Clamps
- Splices Ground Rods
- Cad weld Connections
- Cable Fasteners

1.3 QUALITY ASSURANCE:

- A. Provide installation by a firm with at least 3 years of successful installation experience on projects with lightning protection work similar to that required for project. Provide supervision of installation by an LPI certified installer. Submit certification from certified installer that system meets UL Master Label requirements.
- B. ANSI/NFPA Compliance: Comply with NEC and NFPA No. 780, "Lightning Protection Code", as applicable to materials and installation of lightning protection components, and wiring.
- C. Comply with NEC and NFPA No. 780, "Lightning Protection Code", as applicable to materials and installation of lightning protection components, and wiring. Comply with applicable portions of ANSI C2 and C62.2 pertaining to lightning (surge) arresters.
- D. Comply with UL 96, "Lightning Protection Components", pertaining to design materials and sizing of lightning protection components. Comply with UL 96A, "Master Labeled Lightning Protection Systems". Provide components which are UL-listed and labeled.

1.4 SUBMITTALS:

- A. Product Data: Submit manufacturer's data on lightning protection systems and components.
- B. Shop Drawings: Submit dimensioned layout drawings of lightning protection system equipment and components, including arrangement and installation details, dimensional plan view of structure and lightning protection system, air terminal and down lead locations, and roof and wall penetration types.

- C. UL Certificate: Provide Owner with UL Master Label for overall system which is suitable for fastening to building for display. Submit 3 copies of all test and acceptance data.

PART 2 - PRODUCTS

2.1 ACCEPTABLE MANUFACTURERS:

- A. Provide lightning protection components of one of the following:

Conductors and Air Terminals:
Robbins Lightning Protection
Thompson Lightning Protection, Inc.
VFC, Inc.

2.2 LIGHTNING PROTECTION SYSTEM COMPONENTS:

GENERAL: Provide lightning protection system components of types, sizes, ratings, for Class I or II as applicable, which comply with manufacturer's standard materials, design, and construction in accordance with published product information, and as required for a complete installation. Provide fasteners, splices, connectors, solid strips and rods, and other accessories as required. Provide copper materials unless otherwise indicated. Where type of material is not otherwise indicated, comply with NFPA 780 and UL 96 and LPI-175 Installation Code.

PART 3 - EXECUTION

3.1 INSTALLATION OF LIGHTNING PROTECTION SYSTEMS:

- A. Install lightning protection systems in accordance with equipment manufacturer's written instructions, in compliance with applicable requirements of NFPA No. 70 and 780, and with UL's lightning protection standards, to ensure that lightning protection systems comply with requirements.
- B. Coordinate with other work, including electrical wiring and roofing work, as necessary to interface installation of lightning protection system with other work.
- C. Install concealed conductors with direct paths from air terminals to ground connections avoiding sharp bends and narrow loops; provide a closed loop with at least two paths from each air terminal to each ground.
- D. Provide ground rod spacing of no more than 100 feet or as indicated.
- E. Connect to roof jacks and flashing at all points of roof penetration to interconnect loop system over the roof.

3.2 TESTING:

- A. Upon completion of installation of lightning protection system, test resistance-to-ground with resistance tester. Where tests show resistance-to-ground is over 10 ohms, take appropriate action to reduce resistance to 10 ohms, or less, by driving additional ground rods and treating soil in proximity to ground rods with sodium chloride, calcium chloride, copper sulfate, or magnesium. Then retest to demonstrate compliance.

- B. Perform resistant-to-ground tests of lightning protection system one year following time of substantial completion and submit written report indicating results. Where resistance is greater than 10 ohms, chemically treat soil to reduce resistance to 10 ohms or less. Then retest to demonstrate compliance.

3.3 PERSONNEL TRAINING:

- A. Building Maintenance Personnel Training: Train Owner's building maintenance personnel in procedures for testing and determining resistance-to-ground values of lightning protection system. Also instruct maintenance personnel in preparation and application of chemical solution for earth surrounding grounding rods for reducing ohmic resistance to required levels.

END OF SECTION 16601