

BID DOCUMENTS

TECHNICAL SPECIFICATIONS

FOR THE

EXTERIOR RESTORATION REPAIR PROJECT

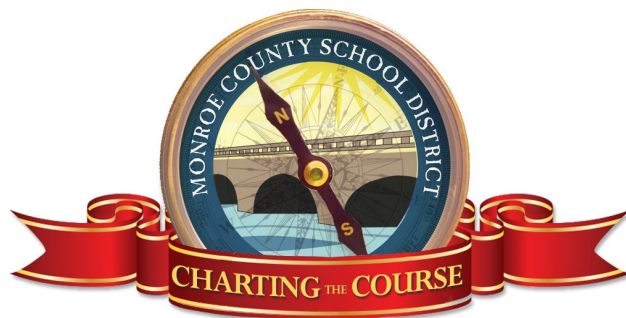
OF

PLANTATION KEY SCHOOL

TAVERNIER, FLORIDA

May 17, 2022

PREPARED FOR:



KEY WEST, FLORIDA

PREPARED BY:



JAY AMMON ARCHITECT, INC.

**SECTION 00 01 10
TABLE OF CONTENTS**

SPECIFICATION SECTIONS

DIVISION 00 -- PROCUREMENT AND CONTRACTING REQUIREMENTS

00 01 10 - TABLE OF CONTENTS

DIVISION 01 -- GENERAL REQUIREMENTS

01 10 00 - SUMMARY

01 25 00 - SUBSTITUTION PROCEDURES

01 32 16 - CONSTRUCTION PROGRESS SCHEDULE

01 40 00 - QUALITY REQUIREMENTS

01 60 00 - PRODUCT REQUIREMENTS

01 78 00 - CLOSEOUT SUBMITTALS

DIVISION 02 -- EXISTING CONDITIONS (NOT USED)

DIVISION 03 -- CONCRETE (NOT USED)

DIVISION 04 -- MASONRY (NOT USED)

DIVISION 05 -- METALS (NOT USED)

DIVISION 06 -- WOOD, PLASTICS, AND COMPOSITES (NOT USED)

DIVISION 07 -- THERMAL AND MOISTURE PROTECTION

07 01 50.19 - PREPARATION FOR RE-ROOFING

07 01 50.61 - ROOF RE-COATING

07 92 00 - JOINT SEALANTS

DIVISION 08 -- OPENINGS (NOT USED)

DIVISION 09 -- FINISHES (NOT USED)
DIVISION 10 -- SPECIALTIES
DIVISION 11 -- EQUIPMENT (NOT USED)
DIVISION 12 -- FURNISHINGS (NOT USED)
DIVISION 13 -- SPECIAL CONSTRUCTION
DIVISION 14 -- CONVEYING EQUIPMENT (NOT USED)
DIVISION 21 -- FIRE SUPPRESSION (NOT USED)
DIVISION 22 -- PLUMBING (NOT USED)
DIVISION 23 -- HEATING, VENTILATING, AND AIR-CONDITIONING (HVAC) (NOT USED)
DIVISION 25 -- INTEGRATED AUTOMATION (NOT USED)
DIVISION 26 -- ELECTRICAL (NOT USED)
DIVISION 27 -- COMMUNICATIONS
DIVISION 28 -- ELECTRONIC SAFETY AND SECURITY (NOT USED)
DIVISION 31 -- EARTHWORK (NOT USED)
DIVISION 32 -- EXTERIOR IMPROVEMENTS (NOT USED)
DIVISION 33 -- UTILITIES (NOT USED)
DIVISION 34 -- TRANSPORTATION (NOT USED)
DIVISION 40 -- PROCESS INTEGRATION (NOT USED)
DIVISION 46 -- WATER AND WASTEWATER EQUIPMENT (NOT USED)
END OF SECTION

**SECTION 01 00 50
ADMINISTRATIVE PROVISIONS**

PART I GENERAL

1.01 WORK COVERED BY CONTRACT DOCUMENTS

- A. Work of this Contract comprises building, site work and related construction work to produce a complete and functional roof assembly, including but not limited to the removal of the existing skylights and the filling of the skylight voids and the removal and replacement of the existing roofing assembly including the roof membrane, roof insulation, and metal roof flashings.

1.02 CONTRACT METHOD

- A. Construct the work under a single lump sum contract
 - 1. (or as otherwise defined in bid documents).
- B. Revision 1: County Inspector Work Hours: Normal work hours for the County's inspector(s) are defined as any 8-hour period between the hours of 7:00 a.m. and 7:00 p.m. on the weekdays of Monday through Friday. Any County Inspector(s) work beyond the aforementioned normal work hours shall be requested in writing 48-hours in advance. All overtime, any County holidays or weekend work compensation for the County's Inspector(s) to work beyond the normal working hours are considered overtime compensation and shall be paid for by the Contractor. The overtime pay rate will be \$51.00 per hour or the most current rate as listed in the County Fee Directory prepared by the Office of Management and Budget, in section "Orange County Utilities Engineering & Construction", under the heading of "Inspection Fee other than Normal Working Hours". The Contractor agrees that the County shall deduct charges for work outside normal work hours and for overtime pay from payments due the Contractor.

1.03 COORDINATION

- A. Coordinate work of the various Sections of Specifications to assure efficient and orderly sequence of installation of construction elements, with provisions for accommodating items installed later.
 - 1. Verify characteristics of elements of interrelated operating equipment are compatible; coordinate work of various Sections having interdependent responsibilities for installing, connecting to and placing in service, such equipment. Differences shall be brought to the Owner's attention during bid process or remain the responsibility of the Contractor.
- B. Coordinate space requirements and installation of items, such as, but not limited to, mechanical and electrical work which are indicated diagrammatically or otherwise on drawings. Utilize spaces efficiently to maximize accessibility for other installations, for maintenance and for repairs.
- C. In finished areas (except as otherwise shown), conceal pipes, ducts, and wiring in the construction. Coordinate locations of fixtures and outlets with finish elements.
- D. Execute cutting and patching to integrate elements of work, uncover ill timed, defective and nonconforming work, provide openings for penetrations of existing surfaces and provide samples as specified in individual sections for testing. Seal penetrations of existing surfaces and provide samples as specified in individual sections for testing. Seal penetrations through floors, walls and ceilings, and fire safe where necessary as part of the lump sum price.

1.04 REFERENCE STANDARDS

- A. For products specified by association or trade standards, comply with requirements of the standard, except when more rigid requirements are specified or are required by applicable codes.
- B. The date of the standard is that in effect when a specified date is specified.
- C. Obtain copies of referenced standards listed in individual specification sections. Maintain copy at job site during progress of the specific work.

END OF SECTION

**SECTION 01 02 70
APPLICATION FOR PAYMENT**

PART I GENERAL

1.01 RELATED DOCUMENTS

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

1.02 SUMMARY

- A. This Section specifies administrative and procedural requirements governing the Contractor's Applications for Payment.
- B. The Contractor's Construction Schedule and Submittal Schedule are included in Section 01 30 00 – SUBMITTALS

1.03 SCHEDULE OF VALUES

- A. Coordinate preparation of the Schedule of Values with preparation of Contractor's Construction Schedule.
 - 1. Submit the Schedule of Values to the Owner at the earliest feasible date, but in no case later than Preconstruction Meeting. Refer to Section 01 20 00 "PROJECT MEETINGS".
 - 2. 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. Name of the Architect
 - c. Project Number
 - d. Contractor's name and address
 - e. 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. Change Orders (numbers) that have affected value
 - d. Dollar Value
 - e. Percentage of Contract Sum to the nearest one-hundredth percent, adjusted to total 100 percent
 - 3. Provide a breakdown of the Contract Sum in sufficient detail to facilitate continued evaluation of Applications for Payment and progress reports. Break principal subcontract amounts down into several line items:
 - a. A value will be given for at least every major specification section (subsections can logically be grouped together).
 - b. A single material subcontractor will not be required to be broken down into labor and material unless it is anticipated the materials will be stored and invoiced prior to installation.
 - 1) All multiple item subcontracts or work items (i.e. concrete, roofing, painting, mechanical, electrical items, etc.) will be shown broken down at least in labor and material (all taxes, burden and overhead and profit included).
 - c. Mobilization (move-on, bond, insurance, temporary office and sanitary service installation) shall not exceed 2 1/2% of contract price.
 - d. Logical grouping of specification subsections is permitted.
 - 4. Round amounts off the nearest whole dollar, the total shall equal the Contract Sum.
 - 5. 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.
6. Margins of Cost: Show line items for indirect costs, and margins on actual costs, only to the extent that such items will be listed individually in Applications for Payment. Each item in the Schedule of Values and Applications for Payment shall be complete including its total cost and proportionate share of general overhead and profit margin.
 - a. At the Contractors' option, temporary facilities and other major cost items that are not direct cost of actual work-in-place may be shown as separate line items in the Schedule of Values or distributed as general overhead expense.
 7. Schedule Updating: Update and resubmit the Schedule of Values when Change Orders or Construction Change Directives result in a change in the contract sum.

1.04 APPLICATIONS FOR PAYMENT

- A. Each Application for Payment shall be consistent with previous applications and payments as reviewed by the Owner representative and paid for by the Owner.
 1. The initial Application for Payment, the Application for Payment at time of Substantial Completion, and the Final Application for Payment involve additional requirements. See items G, I, J and K of this section.
- B. Payment Application Times: The period of construction work covered by each Application of Payment is the period indicated in the Agreement.
- C. Payment Application Forms: Use the Owner's most updated form as the form for Application for Payment. Form given at the Preconstruction Conference.
- D. Application Preparation: Complete every entry on the form, including notarization and execution by person authorized to sign legal documents on behalf of the Owner. Incomplete applications will be returned without action.
 1. Entries shall match data on the Schedule of Values and Contractors' Construction Schedule. Use updated schedules if revisions have been made.
 2. Include amounts of Change Orders and Construction Change Directives issued prior to the last day of the construction period covered by the application.
- E. Transmittal: Submit five (5) original executed copies of each Application for Payment to the Project Manager 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.
- F. Payment will be processed once a month. Payment for item will be based on percentage completed as determined and approved by the Owner Project Manager or invoice for stored materials. Retainage (10%) will be held for all applications.
- G. Application for Payment at Substantial Completion: Following issuance of the Certificate of Substantial Completion, submit an Application for Payment; this application shall reflect any Certificates of Partial Substantial Completion issued previously for Owner occupancy of designated portions of the Work. Application shall also include all items listed in Part H. Below.
- H. Final Payment Application: Administrative actions and submittals, which must precede or coincide with submittal of the final payment. Application for Payment includes the following:
 - 1) Completion of Project Close-Out requirements
 - 2) Completion of items specified for completion after Substantial Completion (Punch List)
 - 3) Contractor's release of lien (on Owner's form)
 - 4) Subcontractor and material supplier release of lien
 - 5) Consent of Surety
 - 6) Power of attorney
 - 7) Asbestos-free letter

PART 2 PRODUCTS (NOT APPLICABLE)

PART 3 EXECUTION (NOT APPLICABLE)

END OF SECTION

**SECTION 01 03 50
MODIFICATION PROCEDURES**

PART 1 GENERAL

1.01 RELATED DOCUMENTS

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

1.02 SUMMARY

- A. This section specifies administrative and procedural requirements for handling and processing Contract modifications.

1.03 MINOR CHANGES IN THE WORK

- A. Supplemental instructions authorizing minor changes in the work, not involving an adjustment to the Contract Sum or Contract Time, will be issued by the Project Manager.

1.04 CHANGE ORDER PROPOSAL REQUESTS

- A. 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, 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 are for information only. Do not consider them instruction either to stop work in progress, or to execute the proposed change.
 - 2. Unless otherwise indicated in the proposal request, within 7 days of receipt of the proposal request, submit to the Project Manager from the Owner's 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.
 - d. Contractor and subcontractors will provide a complete detailed labor and material breakdown to justify change order request amount.
- B. Contractor-Initiated Change Order Proposal Requests: When latent or other unforeseen conditions in mutual accord with the Owner Representative's findings require modifications to the Contract, the Contractor may propose changes by submitting a request for a change to the Architect.
 - 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 01 63 10 Product Substitutions- if the proposed change in the work requires that substitution of one product or system for a product or system not specified.
 - 5. Contractor and subcontractors will provide a complete detailed labor and material breakdown to justify change order request amounts.

1.05 CONSTRUCTION CHANGE DIRECTIVE

- A. Construction Change Directive: When the Owner and Contractor are not in total agreement on the terms of a Change Order Proposal Request, the Project Manager may issue a Construction Change Directive instructing the Contractor to proceed with a change in the Work, for

subsequent inclusion in a Change Order.

1. The Construction Change Directive will contain a complete description of the change in the Work and designate the method to be followed to determine change in the Contract Sum or Contract Time.
- B. Documentation: Maintain detailed records on a time and material basis of work required by the Construction Change Directive.
 1. After completion of the change, submit an itemized account and supporting data necessary to substantiate cost and time adjustments to the Contract.

1.06 CHANGE ORDER PROCEDURES

- A. Upon the Owner's approval of a Change Order Proposal Request, the Project Manager will issue a Change Order for signatures of the Owner and Contractor on County's Change Order form, as provided in the Conditions of the Contract.

PART 2 PRODUCTS (NOT APPLICABLE)

PART 3 EXECUTION (NOT APPLICABLE)

END OF SECTION

**SECTION 01 04 00
PROJECT COORDINATION**

PART 1 GENERAL

1.01 RELATED DOCUMENTS

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

1.02 SUMMARY

- A. This Section specifies administrative and supervisory requirements necessary for project coordination including, but not necessarily limited to:
 - 1. Coordination
 - 2. Administrative and supervisory personnel
 - a. General installation provisions
 - b. Cleaning and protection
- B. Progress meetings, coordination meetings And Pre-installation conferences are included in Section 01 20 00 'Project Meetings'.
- C. Requirements for the Contractor' Construction Schedule are included in Section 01 30 00 'Submittals'.

1.03 COORDINATION

- A. Coordination: Coordinate construction activities included under various Sections of these Specifications to ensure efficient and orderly installation of each part of the Work. Coordinate construction operations included under different Sections of the Specification 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 outlining special procedures required for coordination. Include such items as required: notices, reports, and attendance at meetings.
 - 1. Prepare similar memoranda for the Owner and separate Contractors where coordination of their Work is required.
- 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. Preparation of Schedules
 - 2. Installation and removal of temporary facilities
 - 3. Delivery and processing of submittals
 - 4. Progress meetings
 - 5. 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. Salvage materials and equipment (if any) involved in performance of, but not actually incorporated in, the Work.
- E. Lack of coordination as specified in this and other sections of the contract documents are in grounds for assessment of back charges and/or termination in order to remediate the situation.

1.04 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.
- B. Staff Names: At the Preconstruction Conference submit a list of the Contractor's principal staff assignments, including the Superintendent 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

3.01 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 Project Manager 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/Project Manager for final decision.

3.02 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 directed by the Project Manager and as frequently as necessary to ensure its integrity and safety 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 the applicable, such exposures include, but are not limited to, the following:
 1. Excessive static or dynamic loading
 2. Excessively high or low temperatures
 3. Excessively high or low humidity

4. Air contamination or pollution
5. Water
6. Solvents
7. Chemicals
8. Soiling, staining and corrosion
 - a. Rodent and insect infestation
9. Combustion
10. Destructive testing
11. Misalignment
12. Excessive weathering
13. Unprotected storage
14. Improper shipping or handling
15. Theft
16. Vandalism

END OF SECTION

**SECTION 01 04 50
CUTTING AND PATCHING**

PART 1 GENERAL

1.01 RELATED DOCUMENTS

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

1.02 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.

1.03 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.

1.04 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.
 - 1. Obtain approval of the cutting and patching proposal before cutting and patching the following structural elements.
 - a. Foundation construction
 - b. Bearing and retaining walls
 - c. Structural concrete
 - d. Structural steel
 - e. Lintels
 - f. Timber and primary wood framing
 - g. Structural decking
 - h. Miscellaneous structural metals
 - i. Stair systems
 - j. Exterior curtain wall construction
 - k. Equipment supports
 - l. Piping, ductwork, vessels and equipment
 - m. Structural systems of special construction in Division 13.
- 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.

1. Obtain approval of the cutting and patching proposal before cutting and patching the following operating elements or safety related systems.
 - a. Shoring, bracing and sheeting
 - b. Primary operational systems and equipment
 - c. Air or smoke barriers
 - d. Water, moisture, or vapor barriers
 - e. Membranes and flashings
 - f. Fire protection systems
 - g. Noise and vibration control elements and systems
 - h. Control systems
 - i. Communication systems
 - j. Conveying systems
 - k. Electrical wiring systems
 - l. Special construction specified by Division-13 Sections
- 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.
 1. If possible, retain the original installer or fabricator to cut and patch the following categories of exposed work, or if it is not possible to engage the original installer or fabricator, engage another recognized experienced and specialized firm:
 - a. Processed concrete finishes
 - b. Preformed metal panels
 - c. Window wall system
 - d. Stucco and ornamental plaster
 - e. Acoustical ceilings
 - f. Carpeting
 - g. Wall covering
 - h. HVAC enclosures, cabinets or covers
 - i. Roofing systems

PART 2 PRODUCTS

2.01 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 unless otherwise indicated by Architect/Owner. Use materials whose installed performance will equal or surpass that of existing materials.

PART 3 EXECUTION

3.01 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.
 1. Before proceeding, meet at the site with all parties involved in cutting and patching, including mechanical and electrical trades. Review areas of potential interference and conflict. Coordinate procedures and resolve potential conflicts before proceeding.

3.02 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 and 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.

3.03 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 required excavating and backfilling.
 - 5. By-pass utility services such as pipe or conduit, before cutting, where services are shown or required to be removed. Cap, valve or plug and seal the remaining portion of pipe or conduit to prevent entrance of moisture or other foreign matter after by-passing and cutting.
- 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 surfaces, extend final coat over entire unbroken surfaces containing the patch, after the patched area has received primer and second coat.

3.04 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 materials to their original condition.

END OF SECTION

SECTION 01 09 50
REFERENCE STANDARDS AND DEFINITIONS

PART 1 GENERAL

1.01 RELATED DOCUMENTS

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

1.02 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. Where terms such as shown, noted, scheduled and specified are used, it is to help the reader locate the reference; no limitation on location is intended.
- C. Directed: Terms such as directed, requested, authorized, selected, accepted, required, and permitted mean directed by the Project Manager, requested by the Architect/Project Manager and similar phrases.
- D. Approved: This term approved means accepted, where used in conjunction with the Architect's action on the Contractor's submittals, applications, and requests, is limited to the Architect's duties and responsibilities as stated in the Conditions of the Contract.
- E. 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.
- F. Furnish: The term furnish is used to mean supply and deliver to the Project site, ready for unloading, unpacking, assembly, installation, and similar operations.
- G. Install: The term install is used to describe operations at project site including the actual unloading, unpacking, assembly, erection, placing, anchoring, applying, working to dimension, finishing, curing, protecting, cleaning, and similar operations.
- H. Provide: The term provide means to furnish and install, complete and ready for the intended use.
- I. Installer: An Installer is the Contractor, or an entity engaged by the Contractor, either as an employee, subcontractor, or contractor of lower tier for performance of 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. The term experienced, when used with the term Installer, means having a 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.
 - 2. Trades: Use of titles 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.
- J. Project Site is the space available to the Contractor for performance of 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.
- K. Testing Laboratories: A testing laboratory is an independent entity engaged to perform specific inspections or tests, either at the Project sites or elsewhere, and to report on and, if required, to interpret results of those inspections or tests.

1.03 SPECIFICATION FORMAT AND CONTENT EXPLANATION

- A. Specification Format: These Specifications are organized into Divisions and Sections based on the Construction Specifications Institute's 36 Division format and MASTER FORMAT

numbering system.

- B. Specification Content: This Specification uses certain conventions in the use 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 the abbreviated type. Words and meaning shall be interpreted as appropriate. Words that are implied, but not stated shall be interpolated as the sense required. Singular words will be interpreted as plural and plural words interpreted as singular where applicable and the context of the Contract Documents so 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, for clarity, subjective language is used to describe responsibilities that must be fulfilled indirectly by the Contractor, or by others when so noted.
 - a. The words, shall be included by inference wherever a colon (:) is used within a sentence or phrase.

1.04 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 copies directly into the Contract Documents to the extend reference. Such standards are made part of the Contract Documents by reference.
- B. Publication Dates: Comply with the standard in effect as of the date of the Contract Documents.
- C. Conflicting Requirements: Where compliances with two or more standards are specified, and the standards may establish different or conflicting requirements for minimum quantities or quality levels. Refer requirements that are different, but apparently equal, and uncertainties to the Architect for a decision before proceeding.
 - 1. Minimum Quantity or Quality Levels: The quantity of 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. In complying with these requirements, indicated numeric values are minimum or maximum, as appropriate for the context of the requirements. Refer uncertainties to the Architect/Owner 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 that entity's construction activity. Copies of applicable standards are not bound with the Contract Documents.
 - 1. Where copies of standards are needed for performance of a required construction activity. The Contractor shall obtain copies directly from the publication source or any other authorized source.
- E. Abbreviations and Names: Trade association names and titles of general standards are frequently abbreviated. Where such acronyms or abbreviations are used in the Specifications or other Contract Documents, they mean the recognized name of the trade association, standards generating organization, authority having jurisdiction, or other entity applicable to the context of the text provision. See Trade Reference List at the end of this Section refer to the Encyclopedia of Associations, published by Gale Research Co., available in most libraries.

1.05 GOVERNING REGULATIONS/AUTHORITIES

- A. The Architect has contacted authorities having jurisdiction where necessary to obtain information necessary the preparation of Contract Documents. Contact authorities having jurisdiction directly for information and decisions having a bearing on the work.

1.06 SUBMITTALS

- A. Permits, Licenses, and Certificates: For the Owner'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 regulation bearing upon performance of the

Work.

TRADE REFERENCES

ACRONYMS FOR ABBREVIATIONS USED IN THE SPECIFICATIONS OR OTHER CONTRACT DOCUMENTS MEAN THE RECOGNIZED NAME OF THE TRADE ASSOCIATION, STANDARDS GENERATING ORGANIZATION, AUTHORITY THAT HAVE JURISDICTION OR OTHER ENTITY APPLICABLE TO THE CONTEXT OF THE TEXT PROVISION.

AA	ALUMINUM ASSOCIATION
AABC	ASSOCIATED AIR BALANCE COUNCIL
AAMA	AMERICAN ARCHITECTURAL MANUFACTURERS ASSOCIATION
AAN	AMERICAN ASSOCIATION OF NURSERYMEN
AASHTO OFFICIALS	AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION
ACI	AMERICAN CONCRETE INSTITUTE
ACIL	AMERICAN COUNCIL OF INDEPENDENT LABORATORIES
ACPA	AMERICAN CONCRETE PIPE ASSOCIATION
ADC	AIR DIFFUSION COUNCIL
AGA	AMERICAN GAS ASSOCIATION
AHA	AMERICAN HARDBOARD ASSOCIATION
AI	ASPHALT INSTITUTE
AIHA	AMERICAN INDUSTRIAL HYGIENE ASSOCIATION
AISC	AMERICAN INSTITUTE OF STEEL CONSTRUCTION
AISI	AMERICAN IRON AND STEEL INSTITUTE
AMCA	AIR MOVEMENT AND CONTROL ASSOCIATION
ANSI	AMERICAN NATIONAL STANDARDS INSTITUTE
APA	AMERICAN PLYWOOD ASSOCIATION
ARI	AIR CONDITIONING AND REFRIGERATION INSTITUTE
ASA	ACOUSTICAL SOCIETY OF AMERICA
ASC	ADHESIVE AND SEALANT COUNCIL

ASHRAE ENGINEERS	AMERICAN SOCIETY OF HEATING, REFRIGERATING, AND AIR CONDITIONING
ASME	AMERICAN SOCIETY OF MECHANICAL ENGINEERS
ASPE	AMERICAN SOCIETY OF PLUMBING ENGINEERS
ASSE	AMERICAN SOCIETY OF SANITARY ENGINEERS
ASTM	AMERICAN SOCIETY OF TESTING OF MATERIALS
AWI	ARCHITECTURAL WOODWORK INSTITUTE
AWPB	AMERICAN WOOD PRESERVERS BUREAU
AWS	AMERICAN WELDING SOCIETY
AWWA	AMERICAN WATER WORKS ASSOCIATION
BHMA	BUILDERS HARDWARE MANUFACTURERS ASSOCIATION
CISPI	CAST IRON SOIL PIPE INSTITUTE
CRSI	CONCRETE REINFORCING STEEL INSTITUTE
DHI	DOOR AND HARDWARE INSTITUTE
DLPA	DECORATIVE LAMINATE PRODUCTS ASSOCIATION
EIMA	EXTERIOR INSULATION MANUFACTURERS ASSOCIATION
FGMA	FLAT GLASS MARKETING ASSOCIATION
FM	FACTORY MUTUAL ENGINEERING AND RESEARCH
GA	GYPSUM ASSOCIATION
ICBO	INTERNATIONAL CONFERENCE OF BUILDING OFFICIALS
IEEE	INSTITUTE OF ELECTRICAL AND ELECTRONIC ENGINEERS
IESNA	ILLUMINATING ENGINEERING SOCIETY OF NORTH AMERICA
MBMA	METAL BUILDING MANUFACTURER'S ASSOCIATION
ML/SFA	METAL LATH/STEEL FRAMING ASSOCIATION
MSS INDUSTRY	MANUFACTURERS STANDARDIZATION SOCIETY OF THE VALVE AND FITTINGS
NAAMM	NATIONAL ASSOCIATION OF ARCHITECTURAL METAL MFGS.
NAPA	NATIONAL ASPHALT PAVEMENT ASSOCIATION
NAPF	NATIONAL ASSOCIATION OF PLASTIC FABRICATORS (NOW DLPA)
NBHA	NATIONAL BUILDER'S HARDWARE ASSOCIATION (NOW DHI)
NCMA	NATIONAL CONCRETE MASONRY ASSOCIATION
NEC	NATIONAL ELECTRIC CODE
NECA	NATIONAL ELECTRIC CONTRACTORS ASSOCIATION
NEII	NATIONAL ELEVATOR INDUSTRY, INC.
NFPA	NATIONAL FIRE PROTECTION ASSOCIATION
NHLA	NATIONAL HARDWOOD LUMBER ASSOCIATION
NPA	NATIONAL PARTICLE BOARD ASSOCIATION
NPCA	NATIONAL PAINT AND COATINGS ASSOCIATION
NRCA	NATIONAL ROOFING CONTRACTORS ASSOCIATION
NSF	NATIONAL SANITATION FOUNDATION
NWMA	NATIONAL WOODWORK MANUFACTURERS ASSOCIATION (NOW NWWDA)
NWWDA	NATIONAL WOOD WINDOW AND DOOR ASSOCIATION (FORMERLY NWMA)

PDI	PLUMBING AND DRAINAGE INSTITUTE
RFCI	RESILIENT FLOOR COVERING INSTITUTE
RMA	RUBBER MANUFACTURERS ASSOCIATION
SDI	STEEL DECK INSTITUTE
S.D.I.	STEEL DOOR INSTITUTE
SGCC	SAFETY GLAZING CERTIFICATION COUNCIL
SHLMA	SOUTHERN HARDWOOD LUMBER MANUFACTURERS ASSOCIATION (NOW HMA)
SIGMA	SEALED INSULATING GLASS MANUFACTURERS ASSOCIATION
SMACNA ASSOCIATION	SHEET METAL AND AIR CONDITIONING CONTRACTOR'S NATIONAL ASSOCIATION
SJI	STEEL JOIST INSTITUTE
SPRI	SINGLE PLY ROOFING INSTITUTE
SSPC	STEEL STRUCTURES PAINTING COUNCIL
SWI	STEEL WINDOW INSTITUTE
TCA	TILE COUNCIL OF AMERICA
UL	UNDERWRITERS LABORATORIES
WCMA	WALL COVERING MANUFACTURERS ASSOCIATION
WRI	WIRE REINFORCEMENT INSTITUTE
WSFI	WOOD AND SYNTHETIC FLOORING INSTITUTE

82.01 FEDERAL GOVERNMENT AGENCIES

- A. Names and titles of federal government standard or Specification producing agencies are frequently abbreviated. The following acronyms or abbreviations referenced in the Contract Documents indicate names of standard of 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.

**CE CORPS OF ENGINEERS
(US DEPARTMENT OF THE ARMY)
CHIEF OF ENGINEERS - REFERRAL**

WASHINGTON, DC 20314 (202) 272-0660

CFR CODE OF FEDERAL REGULATIONS
AVAILABLE FROM THE GOVERNMENT PRINTING OFFICE
NORTH CAPITOL ST. BETWEEN G AND H STREET, NW
WASHINGTON, DC 20402 (202) 783-3238

CPSC CONSUMER PRODUCT SAFETY COMMISSION
5401 WESTBARD AVENUE
WASHINGTON, DC 20816 (800) 638-2772

CS COMMERCIAL STANDARD
(US DEPARTMENT OF COMMERCE)
GOVERNMENT PRINTING OFFICE
WASHINGTON, DC 20402 (202) 377-2000

DOC DEPARTMENT OF COMMERCE
14TH STREET AND CONSTITUTION AVE., NW
WASHINGTON, DC 20230 (202) 377-2000

DOT DEPARTMENT OF TRANSPORTATION
400 SEVENTH ST., SW
WASHINGTON, DC 20460 (202) 382-2090

PART 2 PRODUCTS

113.01 (NOT APPLICABLE)

PART 3 EXECUTION

114.01 (NOT APPLICABLE)

END OF SECTION

**SECTION 01 10 00
SUMMARY**

PART 1 GENERAL

1.01 PROJECT

- A. Project Name: Plantation Key School Roof and Exterior Restoration Project
- B. Owner's Name: Monroe County School District.
- C. Architect's Name: Jay Ammon Architect Inc..
- D. The Project consists of the construction of restoration of the exterior walls and roof locations where previous leaks were reported. Exterior walls include the typical removal and replacement of sealant joints. Roof restoration includes the application of reinforced liquid applied waterproofing..

1.02 CONTRACT DESCRIPTION

- A. Contract Type: A single prime contract based on a Stipulated Price as described in Document 00 52 00 - Agreement Form.

1.03 OWNER OCCUPANCY

- A. Owner intends to occupy the Project during the entire construction period.
- B. Cooperate with Owner to minimize conflict and to facilitate Owner's operations.
- C. Schedule the Work to accommodate Owner occupancy.

END OF SECTION

**SECTION 01 20 00
PROJECT MEETINGS**

PART 1 GENERAL

1.01 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.

1.02 SUMMARY

- A. This Section specifies administrative and procedural requirements for project meetings including but not limited to:
 - 1. Pre-Construction Conference
 - 2. Pre-Installation Conference
 - 3. Coordination Meetings
 - 4. Progress Meetings
- B. Construction schedules are specified in Section 01 30 00 Submittals.

1.03 PRE-CONSTRUCTION CONFERENCE

- A. Schedule a pre-construction conference and organizational meeting at the project site or other convenient location no later than 20 days after execution of the agreement and prior to commencement of construction activities. Conduct the meeting to review responsibilities and personnel assignments.
- B. Attends: The Owner's Representative, the Contractor and its superintendent, 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. Agenda: Discuss items of significance that could affect progress including such topics as:
 - 1. Tentative construction schedule
 - 2. Critical Work sequencing and/coordinating
 - 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
- D. Contractor must submit at the time of the meeting at least the following items:
 - 1. Schedule of Values
 - 2. Listing of key personnel including project superintendent and subcontractors with their addresses, telephone numbers, and emergency telephone numbers.
 - 3. Preliminary Construction Schedule
 - 4. Submittal Schedule

1.04 PRE-INSTALLATION CONFERENCE

- A. Conduct a Pre-installation conference at the site before each construction activity that requires coordination with other construction. The Installer and representatives of manufacturers and fabricators involved in or affected by the installation, and its coordination or integration with other materials and installations that have preceded or will follow, shall attend the meeting.

Advise at least 48 hours in advance the Project Manager of scheduled meeting dates.

1. Review the progress of other construction activities and preparations for the particular activity under consideration at each pre-installation conference, including requirements for:
 - a. Contract Documents
 - b. Options
 - c. Related Change Orders
 - d. Purchases
 - e. Deliveries
 - f. Shop Drawings, Product Data and Quality Control Samples
 - g. Possible conflicts
 - h. Compatibility problems
 - i. Time schedules
 - j. Weather limitations
 - k. Manufacturer's recommendations
 - l. Comparability of materials
 - m. Acceptability of substrates
 - n. Temporary facilities
 - o. Space and access limitations
 - p. Governing regulations
 - q. Safety
 - r. Inspection and testing requirements
 - s. Required performance results
 - t. Recording requirements
 - u. Protection
2. Record significant discussions and agreements and disagreements of each conference along with and approved schedule. Distribute the record of the meeting to everyone concerned promptly including the Owner and Architect.
3. Do not proceed if the conference cannot be successfully concluded. Initiate whatever actions are necessary to resolve impediments to performance of Work and reconvene the conference at the earliest feasible date.

1.05 COORDINATION MEETINGS

- A. Conduct project coordination meeting at weekly intervals on day and time as established by the Project Manager or more frequently, if necessary 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. Request representation at each meeting by every party currently involved in coordination or planning for the construction activities involved, to include subcontractors and representatives.
- C. Contractor shall record meeting results and distribute copies to everyone in attendance and to others affected by decisions or actions resulting from each meeting.

1.06 PROGRESS MEETINGS

- A. Conduct progress meetings at the Project site at bimonthly intervals or more frequently if necessary, as directed by the Project Manager. Notify the Owner at least 48 hours in advance of scheduled meeting time and dates. Coordinate dates of meetings with preparation of the payment request.
- B. Attendees: In addition to representatives of the Owner and Architect, each subcontractor, supplier or other entity concerned with current progress of involved in planning, coordination or performance of future activities with the project and authorized to conclude matters relating to progress.
- C. Agenda: Review and correct or approve minutes of the previous progress meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to the current status of the Project.

1. Contractor's Construction Schedule: Review progress since the last meeting. Determine where each activity is in relation to the Contractor's Construction Schedule, whether on time, ahead, or behind schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.
2. Review the present and future needs of each entity present, including such items as:
 - a. Interface requirements
 - b. Time
 - c. Sequences
 - d. Deliveries
 - e. Off-site fabrication problems
 - f. Access
 - g. Site utilization
 - h. Temporary facilities and services
 - i. Hours of work
 - j. Hazards and risks
 - k. Housekeeping
 - l. Quality and work standards
 - m. Change Orders
 - n. Documentation of information for payment requests.
3. Reporting: No later than 3 days after each progress meeting date, distribute copies of minutes of the meeting to each party present and to other parties who should have been present. Include a brief summary, in narrative form, or progress since the previous meeting and report.

PART 2 PRODUCTS (NOT APPLICABLE)

PART 3 EXECUTION (NOT APPLICABLE)

END OF SECTION

**SECTION 01 25 00
SUBSTITUTION PROCEDURES**

PART 1 GENERAL

1.01 DEFINITIONS

- A. Substitutions: Changes from Contract Documents requirements proposed by Contractor to materials, products, assemblies, and equipment.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 GENERAL REQUIREMENTS

- A. A Substitution Request for products, assemblies, materials, and equipment constitutes a representation that the submitter:
 - 1. Has investigated proposed product and determined that it meets or exceeds the quality level of the specified product, equipment, assembly, or system.
 - 2. Agrees to provide the same warranty for the substitution as for the specified product.
 - 3. Agrees to coordinate installation and make changes to other work that may be required for the work to be complete, with no additional cost to Owner.
 - 4. Waives claims for additional costs or time extension that may subsequently become apparent.
- B. Document each request with complete data substantiating compliance of proposed substitution with Contract Documents. Burden of proof is on proposer.
- C. Content: Include information necessary for tracking the status of each Substitution Request, and information necessary to provide an actionable response.
- D. Limit each request to a single proposed substitution item.

3.02 RESOLUTION

- A. Architect may request additional information and documentation prior to rendering a decision. Provide this data in an expeditious manner.
- B. Architect will notify Contractor in writing of decision to accept or reject request.

3.03 ACCEPTANCE

- A. Accepted substitutions change the work of the Project. They will be documented and incorporated into work of the project by Change Order, Construction Change Directive, Architectural Supplementary Instructions, or similar instruments provided for in the Conditions of the Contract.

3.04 CLOSEOUT ACTIVITIES

- A. See Section 01 78 00 - Closeout Submittals, for closeout submittals.
- B. Include completed Substitution Request Forms as part of the Project record. Include both approved and rejected Requests.

END OF SECTION

**SECTION 01 30 00
ADMINISTRATIVE REQUIREMENTS**

PART 1 GENERAL

1.01 RELATED DOCUMENTS

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

1.02 SUMMARY

- A. This Section specifies administrative and procedural requirements for submittals required for performance of the Work, including
 1. Contractor's Construction Schedule
 2. Submittal Schedule
 3. Daily Construction Reports
 4. Shop Drawings
 5. Product Data
 6. 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. Performance and Payment Bonds
 4. Insurance Certificates
 5. List of Subcontractors with start and finish dates (update as necessary)
 6. Schedule of Values
 7. Construction Schedule
- C. The Schedule of Values submittal is included in Section 01 02 70 Applications for Payment
- D. Inspection and test reports are included in Section 01 40 00 Quality Control Services.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 DAILY CONSTRUCTION REPORTS

- A. Include only factual information. Do not include personal remarks or opinions regarding operations and/or personnel.
- B. Prepare a daily construction report recording the following information concerning events at Project site and project progress:
 1. Date.
 2. Approximate count of personnel at the site.
 3. High and low temperatures, and general weather conditions.
 4. Safety, environmental, or industrial relations incidents.
 5. Meetings and significant decisions.
 6. Stoppages, delays, shortages, and losses. Include comparison between scheduled work activities (in Contractor's most recently updated and published schedule) and actual activities. Explain differences, if any. Note days or periods when no work was in progress and explain the reasons why.
 7. Meter readings and similar recordings.
 8. Emergency procedures.
 9. Orders and requests of governing authorities.
 10. Change Orders.
 11. Services connected, disconnected.
 12. Equipment or systems tests and start-ups.
 13. Partial completions, occupancies.
 14. Substantial Completions authorized.

15. Testing and/or inspections performed.
16. Signature of Contractor's authorized representative.

3.02 REQUESTS FOR INTERPRETATION (RFI)

- A. Definition: A request seeking one of the following:
 1. An interpretation, amplification, or clarification of some requirement of Contract Documents arising from inability to determine from them the exact material, process, or system to be installed; or when the elements of construction are required to occupy the same space (interference); or when an item of work is described differently at more than one place in Contract Documents.
 2. A resolution to an issue which has arisen due to field conditions and affects design intent.
- B. Whenever possible, request clarifications at the next appropriate project progress meeting, with response entered into meeting minutes, rendering unnecessary the issuance of a formal RFI.
- C. Preparation: Prepare an RFI immediately upon discovery of a need for interpretation of Contract Documents. Failure to submit a RFI in a timely manner is not a legitimate cause for claiming additional costs or delays in execution of the work.
 1. Prepare a separate RFI for each specific item.
 - a. Review, coordinate, and comment on requests originating with subcontractors and/or materials suppliers.
 - b. Do not forward requests which solely require internal coordination between subcontractors.
 2. Prepare in a format and with content acceptable to Owner.
 3. Combine RFI and its attachments into a single electronic file. PDF format is preferred.
- D. Reason for the RFI: Prior to initiation of an RFI, carefully study all Contract Documents to confirm that information sufficient for their interpretation is definitely not included.
 1. Include in each request Contractor's signature attesting to good faith effort to determine from Contract Documents information requiring interpretation.
- E. Content: Include identifiers necessary for tracking the status of each RFI, and information necessary to provide an actionable response.
 1. Official Project name and number, and any additional required identifiers established in Contract Documents.
 2. Owner's, Architect's, and Contractor's names.
 3. Discrete and consecutive RFI number, and descriptive subject/title.
 4. Issue date, and requested reply date.
 5. Reference to particular Contract Document(s) requiring additional information/interpretation. Identify pertinent drawing and detail number and/or specification section number, title, and paragraph(s).
 6. Contractor's suggested resolution: A written and/or a graphic solution, to scale, is required in cases where clarification of coordination issues is involved, for example; routing, clearances, and/or specific locations of work shown diagrammatically in Contract Documents. If applicable, state the likely impact of the suggested resolution on Contract Time or the Contract Sum.
- F. Attachments: Include sketches, coordination drawings, descriptions, photos, submittals, and other information necessary to substantiate the reason for the request.
- G. RFI Log: Prepare and maintain a tabular log of RFIs for the duration of the project.
 1. Indicate current status of every RFI. Update log promptly and on a regular basis.
 2. Note dates of when each request is made, and when a response is received.
 3. Highlight items requiring priority or expedited response.
 4. Highlight items for which a timely response has not been received to date.
- H. Review Time: Architect will respond and return RFIs to Contractor within seven calendar days of receipt. For the purpose of establishing the start of the mandated response period, RFIs received after 12:00 noon will be considered as having been received on the following regular working day.

- I. Responses: Content of answered RFIs will not constitute in any manner a directive or authorization to perform extra work or delay the project. If in Contractor's belief it is likely to lead to a change to Contract Sum or Contract Time, promptly issue a notice to this effect, and follow up with an appropriate Change Order request to Owner.

3.03 SUBMITTAL SCHEDULE

- A. Submit to Architect for review a schedule for submittals in tabular format.

3.04 SUBMITTALS FOR REVIEW

- A. When the following are specified in individual sections, submit them for review:
 1. Product data.
 2. Shop drawings.
 3. Samples for selection.
 4. Samples for verification.
 5. Testing Documentation
- B. Submit to Architect for review for the limited purpose of checking for compliance with information given and the design concept expressed in Contract Documents.
- C. Samples will be reviewed for aesthetic, color, or finish selection.
- D. After review, provide copies and distribute in accordance with SUBMITTAL PROCEDURES article below and for record documents purposes described in Section 01 78 00 - Closeout Submittals.

3.05 SUBMITTAL PROCEDURES

- A. General Requirements:
 1. Use a single transmittal for related items.
 2. Transmit using approved form.
 - a. Use Contractor's form, subject to prior approval by Project Manager.
 3. Sequentially identify each item. For revised submittals use original number and a sequential numerical suffix.
 4. Identify: Project; Contractor; subcontractor or supplier; pertinent drawing and detail number; and specification section number and article/paragraph, as appropriate on each copy.
 5. Apply Contractor's stamp, signed or initialed certifying that review, approval, verification of products required, field dimensions, adjacent construction work, and coordination of information is in accordance with the requirements of the work and Contract Documents.
 6. Schedule submittals to expedite the Project, and coordinate submission of related items.
 - a. For each submittal for review, allow 15 days excluding delivery time to and from the Contractor.
 7. When revised for resubmission, identify all changes made since previous submission.
 8. Incomplete submittals will not be reviewed, unless they are partial submittals for distinct portion(s) of the work, and have received prior approval for their use.

3.06 SUBMITTAL REVIEW

- A. Submittals for Review: Architect will review each submittal, and approve, or take other appropriate action.
- B. Submittals for Information: Architect will acknowledge receipt and review. See below for actions to be taken.
- C. Architect's actions will be reflected by marking each returned submittal using virtual stamp on electronic submittals.
- D. Architect's and consultants' actions on items submitted for review:
 1. No objections to purchasing, fabrication, delivery, and installation:
 - a. "Reviewed", or language with same legal meaning.
 - b. "Reviewed as Noted, Resubmit not required", or language with same legal meaning.

- 1) At Contractor's option, submit corrected item, with review notations acknowledged and incorporated.
 - c. "Reviewed as Noted, Resubmit for record", or language with same legal meaning.
 - 1) Resubmit corrected item, with review notations acknowledged and incorporated. Resubmit separately, or as part of project record documents.
 2. Not accepting fabrication, delivery, and installation:
 - a. "Revise and Resubmit".
 - 1) Resubmit revised item, with review notations acknowledged and incorporated.
 - b. "Rejected".
 - 1) Submit item complying with requirements of Contract Documents.
- E. Architect's and consultants' actions on items submitted for information:
 1. Items for which no action was taken:
 - a. "Received" - to notify the Contractor that the submittal has been received for record only.
 2. Items for which action was taken:
 - a. "Reviewed" - no further action is required from Contractor.

END OF SECTION

**SECTION 01 32 16
CONSTRUCTION PROGRESS SCHEDULE**

PART 1 GENERAL

1.01 SUBMITTALS

- A. Within 10 days after date of Agreement, submit preliminary schedule.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 PRELIMINARY SCHEDULE

- A. Prepare preliminary schedule in the form of a horizontal bar chart.

3.02 CONTENT

- A. Show complete sequence of construction by activity, with dates for beginning and completion of each element of construction.
- B. Identify each item by specification section number.
- C. Show accumulated percentage of completion of each item, and total percentage of Work completed, as of the first day of each month.
- D. Provide legend for symbols and abbreviations used.

3.03 UPDATING SCHEDULE

- A. Maintain schedules to record actual start and finish dates of completed activities.
- B. Indicate progress of each activity to date of revision, with projected completion date of each activity.
- C. Annotate diagrams to graphically depict current status of Work.
- D. Identify activities modified since previous submittal, major changes in Work, and other identifiable changes.
- E. Indicate changes required to maintain Date of Substantial Completion.
- F. Submit reports required to support recommended changes.

3.04 DISTRIBUTION OF SCHEDULE

- A. Distribute copies of updated schedules to Contractor's project site file, to subcontractors, suppliers, Architect, Owner, and other concerned parties.
- B. Instruct recipients to promptly report, in writing, problems anticipated by projections indicated in schedules.

END OF SECTION

**SECTION 01 38 00
CONSTRUCTION PHOTOGRAPHS**

PART 1 GENERAL

1.01 RELATED DOCUMENTS

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

1.02 SUMMARY

- A. General: This Section specifies administrative and procedural requirements for construction photographs.

1.03 SUBMITTALS

- A. General: Refer to Division 1 Section Submittals for general requirements for submitting photographs.
- B. Revision 1: Preconstruction Video: Prior to the commencement of construction, provide a video of all existing exposed site elements and the exterior and interior surfaces of the roofs including the ceilings and the exterior walls. Also submit a written list of any existing damaged components including the type of damage and the location of the damage.
- C. Prints: Submit 3 prints of each view directly to the Project Manager within 5 days of taking photographs. The Project Manager will distribute prints as follows:
 - 1. One print to the Contractor shall be retained in the field office at the project site and available at all times for reference.
 - 2. One print to the Owner as the Owner's permanent record.
 - 3. One print shall be retained in the Architect's files.
- D. Extra Prints: When requested by the Architect, the photographer shall submit extra prints of photographs, with distribution directly to designated parties who will pay the costs for the extra prints directly to the photographer.
- E. Negatives: Retain the photographic negatives 3 years after date of Substantial Completion. During this period, the photographer shall fill orders by the Architect for extra prints. Extra prints shall be priced at prevailing local commercial prices.

1.04 QUALITY ASSURANCE

- A. Engage a qualified commercial photographer to take photographs during construction.
- B. Photographer's Qualifications: Photographer shall be a firm or an individual of established reputation who has been regularly engaged as a professional photographer for not less than 3 years.
- C. Associated Services: Cooperate with the photographer's work. Provide reasonable auxiliary services as requested, including access and use of temporary facilities including temporary lighting.

PART 2 PRODUCTS

2.01 PHOTOGRAPHIC COPIES

- A. Provide 8" x 10" smooth surface gloss color prints on single-weight commercial-grade stock, mounted on muslin. Allow a 1" wide margin punched for standard 3-ring binder. Place margin on the left edge for vertical shots and at the top for horizontal shots.
- B. Identification: Label each photograph on the front in the bottom margin with project name and date the photograph was taken. On the back of each print provide an applied label or rubber stamped impression with the following information:
 - 1. Name of the Project
 - 2. Name and address of the photographer
 - 3. Name of the Architect
 - 4. Name of the Contractor
 - 5. Date the photograph was taken

- 6. Architect's Project No.
- C. Description of vantage point, in terms of location, direction (by compass point), and evaluation of story on construction.

PART 3 EXECUTION

3.01 PHOTOGRAPHIC REQUIREMENTS

- A. Take three (3) color project photographs at monthly intervals, coinciding with the cutoff date associated with each Application for Payment. The photographer shall select the vantage points for each shot each month to best show the status of construction and progress since the last photographs were taken.
- B. Additional Photographs: From time to time the Architect may issue requests for additional photographs, in addition to periodic photographs specified. Additional photographs will be paid for by Change Order and are not included in the Contract Sum or an Allowance.
 - 1. The Architect will give the photographer 3 days notice, where feasible.
 - 2. In emergency situations, the photographer shall take additional photographs within 24 hours of the Architect's request.
- C. Circumstances that could require additional photographs include, but are not limited to:
 - 1. Substantial Completion of a major phase or component of Work.
 - 2. Owner's request for special publicity photographs.
 - 3. Special events planned at project site.
- D. Immediate follow-up when on-site events result in construction damage or losses. Photographs to be taken at fabrication locations away from project site; these are not subject to unit prices or unit-cost allowances. Extra record photographs at time of final acceptance.
- E. Construction projects over \$1,000,000 shall include at least one of the photographs listed in 3.01.A be aerial.

END OF SECTION

**SECTION 01 40 00
QUALITY REQUIREMENTS**

PART 1 GENERAL

1.01 REFERENCE STANDARDS

- A. IAS AC89 - Accreditation Criteria for Testing Laboratories 2021.

1.02 DEFINITIONS

- A. Contractor's Quality Control Plan: Contractor's management plan for executing the Contract for Construction.

1.03 SUMMARY

- A. This Section specifies administrative and procedural requirements for quality control services.
- B. Quality control services include inspections and test and related actions including reports, performed by independent agencies, governing authorities and the Contractor. They do not include Contract enforced 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 test, cover production of standard products as well as customized fabrication and installation procedures.
 - 2. Inspection, 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.

1.04 GENERAL QUALITY CONTROL

- A. The Contractor shall be responsible for maintaining and ensuring quality control over subcontractors, suppliers, manufacturers, materials, equipment, products, services, site conditions and workmanship to produce work of specified quality. The completed work shall be of high quality throughout.

1.05 WORKMANSHIP

- A. The Contractor shall be responsible for maintaining and ensuring quality control over subcontractors, suppliers, manufacturers, materials, equipment, products, services, site conditions and workmanship to produce work of specified quality. The completed work shall be of high quality throughout.
- B. Perform work by persons qualified to produce workmanship of specified quality. Said qualifications shall be determined by well-known standards recognized by the trade for each respective portion of contract work.
- C. Secure products in place with positive anchorage devices designed and sized to withstand stresses, vibration and racking.

1.06 CONTRACTOR'S DESIGN-RELATED PROFESSIONAL DESIGN SERVICES

- A. Coordination: Contractor's professional design services are subject to requirements of project's Conditions for Construction Contract.
- B. Base design on performance and/or design criteria indicated in individual specification sections.
- C. Scope of Contractor's Professional Design Services: Provide for the following items of work:

1.07 SUBMITTALS

- A. See Section 01 30 00 - Administrative Requirements, for submittal procedures.
- B. Designer's Qualification Statement: Submit for Architect's knowledge as contract administrator, or for Owner's information.
 - 1. Include information for each individual professional responsible for producing, or supervising production of, design-related professional services provided by Contractor.
 - a. Full name.
 - b. Professional licensure information.
 - c. Statement addressing extent and depth of experience specifically relevant to design of items assigned to Contractor.
- C. Design Data: Submit for Architect's knowledge as contract administrator for the limited purpose of assessing compliance with information given and the design concept expressed in the Contract Documents, or for Owner's information.
 - 1. Include calculations that have been used to demonstrate compliance to performance and regulatory criteria provided, and to determine design solutions.
 - 2. Include required product data and shop drawings.
 - 3. Include a statement or certification attesting that design data complies with criteria indicated, such as building codes, loads, functional, and similar engineering requirements.
 - 4. Include signature and seal of design professional responsible for allocated design services on calculations and drawings.
- D. Test Reports: After each test/inspection, promptly submit two copies of report to Architect and to Contractor.
 - 1. Test report submittals are for Architect's knowledge as contract administrator for the limited purpose of assessing compliance with information given and the design concept expressed in the Contract Documents, or for Owner's information.
- E. Certificates: When specified in individual specification sections, submit certification by the manufacturer and Contractor or installation/application subcontractor to Architect, in quantities specified for Product Data.
 - 1. Indicate material or product complies with or exceeds specified requirements. Submit supporting reference data, affidavits, and certifications as appropriate.
 - 2. ASBESTOS FREE MATERIALS - Manufacturer and/or supplier shall provide a written and notarized statement on manufacturer's company letterhead to certify and warrant that product (s) utilized on project are asbestos free.
- F. Manufacturer's Instructions: When specified in individual specification sections, submit printed instructions for delivery, storage, assembly, installation, start-up, adjusting, and finishing, for the Owner's information. Indicate special procedures, perimeter conditions requiring special attention, and special environmental criteria required for application or installation. Should instructions conflict with Contract Documents, request clarification from Architect before proceeding.
- G. Manufacturer's Field Reports: Submit reports for Architect's benefit as contract administrator or for Owner.
 - 1. When specified in respective Specification Sections, require supplier and/or manufacturer to provide qualified personnel to observe field conditions, conditions of surfaces and installation, quality of workmanship, test, adjust and balance of equipment as applicable and to make appropriate recommendations.
 - 2. Submit for information for the limited purpose of assessing compliance with information given and the design concept expressed in the Contract Documents.
- H. Mockups
 - 1. When required by individual Specification Section, erect complete, full scale mockup of assembly at Project Site.

1.08 QUALITY ASSURANCE

- A. Testing Agency Qualifications:

1. Prior to start of work, submit agency name, address, and telephone number, and names of full time registered Engineer and responsible officer.
 2. Submit copy of report of laboratory facilities inspection made by NIST Construction Materials Reference Laboratory during most recent inspection, with memorandum of remedies of any deficiencies reported by the inspection.
 3. Qualification Statement: Provide documentation showing testing laboratory is accredited under IAS AC89.
- B. Testing Laboratory Services:
1. The Owner shall employ and pay for services of an Independent Testing Laboratory to perform inspections and tests for required 3rd party inspections. Testing as part of design and installation are to be completed by the contractor.
 2. Independent testing laboratory reports will be submitted to the Owner, Contractor and Architect giving observations and results of tests, indicating compliance or noncompliance with specified standards and with Contract Documents.
 3. Contractor shall cooperate with testing laboratory personnel; furnish tools, samples of materials, design, mix equipment, storage and assistance as requested.
 4. The contractor shall be responsible for notifying the Owner and Architect and be provided written approval for scheduling testing.
 5. The costs of any tests which fail will be paid for by the Contractor.
- C. Temperature/Humidity Log
1. The Contractor shall be responsible for preparing rain, temperature and humidity measuring devices at the project site and maintaining a log of temperature and humidity measurements.
 2. Said log shall contain a daily record of exterior temperature, rainfall amount and humidity conditions and where environmental conditions are specified in individual sections, a daily record of the temperature and humidity conditions where the work of those sections is stored and installed.
 3. The Temperature/Humidity Log shall be available to the Project Manager as part of the Contract Documents.
- D. Designer Qualifications: Where professional engineering design services and design data submittals are specifically required of Contractor by Contract Documents, provide services of a Professional Engineer experienced in design of this type of work and licensed in the State in which the Project is located.

1.09 RESPONSIBILITIES

- A. The Owner shall provide inspections, tests and similar quality control services, specified in individual Specification Sections and these services include those specified to be performed by an independent agency and not by the Contractor.
- B. The Contractor shall cover all costs of tests or inspections to evaluate means and methods of installation performed
1. Re-testing: The Contractor is responsible for re-testing where results of required inspections, test or similar services prove unsatisfactory and do not indicate compliance with Contract Documents requirements, regardless of whether the original test was the Contractor's responsibility.
 - a. Cost of re-testing construction revised or replaced by the Contractor is the Contractor's responsibility, where required tests were performed on original construction
 2. 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 the test samples.
 - 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.
- C. Duties of the Testing Agency: The independent testing agency engages to perform inspections, sampling and testing of materials and construction specified in individual Specification Sections shall cooperate with 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 inspection, 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.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 CONTROL OF INSTALLATION

- A. Monitor quality control over suppliers, manufacturers, products, services, site conditions, and workmanship, to produce work of specified quality.
- B. Comply with manufacturers' instructions, including each step in sequence.
- C. Should manufacturers' instructions conflict with Contract Documents, request clarification from Architect before proceeding.
- D. Comply with specified standards as minimum quality for the work except where more stringent tolerances, codes, or specified requirements indicate higher standards or more precise workmanship.
- E. Have work performed by persons qualified to produce required and specified quality.
- F. Verify that field measurements are as indicated on shop drawings or as instructed by the manufacturer.
- G. Secure products in place with positive anchorage devices designed and sized to withstand stresses, vibration, physical distortion, and disfigurement.

3.02 MOCK-UPS

- A. Before installing portions of the Work where mock-ups are required, construct mock-ups in location and size indicated for each form of construction and finish required to comply with the following requirements, using materials indicated for the completed Work. The purpose of mock-up is to demonstrate the proposed range of aesthetic effects and workmanship.
- B. Accepted mock-ups establish the standard of quality the Architect will use to judge the Work.
- C. Integrated Exterior Mock-ups: Construct integrated exterior mock-up as indicated on drawings. Coordinate installation of exterior envelope materials and products as required in individual Specification Sections. Provide adequate supporting structure for mock-up materials as necessary.
- D. Notify Architect fifteen (15) working days in advance of dates and times when mock-ups will be constructed.
- E. Tests shall be performed under provisions identified in this section and identified in the respective product specification sections.

- F. Assemble and erect specified items with specified attachment and anchorage devices, flashings, seals, and finishes.
- G. Obtain Architect's and Owner's approval of mock-ups before starting work, fabrication, or construction.
 - 1. Architect will issue written comments within seven (7) working days of initial review and each subsequent follow up review of each mock-up.
 - 2. Make corrections as necessary until Architect's approval is issued.
- H. Architect will use accepted mock-ups as a comparison standard for the remaining Work.
- I. Where mock-up has been accepted by Architect and is specified in product specification sections to be removed, protect mock-up throughout construction, remove mock-up and clear area when directed to do so by Architect.

3.03 DEFECT ASSESSMENT

- A. Replace Work or portions of the Work not complying with specified requirements.

3.04 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 protects and repaired construction.
- C. Repair and protection in the Contractor's responsibility regardless of the assignment of responsibility for inspection, testing or similar services.

END OF SECTION

**SECTION 01 50 00
TEMPORARY FACILITIES**

PART 1 GENERAL

1.01 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.

1.02 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
 - 4. Sanitary facilities
- C. Temporary construction and support facilities required include but are not limited to:
 - 1. Temporary heat and ventilation as required to facilitate construction process and personnel.
 - a. Field office and storage sheds.
 - 2. Sanitary facilities, including drinking water.
 - 3. Temporary enclosures.
 - 4. Waste disposal services.
 - 5. Rodent and pest control
 - 6. Construction aids and miscellaneous services and facilities.
- D. Security and protection facilities required include but are not limited to:
 - 1. Temporary fire protections
 - 2. Barricades, warning signs, lights
 - 3. Sidewalk bridge or enclosure fence for the site.
 - 4. Environmental protection
 - 5. Fencing
 - 6. Barriers
 - a. Contractor shall be responsible for providing a temporary 6' high chain link construction fence around the entire perimeter of the construction site. Fence shall be removed upon completion of the job.
 - b. Contractor shall be responsible for providing security measures as required to prevent public entry to construction areas and adjacent properties from damage from construction operations.
 - c. Contractor shall be responsible for providing a protective barrier around trees and plants designated to remain as indicated in plans. Protect against vehicular traffic, stored materials, dumping, chemically injurious materials and puddling or continuous running water.
 - 7. Enclosures
 - a. Provide temporary weather-tight closures of openings in exterior surfaces to provide acceptable working conditions and protection for materials, in allow for temporary heating, and to prevent entry of unauthorized persons. Provide temporary doors with self-closing hardware and locks.
 - 8. Protection of Installed Work
 - a. Provide temporary protection for installed products. Control work and traffic in immediate area to avoid damage.
 - b. Provide protective coverings at walls, projections, jambs, sills and soffits of openings. Provide barriers or coverings to protect roof and finished floors and stairs from work and traffic, movement of heavy objects and storage.

- c. Prohibit work, traffic and storage on waterproofed and roofed surfaces, and on lawn and landscaped areas that is not a part of the work for those surfaces and areas.
- 9. Security and Maintenance
 - a. Vehicular and pedestrian gates, when indicated or required, shall be securely locked at all times when no work is in progress and when not required for construction activities. During all work hours, gates which must be open shall be continuously monitored by the contractor to prevent unauthorized personnel or vehicles from entering the construction site.
 - b. Fencing shall be as specified in 1.02 D above and shall prevent pedestrian travel through the site for any reason.
 - c. Temporary fencing shall be removed only for construction reasons. If temporary fencing removal is required for non-construction reasons, fencing shall be immediately replaced and secured as soon as the activity for which its removal was required is completed, or if the activity cannot be completed by the end of the work day, temporary security measures shall be taken by the Contractor to ensure that there is no breach of security even during off-work periods.
 - d. 'No Trespassing' and similar signs shall be posted at gates and along fencing adjacent to public areas to inform non-construction personnel of the reason for the fence and potential hazards of entering the construction site. Said signs shall be of a size and spacing to be legible from any point along the entire perimeter of the construction site.

1.03 SUBMITTALS

- A. Temporary Utilities: Submit reports of tests, inspections, meter readings and similar procedures performed on temporary utilities.

1.04 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 Services: 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.

1.05 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 for 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, nor permit them to interfere with progress. Do not allow hazardous dangerous, unsanitary conditions, nor public nuisances to develop or persist on the site.
- C. Water Control: Grade site to drain. Maintain excavations free of water. Provide and operate pumping equipment if necessary. Provide silt barriers required by the Florida Department of Transportation, St. Johns, and any other authority having jurisdiction over the Project.

- D. Cleaning During Construction: Control accumulation of waste materials and rubbish so as to maintain a neat, clean and orderly and safe project; periodically dispose of off-site as needed.
 - 1. Clean interior areas prior to start of finish work, maintain areas free of dust and other contaminants during finishing operations.
- E. Field Office and Sheds: Office: Weather-tight with lighting, electrical outlets, heating, cooling, and ventilating equipment, and equipped with furniture.
 - 1. Storage Sheds for Tools, Materials, and Equipment: Weather-tight with adequate space for organized storage and access, and lighting for inspection of stored materials.
 - 2. Contractor provide 10 x 8 minimum size office with plan table, telephone, heat, a/c for projects exceeding 10,000 sq. ft. building area.
- F. Protection of Adjacent Properties: Locate on site construction operations that will generate noise and/or dust as far as practical from occupied structures on adjacent properties so as to minimize disturbances to the occupants of these structures or properties.
 - 1. Prevent dust or other contaminants caused by construction operations for this Project from being carried to adjacent properties by installation of protective barriers and/or suspension of construction operations during high winds.
 - 2. Dispose of all construction debris which may be carried to adjacent properties by winds. Remove debris daily and/or more often as required to prevent contamination of adjacent properties.
- G. Removal: Remove temporary materials, equipment and construction facilities prior to Substantial Completion inspection.
 - 1. Remove temporary utility services prior to Final Completion Inspection.
 - 2. Clean and repair damage caused by installation or use of temporary facilities. Remove underground installations; grade and complete all work on site as indicated.
- H. Conversion to Public Utilities: General Contractor is to coordinate and arrange with the appropriate utility service providing agencies and make arrangements for the installation and connection to final utilities prior to Final Completion inspection.
 - 1. General Contractor shall provide any and all coordination, scheduling and layouts as may be required by the service utilities.

PART 2 PRODUCTS

2.01 MATERIALS

- A. General: Provide new materials; of acceptable to the Project Manager, undamaged previously used materials in serviceable condition maybe 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 offices, shops and 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.
 - a. For fences and vision barriers, provide exterior type, minimum 3/8" thick plywood.
 - 3. For safety barriers, sidewalk bridges and similar uses, provide minimum 5/8" thick exterior plywood.
- C. Tarpaulins: Provide waterproof, fire-resistant, UL labeled tarpaulins with flame-spread rating of 15 or less. For temporary enclosure provide translucent nylon reinforced laminated polyethylene or polyvinyl chloride fire retardant tarpaulins.
- D. Water: Provide portable water approved by local health authorities.
- E. Open-Mesh Fencing: Provide 11-gage, galvanized 2-inch, chain link fabric fencing 6-feet high with galvanized barbed wire top strand and galvanized steel pipe post, 1" I.D. for line posts and 2" I.D. for corner posts.

2.02 EQUIPMENT

- A. General: Provide new equipment: if acceptable to the Project Manager, 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 bottom 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 water proof 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. Heating Units: Provide temporary heating units that have been tested and labeled by UL, FM or another recognized trade association related to the type of fuel being consumed.
- G. Temporary Offices: Provide prefabricated or mobile units or similar job-built construction with lockage entrances, operable windows and serviceable finished. Provide heated and air-conditioned units on foundations adequate for normal loading.
- H. 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.
- I. First Aid Supplies: Comply with governing OSHA and any other regulations.
- J. 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 NEPA 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

3.01 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.

3.02 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.
 - a. Arrange with the company and existing users for a time when service can be interrupted, where necessary, to make connections for temporary services.
 - b. Provide adequate capacity at each stage of construction. Prior to temporary utility availability, provide trucked-in services.
 - c. Obtain easements to bring temporary utilities to the site, where the Owner's easements cannot be used for that purpose.

- d. Use Charges: Cost of use charges for temporary facilities are not chargeable to the Owner or Architect and will not be acceptable as a basis of claims for a Change Order.
- B. Water Service: Install water service and distribution piping of sized and pressures adequate for construction until permanent water service is in 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. Include meters, transformers, overload protected disconnects, automatic ground-fault interrupters and main distribution switch gear.
- D. Temporary Lighting: Whenever overhead floor or roof deck has been installed, provide temporary lighting with local switching.
 - a. 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.
 - a. At each telephone, post a list of important telephone numbers.
 - 1) Sewers and Drainage: If sewers are available, provide temporary connections to remove effluent that can be discharged lawfully. If sewers are not available or cannot be used, provide drainage ditches, dry wells, stabilization ponds and similar facilities. If neither sewers nor drainage facilities can be lawfully used for discharge or effluent, provide containers to remove and dispose of effluent off the site in a lawful manner.
 - b. Filter out excessive amounts of soil, construction debris, chemicals, oils and similar contaminants that might clog sewers or pollute waterways before discharge.
- F. Provide earthen embankments and similar barriers in and around excavations and subgrade construction, sufficient to prevent flooding by run-off of storm water from heavy rains.

3.03 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 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. Temporary Heat: Provide temporary heat required by construction activities, for curing or drying of completed installations or protection of installed construction from adverse effects of low temperatures or high humidity. Select safe equipment that will not have a harmful effect on completed installations or elements being installed. Coordinate ventilation requirements to produce the ambient condition required and minimize consumption of energy.
- D. Heating Facilities: Except where use of the permanent system is authorized, provide electric vented self-contained LP gas or fuel oil heaters with individual thermostatic control.
 - 1. Use of gasoline-burning space heaters, open flame, or salamander type heating units is prohibited.
- E. Storage and Fabrication Sheds: Install storage and fabrication sheds, sized, furnished and equipped to accommodate materials and equipment involved, including temporary utility service. Sheds maybe open shelters or fully enclosed spaces with the building or elsewhere on the site.
- F. 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.
- G. Toilets: Install self-contained toilet units. Shield toilets to ensure privacy. Use of pit-type privies will not be permitted. Provide one toilet for each 15 workers on site and have serviced weekly as a minimum.
- H. Wash Facilities: Install wash facilities supplied with portable water at convenient locations for personnel involved in handling materials that require wash-up for a healthy and sanitary condition. Dispose of drainage properly. Supply cleaning compounds appropriate for each condition.
1. Provide safety showers, eye-wash fountains and similar facilities for convenience, safety and sanitation of personnel.
- I. Drinking Water Fixtures: Provide drinking water fountains including paper supply.
- J. Drinking Water Fixtures: Provide drinking water fountains including paper supply.
1. Where power is accessible, provide electric water coolers to maintain dispensed water temperature at 45 to 55 degree F (7 to 13 degree C).
- K. Dewatering Facilities and Drains: For temporary drainage and dewatering facilities and operations not directly associated with construction activities included under individual Sections, comply with dewatering requirements of applicable Division 2 Sections. Where feasible, utilize the same facilities. Maintain the site, excavations and construction free of water.
- L. 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 other 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.
 4. Where temporary wood or plywood enclosure exceeds 100 square feet in area, use UL-labeled fire-retardant treated material for framing and main sheathing.
- M. Temporary Lifts and Hoist: Provide facilities for hoisting materials and employees. Truck cranes and similar devices used for hoisting material are considered 'tools and equipment' and not temporary facilities.
- N. Project Identification and Temporary Signs: Prepare project identification and other signs of the size indicated. Install signs where indicated to inform the public and persons seeking entrance to the Project. Support on posts or framing of preservative treated wood or steel. Do not permit installation of unauthorized signs.
1. Project Identification Signs: Engage an experienced sign painter to apply graphics. Comply with details indicated.
 2. Temporary Signs: Prepare signs to provide directional information to construction personnel and visitors.
- O. Temporary Exterior Lighting: Maintain exterior yard and sign lights so that signs are visible when work is being performed.
- P. 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 raise above 80 degree F (27 degree). Handle hazardous, dangerous, or unsanitary waste materials separately from other waste by containerizing properly. Dispose of materials in a lawful manner.

- Q. Rodent and Pest Control: Before foundation work has been completed, retain a local exterminator or pest control company to recommend practices to minimize attraction and harboring of rodents, roaches and other pests. Employ this service to perform extermination and control procedures at regular intervals so the project will be relatively free of pests and their residues at Substantial Completion. Perform control operations in a lawful manner using environmentally safe materials.

3.04 SECURITY AND PROTECTIONS 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 Project Manager.
- B. Temporary Fire Protection: Until fire protection needs are supplied by permanent 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 141 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.
 - a. Maintain unobstructed access in fire extinguishers, fire hydrants, temporary fire protection facilities, stairways and other access routes for fighting fires. Prohibit smoking in hazardous fire exposure areas.
 - 3. 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. Enclosure Fence: When excavation begins, install an enclosure fence with lockable entrance gates. Locate where indicated or enclose the entire site or the portion determined sufficient to accommodate construction operations. Install in a manner that will prevent people, dogs and other animals from easily entering the site, except by the entrance gates.
 - 1. Provide open-mesh, chain-link fencing with posts set in a compacted mixture of gravel and earth.
- E. Security Enclosure and Lockup: Install substantial temporary enclosure of partially completed areas of construction. Provide locking entrances to prevent unauthorized entrance, vandalism, theft and similar violations of security.
 - 1. Storage: Where materials and equipment must be stored, and are of value or attractive for theft, provide a secure lockup. Enforce discipline in connection with the installation and release of materials to minimize the opportunity for theft and vandalism.
- F. Environmental Protection: Provide protection, operate temporary facilities and conduct construction in ways and by methods that comply with environmental regulations, and minimize the possible that air, waterways and sub-soil might be contaminated or polluted, or that other undesirable effects might result. Avoid use of tools and equipment which product harmful poise. Restrict use of noise making tools and equipment to hours that will minimize complaints from persons or firms near the site.

3.05 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. Remove temporary paving that is not intended for or acceptable for integration into permanent paving. Where the area is intended for landscape development, remove soil and aggregate fill that does not comply with requirements for fill or subsoil in the area. Remove materials contaminated with road oil, asphalt and other petrochemical compounds, and other substances which might impair growth of plant materials or lawns. Repair or replace street pavings, curbs and sidewalks at the temporary entrances, as required by the governing authority.
 3. 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 as noted by the Owner's representative.

END OF SECTION

**SECTION 01 57 60
MAINTENANCE OF TRAFFIC**

PART 1 GENERAL

1.01 DEFINITION

- A. The term, maintenance of traffic, as used herein, includes all facilities, devices and operations required for the safety and convenience of the public during length of the project.

1.02 RELATED WORK

- A. Drawings and general provisions of the Contract in the general and supplemental conditions.

1.03 RESPONSIBILITY

- A. Responsibility for maintenance of traffic begins on the first day of work. Provide for normal access to residences and businesses along, or adjacent to the project.

1.04 REFERENCES

- A. All signs, barricades and road offset dimensions shall be in accordance with the Florida D.O.T. Manual of Traffic Control and Safe Practices for Street and Highway Construction, Maintenance and Utility Operations.
- B. Maintenance of traffic activities are subject to the approval of the Florida Department of Transportation, and or Orange County Department of Traffic Engineering, unless Project is located within a City's jurisdiction.

1.05 LIABILITY

- A. Requirements, procedures and references made herein shall in no way act as a waiver of liability for contractor and its surety.

PART 2 PRODUCTS (NOT APPLICABLE)

PART 3 EXECUTION

3.01 MAINTENANCE OF ROADWAY SURFACES

- A. Maintain all lanes being used for maintenance of traffic to ensure a substantial, smooth and safe riding surface under all weather conditions.

3.02 MAINTENANCE OF TRAFFIC CONTROL DEVICES

- A. Traffic control devices as required shall be kept in correct position, properly directed, clearly visible and clean at all times.

3.03 INSTALLATION

- A. All traffic control devices shall be erected prior to the creation of any hazardous condition and in conjunction with any necessary rerouting of traffic.
- B. Immediately remove, turn or cover any devices which do not apply to existing conditions.
- C. Furnish and maintain all traffic control devices including signs, barricades, and panels.

3.04 FLAGMEN

- A. Provide personnel with required equipment, to direct traffic when required by construction operations in numbers and locations approved by the authority having jurisdiction.

END OF SECTION

**SECTION 01 60 00
PRODUCT REQUIREMENTS**

PART 1 GENERAL

1.01 RELATED REQUIREMENTS

- A. Section 01 25 00 - Substitution Procedures: Substitutions made during procurement and/or construction phases.
- B. Section 01 61 16 - Volatile Organic Compound (VOC) Content Restrictions: Requirements for VOC-restricted product categories.
- C. Section 01 74 19 - Construction Waste Management and Disposal: Waste disposal requirements potentially affecting product selection, packaging and substitutions.

1.02 SUBMITTALS

- A. Product Data Submittals: Submit manufacturer's standard published data. Mark each copy to identify applicable products, models, options, and other data. Supplement manufacturers' standard data to provide information specific to this Project.
- B. Shop Drawing Submittals: Prepared specifically for this Project; indicate utility and electrical characteristics, utility connection requirements, and location of utility outlets for service for functional equipment and appliances.
- C. Sample Submittals: Illustrate functional and aesthetic characteristics of the product, with integral parts and attachment devices. Coordinate sample submittals for interfacing work.
 - 1. For selection from standard finishes, submit samples of the full range of the manufacturer's standard colors, textures, and patterns.

PART 2 PRODUCTS

2.01 NEW PRODUCTS

- A. Provide new products unless specifically required or permitted by Contract Documents.
- B. Use of products having any of the following characteristics is not permitted:
- C. Where other criteria are met, Contractor shall give preference to products that:
 - 1. If used on interior, have lower emissions, as defined in Section 01 61 16.
 - 2. If wet-applied, have lower VOC content, as defined in Section 01 61 16.

2.02 PRODUCT OPTIONS

- A. Products Specified by Reference Standards or by Description Only: Use any product meeting those standards or description.
- B. Products Specified by Naming One or More Manufacturers: Use a product of one of the manufacturers named and meeting specifications, no options or substitutions allowed.
- C. Products Specified by Naming One or More Manufacturers with a Provision for Substitutions: Submit a request for substitution for any manufacturer not named.

PART 3 EXECUTION

3.01 SUBSTITUTION LIMITATIONS

- A. See Section 01 25 00 - Substitution Procedures.

3.02 TRANSPORTATION AND HANDLING

- A. Package products for shipment in manner to prevent damage; for equipment, package to avoid loss of factory calibration.
- B. If special precautions are required, attach instructions prominently and legibly on outside of packaging.
- C. Coordinate schedule of product delivery to designated prepared areas in order to minimize site storage time and potential damage to stored materials.
- D. Transport and handle products in accordance with manufacturer's instructions.

- E. Transport materials in covered trucks to prevent contamination of product and littering of surrounding areas.
- F. Promptly inspect shipments to ensure that products comply with requirements, quantities are correct, and products are undamaged.
- G. Provide equipment and personnel to handle products by methods to prevent soiling, disfigurement, or damage, and to minimize handling.
- H. Arrange for the return of packing materials, such as wood pallets, where economically feasible.

3.03 STORAGE AND PROTECTION

- A. Designate receiving/storage areas for incoming products so that they are delivered according to installation schedule and placed convenient to work area in order to minimize waste due to excessive materials handling and misapplication. See Section 01 74 19.
- B. Store and protect products in accordance with manufacturers' instructions.
- C. Store with seals and labels intact and legible.
- D. Store sensitive products in weathertight, climate-controlled enclosures in an environment favorable to product.
- E. For exterior storage of fabricated products, place on sloped supports above ground.
- F. Protect products from damage or deterioration due to construction operations, weather, precipitation, humidity, temperature, sunlight and ultraviolet light, dirt, dust, and other contaminants.
- G. Comply with manufacturer's warranty conditions, if any.
- H. Cover products subject to deterioration with impervious sheet covering. Provide ventilation to prevent condensation and degradation of products.
- I. Prevent contact with material that may cause corrosion, discoloration, or staining.
- J. Provide equipment and personnel to store products by methods to prevent soiling, disfigurement, or damage.
- K. Arrange storage of products to permit access for inspection. Periodically inspect to verify products are undamaged and are maintained in acceptable condition.

END OF SECTION

**SECTION 01 78 00
CLOSEOUT SUBMITTALS**

PART 1 GENERAL

1.01 RELATED DOCUMENTS

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

1.02 SUMMARY

- A. This Section specifies administrative and procedural requirements for project close-out, including but not limited to:
 - 1. Inspection procedures
 - 2. Project record document submittal. (substantial completion requirements)
 - 3. Operating and Maintenance Manual Submittal (substantial completion requirements).
 - 4. Submittal of warranties (substantial completion requirement).
 - 5. Final cleaning
- B. Close-out requirements for specific construction activities are included in the appropriate Sections in Divisions 2 through 32.
- C. Final Payment to be made when the Owner has received all required close-out documents.

1.03 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 coincided 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. 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.
 - 4. Complete final clean up requirements, including touch-up painting. Touch-up and otherwise repair and restore marred exposed finishes.
 - a. SECTION INCLUDES
 - 1) Project record documents.
 - 2) Operation and maintenance data.
 - 3) Warranties and bonds.
 - b. RELATED REQUIREMENTS
 - 1) Section 01 30 00 - Administrative Requirements: Submittals procedures, shop drawings, product data, and samples.
 - 2) Individual Product Sections: Specific requirements for operation and maintenance data.
 - 3) Individual Product Sections: Warranties required for specific products or Work.

1.04 SUBMITTALS

- A. Project Record Documents: Submit documents to Architect with claim for final Application for Payment, including contract drawings, shop drawings and specifications.
- B. Operation and Maintenance Data:
 - 1. Submit two copies of preliminary draft or proposed formats and outlines of contents before start of Work. Architect will review draft and return one copy with comments.
 - 2. For equipment, or component parts of equipment put into service during construction and operated by Owner, submit completed documents within ten days after acceptance.

3. Submit one copy of completed documents 15 days prior to final inspection. This copy will be reviewed and returned after final inspection, with Architect comments. Revise content of all document sets as required prior to final submission.
 4. Submit two sets of revised final documents in final form within 10 days after final inspection.
- C. Materials Transparency Manual:
1. Compile and submit a digital and a printed version of information disclosing materials content for interior finishes, furnishings (including workstations), built-in furniture. Meet IWBI (BS) requirements for format and content.
- D. Warranties and Bonds:
1. For equipment or component parts of equipment put into service during construction with Owner's permission, submit documents within 10 days after acceptance.
- E. Maintenance Manuals: Organize operating and maintenance data into five (5) 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. 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

1.05 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 complete 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 or Owner'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 Project Manager.
 4. Submit final meter readings for utilities, a measured record of stored fuel and similar data as of the date of Substantial Completion, or when the Owner took possession of the 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 certification 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.
 - a. Make other submittals within 10 days after Date of Substantial Completion, prior to final Application for Payment.
 - b. For items of Work for which acceptance is delayed beyond Date of Substantial Completion, submit within 10 days after acceptance, listing the date of acceptance as the beginning of the warranty period.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 PROJECT RECORD DOCUMENTS

- A. Maintain on site one set of the following record documents; record actual revisions to the Work:
 - 1. Drawings.
 - 2. Specifications.
 - 3. Addenda.
 - 4. Change Orders and other modifications to the Contract.
 - 5. Reviewed shop drawings, product data, and samples.
- B. Ensure entries are complete and accurate, enabling future reference by Owner.
- C. Store record documents separate from documents used for construction.
- D. Record information concurrent with construction progress.
- E. Specifications: Legibly mark and record at each product section description of actual products installed, including the following:
 - 1. Changes made by Addenda and modifications.
- F. Record Drawings and Shop Drawings: Legibly mark each item to record actual construction including:
 - 1. Field changes of dimension and detail.
 - 2. Details not on original Contract drawings.

3.02 OPERATION AND MAINTENANCE DATA

- A. Product Data: Mark each sheet to clearly identify specific products and component parts, and data applicable to installation. Delete inapplicable information. Include a detailed review of the following items:
 - 1. Maintenance manuals
 - 2. Record documents
 - 3. Spare parts and materials
 - 4. Tools
 - 5. Lubricants
 - 6. Fuels
 - 7. Identification systems
 - 8. Control sequences
 - 9. Hazards
 - 10. Cleaning
 - 11. Warranties and bonds
 - 12. Maintenance agreements and similar continuing commitments
 - 13. On site instructions to Owner maintenance personnel on major systems operations such as HVAC as per technical specifications.
- B. As part of instruction for operating equipment, demonstrate the following procedures, prior to the Owner issuing Certificate of Substantial Completion:
 - 1. Start-up
 - 2. Shutdown
 - 3. Emergency operations
 - 4. Noise and vibration adjustments
 - 5. Safety procedures
 - 6. Economy and efficiency adjustments
- C. Drawings: Supplement product data to illustrate relations of component parts of equipment and systems, to show control and flow diagrams. Do not use Project Record Documents as maintenance drawings.
- D. Typed Text: As required to supplement product data. Provide logical sequence of instructions for each procedure, incorporating manufacturer's instructions.

3.03 PROJECT CLOSE-OUT MANUAL AT SUBSTANTIAL COMPLETION

- A. Submit Project Close-out Manuals prior to issuance of final application for payment. Provide three (3) copies.
- B. Bind in commercial quality 8 ½" X 11" three ring binder, indexed with hardback, cleanable, plastic covers.
- C. Label cover of each binder with typed title PROJECT CLOSE-OUT MANUAL, with title of project; name, address, and telephone number of Contractor and name of responsible Principal.
- D. Provide table of contents: Neatly typed, in the following sequence:
 - 1. Final Certificate of Occupancy
 - 2. Warranty Service Subcontractors Identification List
 - 3. Final Lien Waivers and Releases
 - 4. Warranties and Guarantees
 - 5. Systems Operations and Maintenance Instruction
 - 6. Manufacturer's Certificates and Certifications
 - 7. Maintenance Service Contracts
 - 8. Spare Parts Inventory List
 - 9. Special Systems Operating Permits or Approvals
 - 10. Asbestos free materials notarized statement
- E. Provide all documents for each section listed. List individual documents in each section in the Table of Contents, in the sequence of the Table of Contents of the Project Manual.
- F. Identify each document listed in the Table of Contents with the number and title of the specification section in which specified, and the name of the product or work item.
- G. Separate each section with index to sheets that are keyed to the Table of Contents listing.
- H. Warranty Service Subcontractors List shall identify subcontractor supplier, and manufacturer for each warranty with name, address and emergency telephone number.
- I. Electronic Close-out DVD: At the completion of the project, submit one copy of a DVD with entire project close out information below in PDF format. All letter, legal and brochure size sheets shall be portrait and the As-built drawings will be landscape. All fonts will be Arial. All items will be in PDF with OCR (Optical Character Recognition). This will enable a search engine to identify words on the scanned documents.
 - 1. Contacts: Set up a separate PDF for the contacts. No bookmarks are needed for this section.
 - 2. As-Builts: All as-built drawings will be landscape.
 - 3. Submittals: All technical submittal items (approved and approved as noted) will be provided and sorted by the 32 standard divisions. Bookmarks will be needed for the appropriate divisions.
 - 4. Operations and Maintenance Manual: Specify the division name only in the bookmarks (1-16). Please note that all items will be in PDF with OCR (Optical Character Recognition). This will enable a search engine to identify works on the scanned documents.
 - 5. Permitting: This should include the Certificate of Occupancy and any other document that the Project Manager may include pertaining to the permitting for the project.

3.04 WARRANTIES AND BONDS

- A. Obtain warranties and bonds, executed in duplicate by responsible Subcontractors, suppliers, and manufacturers, within 10 days after completion of the applicable item of work. Except for items put into use with Owner's permission, leave date of beginning of time of warranty until Date of Substantial completion is determined.

3.05 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 finished 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. Remove waste and surplus materials from the site in an appropriate manner.
- C. Pest Control: Engage an experienced exterminator to make a final inspection, and rid the Project of rodents, insects and other pests.
- D. Removal of Protection: Remove temporary protection and facilities installed for protection of the work during construction.
- E. 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.
 - a. Verify that documents are in proper form, contain full information, and are notarized.
 - b. Co-execute submittals when required.
 - c. Retain warranties and bonds until time specified for submittal.

END OF SECTION

**SECTION 07 01 50.19
PREPARATION FOR RE-ROOFING**

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Temporary roofing protection.

1.02 RELATED REQUIREMENTS

- A. Section 07 51 00 - Built-Up Bituminous Roofing.

1.03 REFERENCE STANDARDS

- A. ASTM C1153 - Standard Practice for Location of Wet Insulation in Roofing Systems Using Infrared Imaging 2010 (Reapproved 2015).

1.04 ADMINISTRATIVE REQUIREMENTS

- A. Coordinate with affected mechanical and electrical work associated with roof penetrations.
- B. Preinstallation Meeting: Convene one week before starting work of this section.
 - 1. Attendees:
 - a. Architect.
 - b. Contractor.
 - c. Owner.
 - d. Installer.
 - 2. Meeting Agenda: Provide agenda to participants prior to meeting in preparation for discussions on the following:
 - a. Removal and installation schedule.
 - b. Necessary preparatory work.
 - c. Protection before, during, and after roofing system installation.
 - d. Transitions and connection to and with other work.

1.05 SUBMITTALS

- A. See Section 01 30 00 - Administrative Requirements for submittal procedures.
- B. Product Data: Submit for each type of material.
- C. Installer's Qualification Statement.

1.06 QUALITY ASSURANCE

- A. Materials Removal Company Qualifications: Company specializing in performing work of type specified with at least three years of documented experience.
- B. Installer Qualifications: Company specializing in performing work of the type specified and with at least three years of documented experience.

1.07 DELIVERY, STORAGE, AND HANDLING

- A. Ensure storage and staging of materials does not exceed static and dynamic load-bearing capacities of roof decking.

1.08 FIELD CONDITIONS

- A. Do not remove existing roofing membrane when weather conditions threaten the integrity of building contents or intended continued occupancy.
- B. Provide notice at least three days before starting activities that will affect normal building operations.
- C. Owner will occupy building areas directly below re-roofing area.
 - 1. Provide Owner with at least 48 hours written notice of roofing activities that may affect their operations and to allow them to prepare for upcoming activities as necessary.
 - 2. Do not disrupt Owner's operations or activities.
 - 3. Maintain access of Owner's personnel to corridors, existing walkways, and adjacent buildings.

1.09 WARRANTY

- A. See Section 01 78 00 - Closeout Submittals for additional warranty requirements.
- B. Existing Warranties: Perform this work using methods and materials that will maintain existing roof system warranties.
 - 1. Notify existing roof system warrantor prior to starting this work and obtain written instructions for procedures necessary to maintain this existing warranty.
 - 2. Upon completion of this work, notify warrantor of reroofing completion and obtain documentation to verify that existing roofing system has been inspected and warranty is still in effect.
 - a. Submit documentation upon project closeout.

PART 2 PRODUCTS

2.01 COMPONENTS

- A. See the following sections for additional information on components relating to this work:

2.02 MATERIALS

- A. See the following sections for additional information on material relating to this work:

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that existing roof surface has been cleared of materials being removed from existing roofing system and ready for next phase of work as required.

3.02 PREPARATION

- A. Sweep roof surface clean of loose matter.
- B. Remove loose refuse and dispose of properly off-site.

3.03 INSTALLATION

- A. Coordinate scope of this work with requirements for installation of new roofing system, see Section 07 01 50.61 for additional requirements.

3.04 PROTECTION

- A. Provide protection of existing roofing system that is not having work performed on it.

END OF SECTION

**SECTION 07 01 50.61
ROOF RE-COATING**

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Field applied, heat reflective and emissive coatings for existing metal panel and concrete or clay tile roofs.

1.02 REFERENCE STANDARDS

- A. SSPC-SP 2 - Hand Tool Cleaning 2018.
- B. SSPC-SP 3 - Power Tool Cleaning 2018.
- C. SSPC-SP 6 - Commercial Blast Cleaning 2007.
- D. SSPC-SP 7 - Brush-Off Blast Cleaning 2007.

1.03 SUBMITTALS

- A. See Section 01 30 00 - Administrative Requirements for submittal procedures.
- B. Product Data: Provide data indicating coating materials.
- C. Specimen warranty.

1.04 QUALITY ASSURANCE

- A. Maintain one copy of each referenced document that applies to application on site.
- B. Manufacturer Qualifications: Company specializing in manufacturing products specified in this section with at least three years documented experience.
- C. Applicator Qualifications: Company specializing in performing the work of this section with at least three years of documented experience and approved by manufacturer.

1.05 FIELD CONDITIONS

- A. Do not install materials when temperature is below 45 degrees F (7 degrees C) or above 100 degrees F (38 degrees C).
- B. Maintain this temperature range, 24 hours before, during, and 72 hours after installation of coatings.
- C. Restrict traffic from area where coating is being applied or is curing.

1.06 WARRANTY

- A. See Section 01 78 00 - Closeout Submittals for additional warranty requirements.
- B. Manufacturer Warranty: Provide 10 manufacturer warranty for product application and watertightness, agreeing to repair or replace the roofing system and damaged roof materials, from penetrations of water through the roof membrane. Complete forms in Owner's name and register with manufacturer. Repairs completed under warranty to be at no additional cost of owner.
- C. Installer Warranty: Provide 2-year installers warranty for installation and performance of the reinforced coating application.
- D. Service Inspection: Representatives of the owner, manufacturer's representative and the contractor shall make a service inspection of the system regularly throughout the guarantee period. Immediately after the inspection, the contractor shall make any repairs needed and covered by his guarantee.

1.07 PRODUCT DELIVERY AND STORAGE

- A. Deliver: Deliver materials in original labeled, sealed and un-damaged containers or rolls. Note batch numbers of products used on specific sections.
- B. Storage:
 - 1. Store all manufactured products off the ground, under cover, protected from dampness and sunlight.

2. Maintain M.S.D.S reports on all stored materials at project site, accessible to all employees.

1.08 JOB CONDITIONS

- A. Install all material in strict accordance with all safety and weather conditions required by manufacturer's literature and in accordance with NRCA standards and as modified by applicable standards of the authorities having jurisdiction.
- B. Protect and Regularoty Compliance.
 1. Comply with governing E.P.A notification regulations and with disposal regulations of authorities having jurisdiction.
 2. Review Methods and procedures regarding access, scaffolding, safety devices, waste disposal and transportation.
 3. Review protection requirements for roof draina and debris capture.
 4. H.V.A.C shutdown and sealing of air intakes.
 5. Shutdown of fire suppression, protection and detection systems.
 6. Review buidling code regulations concerning anchor points, identification and fall protection above and around skylights, other rooftop harzards including, but not limited to, electrical suply, gas and other fuel delivery, etc.
 7. Establish requiremetns for wildlife protection, especially if an endangered species is involved.
 8. Follow manufacturer's instructions for removal and replacement of lighthning protection\

1.09 ENVIRONMENTAL REQUIREMENTS

- A. Do not apply the coatings to a frozen surface. Apply all coatings when the ambient temperature is 35 degrees F and rising. Do not apply during or immediately prior to precipitation.
- B. Surface temperature shall be maintained at a minimum of 5 degrees above the dew point for both the surface preparation and coating operations.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Manufacturers: Materials are specified by brand names to establish a standard of quality, or by performance requirements and general description of the product. The architect will consider substitutng for brand names of products specified provided the procedures set forth for substitutions are followed. The specifier reserves the right to reject any material which, in their opinion, will not produce the quality of work specified herein.
- B. Steep Slope Metal Coating
 1. Andek Corporation - Polarroof AC coating system

2.02 ROOF RE-COATINGS:

- A. Fully Reinforced Urethane Based Low Odor Coating. Arylic Urethane Reinforced Coating System for Metal Roofs: Two components, epoxy urethane primer with acrylic polyurethane topecoat, with chemical resistance and low voc.
 1. Steep Slope Roof Re-Coating
 - a. Polaprime DTM, a polyurethane primer for aplication on ferrous and non-ferrous metals.
 - b. Roofab, a polyester roofing fabric that possesses a parallel fiber structure that is stitchbonded to product the necessary tensiles, tear and elongation properties.
 - c. Polarroof AC, an arylic elastomeric coating
 - 1) Moisture Vapor Tansmisiion: 3.5 perms
 - 2) Tensile Strength: 250 PSI
 - 3) Elongation: 750%
 - 4) Impact Resistance: 4mm indent. pass
 - 5) Solids: 73%
 - 6) Flashpoint: Non-Flamible
 - 7) Weaterometer: Pass

- 8) Fire Rating: Class A
- 9) Shore 'A' Hardness: 60 degrees
- 10) Viscosity: 7,000 cps
- 11) Density: Average 11.5 lbs/gal
- 12) pH: 9.0

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify existing conditions before starting work.
- B. Verify that substrate surfaces are ready to receive work as instructed by the coating manufacturer. Obtain and follow manufacturer's instructions for examination and testing of substrates.

3.02 PREPARATION

- A. Clean surfaces of loose foreign matter.
- B. Remove substances that would bleed through finished coatings.
- C. Remove mildew, dirt, grease, oil, chalk and other contaminants that would interfere with adhesion and bonding of coating.
- D. Existing Painted and Sealed Surfaces:
 1. Remove loose, flaking, peeling and oxidized paint; feather edge and sand smooth edges of chipped paint.
- E. Ferrous Metal:
 1. Solvent clean.
 2. Remove loose rust, loose mill scale, and other foreign substances using hand tools according to SSPC-SP 2, power tools according to SSPC-SP 3, or blast cleaning according to SSPC-SP 6 or SSPC-SP 7.
- F. Protect adjacent surfaces and materials not receiving coating from spatter and overspray; mask if necessary to provide adequate protection. Repair damage.

3.03 APPLICATION

- A. Apply primer to applicable surfaces in accordance with coating manufacturer's written installation instructions.
- B. Apply coatings in accordance with manufacturer's instructions, to thicknesses specified.
- C. Apply in uniform thickness coats, without runs, drips, pinholes, brush marks, or variations in color, texture, or finish. Finish edges, crevices, corners, and other changes in dimension with full coating thickness.

3.04 CLEANING

- A. Collect waste material that could constitute a fire hazard, place in closed metal containers, and remove daily from site.
- B. Clean surfaces immediately of overspray, splatter, and excess material.
- C. After coating has cured, clean and replace finish hardware, fixtures, and fittings previously removed.

3.05 PROTECTION

- A. Protect finished work from damage.

END OF SECTION

**SECTION 07 92 00
JOINT SEALANTS**

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Vertical and Horizontal Precast Concrete Sealant Joints
- B. Window/Door Perimeter Sealant Joints
- C. Joint backings and accessories.

1.02 REFERENCE STANDARDS

- A. ASTM C661 - Standard Test Method for Indentation Hardness of Elastomeric-Type Sealants by Means of a Durometer 2015 (Reapproved 2022).
- B. ASTM C794 - Standard Test Method for Adhesion-In-Peel of Elastomeric Joint Sealants 2018.
- C. ASTM C920 - Standard Specification for Elastomeric Joint Sealants 2018.
- D. ASTM C1193 - Standard Guide for Use of Joint Sealants 2016.
- E. ASTM C1330 - Standard Specification for Cylindrical Sealant Backing for Use with Cold Liquid-Applied Sealants 2018.
- F. ASTM C1521 - Standard Practice for Evaluating Adhesion of Installed Weatherproofing Sealant Joints 2019 (Reapproved 2020).

1.03 SUBMITTALS

- A. See Section 01 30 00 - Administrative Requirements for submittal procedures.
- B. Product Data for Sealants: Submit manufacturer's technical data sheets for each product to be used, that includes the following.
 - 1. Physical characteristics, including movement capability, VOC content, hardness, cure time, and color availability.
 - 2. List of backing materials approved for use with the specific product.
 - 3. Substrates that product is known to satisfactorily adhere to and with which it is compatible.
 - 4. Substrates the product should not be used on.
 - 5. Substrates for which use of primer is required.
- C. Product Data for Accessory Products: Submit manufacturer's technical data sheet for each product to be used, including physical characteristics, installation instructions, and recommended tools.
- D. Color Cards for Selection: Where sealant color is not specified, submit manufacturer's color cards showing standard colors available for selection.
- E. Samples for Verification: Where custom sealant color is specified, obtain directions from Architect and submit at least two physical samples for verification of color of each required sealant.
- F. Preconstruction Laboratory Test Reports: Submit at least four weeks prior to start of installation.
- G. Preinstallation Field Adhesion Test Plan: Submit at least two weeks prior to start of installation.
- H. Preinstallation Field Adhesion Test Reports: Submit filled out Preinstallation Field Adhesion Test Reports log within 10 days after completion of tests; include bagged test samples and photographic records.

1.04 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Company specializing in manufacturing the products specified in this section with minimum three years documented experience.
- B. Installer Qualifications: Company specializing in performing the work of this section and with at least three years of documented experience.

- C. Preconstruction Laboratory Testing: Arrange for sealant manufacturer(s) to test each combination of sealant, substrate, backing, and accessories.
 - 1. Adhesion Testing: In accordance with ASTM C794.
 - 2. Allow sufficient time for testing to avoid delaying the work.
 - 3. Deliver to manufacturer sufficient samples for testing.
 - 4. Report manufacturer's recommended corrective measures, if any, including primers or techniques not indicated in product data submittals.
 - 5. Testing is not required if sealant manufacturer provides data showing previous testing, not older than 24 months, that shows satisfactory adhesion, lack of staining, and compatibility.
- D. Preinstallation Field Adhesion Test Plan: Include destructive field adhesion testing of one sample of each combination of sealant type and substrate, except interior acrylic latex sealants, and include the following for each tested sample.
 - 1. Identification of testing agency.
 - 2. Preinstallation Field Adhesion Test Log Form: Include the following data fields, with known information filled out.
 - a. Test date.
 - b. Copy of test method documents.
 - c. Age of sealant upon date of testing.
 - d. Test results, modeled after the sample form in the test method document.
 - e. Indicate use of photographic record of test.
- E. Field Adhesion Test Procedures:
 - 1. Allow sealants to fully cure as recommended by manufacturer before testing.
 - 2. Have a copy of the test method document available during tests.
 - 3. Record the type of failure that occurred, other information required by test method, and the information required on the Field Quality Control Log.
 - 4. When performing destructive tests, also inspect the opened joint for proper installation characteristics recommended by manufacturer, and report any deficiencies.
 - 5. Deliver the samples removed during destructive tests in separate sealed plastic bags, identified with project, location, test date, and test results, to Owner.
 - 6. If any combination of sealant type and substrate does not show evidence of minimum adhesion or shows cohesion failure before minimum adhesion, report results to Architect.
- F. Destructive Field Adhesion Test: Test for adhesion in accordance with ASTM C1521, using Destructive Tail Procedure.
 - 1. Sample: At least 18 inches (457 mm) long.
 - 2. Minimum Elongation Without Adhesive Failure: Consider the tail at rest, not under any elongation stress; multiply the stated movement capability of the sealant in percent by two; then multiply 1 inch (25.4 mm) by that percentage; if adhesion failure occurs before the "1 inch mark" is that distance from the substrate, the test has failed.
 - 3. If either adhesive or cohesive failure occurs prior to minimum elongation, take necessary measures to correct conditions and re-test; record each modification to products or installation procedures.

1.05 WARRANTY

- A. See Section 01 78 00 - Closeout Submittals for additional warranty requirements.
- B. Correct defective work within a five year period after Date of Substantial Completion.
- C. Warranty: Include coverage for installed sealants and accessories that fail to achieve watertight seal, exhibit loss of adhesion or cohesion, or do not cure.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Precast Concrete Vertical and Horizontal Sealant Joints: Permits application in joints on vertical surfaces without sagging or slumping.
 - 1. Dow; Dowsil CPS: www.dow.com/#sle.
 - 2. Pre-Approved Equal.

3. Substitutions: See Section 01 60 00 - Product Requirements.
- B. Window and Door Perimeter Sealant Joints
 1. Dow; Dowsil 795: www.dow.com/#sle.
 2. Pre-Approved Equal.
 3. Substitutions: See Section 01 60 00-Product Requirements.

2.02 JOINT SEALANTS - GENERAL

2.03 ACCESSORIES

- A. Backer Rod: Cylindrical cellular foam rod with surface that sealant will not adhere to, compatible with specific sealant used, and recommended by backing and sealant manufacturers for specific application.
 1. Type for Joints Not Subject to Pedestrian or Vehicular Traffic: ASTM C1330; Type O - Open Cell Polyurethane.
 2. Open Cell: 40 to 50 percent larger in diameter than joint width.
- B. Backing Tape: Self-adhesive polyethylene tape with surface that sealant will not adhere to and recommended by tape and sealant manufacturers for specific application.
- C. Masking Tape: Self-adhesive, nonabsorbent, non-staining, removable without adhesive residue, and compatible with surfaces adjacent to joints and sealants.
- D. Joint Cleaner: Non-corrosive and non-staining type, type recommended by sealant manufacturer; compatible with joint forming materials.
- E. Primers: Type recommended by sealant manufacturer to suit application; non-staining.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that joints are ready to receive work.
- B. Verify that backing materials are compatible with sealants.
- C. Verify that backer rods are of the correct size.
- D. Preinstallation Adhesion Testing: Install a sample for each test location indicated in the test plan.
 1. Test each sample as specified in PART 1 under QUALITY ASSURANCE article.
 2. Notify Architect of date and time that tests will be performed, at least seven days in advance.
 3. Record each test on Preinstallation Adhesion Test Log as indicated.
 4. If any sample fails, review products and installation procedures, consult manufacturer, or take whatever other measures are necessary to ensure adhesion; re-test in a different location; if unable to obtain satisfactory adhesion, report to Architect.
 5. After completion of tests, remove remaining sample material and prepare joint for new sealant installation.

3.02 PREPARATION

- A. Remove loose materials and foreign matter that could impair adhesion of sealant.
- B. Clean joints, and prime as necessary, in accordance with manufacturer's instructions.
- C. Perform preparation in accordance with manufacturer's instructions and ASTM C1193.
- D. Mask elements and surfaces adjacent to joints from damage and disfigurement due to sealant work; be aware that sealant drips and smears may not be completely removable.

3.03 INSTALLATION

- A. Perform work in accordance with sealant manufacturer's requirements for preparation of surfaces and material installation instructions.
- B. Perform installation in accordance with ASTM C1193.
- C. Measure joint dimensions and size joint backers to achieve width-to-depth ratio, neck dimension, and surface bond area as recommended by manufacturer, except where specific

dimensions are indicated.

- D. Measure joint dimensions and size joint backers to achieve the following, unless otherwise indicated:
 - 1. Width/depth ratio of 2:1.
 - 2. Neck dimension no greater than 1/3 of the joint width.
 - 3. Surface bond area on each side not less than 75 percent of joint width.
- E. Install bond breaker backing tape where backer rod cannot be used.
- F. Install sealant free of air pockets, foreign embedded matter, ridges, and sags, and without getting sealant on adjacent surfaces.
- G. Do not install sealant when ambient temperature is outside manufacturer's recommended temperature range, or will be outside that range during the entire curing period, unless manufacturer's approval is obtained and instructions are followed.
- H. Nonsag Sealants: Tool surface concave, unless otherwise indicated; remove masking tape immediately after tooling sealant surface.

3.04 POST-OCCUPANCY

- A. Post-Occupancy Inspection: Perform visual inspection of entire length of project sealant joints at a time that joints have opened to their greatest width; i.e. at low temperature in thermal cycle. Report failures immediately and repair.

END OF SECTION